



SOUTH BAY IRRIGATION DISTRICT
505 GARRETT AVENUE
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BOARD OF DIRECTORS
STEVE CASTANEDA
DIVISION 1
PAULINA MARTINEZ-PEREZ
DIVISION 2
MANNY DELGADO
DIVISION 3
HECTOR MARTINEZ
DIVISION 4
JOSIE CALDERON-SCOTT
DIVISION 5

AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS
WEDNESDAY, March 8, 2023 – 5:00 P.M.

Notice: This meeting will be held at the above date, time, and location, and Sweetwater Authority Board members and members of the public may attend in person. Some Sweetwater Authority Board members may attend and participate in the meeting virtually pursuant to the Brown Act (Gov. Code § 54953). As a convenience to the public, the Sweetwater Authority provides a call-in option and internet-based option for members of the public to virtually observe and provide public comments at its meetings. Additional details on in-person and virtual public participation are below. Please note that, in the event of a disruption in the call-in option or internet-based option, the meeting will continue unless otherwise required by law, such as when a Director is attending the meeting virtually pursuant to certain provisions of the Brown Act.

**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

The Zoom Webinar link and telephone number will be active approximately 15 minutes prior to the meeting start time.

If you are unable to access the meeting using this call-in information, please contact the Assistant Board Secretary at (619) 409-6704 for assistance.

Instructions for Making Public Comments:

Members of the public may address the Board regarding items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Governing Board, and on agenda items. 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. (Note: Written comments will no longer be read aloud during the meeting.)

Making Public Comment for Those Attending In-Person:

Anyone desiring to address the Governing Board regarding non-agenda items or 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.

Making Public Comment for Those Not Attending In-Person:

The Chair will inquire if there are any comments from the public regarding non-agenda items and any items listed on the agenda prior to Board discussion. Members of the public may request to speak and make comments as follows:

- Via Zoom Webinar, click on “Raise Hand” button. 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.

- **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 February 8, 2023
- 3. APPROVAL OF DEMANDS AND WARRANTS**
- 4. NEW BUSINESS**
Consideration to Adopt Resolution 653, Confirming the Representative for the City of National City to Vote is Authorized to Vote in the Absence of the District’s Representative to the San Diego County Water Authority
- 5. 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.

6. JANUARY 2022 FINANCIAL REPORTS

7. REPORTS BY DIRECTORS ON EVENTS ATTENDED

Reports and discussion relating to events attended by the Directors

A. Other Events Attended

8. REPORT OF MANAGEMENT

9. REPORT OF LEGAL COUNSEL

10. 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.

11. 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.

12. 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

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

February 8, 2023

The Board of Directors of South Bay Irrigation District held a Regular meeting on Wednesday, February 8, 2023. Pursuant to certain provisions of the Brown Act provided for under Government Code Section 54953(e)(1)(A) in relation to the proclaimed COVID-19 State of Emergency, this meeting was held in person and via teleconference. President Martinez-Perez called the meeting to order at 5:00 p.m.

*(*Note: After calling the meeting to order, President Martinez-Perez 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 Martinez-Perez 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, *Steve Castaneda (5:03 p.m.), Manny Delgado, Hector Martinez, and Paulina Martinez-Perez.

Directors Absent: None

Others Present: General Manager Carlos Quintero, Legal Counsel Nicholas Norvell, and Board Secretary Ligia Hoffman. Staff present: Assistant Board Secretary Michael Garcia, and Director of Finance Rich Stevenson.

- **PLEDGE OF ALLEGIANCE TO THE FLAG**

- **PUBLIC COMMENT**

There was none.

- **PRESIDENT’S PRESENTATION**

ACTION AGENDA

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

There were none.

2. **APPROVAL OF MINUTES – Special Meeting of January 19, 2023**

Director Martinez made a motion, seconded by Director Calderon-Scott, that the Board approve the minutes of the January 19, 2023 Special meeting. The motion carried unanimously.

3. APPROVAL OF DEMANDS AND WARRANTS

Director Castaneda made a motion, seconded by Director Martinez, that the Board approve warrants 12048 through 12053. The motion carried unanimously.

4. NEW BUSINESS

- A. Findings to Continue Holding Remote/Teleconference Meetings Pursuant to Assembly Bill 361

Director Castaneda made a motion, seconded by Director Martinez, that the Board make the following findings:

- 1) The Governor-declared COVID-19 State of Emergency remains in effect and the Board has reconsidered the circumstances of the COVID-19 State of Emergency; and
- 2) State or local officials continue to impose or recommend measures to promote social distancing; and
- 3) For the next thirty (30) days, the meetings of the Board of Directors shall be held pursuant to the provisions of Government Code section 54953(e), allowing legislative body members and members of the public to participate in meetings remotely in accordance with that section.

The motion carried unanimously.

- B. Recent Changes in Teleconferencing Under the Brown Act (AB 2449) and Format of Board Meetings

Director Martinez-Perez made a motion, seconded by Director Castaneda, that the Board approve continuing with hybrid meetings by default for Board meetings; and allow the use of teleconferencing under AB 2449. The motion carried unanimously.

- C. Review of Board Policies and Procedures (101 through 123 and 201 through 207)

Director Castaneda made a motion, seconded by Director Delgado, that the Board approve the Board Policies and Procedures as presented. The motion carried unanimously.

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

There were none.

REPORTS AND INFORMATIONAL ITEMS

6. DECEMBER 2022 FINANCIAL REPORTS

The report was provided for information only.

7. REPORTS BY DIRECTORS ON EVENTS ATTENDED

- A. Other Events Attended

There were none.

8. REPORT OF MANAGEMENT

There was none.

9. REPORT OF LEGAL COUNSEL

There was none.

10. DIRECTORS' COMMENTS

There were none.

11. CLOSED SESSION

There was none.

12. ADJOURNMENT

With no further business before the Board, President Martinez-Perez adjourned the meeting at 5:42 p.m.

Paulina Martinez-Perez, President

Attest:

Ligia Hoffman, Board Secretary

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South Bay Irrigation District

Warrants

January 31, 2023

Warrant Number	Date	Amount	Payable	Description
12054	1/31/2023	2,563.00	ACWA/Joint Powers Insurance Authority	General Liability Program
12055	1/31/2023	215.00	California Special Districts Association	2023 CSDA Membership renewal
12056	1/31/2023	883.87	Best Best & Krieger	Legal fees for December 2022
12057	1/31/2023	184.70	Steven Castaneda	Director's fee for SBID Board meeting
12058	1/31/2023	340.00	Sweetwater Authority	Administrative Services for December 2022
12059	1/31/2023	92.35	Delgado, Manuel	Director's fee for SBID Board meeting
12060	1/31/2023	184.70	Hector M. Martinez	Director's fee for SBID Board meeting
12061	1/31/2023	184.70	Josephine L. Calderon-Scott	Director's fee for SBID Board meeting
12062	1/31/2023	184.70	Paulina Martinez Perez	Director's fee for SBID Board meeting
		<u><u>4,833.02</u></u>		

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RESOLUTION NO. 653

**RESOLUTION OF THE BOARD OF DIRECTORS OF SOUTH BAY IRRIGATION DISTRICT
CONFIRMING THE REPRESENTATIVE FOR THE CITY OF NATIONAL CITY IS
AUTHORIZED TO VOTE IN THE ABSENCE OF THE DISTRICT'S REPRESENTATIVE TO
THE SAN DIEGO COUNTY WATER AUTHORITY**

WHEREAS, Section 6(g) of the County Water Authority Act (Chapter 545 of the Statutes of 1943, Chapter 45 Water Code-Appendix) provides that a member agency's Representative to the San Diego County Water Authority may designate another member of the Board of Directors of the San Diego County Water Authority to vote in the absence of such Representative, provided the designee is confirmed by the Governing Body of the member agency; and

WHEREAS, South Bay Irrigation District Policy 115 provides that the City of National City Representative to the San Diego County Water Authority is confirmed and authorized to vote for the South Bay Irrigation District's Representative when he or she is absent from a meeting of the San Diego County Water Authority; and

WHEREAS, the San Diego County Water Authority requires that this voting authorization be made by resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of South Bay Irrigation District as follows:

Section 1. That the Representative for the City of National City is hereby confirmed and authorized to vote for the South Bay Irrigation District Representative to the San Diego County Water Authority when South Bay Irrigation District's Representative is absent from a meeting of the San Diego County Water Authority.

Section 2. That the Secretary of the Board is directed to file a certified copy of this Resolution with the Clerk of the Board of the San Diego County Water Authority.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of South Bay Irrigation District held on the 8th day of March, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN

Paulina Martinez-Perez, President

ATTEST:

Ligia Hoffman, Board Secretary

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South Bay Irrigation District
Investment Portfolio
January 31, 2023

Issuer	Yield	Percent of Portfolio	Board Policy Limits	Total Portfolio	Book Value	Market Value
Bank of America Demand Deposit	0.000%	51%	5%	46,349.65	49,127.65	49,127.65
Local Agency Investment Fund	2.425%	49%	\$40 M	44,848.71	44,848.71	44,014.04
Total Investment Portfolio		100%		91,198.36	93,976.36	93,141.69

Average Weighted Yield = 1.193%

Weighted Average Days to Maturity = 0

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
reviewed on 3/1/23

South Bay Irrigation District
 Monthly Treasurer's Report
 Accounting of Receipts, Disbursements and Fund Balances
 January 31, 2023

	General Fund	Investments	Totals
Beginning Cash Balance	\$ 50,939.55	\$ 44,615.64	\$ 95,555.19
Investments	-	-	-
Receipts	-	-	-
Interest	-	233.07	233.07
Total Receipts	<u>\$ -</u>	<u>\$ 233.07</u>	<u>\$ 233.07</u>
			-
Vendor Warrants	\$ 4,589.90	\$ -	\$ 4,589.90
Investments	-	\$ -	\$ -
Bank Fees	-	-	-
Total Disbursements	<u>\$ 4,589.90</u>	<u>\$ -</u>	<u>\$ 4,589.90</u>
Ending Cash Balance	<u>\$ 46,349.65</u> ⁽¹⁾	<u>\$ 44,848.71</u> ⁽²⁾	<u>\$ 91,198.36</u>
Outstanding Items			
Deposits	\$ -	\$ -	\$ -
Vendor Warrants	2,778.00	-	2,778.00
Adjusted Fund Balances	<u>\$ 49,127.65</u>	<u>\$ 44,848.71</u>	<u>\$ 93,976.36</u>

⁽¹⁾ Bank of America statement balance

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

South Bay Irrigation District
Fiscal Year 2022-23
Budget Summary as of January 31, 2023

	Current Month Actual	YTD Actual	YTD Budget	YTD % Over/(Under)	Total Annual Budget	Amount Remaining	% Remaining
Interest Revenue	233.07	384.37	140.00	174.6%	300.00	(84.37)	-28.1%
Non-Operating Income	0.00	0.00	0.00	100.0%	41,130.00	41,130.00	100.0%
Fund Transfer	0.00	0.00	0.00	100.0%	0.00	0.00	100.0%
Revenues	233.07	384.37	140.00	174.6%	41,430.00	41,045.63	99.1%
Sweetwater Authority Staff	340.00	2,380.00	2,380.00	0.0%	4,080.00	1,700.00	41.7%
Conferences & Meetings	0.00	18.14	10.00	81.4%	10.00	(8.14)	-81.4%
Membership Fees & Dues	215.00	1,031.45	1,000.00	3.1%	1,000.00	(31.45)	-3.1%
Directors Fees	900.00	3,400.00	4,200.00	-19.1%	7,000.00	3,600.00	51.4%
Payroll Expense	68.85	260.10	350.00	-25.7%	600.00	339.90	56.7%
Legal Fees & Costs	883.87	3,112.67	4,900.00	-36.5%	8,200.00	5,087.33	62.0%
Audits & Accounting	0.00	0.00	0.00	100.0%	3,000.00	3,000.00	100.0%
General and Property Insurance	2,563.00	2,694.30	2,500.00	0.0%	2,500.00	(194.30)	0.0%
Workers Compensation Insurance	0.00	14.71	20.00	0.0%	40.00	25.29	0.0%
Community Outreach	0.00	0.00	2,912.00	100.0%	5,000.00	5,000.00	100.0%
Elections & Public Info	0.00	0.00	10,000.00	100.0%	10,000.00	10,000.00	100.0%
Operating Expenses	4,970.72	12,911.37	28,272.00	-54.3%	41,430.00	28,518.63	68.8%