

**MINUTES
ADMINISTRATIVE AND FINANCE COMMITTEE MEETING
Santa Fe Irrigation District**

June 6, 2023
Santa Fe Irrigation District
5920 Linea del Cielo
Rancho Santa Fe, CA 92067

PRESENT: Chair Sandra Johnson, Vice President Friehauf, General Manager Al Lau, Board Secretary Celina McDowell, Public Communications Officer Teresa Penunuri, Information Technology Supervisor Jeff Ehrman, and Water Conservation Technician Justin Harrod were present.

CALL MEETING TO ORDER

Chair Johnson called the meeting to order at 9:02 a.m.

ITEMS TO BE ADDED TO THE AGENDA – None

ORAL COMMUNICATIONS – None

ACTION AND DISCUSSION ITEMS

1. APPROVAL OF MAY 8, 2023 MINUTES

The Committee approved the minutes as presented.

2. DIRECTORS' AND GENERAL MANAGER'S EXPENSES

The Committee approved the expenses as presented.

3. MONTHLY INVESTMENT TRANSACTION REPORT

GM Lau mentioned that the District is in the process of transitioning to U.S. Bank. The Committee approved the monthly investment transaction report as presented.

4. DISCUSSION ON PROCEEDING WITH EXPLORATION OF BUDGET BASED POTABLE WATER RATES

GM Lau presented the item and both GM Lau and PCO Penunuri responded to questions from the Committee.

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GM Lau informed that the Board and the public will be engaged in discussions and different workshops prior to implementation in January 2025.

The Committee suggested in looking into technologies that other districts are using successfully, bring in other districts and/or individuals who has background in implementing budget-based rates to come and speak at the meeting.

The Committee directed staff to bring this item back at the next Committee meeting.

5. DIRECT DISTRICT GENERAL MANAGER TO EXECUTE CONTRACT WITH [RE]DESIGN GROUP FOR MANAGED IT SERVICES

GM Lau introduced the item and both GM Lau and ITS Ehrman responded to questions from the Committee.

After discussion, the Committee concurred with the Staff's recommendations and directed Staff to move the item forward for full Board consideration at their regular June meeting as a Consent item.

6. UPDATE ON AMI CUSTOMER PORTAL

GM Lau introduced the item and PCO Penunuri utilized a PowerPoint presentation and responded to questions from the Committee.

After discussion, the Committee concurred with the Staff's recommendation to delay implementation of a new customer portal until more information on budget-based rates and rulemaking for the water-use efficiency standards moves forward.

7. REVIEW AND DISCUSS FUTURE AGENDA ITEMS

The Administrative and Finance meeting in August will be canceled as Vice President Frieauf will not be available.

REPORTS

8. ADMINISTRATIVE SERVICES REPORT – None

9. PUBLIC COMMUNICATIONS AND OUTREACH REPORT

PCO Penunuri presented the item utilizing a PowerPoint presentation and reported on the following:

- attended the Solana Beach Discovery Fest
- sponsored breakfast at Fiesta del Sol
- summer outreach – themes and community pop-ups

Vice President Friehauf requested from PCO Penunuri to provide her dates of any outreach events in Solana Beach.

10. GENERAL MANAGER'S REPORT

GM Lau reported that SDCWA settled on Alternate 2B rates with an effective rate increase of 8.2%. SDCWA Board asked the staff to look at how the increase will look like without adding new staff. The next Board meeting is the week of June 19, 2023.

11. COMMITTEE MEMBERS' COMMENTS – None

ADJOURN

Chair Johnson adjourned the meeting at 10:29 a.m.



Sandra Johnson, Chairman