



## MEETING NOTICE

### A REGULAR MEETING OF THE FINANCE COMMITTEE of the CENTRAL COAST WATER AUTHORITY

will be held at 8:30 a.m., on Thursday, October 28, 2021

via URL: <https://meetings.ringcentral.com/j/1495190287>

or via telephone by dialing 1(623) 404-9000 and entering code 149-519-0287 #

CCWA's Committee meetings are conducted pursuant to California Government Code Section 54953 and Governor Newsom's Executive Orders (N-25-20, N-29-20 and N-35-20), temporarily suspending portions of the Brown Act in response to the COVID-19 pandemic. Members of the Committee will participate in this meeting by video call or telephone.

Public Comment on agenda items may occur via video call or telephonically, or by submission to the CCWA Board Secretary via email at [lfw@ccwa.com](mailto:lfw@ccwa.com) no later than 8:00 a.m. on the day of the meeting. In your email, please specify (1) the meeting date and agenda item (number and title) on which you are providing a comment and (2) that you would like your comment read into the record during the meeting. If you would like your comment read into the record during the meeting (as either general public comment or on a specific agenda item), please limit your comments to no more than 250 words.

Every effort will be made to read comments into the record, but some comments may not be read due to time limitations. Please also note that if you submit a written comment and do not specify that you would like this comment read into the record during the meeting, your comment will be forwarded to Board members for their consideration.

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available on the CCWA internet web site, accessible at <https://www.ccwa.com>.

THE FOLLOWING ITEMS WILL BE DISCUSSED AT THE MEETING OF THE COMMITTEE AND A VOTE MAY BE TAKEN FOR THE PURPOSE OF RECOMMENDING ACTION BY THE BOARD OF DIRECTORS.

- I. Call to Order and Roll Call**
- II. \* Consideration of a Resolution No. 21-01 to Authorize the Finance Committee to Meet via Remote Teleconference Pursuant to the Brown Act as Amended by Assembly Bill 361– For Approval**
- III. Public Comment – (Any member of the public may address the Committee relating to any matter within the Committee's jurisdiction. Individual Speakers may be limited to five minutes; all speakers to a total of fifteen minutes.)**
- IV. \* Minutes of the April 22, 2021 Meeting of the Finance Committee – for Approval**
- V. \* FY 2021/22 First Quarter Investment Report – for Approval**
- VI. Reports from Committee Members for Information Only**
- VII. Items for Next Regular Meeting Agenda**
  - A. FY 2022/22 Second Quarter Investment Report**
- VIII. Date of Next Regular Meeting: January 27, 2022**
- IX. Adjournment**

Eric Friedman  
Chairman

Ed Andrisek  
Vice Chairman

Ray A. Stokes  
Executive Director

Brownstein Hyatt  
Farber Schreck  
General Counsel

#### *Member Agencies*

City of Buellton

Carpinteria Valley  
Water District

City of Guadalupe

City of Santa Barbara

City of Santa Maria

Goleta Water District

Montecito Water District

Santa Ynez River Water  
Conservation District,  
Improvement District #1

#### *Associate Member*

La Cumbre Mutual  
Water Company

255 Industrial Way  
Buellton, CA 93427  
(805) 688-2292  
Fax (805) 686-4700  
[www.ccwa.com](http://www.ccwa.com)

A handwritten signature in blue ink, appearing to be "WAS", is located in the bottom right corner of the page.

## Finance Committee Report

Stephanie O. Hastings  
Attorney at Law  
805.882.1415 tel  
shastings@bhfs.com

**DATE:** October 28, 2021

**TO:** Finance Committee of the Central Coast Water Authority

**FROM:** Stephanie Hastings, Mack Carlson

**CC:** Ray Stokes

**RE:** Consideration of a Resolution No. 21-01 to Authorize the Finance Committee to Meet via Remote Teleconference Pursuant to the Brown Act as Amended by Assembly Bill 361

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### I. INTRODUCTION

This report provides background on the requirement of the Finance Committee to adopt Resolution No. 21-01 (Resolution) (**Attachment A**) with specific findings to continue to hold remote teleconference meetings during the COVID-19 pandemic pursuant to amendments to the Ralph M. Brown Act (Brown Act) by Assembly Bill (AB) 361.

### II. RECOMMENDATION

We recommend that the Finance Committee:

- A. Adopt Resolution No. 21-01 of the Finance Committee of the Central Coast Water Authority Authorizing Remote Teleconference Meetings under the Ralph M. Brown Act, and
- B. Find that this action is exempt from review pursuant to the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines (Cal. Code Regs., tit 14, § 15000 et seq.) Section 15061(b)(3), the “common sense” exemption that CEQA only applies to projects that have the potential for causing a significant effect on the environment.

### III. BACKGROUND

Since March 2020, the Central Coast Water Authority Board of Directors and Finance Committee have been meeting remotely due to the COVID-19 pandemic. The Governor’s Executive Order No. N-29-20 (Executive Order) suspended the Brown Act’s requirements for standard teleconferencing during the COVID-19 pandemic provided that notice and accessibility requirements are met, the public members are allowed to observe and address the legislative body at the meeting, and that a legislative body of a local agency has a procedure for receiving and swiftly resolving requests for reasonable accommodation for

individuals with disabilities, as specified. The provisions of the Executive Order, however, expired on September 30<sup>th</sup>, 2021.

In recognition that the pandemic remains ongoing, on September 16, 2021 the Governor signed AB 361, an urgency measure, which amends the Brown Act and authorizes remote teleconference public meetings under certain circumstances. AB 361 took effect on October 1, 2021 and expires on January 1, 2024. If the Finance Committee desires to continue to meet remotely, it must comply with the Brown Act as amended by AB 361.

AB 361 applies to meetings during a state of emergency as declared by the Governor. There also must be either imposed or recommended measures to promote social distancing by state or local officials, or a finding by the legislative body that meeting in person would present imminent risks to the health or safety of attendees as a result of the emergency. The bill, however, does not require the Central Coast Water Authority to continue to hold teleconference or hybrid public meetings.

AB 361 also requires several procedural safeguards to protect public participation during a remote meeting, which are generally consistent with the Finance Committee's current remote meeting practices. Key safeguards include: (1) the public must have the ability to address the legislative body directly, and must be provided information on how to address the body; (2) the public must have either a call-in or internet-based service option; (3) the legislative body must stop the meeting in the event of a disruption of the call-in or internet-based option; and (4) the legislative body must allow for a reasonable time for real-time comments, including time to register to provide remote public comments. Should the Finance Committee decide to hold teleconference meetings, as it has during the COVID-19 pandemic, it will have to comply with these requirements.

If the Finance Committee elects to hold one or more meetings by teleconference, it will need to adopt the proposed Resolution. The Board of Directors will consider a similar resolution at its next scheduled meeting, which may supersede the Finance Committee's Resolution. In either case, the Finance Committee and/or Board of Director findings are required every 30 days in order to continue holding remote teleconference meetings. Thus, if the Finance Committee elects to continue remote teleconference meetings, the Finance Committee and/or Board of Directors will need to make similar findings at each meeting.

#### **IV. ENVIRONMENTAL REVIEW**

CEQA Guidelines Section 15061(b)(3) provides a "common sense" exemption to environmental review that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to review. The proposed Resolution, allowing for the continuance of holding remote teleconference meetings during a declared state of emergency, does not have the potential for causing a significant effect on the environment. The Resolution thus makes a finding that the Resolution is not subject to CEQA.

#### **V. ATTACHMENTS**

A. Resolution No. 21-01

## **RESOLUTION NO. 21-01**

### **RESOLUTION OF THE FINANCE COMMITTEE OF THE CENTRAL COAST WATER AUTHORITY AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER THE RALPH M. BROWN ACT**

**WHEREAS**, the Central Coast Water Authority (Authority) is committed to preserving and fostering public access and participation in meetings of the Finance Committee, as required by the Ralph M. Brown Act (Gov. Code § 54950 et seq.) (Brown Act), so that any member of the public may attend and participate as the Finance Committee conducts the public's business; and

**WHEREAS**, the Brown Act contains special provisions for remote teleconference participation in meetings when the Governor has declared a state of emergency pursuant to Government Code section 8625, and either state or local official have imposed or recommended measures to promote social distancing, or an in-person meeting would present imminent risks to the health and safety of attendees; and

**WHEREAS**, such conditions now existing with the County of Santa Barbara (County). On March 4, 2020, Governor Gavin Newsom issued a Proclamation of a State of Emergency for the COVID-19 pandemic. The County Health Officer has issued numerous Health Orders regarding safety protocols during the COVID-19 pandemic, including Health Officer Order No. 2021-10.5, dated October 5, 2021, which requires the use of face covering at all times in all indoor public settings and promotes physical distancing. Further, the County Health Officer and Public Health Director issued a Health Official AB 361 Social Distance Recommendation, dated September 28, 2021, encouraging remote teleconference options for public meetings as an effective and recommended social distancing measure to facilitate public participation while protecting participants and others from the COVID-19 disease. The latest County order and recommendation were made necessary by the rise in the more contagious and easily spread Delta variant of the COVID-19 virus throughout the nation, and specifically within the County; and

**WHEREAS**, the Finance Committee finds that the current situation with regard to COVID-19, and particularly the Delta variant, is causing, and will continue to cause, risks to the safety of persons within the County and finds that the Finance Committee shall conduct its meetings with remote teleconference participation in the manner authorized by Government Code Section 54953, subdivision (e) and in compliance with the requirements to provide public access in Government Code Section 54953, subdivision (e)(2); and

**WHEREAS**, this Resolution is exempt from the California Environmental Quality Act (CEQA) pursuant to the "common sense" exemption to environmental review under Section 15061 subdivision (b)(3) of Title 14 of the California Code of Regulations (CEQA Guidelines) because remote teleconference meetings during a

declared state of emergency do not have the potential for causing a significant effect on the environment.

**NOW THEREFORE, THE FINANCE COMMITTEE DOES HEREBY  
RESOLVE AS FOLLOWS:**

**Section 1.** Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2.** Remote Teleconference Meetings. The Finance Committee shall conduct its meeting with remote teleconference participation in the manner authorized by Government Code Section 54953, subdivision (e), and in compliance with the requirements to provide public access in Government Code Section 54953, subdivision (e)(2).

**Section 3.** Effective Date. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of November 27, 2021, or such time as the Finance Committee or Board of Directors of the Authority adopts a resolution in accordance with Government Code Section 54953, subdivision (e)(3) to extend the time during which meetings may continue to be held via remote teleconference in compliance with that section.

I certify that the foregoing Resolution No. 21-01 was adopted by the Finance Committee of the Central Coast Water Authority at a meeting held October 28, 2021, 2021.

\_\_\_\_\_  
Eric Friedman, Chairman

[Seal]

Attest:

\_\_\_\_\_  
Elizabeth Watkins  
Secretary to the Board of Directors

	VOTING PERCENTAGE	AYE	NAY	ABSTAIN	ABSENT
Goleta Water District	47%	_____	_____	_____	_____
City of Santa Barbara	32%	_____	_____	_____	_____
Santa Ynez River Water Conservation District, Improvement District No. 1	21%	_____	_____	_____	_____

**MINUTES OF THE  
CENTRAL COAST WATER AUTHORITY  
MEETING OF THE FINANCE COMMITTEE**

**April 22, 2021**

The Finance Committee meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsom's Executive Order, N-29-20, temporarily suspending portions of the Brown Act to implement social distancing in response to the COVID-19 pandemic. Members of the Committee participated in this meeting by video call or telephone. Public Comment on agenda items also occurred telephonically.

Ms. Lisa Watkins, Board Secretary, confirmed that all Committee members could hear each other, had received a copy of the meeting agenda, and could hear the proceedings.

**I. Call to Order and Roll Call**

Director Friedman called the April 22, 2021, Central Coast Water Authority meeting of the Finance Committee to order at 8:34 a.m.

Finance Committee members present were:

Jeff Clay	Santa Ynez River Water Conservation District, ID#1
Eric Friedman	City of Santa Barbara
Farfalla Borah	Goleta Water District

**II. Public Comment**

There was no public comment.

**III. Minutes of the January 28, 2021 Finance Committee Meeting**

Upon a motion by Director Clay, seconded by Director Friedman and carried following a roll call vote with Directors Clay, and Friedman in favor and none opposed, the minutes of the January 28, 2021 Finance Committee Meeting were approved.

**IV. FY 2020/21 Third Quarter Investment Report**

Ms. Lisa Long, CCWA Controller, stated as of March 31, 2021 the investment portfolio totaled \$35.2 million and had an effective rate of return of .33% on an average daily balance for the month of March 2021 of about \$36.0 million. The investments were comprised of the State of California Local Agency Investment Fund (LAIF), (\$28.0 million), and Montecito Bank & Trust money market accounts (\$7.2 million).

All investments during the quarter complied with the CCWA investment policy provisions and current pro forma projections indicate that the Authority will have sufficient cash with which to operate for the next six months.

Upon a motion by Director Clay, seconded by Director Friedman and carried following a roll call vote with Directors Clay, and Friedman in favor and none opposed, the Finance Committee recommended Board approval of the FY 2020/21 Third Quarter Investment Report.

**V. Annual Review of the CCWA Investment Policy**

Ms. Long stated the policy is submitted annually for review, and noted the policy is prepared in conformance with Government Code Section 53630-53686 which addresses investment of surplus funds by local government agencies. Since the last review of the CCWA Investment Policy no changes have been made to the Government Code Section requiring an update of the policy.

**VI. Reports from Committee Members for Information Only**

There were no reports from Committee members.

**VII. Items for Next Regular Meeting Agenda**

A. FY 2020/21 Fourth Quarter Investment Report

**VIII. Date of Next Regular Meeting: July 22, 2021**

**IX. Adjournment**

The meeting adjourned at 8:43 a.m.

Respectfully submitted,

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Elizabeth Watkins  
Secretary to the Board



## CENTRAL COAST WATER AUTHORITY

### MEMORANDUM

Agenda Item V.  
Finance Committee  
October 28, 2021

October 18, 2021

**TO:** CCWA Finance Committee

**FROM:** Ray A. Stokes  
Executive Director

**SUBJECT:** FY 2021/22 First Quarter Investment Report

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#### SUMMARY

Attached is the first quarter FY 2021/22 investment report covering the three-month period of July to September 2021. In accordance with the CCWA Statement of Investment Policy, the quarterly report includes a statement of compliance of the portfolio with the investment policy and confirmation of the Authority's ability to meet expenditure requirements for the next six months.

#### DISCUSSION

As of September 30, 2021 the investment portfolio totaled \$60.1 million and had an effective rate of return of .24% on an average daily balance for the month of September 2021 of about \$73 million. The investments were comprised of the State of California Local Agency Investment Fund (LAIF), (\$59 million), and Montecito Bank & Trust money market accounts (\$1.1 million).

All investments during the quarter complied with the CCWA investment policy provisions.

#### CASH MANAGEMENT PRO FORMA PROJECTIONS

Current pro forma projections indicate that the Authority will have sufficient cash with which to operate for the next six months.

#### RECOMMENDATION

That the Finance Committee recommends Board approval of the first quarter FY 2021/22 investment report.

RAS  
Attachments



# Investment Portfolio Portfolio Management Portfolio Summary September 30, 2021

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
CCWA-LAIF	59,000,000.00	59,000,000.00	59,000,000.00	98.13	1	1	0.203	0.206
Pool-Money Market Accounts	1,123,171.22	1,123,171.22	1,123,171.22	1.87	1	1	0.246	0.250
Bond Trustee-Money Market Accounts	8.10	8.10	8.10	0.00	1	1	0.001	0.001
<b>Investments</b>	<b>60,123,179.32</b>	<b>60,123,179.32</b>	<b>60,123,179.32</b>	<b>100.00%</b>	<b>1</b>	<b>1</b>	<b>0.204</b>	<b>0.207</b>

Total Earnings	September 30 Month Ending	Fiscal Year To Date
Current Year	14,569.45	47,136.52
<b>Average Daily Balance</b>	<b>73,083,938.10</b>	<b>79,693,300.52</b>
<b>Effective Rate of Return</b>	<b>0.24%</b>	<b>0.23%</b>

*Ray A Stokes*  
Ray Stokes, Executive Director/Treasurer

10/18/2021