South Bay Irrigation District Board Meeting - February 12, 2020

1. Agenda Packet

Documents:

200212 AGENDA PACKET - POSTED 200107.PDF
AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS
WEDNESDAY, FEBRUARY 12, 2020 – 5:00 P.M.

• CALL MEETING TO ORDER AND ROLL CALL
• PLEDGE OF ALLEGIANCE TO THE FLAG
• PUBLIC COMMENT
  Opportunity for Members of the Public to Address the Board. (Government Code Section 54954.3)
• PRESIDENT’S PRESENTATION

ACTION AGENDA
The following items on the Action Agenda call for discussion and action by the Board. All items are placed on the Agenda so that the Board may discuss and take action on the item if the Board is so inclined, including items listed for information.

1. ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA
   (Government Code Section 54956.5)

2. APPROVAL OF MINUTES - Regular Meeting of January 8, 2020

3. APPROVAL OF DEMANDS AND WARRANTS

4. NEW BUSINESS
   A. Review of Board Policies and Procedures (Policies 101-110)
   B. California Special Districts Association (CSDA) Board of Directors Vacancy – Call for Nominations: Seat B – Southern Network
   C. California Special Districts Association (CSDA) Board of Directors Call for Nominations: Seat C

5. APPROVAL OF DIRECTORS’ ATTENDANCE AT MEETINGS AND FUTURE AGENDA ITEMS
   Per diem approval for the Chula Vista Chamber of Commerce (CVCC) Utilities Subcommittee Representatives to attend the CVCC 93rd Annual Installation Dinner, Chula Vista – February 28, 2020
REPORTS AND INFORMATIONAL ITEMS

The following Agenda items are reports and information. These are placed on the Agenda to allow the persons designated to provide information on the Agenda item to the Board and the Public. There is no action called for in these items. The Board may engage in discussion on any report upon which specific subject matter is identified on the Agenda, but may not take any action other than to place the matter on a future Agenda.

6. SAN DIEGO LOCAL AGENCY FORMATION COMMISSION INDEPENDENT SPECIAL DISTRICTS ELECTION RESULTS – APPOINTMENT OF SPECIAL DISTRICT ADVISORY COMMITTEE REPRESENTATIVE

7. DECEMBER 2019 FINANCIAL REPORTS

8. QUARTERLY REPORT OF DIRECTORS’ EXPENSES – SECOND QUARTER

9. REPORTS BY DIRECTORS ON EVENTS ATTENDED
   Reports and discussion relating to events attended by the Directors
   Chula Vista Chamber of Commerce Utilities Subcommittee – January 29, 2020

10. REPORT OF MANAGEMENT

11. REPORT OF LEGAL COUNSEL

12. DIRECTORS’ COMMENTS
   Directors’ comments are comments by Directors concerning District business that may be of interest to the Board. Directors’ comments are placed on the agenda to enable individual Board members to convey information to the Board and the Public. There is to be no discussion or action taken on comments made by Board members.

13. CLOSED SESSION
   At any time during the regular session, the Governing Board may adjourn to closed session to consider litigation, personnel matters, or to discuss with legal counsel matters within the attorney-client privilege. Discussion of litigation is within the attorney-client privilege, subject to the appropriate disclosures and may be held in closed session. Government Code Section 54956.9.

14. ADJOURNMENT

This agenda was posted at least seventy-two (72) hours before the meeting in a location freely accessible to the Public on the exterior bulletin board at the main entrance to the Authority’s office and it is also posted on the Authority’s website at www.sweetwater.org. No action may be taken on any item not appearing on the posted agenda, except as provided by California Government Code Section 54954.2. Any writings or documents provided to a majority of the members of the Sweetwater Authority Governing Board regarding any item on this agenda will be made available for public inspection at the Authority Administration Office, located at 505 Garrett Avenue, Chula Vista, CA 91910, during normal business hours. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Board Secretary at (619) 409-6703 at least forty-eight (48) hours before the meeting, if possible.

To e-subscribe to receive meeting agendas and other pertinent information, please visit www.sweetwater.org.
PUBLIC COMMENT PROCEDURES

Members of the general public may address the Board regarding items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Governing Board. Speakers are asked to state name, address, and topic, and to observe a time limit of three (3) minutes each. Public comment on a single topic is limited to twenty (20) minutes. Anyone desiring to address the Governing Board regarding an item listed on the agenda is asked to fill out a speaker’s slip and present it to the Board Chair or the Secretary. Request to Speak forms are available at the Speaker’s podium and at www.sweetwater.org/speakerform.
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The Board of Directors of South Bay Irrigation District held a Regular meeting on Wednesday, January 8, 2020, at the Sweetwater Authority Administrative Office, 505 Garrett Avenue, Chula Vista, California. President Martinez called the meeting to order at 5:01 p.m.

- **ROLL CALL**
  Directors Present: Josie Calderon-Scott, Steve Castaneda, José F. Cerda, and Hector Martinez
  Directors Absent: Jose Preciado
  Others Present: General Manager Tish Berge, Assistant General Manager Jennifer Sabine, Legal Counsel Nicholas Norvell, and Acting Board Secretary Michael Garcia. Others Present: Tom Kennedy of Rainbow Municipal Water District.

- **PLEDGE OF ALLEGIANCE TO THE FLAG**

- **OPPORTUNITY FOR PUBLIC COMMENT (Government Code Section 54954.3)**
  There were no comments from the public.

- **PRESIDENT’S PRESENTATION**
  “Potential Detachment from San Diego County Water Authority,” presented by Tom Kennedy, General Manager, Rainbow Municipal Water District

**ACTION CALENDAR ITEMS**

1. **ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA**
   There was none.

2. **APPROVAL OF MINUTES – Regular Meeting of December 11, 2019**
   Director Calderon-Scott made a motion, seconded by Director Castaneda, that the Board approve the minutes of the December 11, 2019 Regular meeting. The motion carried unanimously, with Director Preciado absent.
3. APPROVAL OF DEMANDS AND WARRANTS

Director Castaneda made a motion, seconded by Director Calderon-Scott, that the Board approve warrants 11751 through 11758. The motion carried unanimously, with Director Preciado absent.

4. NEW BUSINESS

San Diego County Local Agency Formation Commission (LAFCO) Call for Nominations – Regular Special District Member Election on LAFCO

Director Calderon-Scott made a motion, seconded by Director Castaneda, that the Board forgo nominating a candidate to the San Diego LAFCO – Regular Special District Member on LAFCO. The motion carried unanimously, with Director Preciado absent.

5. APPROVAL OF DIRECTORS’ ATTENDANCE AT MEETINGS AND FUTURE AGENDA ITEMS

There were none.

REPORTS AND INFORMATIONAL ITEMS

6. NOVEMBER 2019 FINANCIAL REPORTS

The report was provided for information only.

7. REPORTS BY DIRECTORS ON EVENTS ATTENDED

There were none.

8. REPORT OF LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBER

President Martinez reported on issues between Leucadia Wastewater District and the City of Carlsbad regarding providing recycled water; and the possibility of a future lawsuit.

9. REPORT OF MANAGEMENT

General Manager Berge reminded the Board of the annual review of policies; and guest presentations will be coordinated with President Martinez.

10. REPORT OF LEGAL COUNSEL

Legal Counsel Norvell reminded the Board that the filing of the annual Form 700 is due April 1, 2020.

11. DIRECTORS’ COMMENTS

There were none.
12. CLOSED SESSION

There was none.

13. ADJOURNMENT

With no further business before the Board, President Martinez adjourned the meeting at 5:53 p.m.

Hector Martinez, President

Attest:

Michael Garcia, Acting Board Secretary
### South Bay Irrigation District

#### Warrants

**November 2019**

<table>
<thead>
<tr>
<th>Warrant Number</th>
<th>Date</th>
<th>Amount</th>
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<td>Steven Castaneda</td>
<td>Director's fee for SBID Board meeting and mileage reimbursement</td>
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<td>Davis Farr LLP</td>
<td>Financial audit billing for June 30, 2019</td>
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**Total**: 5,232.88
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TO: South Bay Irrigation District Board
FROM: Management
DATE: February 7, 2020
SUBJECT: Review of Board Policies and Procedures (Policies 101 through 110)

SUMMARY
The attached SBID Board Policies 101 through 110 are presented to the Board for review. Legal counsel has reviewed the policies and has one recommended change for Policy 104. The General Manager defers to the Board for their recommended changes.

<table>
<thead>
<tr>
<th>POLICY</th>
<th>ADDITIONS/MODIFICATIONS/COMMENTS</th>
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</thead>
<tbody>
<tr>
<td>101-103, 105-110</td>
<td>No recommended changes.</td>
</tr>
<tr>
<td>104</td>
<td>Recommended changes: In subsection L, change the word &quot;Authority&quot; to &quot;District.&quot;</td>
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</tbody>
</table>

FISCAL IMPACT
The fiscal impact is unknown at this time and will be based on time charged for legal counsel’s review.

POLICY
Board Policy 103, Adoption/Amendment of Policies and Procedures, establishes guidelines to adopt and amend policies and procedures in the Policies and Procedures Manual of the Board of Directors of South Bay Irrigation District. Although Policy 103 doesn’t specify when to review the policies, it is recommended that the Board review its Policies and Procedures on a periodic basis.

ALTERNATIVES
1. Provide input on Policies 101 through 110 and direct staff to make modifications as directed by the Board of Directors.

2. Approve Policies 101 through 110 as presented.

RECOMMENDATION
Staff seeks the direction of the Board of Directors.
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POLICY 101 – OFFICIAL SEAL

POLICY

The Board of Directors of South Bay Irrigation District passed Resolution No. 3, on March 27, 1951, adopting the official seal of South Bay Irrigation District.

PROCEDURE

The following design shall constitute the official seal of South Bay Irrigation District:

The seal is comprised of two concentric circles. The diameter of the seal is 1-5/8-inch with the outer perimeter of the circle encompassed with a braided rope design. The distance between the outer and inner circle is ¼-inch containing the words “SOUTH BAY IRRIGATION DISTRICT” inscribed around the top of the inside circle and a “♥” design inscribed at the bottom. In the center of the dotted-lined circle, which is one-inch in diameter, the word “ORGANIZED” is inscribed around the top inner portion of the circle, with the words “MARCH 1951” inscribed around the bottom inner portion. The very center of this circle also contains a symbol that resembles a small turnbuckle.
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POLICIES & PROCEDURES
FOR THE BOARD OF DIRECTORS

PURPOSE OF BOARD POLICIES
Policy 102

POLICY 102 – PURPOSE OF BOARD POLICIES

POLICY

It is the intent of the Board of Directors of South Bay Irrigation District (District) to maintain a Policies and Procedures Manual. It shall contain a comprehensive listing of the Board’s current policies and procedures, constituting the rules and regulations enacted by the Board from time to time.

PROCEDURE

The Policies and Procedures Manual will serve as a resource for the Directors, staff, and members of the public in determining the manner in which matters of District business are to be conducted.

If any policy or portion of a policy contained within the Policies and Procedures Manual is in conflict with rules, regulations, or legislation having authority over the District, said rules, regulations, or legislation shall prevail.

Reviewed and Approved on 2/13/2019
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POLICY 103 – ADOPTION/AMENDMENT OF POLICIES

POLICY

To establish guidelines to adopt or amend policies and procedures in the Policies and Procedures Manual of the Board of Directors of South Bay Irrigation District (District).

PROCEDURE

Consideration by the Board of Directors to adopt a new policy or to amend an existing policy or procedure may be initiated by a Director or the General Manager. The proposed adoption or amendment is initiated by submitting a written draft of the proposed adoption or amendment to each Director and the General Manager through the District’s office and requesting that the item be included for consideration on the agenda of a Regular Meeting of the Board of Directors.

Adoption of a new policy or procedure or amendment of an existing policy shall be accomplished at a Regular Meeting of the Board of Directors and shall require an affirmative majority vote of the Board of Directors.

Before considering adopting or amending any policy or procedure, Directors shall have the opportunity to review the proposed adoption or amendment prior to the meeting at which consideration for adoption or amendment is to be given.

Copies of the proposed policy or procedure adoption or amendment shall be included in the agenda information packet for any meeting of consideration. Pursuant to the Ralph M. Brown Act, the agenda information packets with said copies shall be made available to each Director for review at least seventy-two (72) hours prior to any meeting of consideration.
POLICY 104 – CODE OF ETHICS

POLICY

The Board of Directors (Board) of South Bay Irrigation District (District) is committed to providing excellence in legislative leadership that results in the provision of the highest quality of services to its constituents and to comply with all applicable state laws including AB 1234 approved in 2006.

PROCEDURE

In order to assist in the government of the behavior between and among members of the Board of Directors and staff, the following will be observed:

A. The dignity, style, values, and opinions of each Director shall be respected.

B. Responsiveness and attentive listening in communication are encouraged.

C. The needs of the District's constituents should be the priority of the Board of Directors. When a Director believes he/she may have a conflict of interest, the Director may consult legal counsel to assist the Director in making a determination if one exists or not. If the Director determines that there is a conflict of interest or an appearance of a conflict of interest with respect to any official action that he or she needs to take as a Director, then the Director is responsible for disclosing such conflict and recusing himself or herself in accordance with applicable law and regulations.

D. The primary responsibility of the Board of Directors is the formulation and evaluation of policy and making financial decisions in a financially responsible manner, as required by law. Routine operational matters concerning the operational aspects of the District are generally to be delegated to professional staff members of the District for regular business; however, the Board may, under special circumstances, provide direction on operational matters on items under the Board's consideration.

E. Directors should commit themselves to emphasizing the focused, relevant, thoughtful, positive contributions to the discussion and collaborative analytical process, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of interaction.

F. Directors should commit themselves to focusing on issues and not personalities or other prejudices. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

G. Differing viewpoints are healthy in the decision-making process. Individuals have the
right to disagree with ideas and opinions in a courteous manner, without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and should not create barriers to the implementation of said action.

H. Directors should develop a working relationship with the General Manager wherein current issues, concerns, and District projects can be discussed comfortably and openly. In seeking clarification on informational items, Directors should approach the General Manager or Assistant General Manager to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

I. In handling complaints from residents and property owners of the District, said complaints should be referred directly to the General Manager.

J. In handling items related to safety, concerns for safety, or hazards should be reported to the General Manager or Assistant General Manager.

K. In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager or legal counsel.

L. When approached by Authority District personnel concerning specific Authority District policy, Directors should direct the Authority District personnel to the General Manager. Directors may directly consult with the General Manager or legal counsel.

M. The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

N. When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

O. Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

P. Directors are responsible for monitoring the District’s progress in attaining the goals and objectives, while pursuing its mission of continued existence to assure its residents of the right to purchase their fair share of available imported water.

Q. Directors who consistently ignore or violate these procedures may be subject to censure by the Board or removal from representing the Board at any activities where they might be designated by the Board as a representative of the District.
POLICY 105 – BOARD PRESIDENT AND VICE PRESIDENT

POLICY

The appointed President shall preside as President at all meetings of the Board of Directors (Board) of South Bay Irrigation District and perform such other duties as are specified by the Board of Directors. In the absence of the President, the Vice President shall serve as President over all meetings of the Board.

PROCEDURE

The Board shall hold an annual organizational meeting at its last regular meeting in December. The Board shall elect one of its members as President and another member as Vice President. The President’s term of office shall be one (1) year and until his/her successor takes office. The President’s authority is granted by the full Board and represents the full Board in any public announcements, and should speak on behalf of the Board only in support of the decisions of the full Board.

The President will have the same rights as the other members of the Board in voting, introducing motions, resolutions, and ordinances, and any discussion of questions that follow said actions. The President customarily has primary contact with the General Manager.

The Board shall elect one of its members as Vice President and at that time will also appoint the Treasurer, Deputy Treasurer, Controller, and Board Secretary for one-(1)-year terms. The Vice President’s term of office shall be one (1) year and until his/her successor takes office. The Vice President shall perform all the duties of the President in the absence of the President or in the event of the President’s inability to perform such duties and such other duties as are specified by the Board. If the President and Vice President are both absent, the remaining members present shall select one of themselves to act as President of the meeting.

As the presiding officer, the President must keep the meeting discussions aimed at agenda issues and move the Board along toward decisions.

The duties and responsibilities of the President include the following:

A. Preside over Board meetings.
B. Ensure that orders and resolutions of the Board are carried out.
C. Coordinate the work of officers of the Board and committees.
D. Call special meetings as the need arises.
E. Act as official spokesperson for the Board, unless authority is delegated.
F. Perform all other functions required by the office of President.
POLICY 106 – MEMBERS OF THE BOARD OF DIRECTORS

POLICY

To provide guidelines to members of the Board of Directors (Board), who are the unit of authority for South Bay Irrigation District (District). Apart from their normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act, or expenditure. Individual Board members, except as authorized by the Board, shall have no power to act for the District, or the Board, or to direct Management, the Board Secretary, Treasurer, and Controller. The Board President has the authority to act on behalf of the Board on both routine and unusual matters, which may, depending on the nature of the matter, be subject to ratification by the Board.

PROCEDURE

The Board shall be comprised of five (5) members elected by registered voters within their Divisions. They shall serve four-(4)-year terms.

Directors do not represent any fractional segment of the community but are, rather, a part of the body that represents and acts for the community as a whole.

Directors will thoroughly prepare themselves to discuss agenda items at meetings of the Board. Information may be requested from, or exchanged with, the General Manager or Assistant General Manager before meetings. Information that is exchanged before meetings will be distributed through the General Manager, and all Directors will receive all information being distributed. Copies of information exchanged before meetings shall be available at the meeting for members of the public in attendance, and shall also be provided to anyone not present upon their request.

Directors shall at all times conduct themselves with courtesy to each other, to staff, and to members of the public present at Board meetings.

Directors shall defer the conduct at the meetings of the Board to the President, but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board.

Directors may request for inclusion into minutes brief comments pertinent to an agenda item, only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).

Directors shall abstain from participating in consideration on any item involving a personal or financial conflict of interest. Unless such a conflict of interest exists; however, Directors should not abstain from the Board’s decision-making responsibilities.
Requests by individual Directors for substantive information and/or research will be channeled through the General Manager and through the Board if the request entails substantial effort or cost. Individual Board members shall not act independently to direct Management, the Board Secretary, Treasurer, or Controller in the performance of their duties, or to provide or compile data, information, or reports.
POLICY 107 – VACANCIES ON THE BOARD OF DIRECTORS

POLICY

When a vacancy occurs on the Board of Directors (Board) prior to the expiration of the Director's term, the remaining members of the Board must follow statutory procedures to appoint a replacement.

PROCEDURE

A vacancy on the Board is created upon the occurrence of any of the events set forth in Government Code Section 1770. A vacancy on the Board shall be filled according to Government Code Section 1780, which states that a vacancy may be filled by the remaining Directors, either by appointment or by calling an election, or, if the District has not made an appointment or called an election within sixty (60) days, by the County Board of Supervisors by appointment. The District shall notify the County elections official within fifteen (15) days of receiving notice of a vacancy or of the effective date of the vacancy, whichever is later.

The remaining Directors may appoint a member of the public to fill the vacancy within sixty (60) days of receiving notice of the vacancy or of the effective date of the vacancy, whichever is later. Notice of the vacancy must be posted in at least three (3) conspicuous places within the District at least fifteen (15) days before the appointment is made by the remaining Directors. In addition, the Board at its option may cause notice of the vacancy to be published in one or more newspapers published within the County. Written applications and recommendations must be submitted to the District's Secretary. The Board must notify the County elections official of the appointment no later than fifteen (15) days after the appointment is made.

Alternatively, the Board may call an election within sixty (60) days of receiving notice of the vacancy or of the effective date of the vacancy, whichever is later, to fill the vacancy, rather than making an appointment.

If the remaining Directors do not fill the vacancy by appointment or call an election to fill the vacancy within sixty (60) days, the County Board of Supervisors may fill the vacancy by appointment within ninety (90) days of the date the District received notice of the vacancy or of the effective date of the vacancy, whichever is later, or may order the Board to call an election to fill the vacancy.

If within ninety (90) days of the date the District received notice of the vacancy or of the effective date of the vacancy, whichever is later, the remaining Board members or the County Board of Supervisors have not filled the vacancy and no election has been called, the District Board must call an election to fill the vacancy.

If the vacancy occurs in the first half of a term of office and at least one hundred and thirty
(130) days prior to the next general district election, the person who is appointed to fill the vacancy shall hold office until the next general District election. The person elected or otherwise appointed to fill the vacancy shall hold office for the unexpired balance of the term of office. The appointed person must execute the required Oath of Office and file with the District a Statement of Economic Interest. To qualify as a Director, Water Code Section 21100 provides that, at the time of nomination or appointment and throughout his or her term, except as otherwise specifically provided by law the Director must be:

A. A registered voter in the District, and  
B. A resident of the Division that he or she represents.

For purposes of requirement (B), a person's residence shall mean his or her primary residence.

Pursuant to Water Code Section 21100.7, the general requirement that a Director of an Irrigation District be a landowner in the District does not apply to the South Bay Irrigation District.
POLICY 108 – DISTRICT GENERAL ELECTION OF DIRECTORS

POLICY

District Board member elections for South Bay Irrigation District (District) are held and consolidated with the statewide general election. District elections are subject to the requirements of the Uniform District Election Law.

PROCEDURE

General District Elections are held the first Tuesday after the first Monday in November in each even-numbered year. Pursuant to Elections Code Section 10404, the District Board has by resolution, required that its elections of governing body members be held on the same day as and consolidated with the statewide general election.

Pursuant to Water Code Section 20573, the District is subject to the provisions of the Uniform District Election Law, Elections Code Section 10500 et seq. The Uniform District Election Law states that, except as otherwise provided therein, the County Elections Official shall conduct the General District Election for the portion of the District located in the County.

State law requires that the District must provide certain information to the Registrar of Voters. The District is required to:

A. At least 125 days before the date fixed for a General District Election, deliver boundary maps (or verify the District’s Boundary Maps on file with the Registrar of Voters) showing District and division boundaries and a statement indicating in which divisions a Director is to be elected, or whether any elective officer is to be elected at large. (The Engineering Department of Sweetwater Authority verifies the maps for the District.)

B. On the 125th day before the date of a General District Election, deliver notice designating which elective offices are up for election. (The Board Secretary verifies and provides this information.)

C. On the 125th day before the date of a General District Election, deliver notice designating who will pay for publication of the Candidates’ Statements of Qualifications – the District or each Candidate. The statements are printed in the sample ballot pamphlet and mailed to all registered voters of the District. (The District has determined that each Candidate will pay for his/her own “Statement of Qualifications.”)

In addition, the District Secretary shall provide the Registrar of Voters with any other information required by law or necessary to conduct the General District Election. The Registrar of Voters will send the election packet of material to the District.
The packet includes:

A. A copy of the legal notice of election that should be posted in the District office by the Board Secretary, and

B. Forms for declaration of candidacy for District offices to be issued to candidates who wish to take out papers from the District’s office, if authorized by the Registrar of Voters. Completed forms for declaration of candidacy must be filed only in the office of the Registrar of Voters.

Completed forms for declaration of candidacy must be filed not later than 5:00 p.m. on the 88th day prior to the General District Election, except that if the incumbent Director does not file by the filing period designated, the filing period is extended for candidates other than incumbents until the 83rd day prior to the General District Election.

The District shall reimburse the County for the actual costs incurred by the Registrar of Voters in conducting the General District Election, as required by law.
POLICY 109 – OATH OF OFFICE AND SEATING OF ELECTED DIRECTORS

POLICY

Section 21101 of the Water Code provides that Directors shall take office at noon on the first Friday in December following the general district election.

PROCEDURE

Pursuant to Section 21102 of the Water Code, prior to the first Friday in December following the general district election, each elective officer shall take and subscribe the official oath and file it in the office of the District.

Pursuant to Section 21560 of the Water Code, if an order is made according to that article which changes the number of divisions, the terms of office of all Directors shall expire at noon on the first Friday in December following the next general district election after the order. The Directors elected at that election shall be equal in number to the number of divisions, as changed, and these Directors shall take office following the procedures set forth in this Policy and, at their first meeting shall classify themselves and determine the length of their respective terms in the manner provided in subdivision (c) of Section 10505 of the Elections Code.
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POLICY 110 – DIVISION BOUNDARIES

POLICY

The Board of Directors (Directors) of South Bay Irrigation District (District) is required to adjust the boundaries of each division after each federal decennial census, pursuant to Water Code Section 21065. In addition, the Board may adjust division boundaries upon making a determination by a two-thirds (2/3) vote that a sufficient change in population has occurred that makes it desirable in the opinion of the governing body to adjust the boundaries of any divisions, or whenever any territory is added by or excluded from the District. (Elections Code Section 22000)

PROCEDURE

Under the Irrigation District Law, Water Code Section 21550, Districts are divided into five (5) divisions, unless otherwise provided by the formation petition, by a petition signed by a majority of the holders of title to the land within the District who are also the holders of title to a majority in value of the land, pursuant to Water Code Section 21550 et seq., or by abolition of divisions by eligible Districts pursuant to Water Code Section 21575 et seq.

Following each federal decennial census, each District must, by resolution, adjust the boundaries of its divisions so that the divisions are, as far as practicable, equal in population and in compliance with Section 1973 of Title 42 of the United States Code, as amended, to the extent applicable. In adjusting the boundaries of divisions, the Board may give consideration to the following factors:

1. topography,
2. geography,
3. cohesiveness, contiguity, integrity, and compactness of territory, and
4. community of interests of the District.

The resolution adjusting division boundaries must be adopted by a vote of not less than a majority of the Directors, and may not be adopted within one hundred eighty (180) days preceding the election of any Director.

In addition, pursuant to Elections Code Section 22000(h), the Board may adjust the boundaries of any divisions whenever the Board finds by a two-thirds (2/3) vote of the Board that a sufficient change in population has occurred that makes it desirable in the opinion of the Board to adjust the boundaries of any divisions, or whenever any territory is added by or excluded from the District. A discretionary adjustment of division boundaries by the Board pursuant to this authority may be appropriate when the Board determines it is desirable due to a change in population alone or in combination with other factors.

The Directors of adjusted divisions shall be determined as provided in Elections Code Section 22000(e).

Reviewed and Approved on
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DATE: January 22, 2020

TO: CSDA Voting Member Presidents and General Managers – Southern Network

FROM: CSDA Elections and Bylaws Committee

SUBJECT: CSDA BOARD OF DIRECTORS VACANCY – CALL FOR NOMINATIONS: SEAT B – SOUTHERN NETWORK

The CSDA Elections and Bylaws Committee is looking for independent special district Board Members or their General Managers from the Southern Network who are interested in leading the direction of the California Special Districts Association for the remainder of the 2020 - 2022 term, Seat B which is currently vacant.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the Southern Network (see attached CSDA Network Map).

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA’s member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California’s special districts before the Legislature and the State Administration. Serving on the Board requires one’s interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento. (CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the summer/fall. (CSDA does not reimburse travel related expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however registration fees are covered)
- Complete all four modules of CSDA’s Special District Leadership Academy within 2 years of being elected. (CSDA does not reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).
Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 6, 2020. Nominations and supporting documentation may be mailed or emailed.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination.

CSDA Southern Network Board Members will conduct interviews of candidates that submitted nominations on March 9 – 13, 2020.

A Board appointment recommendation will be submitted by CSDA Southern Network Board Members for consideration by the full Board on March 27, 2020.

The newly appointed Board Member for the Southern Network Seat B will take office April 1, 2020.

If you have any questions, please contact Amber Phelen at amberp@csda.net.
2020-2022 BOARD APPOINTMENT FOR SEAT B SOUTHERN NETWORK NOMINATION FORM

Name of Candidate: ________________________________________________

District: _______________________________________________________

Mailing Address: ________________________________________________

Network: __SOUTHERN_________________________________________

District Telephone: _____________________________________________

Candidate Direct Telephone: _____________________________________

Best Time to Arrange a Call:  AM □  PM □
Monday □  Tuesday □  Wednesday □  Thursday □  Friday □  Saturday □

E-mail: _________________________________________________________

Nominated by (optional): _________________________________________

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax
amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 6, 2020
2020-2022 CSDA BOARD APPOINTMENT
SEAT B SOUTHERN NETWORK
CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/Minutes:

Name: _____________________________
District/Company: ___________________________
Title: _____________________________
Elected/Appointed/Staff: _____________________________
Length of Service with District: _____________________________

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

________________________________________________________________________
________________________________________________________________________

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

________________________________________________________________________
________________________________________________________________________

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

________________________________________________________________________
________________________________________________________________________

4. List civic organization involvement:

________________________________________________________________________
________________________________________________________________________

**Additional Candidate Statement** – Please provide an additional statement that includes any personal or professional information that will assist the Board of Directors in making their selections. The preferred formatting for the statement is to be typed with 1-inch margins, 1.5 spacing, 12 pt. Times New Roman font, and no more than 2 pages.
This page intentionally left blank.
DATE: January 27, 2020

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2021 - 2023 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA’s member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California’s special districts before the Legislature and the State Administration. Serving on the Board requires one’s interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento. (CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall. (CSDA does not reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however does comp registration for the two events)
- Complete all four modules of CSDA’s Special District Leadership Academy within 2 years of being elected. (CSDA does not reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).
- Complete Annual Chief Executive Officer Evaluation.

**Nomination Procedures:** Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district’s Board of Directors), for election to the CSDA Board of Directors. A copy of the member district’s resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 26, 2020. Nominations and supporting documentation may be mailed, faxed, or emailed.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate’s letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020. The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.

**Expiring Terms**
(See enclosed map for Network breakdown)

**Northern Network** Seat C-Fred Ryness, Director, Burney Water District*

**Sierra Network** Seat C-Pete Kampa, GM, Saddle Creek Community Services District*

**Bay Area Network** Seat C-Stanley Caldwell, Director, Mt. View Sanitary District*

**Central Network** Seat C-Sandi Miller, GM, Selma Cemetery District*

**Coastal Network** Seat C-Vincent Ferrante, Director, Moss Landing Harbor District*

**Southern Network** Seat C-Arlene Schafer, Director, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Amber Phelen at amberp@csda.net.
AGAIN, THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by March 26, 2020 in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on May 25, 2020 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 10, 2020.

The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.
2021-2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: __________________________________________

District: _________________________________________________

Mailing Address: __________________________________________

Network: __________________________________________ (see map)

Telephone: ______________________________________________
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE DIRECTLY)

Fax: ___________________________________________________

E-mail: __________________________________________________

Nominated by (optional): __________________________________

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail, or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax
amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 26, 2020
2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: ______________________________________________________________

District/Company: ____________________________________________________

Title: ________________________________________________________________

Elected/Appointed/Staff: ______________________________________________

Length of Service with District: _________________________________________

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

   __________________________________________________________________

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

   __________________________________________________________________

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

   __________________________________________________________________

4. List civic organization involvement:

   __________________________________________________________________

   __________________________________________________________________

**Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**
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CAIFOMIA SPECIAL DISTRICTS ASSOCIATION

DISTRICT NETWORKS

Northern Network

Sierra Network

Bay Area Network

Central Network

Coastal Network

Southern Network

LAST UPDATED NOV. 1, 2019
**Come Celebrate With Us!**

**F R E D A Y**

FEBRUARY 28, 2020
6:00 P.M. - 11:00 P.M.
The Venue at Eastlake
871 Showroom Place, Suite 100

You are cordially invited to attend the
Chula Vista Chamber of Commerce
93rd Annual Installation Dinner and Dance

Join us to congratulate and thank our former officers and
welcome in officers and board members for 2020!

**SPONSORSHIPS**

- **Event Sponsor** $15,000
- **LED Dance Floor Sponsor** $10,000
- **Reception Sponsor** $7,000
- **Music Sponsor** $4,500
- **Dessert & Wine Sponsor** $4,000
- **Award & Program Sponsor** $3,000
- **Table Sponsor** $2,000

**DETAILS**

- **Reservations**: On or before Friday, February 10, 2020
  - **$125 per person**
  - **$135 per person**
  - **Couple Reservation ($200 for both)**
  - **Couple Reservation ($210 for both)**

Please print names of those attending

**PAYMENT**

- Check Enclosed for:
- Charge to my Visa/MC/AmEx Account:

Charge to my Visa/MC/AmEx Account: ____________ exp.__________

Signature: ___________________________

**RSVP**

- On or before February 21, 2020
- Please complete the attached form, detach and,
  using correct postage, return to:
  The Chula Vista Chamber of Commerce
  233 Fourth Avenue, Chula Vista, CA 91910
  EMAIL: info@chulavistachamber.org
  OR FAX TO (619) 420-1269

**Sponsor Information**

- Event Sponsor $15,000 Includes table of eight. Recognition in event program and podium.
- **LED Dance Floor Sponsor** $10,000 Includes table of eight. Recognition in event program and podium.
- Reception Sponsor $7,000 Includes table of eight. Recognition in event program and podium.
- Music Sponsor $4,500 Includes table of eight. Recognition in event program.
- **Dessert & Wine Sponsor** $4,000 Includes table of eight. Recognition in event program. Signage on table tent and labels on Wine Bottles.
- **Award & Program Sponsor** $3,000 Includes table of eight. Recognition in event program.
- **Table Sponsor** $2,000 Includes table of eight. Recognition in event program. Signage on table tent.

Please Call (619) 420-6603 with any Questions!
MEMORANDUM

January 13, 2020

TO: Independent Special Districts in San Diego County

FROM: Tamaron Luckett, Executive Assistant / Election Official

SUBJECT: Independent Special Districts Election Results
Appointment of Special District Advisory Committee Representatives

This memorandum serves as notice by the San Diego County Local Agency Formation Commission (LAFCO) of the election results for eight seats on the 16-member Special District Advisory Committee. The election was performed by mail-ballot consistent with adopted policies and concluded on January 6, 2020. A prerequisite quorum for the election was achieved with 30 independent special district casting ballots. The top eight candidates with the most votes are identified below and immediately commence four-year terms on the Advisory Committee.

<table>
<thead>
<tr>
<th>Nominee</th>
<th>Agency</th>
<th>Votes Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kimberly Thorner (incumbent)</td>
<td>Olivenhain Municipal Water District</td>
<td>24</td>
</tr>
<tr>
<td>Tom Kennedy (incumbent)</td>
<td>Rainbow Municipal Water District</td>
<td>23</td>
</tr>
<tr>
<td>Jack Bhee (incumbent)</td>
<td>Fallbrook Public Utility District</td>
<td>22</td>
</tr>
<tr>
<td>James E. Gordon</td>
<td>Deer Springs Fire Protection District</td>
<td>22</td>
</tr>
<tr>
<td>Robert Thomas (incumbent)</td>
<td>Pomarado Cemetery District</td>
<td>19</td>
</tr>
<tr>
<td>Albert C. Lau</td>
<td>Santa Fe Irrigation District</td>
<td>19</td>
</tr>
<tr>
<td>Mark Roback (incumbent)</td>
<td>Otay Water District</td>
<td>19</td>
</tr>
<tr>
<td>Michael (Mike) Sims</td>
<td>Bonita-Sunnyside Fire Protection District</td>
<td>18</td>
</tr>
<tr>
<td>Brian Boggeln</td>
<td>Alpine Fire Protection District</td>
<td>15</td>
</tr>
<tr>
<td>Courtney G. Provo</td>
<td>Mission Resources Conservation District</td>
<td>11</td>
</tr>
<tr>
<td>Fred Cox* (incumbent)</td>
<td>Rancho Santa Fe Fire Protection District</td>
<td>8</td>
</tr>
</tbody>
</table>

TOTAL VOTES: 200

* Write-In Nominee

A listing of all ballots returned for elections is attached.

South Bay Irrigation District

RECEIVED

JAN 17, 2020
SPECIAL DISTRICTS BALLOT RETURNED

Alpine Fire Protection District
Bonita-Sunnyside Fire Protection District
Deer Springs Fire Protection District
Fallbrook Public Utility District
Fallbrook Regional Health District
Helix Water District
Lakeside Fire Protection District
Lakeside Water District
Leucadia Wastewater District
Lower Sweetwater Fire Protection District
Moomi Municipal Water District
North County Fire Protection District
North County Cemetery District
Olivenhain Municipal Water District
Otay Water District
Padre Dam Municipal Water District
Pomarado Cemetery District
Rainbow Municipal Water District
Rancho Santa Fe Fire Protection District
Resource Conversation District of Greater San Diego County
Rincon del Diablo Municipal Water District
San Miguel Consolidated Fire Protection District
Santa Fe Irrigation District
South Irrigation District
Tri-City Healthcare District
Vallecitos Water District
Valley Center Fire Protection District
Valley Center Municipal Water District
Vista Irrigation District
Wynola Water District

30 Ballots
## South Bay Irrigation District
### Fiscal Year 2019-20
#### Budget Summary as of December 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>Current Month Actual</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD % Over/Under</th>
<th>Total Annual Budget</th>
<th>Amount Remaining</th>
<th>% Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Revenue</td>
<td>0.00</td>
<td>386.14</td>
<td>750.00</td>
<td>-48.5%</td>
<td>1,500.00</td>
<td>1,113.86</td>
<td>74.3%</td>
</tr>
<tr>
<td>Non-Operating Income</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0%</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Fund Transfer</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0%</td>
<td>25,800.00</td>
<td>25,800.00</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td>0.00</td>
<td>386.14</td>
<td>750.00</td>
<td>-48.5%</td>
<td>27,300.00</td>
<td>26,913.86</td>
<td>98.6%</td>
</tr>
<tr>
<td>Sweetwater Authority Staff</td>
<td>340.00</td>
<td>2,040.00</td>
<td>2,040.00</td>
<td>0.0%</td>
<td>4,080.00</td>
<td>2,040.00</td>
<td>50.0%</td>
</tr>
<tr>
<td>Office Supplies &amp; Expenses</td>
<td>0.00</td>
<td>0.00</td>
<td>20.00</td>
<td>100.0%</td>
<td>20.00</td>
<td>20.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Conferences &amp; Meetings</td>
<td>19.89</td>
<td>59.93</td>
<td>52.00</td>
<td>15.3%</td>
<td>100.00</td>
<td>40.07</td>
<td>40.1%</td>
</tr>
<tr>
<td>Membership Fees &amp; Dues</td>
<td>0.00</td>
<td>751.57</td>
<td>930.00</td>
<td>-19.2%</td>
<td>930.00</td>
<td>178.43</td>
<td>19.2%</td>
</tr>
<tr>
<td>Directors Fees</td>
<td>600.00</td>
<td>3,500.00</td>
<td>2,500.00</td>
<td>40.0%</td>
<td>5,000.00</td>
<td>1,500.00</td>
<td>30.0%</td>
</tr>
<tr>
<td>Payroll Expense</td>
<td>45.90</td>
<td>267.75</td>
<td>240.00</td>
<td>11.6%</td>
<td>480.00</td>
<td>212.25</td>
<td>44.2%</td>
</tr>
<tr>
<td>Legal Fees &amp; Costs</td>
<td>406.00</td>
<td>6,189.64</td>
<td>3,180.00</td>
<td>94.6%</td>
<td>6,360.00</td>
<td>170.36</td>
<td>2.7%</td>
</tr>
<tr>
<td>Audits &amp; Accounting</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>0.0%</td>
<td>3,000.00</td>
<td>0.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td>General and Property Insurance</td>
<td>0.00</td>
<td>728.20</td>
<td>1,990.00</td>
<td>0.0%</td>
<td>1,990.00</td>
<td>1,261.80</td>
<td>0.0%</td>
</tr>
<tr>
<td>Workers Compensation Insurance</td>
<td>21.07</td>
<td>42.14</td>
<td>25.00</td>
<td>0.0%</td>
<td>100.00</td>
<td>57.86</td>
<td>0.0%</td>
</tr>
<tr>
<td>Telephone</td>
<td>19.72</td>
<td>117.98</td>
<td>120.00</td>
<td>-1.7%</td>
<td>240.00</td>
<td>122.02</td>
<td>50.8%</td>
</tr>
<tr>
<td>Community Outreach</td>
<td>0.00</td>
<td>0.00</td>
<td>2,500.00</td>
<td>100.0%</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Elections &amp; Public Info</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0%</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
<td>4,452.58</td>
<td>16,697.21</td>
<td>16,597.00</td>
<td>0.6%</td>
<td>27,300.00</td>
<td>10,602.79</td>
<td>38.8%</td>
</tr>
</tbody>
</table>
South Bay Irrigation District  
Monthly Treasurer's Report  
Accounting of Receipts, Disbursements and Fund Balances  
December 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Investments</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Cash Balance</strong></td>
<td>$ 31,174.05</td>
<td>$ 63,074.70</td>
<td>$ 94,248.75</td>
</tr>
<tr>
<td>Investments</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Receipts</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Vendor Warrants</td>
<td>$ 4,687.88</td>
<td>$ -</td>
<td>$ 4,687.88</td>
</tr>
<tr>
<td>Investments</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Disbursements</strong></td>
<td>$ 4,687.88</td>
<td>$ -</td>
<td>$ 4,687.88</td>
</tr>
<tr>
<td><strong>Ending Cash Balance</strong></td>
<td>$ 26,486.17  (1)</td>
<td>$ 63,074.70 (2)</td>
<td>$ 89,560.87</td>
</tr>
</tbody>
</table>

**Outstanding Items**  
- Deposits: $ -  
- Vendor Warrants: $ -

**Adjusted Fund Balances**  
- General Fund: $ 26,486.17  
- Investments: $ 63,074.70  
- Totals: $ 89,560.87

(1) Bank of America statement balance  
(2) Managed pools, certificates of deposit, etc.
South Bay Irrigation District  
Investment Portfolio  
December 31, 2019

<table>
<thead>
<tr>
<th>Issuer</th>
<th>Yield</th>
<th>Percent of Portfolio</th>
<th>Board Policy Limits</th>
<th>Total Portfolio</th>
<th>Book Value</th>
<th>Market Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank of America Demand Deposit</td>
<td>0.000%</td>
<td>30%</td>
<td>5%</td>
<td>26,486.17</td>
<td>26,486.17</td>
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<tr>
<td>Local Agency Investment Fund</td>
<td>2.043%</td>
<td>70%</td>
<td>$40 M</td>
<td>63,074.70</td>
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<td>63,083.97</td>
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Total Investment Portfolio  
100%  
89,560.87  
89,560.87  
89,570.14

Average Weighted Yield = 1.439%

Weighted Average Days to Maturity = 1

All investments have been made in accordance with South Bay Irrigation District's Annual Statement of Investment Policy. This report provides documentation that South Bay Irrigation District has sufficient funds to meet the next 180 days cash obligations.

Rich Stevenson, Treasurer

\[\text{Signature}\] 1/14/20
# South Bay Irrigation District Quarterly Directors' Report

From 10/1/19 to 12/31/19

<table>
<thead>
<tr>
<th>Director</th>
<th>Date</th>
<th>Meetings</th>
<th>Per Diem</th>
<th>Mileage</th>
<th>Registration</th>
<th>Lodging</th>
<th>Travel</th>
<th>Other</th>
<th>Meals</th>
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<tr>
<td>Steven Castaneda</td>
<td>9/30/19</td>
<td>1st Quarter Totals</td>
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<td>$9.57</td>
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<tr>
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**1st Quarter Grand Total (All Directors)** $1,600.00 $31.05 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00

**2nd Quarter Grand Total (All Directors)** $1,900.00 $44.22 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00

**3rd Quarter Grand Total (All Directors)** $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00

**4th Quarter Grand Total (All Directors)** $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00

**Cumulative Grand Total (All Directors)** $3,500.00 $75.28 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00 $0.00