

Minutes
Budget and Personnel Committee Meeting

January 22, 2020

1. Call to Order:

The January 14, 2020 Budget and Personnel Committee meeting was called to order at 6:34 p.m. by Director Cortez. In attendance were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten, and Paula Riso
- Public members: none

2. Public Comments on Any Item Not on the Agenda:

There was no public comment.

3. Approve the Draft Minutes of the November 12, 2019 Meeting:

On motion by Director Cortez, seconded by Vice President Shriner, the minutes of November 12, 2019 were approved unanimously.

4. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten gave an update on the status of tasks staff is working on:

- Electrical/Mechanical Field Supervisor – Joe Correa has announced his retirement as of February 20, 2020.
- Operator II Position – with an in-house promotion, there is a vacant Operator II position and staff is in the process of hiring to fill the position.
- Operator III – Travis Enzweiler was promoted from an Operator II position to Operator III. He was a leadman at Soquel Creek prior to starting with the District.
- Engineering Tech – Alec Irwin was hired to fill this position.
- Capital Impact Fees Study – WWOC approved the Capacity Fees. Staff is working on a final to bring to the Board with implementation by July 1, 2020. Mr. Van Der Maaten reviewed the latest Capacity Fee Study with the Committee.
- Quarterly CIP Update report – update will be provided in January.

5. Identify Budget and Personnel Agenda Items for the Next Committee Meeting:

The same items will be brought back for discussion with the addition of Director requests for training. The next meeting is scheduled for February 11th at 6:15 p.m.

6. Committee Member Comments:

No comments were made.

7. Adjournment:

Meeting adjourned at 6:55 p.m.