

South Bay Irrigation District Board Meeting - August 11, 2021

1. Agenda Packet

Documents:

[210811 SBID AGENDA PACKET - POSTED 210806.PDF](#)



SOUTH BAY IRRIGATION DISTRICT
505 GARRETT AVENUE, POST OFFICE BOX 2328
CHULA VISTA, CALIFORNIA 91912-2328
(619) 420-1413 FAX (619) 425-7469
www.sbid.us

BOARD OF DIRECTORS
STEVE CASTANEDA
DIVISION 1
PAULINA MARTINEZ-PEREZ
DIVISION 2
JOSE PRECIADO
DIVISION 3
HECTOR MARTINEZ
DIVISION 4
JOSIE CALDERON-SCOTT
DIVISION 5

AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS
WEDNESDAY, AUGUST 11, 2021 – 5:00 P.M.

Notice: Pursuant to Governor Newsom’s Executive Orders N-08-21, which in part, provide waivers to certain Brown Act provisions, meetings of the Board of Directors will be held by teleconference. There will be no physical location from which members of the public may participate. Instead, the public may listen and/or view the meeting proceedings and provide public comment and comments on agenda items by following these instructions:

**To join via Zoom Webinar from a computer, tablet, or smartphone,
click on the link below:**

<https://zoom.us/j/91458023440>

To join this meeting via telephone, please dial:

1-669-900-6833 or 1-253-215-8782

Meeting ID: 914 5802 3440

If you are unable to access the meeting using this call-in information, please contact the Board Secretary at (619) 409-6703 for assistance.

To provide public comment on non-agenda items or to provide public comment on any item of the agenda:

Before the meeting:

- Go to www.sweetwater.org; click on the “HOW DO I...” at the top of the page; and then click on the “Public Comment” link in the Contact section.
OR
- Physically deposit your public comment in the Authority’s payment drop box located in the public parking lot at the Authority’s Administrative Office at 505 Garrett Avenue, Chula Vista.
OR
- Mail your comments to 505 Garrett Avenue, Chula Vista, CA 91910 [Attention: Public Comment].

All written public comment submissions must be received 1 hour in advance of the meeting and will be read aloud to the Board during the appropriate portion of the meeting with a reading limit of 3 minutes for each comment.

During the meeting:

The President will inquire prior to Board discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to Participants List, hover over your name and click on “Raise Hand.” This will notify the moderator that you wish to speak during Oral Communication or during a specific item on the agenda.
- Via phone, you can raise your hand by pressing *9 to notify the moderator that you wish to speak during the current item.

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. The above public comment procedures supersede any South Bay Irrigation District standard public comment policies and procedures to the contrary.

- **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 July 14, 2021
3. **APPROVAL OF DEMANDS AND WARRANTS**
4. **APPROVAL OF DIRECTORS’ ATTENDANCE AT MEETINGS AND FUTURE AGENDA ITEMS**

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.

5. **SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION INDEPENDENT SPECIAL DISTRICT ELECTION RESULTS – APPOINTMENT OF ALTERNATE**

REPRESENTATIVE

6. JUNE 2021 FINANCIAL REPORTS

7. QUARTERLY REPORT OF DIRECTORS' EXPENSES – FOURTH QUARTER

8. REPORTS BY DIRECTORS ON EVENTS ATTENDED

Reports and discussion relating to events attended by the Directors

A. Other Events Attended

9. REPORT OF MANAGEMENT

10. REPORT OF LEGAL COUNSEL

11. 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.

12. 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.

13. 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.

This page intentionally left blank.

**SOUTH BAY IRRIGATION DISTRICT
MINUTES OF THE REGULAR MEETING**

July 14, 2021

The Board of Directors of South Bay Irrigation District held a Regular meeting on Wednesday, July 14, 2021. Pursuant to Governor Newsom's Executive Order N-08-21 this meeting was held via teleconference. President Preciado called the meeting to order at 5:00 p.m.

*(*Note: After calling the meeting to order, President Preciado established for the record that all Directors were able to hear the proceedings, that all members of the Board were able to hear the Directors participating by teleconference clearly, and that all votes would be taken by a roll call vote pursuant to the provisions of the Brown Act. President Preciado further established for the record the process by which public comments would be received by the Board, which process was also described in the Agenda for the meeting.)*

- **ROLL CALL**

Directors Present: Josie Calderon-Scott, Hector Martinez, Paulina Martinez-Perez, and Jose Preciado

Directors Absent: Steve Castaneda

Others Present: Interim General Manager Jennifer Sabine, Legal Counsel Nicholas Norvell, and Board Secretary Ligia Perez. Staff Present: Administrative Assistant Michael Garcia and Director of Finance Rich Stevenson.

- **PLEDGE OF ALLEGIANCE TO THE FLAG**

- **OPPORTUNITY FOR PUBLIC COMMENT (Government Code Section 54954.3)**

There were none.

- **PRESIDENT'S PRESENTATION**

ACTION CALENDAR ITEMS

1. **ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA**

There were none.

2. **APPROVAL OF MINUTES** – Regular Meeting of June 9, 2021

Director Martinez made a motion, seconded by Director Martinez-Perez, that the Board approve the minutes of the June 9, 2021 Regular meeting. The motion carried unanimously, with Director Castaneda absent.

3. APPROVAL OF DEMANDS AND WARRANTS

President Preciado made a motion, seconded by Director Calderon-Scott, that the Board approve warrants 11907 through 11913. The motion carried unanimously, with Director Castaneda absent.

4. NEW BUSINESS

Association of California Water Agencies (ACWA) – Call for Nominations – President/Vice President for the 2022-2023 Term

No action was taken by the Board of Directors.

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

REPORTS AND INFORMATIONAL ITEMS

6. MAY 2021 FINANCIAL REPORTS

The report was provided for information only.

7. REPORTS BY DIRECTORS ON EVENTS ATTENDED

- A. ACWA Local Government Committee Meeting – June 2, 2021
Director Martinez provided a report at the June 9, 2021 meeting.
- B. ACWA Membership Committee Meeting – June 15, 2021
Director Martinez provided a report.
- C. Other Events Attended
There were none.

8. REPORT OF LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBER

Director Martinez reported that the potential de-annexation of the Rainbow Municipal Water District and the Fallbrook Public Utility District from the San Diego County Water Authority is still a topic of discussion.

9. REPORT OF MANAGEMENT

There was none.

10. REPORT OF LEGAL COUNSEL

There was none.

11. DIRECTORS' COMMENTS

There were none.

12. CLOSED SESSION

There was none.

13. ADJOURNMENT

With no further business before the Board, President Preciado adjourned the meeting at 5:12 p.m.

Jose Preciado, President

Attest:

Ligia Perez, Board Secretary

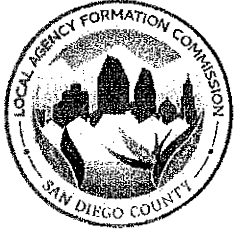
This page intentionally left blank.

South Bay Irrigation District

Warrants June 2021

Warrant Number	Date	Amount	Payable	Description
11914	6/30/2021	18.87	ACWA/Joint Powers Insurance Authority	Worker's Compensation for Quarter-ending 6-30-21
11914	6/30/2021	1,574.80	Best Best & Krieger	Legal fees for May and June 2021
11914	6/30/2021	92.35	Steven Castaneda	Director's fee for SBID Board meeting
11914	6/30/2021	340.00	Sweetwater Authority	Administrative Services for June 2021
11914	6/30/2021	369.40	Hector M. Martinez	Director's fee for SBID Board meeting, ACWA Membership and Local Government Committee meeting and LAFCO Advisory Committee meeting
11914	6/30/2021	92.35	Jose Preciado	Director's fee for SBID Board meeting
11914	6/30/2021	92.35	Josephine L. Calderon-Scott	Director's fee for SBID Board meeting
11914	6/30/2021	92.35	Paulina Martinez-Perez	Director's fee for SBID Board meeting
		<u>2,672.47</u>		

This page intentionally left blank.



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

MEMORANDUM

July 12, 2021

TO: Independent Special Districts in San Diego County

FROM: Tamaron Luckett, Commission Clerk

SUBJECT: Independent Special Districts Election Results | Appointment of Alternate Representative

This memorandum serves as notice by the San Diego County Local Agency Formation Commission (LAFCO) of the election results to fill a vacant and unexpired term ending May 1, 2023 for an alternate special district member representative. The concurrent election was performed by mail-ballot consistent with adopted policies and concluded on May 5, 2021. Prerequisite quorums for the election were achieved with David Drake with Rincon Del Diablo Municipal Water District winning the alternate seat, respectively. Details for the election follow.

Alternate Special District Member Election Results		
Nominee	Agency	Votes Received
David A. Drake	Rincon del Diablo Municipal Water District	9
Heather Conklin	Mission Resource Conservation District	5
Rocky Chavez	Tri-City Healthcare District	4
Jeff Egkan	North County Fire Protection District	4
Regina Roberts	Valley Center Municipal Water District	4
C. Hayden Hamilton	Rainbow Municipal Water District	3
TOTAL		29

A listing of all ballots returned for both elections is attached.

Tamaron Luckett
 Commission Clerk

Attachment
 Special Districts Ballots returned listing

Administration
 Keene Simonds, Executive Officer
 County Operations Center
 9335 Hazard Way, Suite 200
 San Diego, California 92123
 T 858.614.7755 F 858.614.7766
 www.sdlafco.org

Vice Chair Jim Desmond
 County of San Diego
 Nora Vargas
 County of San Diego
 Joel Anderson, Alt.
 County of San Diego

Mary Casillas Salas
 City of Chula Vista
 Paul McNamara
 City of Escondido
 Kristi Becker, Alt.
 City of Solana Beach

Chris Cate
 City of San Diego
 Marni von Wilpert, Alt.
 City of San Diego

Jo MacKenzie
 Vista Irrigation
 Barry Willis
 Alpine Fire Protection District
 Vacant, Alt.
 Special District

RECEIVED
 General Public
 Harry Mathis, Alt.
JUL 15 2021

South Bay Irrigation District

SPECIAL DISTRICTS BALLOT RETURNED

Alternate Special District Member Election

Alpine FPD
Bonita-Sunnyside FPD
Borrego Springs FPD
Borrego Water District
Fallbrook PUD
Crossmont Healthcare District
Helix WD
Lake Cuyamaca Recreation and Park District
Lakeside WD
Leucadia Wastewater District
Majestic Pines CSD
Mission RCD
Mootami MWD
Morro Hills CSD
North County FPD
Otay MWD
Padre Dam MWD
Palomar Health
Pomerado Cemetery District
Rainbow MWD
Ramona Cemetery District
San Luis Rey MWD
Santa Fe Irrigation District
South Bay Irrigation District
Tri-City Healthcare District
Vallecitos Water District
Valley Center FPD
Vista Irrigation District
Yuima Municipal Water District

South Bay Irrigation District
Fiscal Year 2020-21
Budget Summary as of June 30, 2021

	Current Month Actual	YTD Actual	YTD Budget	YTD % Over/Under	Total Annual Budget	Amount Remaining	% Remaining
Interest Revenue	(271.46)	14.77	1,140.00	-98.7%	1,140.00	1,125.23	98.7%
Non-Operating Income	40,035.85	40,035.85	35,460.00	12.9%	35,460.00	(4,575.85)	-12.9%
Fund Transfer	0.00	0.00	0.00	100.0%	0.00	0.00	100.0%
Revenues	39,764.39	40,050.62	36,600.00	9.4%	36,600.00	(3,450.62)	-9.4%
Sweetwater Authority Staff	340.00	4,080.00	4,080.00	0.0%	4,080.00	0.00	-100.0%
Office Supplies & Expenses	0.00	20.99	20.00	5.0%	20.00	(0.99)	-5.0%
Conferences & Meetings	0.00	1.50	170.00	-99.1%	170.00	168.50	99.1%
Membership Fees & Dues	0.00	947.00	950.00	-0.3%	950.00	3.00	0.3%
Directors Fees	800.00	8,200.00	5,400.00	51.9%	5,400.00	(2,800.00)	-51.9%
Payroll Expense	61.20	627.30	440.00	42.6%	440.00	(187.30)	-42.6%
Legal Fees & Costs	1,574.80	7,823.02	7,200.00	8.7%	7,200.00	(623.02)	-8.7%
Audits & Accounting	1,000.00	4,000.00	3,000.00	33.3%	3,000.00	(1,000.00)	-33.3%
General and Property Insurance	0.00	2,419.00	2,510.00	0.0%	2,510.00	91.00	0.0%
Workers Compensation Insurance	18.87	75.48	90.00	0.0%	90.00	14.52	0.0%
Telephone	0.00	103.33	240.00	-57.0%	240.00	136.67	57.0%
Community Outreach	0.00	0.00	5,000.00	100.0%	5,000.00	5,000.00	100.0%
Elections & Public Info	(14,247.00)	11,753.00	7,500.00	56.7%	7,500.00	(4,253.00)	-56.7%
Operating Expenses	(10,452.13)	40,050.62	36,600.00	9.4%	36,600.00	(3,450.62)	-9.4%

South Bay Irrigation District
 Monthly Treasurer's Report
 Accounting of Receipts, Disbursements and Fund Balances
 June 30, 2021

	General Fund	Investments	Totals
Beginning Cash Balance	\$ 8,488.45	\$ 44,257.67	\$ 52,746.12
Investments	-	-	-
Receipts	14,247.00	-	14,247.00
Interest	-	-	-
Total Receipts	<u>\$ 14,247.00</u>	<u>\$ -</u>	<u>\$ 14,247.00</u>
Vendor Warrants	\$ 1,461.00	\$ -	\$ 1,461.00
Investments	\$ -	\$ -	\$ -
Bank Fees	-	-	-
Total Disbursements	<u>\$ 1,461.00</u>	<u>\$ -</u>	<u>\$ 1,461.00</u>
Ending Cash Balance	<u>\$ 21,274.45</u> ⁽¹⁾	<u>\$ 44,257.67</u> ⁽²⁾	<u>\$ 65,532.12</u>
Outstanding Items			
Deposits	\$ -	\$ -	\$ -
Vendor Warrants	(646.45)	-	(646.45)
Adjusted Fund Balances	<u>\$ 20,628.00</u>	<u>\$ 44,257.67</u>	<u>\$ 64,885.67</u>

⁽¹⁾ Bank of America statement balance

⁽²⁾ Managed pools, certificates of deposit, etc.

South Bay Irrigation District
Investment Portfolio
June 30, 2021

Issuer	Yield	Percent of Portfolio	Board Policy Limits	Total Portfolio	Book Value	Market Value
Bank of America Demand Deposit	0.000%	32%	5%	21,274.45	20,628.00	20,628.00
Local Agency Investment Fund	0.262%	68%	\$40 M	44,257.67	44,257.67	44,263.29
Total Investment Portfolio		100%		65,532.12	64,885.67	64,891.29

Average Weighted Yield = 0.177%

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.

 7/22/21

Rich Stevenson, Treasurer

This page intentionally left blank.

South Bay Irrigation District
Quarterly Directors' Report
From 04/1/21 To 6/30/21

Director	Date	Meetings	Per Diem	Mileage	Registration	Lodging	Travel	Other	Meals
Steven Castaneda	9/30/20	1st Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	12/31/20	2nd Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	03/31/21	3rd Quarter Totals	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	4/14/2021	SBID Board meeting	100.00						
	5/12/2021	SBID Board meeting	100.00						
	5/20/2021	CSDA San Diego Chapter Quarterly meeting	100.00						
	5/26/2021	Chula Vista Chamber of Commerce Utilities Subcommi	100.00						
6/9/2021	SBID Board meeting	100.00							
	06/30/21	4th Quarter Totals	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jose F. Cerda	9/30/20	1st Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	12/31/20	2nd Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jose Preciado	9/30/20	1st Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	12/31/20	2nd Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	03/31/21	3rd Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	4/14/2021	SBID Board meeting	100.00						
	5/12/2021	SBID Board meeting	100.00						
	6/9/2021	SBID Board meeting	100.00						
	06/30/21	4th Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Josie Calderon-Scott	9/30/20	1st Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	12/31/20	2nd Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	03/31/21	3rd Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	4/14/2021	SBID Board meeting	100.00						
	5/12/2021	SBID Board meeting	100.00						
	6/9/2021	SBID Board meeting	100.00						
	06/30/21	4th Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hector Martinez	9/30/20	1st Quarter Totals	\$500.00	\$1.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	12/31/20	2nd Quarter Totals	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	03/31/21	3rd Quarter Totals	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	4/14/2021	SBID Board meeting	100.00						
	5/12/2021	SBID Board meeting	100.00						
	5/20/2021	CSDA San Diego Chapter Quarterly meeting	100.00						
	6/2/2021	ACWA Local Government Committee meeting	100.00						
	6/9/2021	SBID Board meeting	100.00						
	6/15/2021	ACWA Membership Committee meeting	100.00						
	6/18/2021	LAFCO Advisory Committee meeting	100.00						
	06/30/21	4th Quarter Totals	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Paulina Martinez Perez	12/31/20	2nd Quarter Totals	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	03/31/21	3rd Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	4/14/2021	SBID Board meeting	100.00						
	5/12/2021	SBID Board meeting	100.00						
	6/9/2021	SBID Board meeting	100.00						
	06/30/21	4th Quarter Totals	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

1st Quarter Grand Total (All Directors)	\$1,900.00	\$1.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2nd Quarter Grand Total (All Directors)	\$2,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3rd Quarter Grand Total (All Directors)	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4th Quarter Grand Total (All Directors)	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cumulative Grand Total (All Directors)	\$8,200.00	\$1.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00