**MINUTES**

**SANTA MARGARITA/DANA POINT AUTHORITY**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**NOVEMBER 1, 2022**

**12:30 PM**

**Members of the public may join the meeting telephonically or online at Microsoft Teams:**

**Teleconference: +1-530-414-9890 fees may apply**

**Conference ID: 567 879 517#**

<https://tinyurl.com/2av23h8r>

**ATTENDEES**

William L. Green Chairman

Charles T. Gibson Vice Chairman

Saundra F. Jacobs Director

Allison Burns General Counsel/Stradling Yocca Carlson & Rauth

Jennifer Wilt Secretary of the Authority

Erica Castillo Authority Treasurer

Rick Shintaku General Manager/South Coast Water District

Daniel R. Ferons General Manager/Santa Margarita Water District

Chip Monaco Chief Administration Officer/Santa Margarita Water District

Peter George Macias, Gini & O’Connell

1. **CALL MEETING TO ORDER**

*Chairman Green called the meeting to order at 12:30 p.m.*

*The meeting opened in a moment of silence for South Coast Water District Director Wayne Rayfield and Santa Margarita Water District family member, Kathleen Gibson, wife of Director Charles T. Gibson.*

1. **PLEDGE OF ALLEGIANCE**

*Director Jacobs led the Pledge of Allegiance.*

1. **PUBLIC FORUM**

*There were no requests to speak.*

1. **CONSENT CALENDAR**

**Motion:** Approve Consent Calendar Items 4.1 and 4.2 as recommended.

**Moved by:** Charles T. Gibson

**Seconded by:** Saundra F. Jacobs

**Ayes:** Gibson, Jacobs, Green

**Unanimously approved**

*There was no further discussion on these items.*

4.1 Consideration and Action on Reaffirming Findings and Determinations under Assembly Bill 361 and Extending Resolution No. 2021-11-02 for the Continuation of Virtual and Hybrid Meetings

**Recommendation:** Reaffirm the findings and determinations under Assembly Bill 361 and extend Resolution No. 2021-11-02 for the next 30 days.

4.2 Consideration and Action on the Minutes of the November 2, 2021 Board of Directors Meeting

**Recommendation:** Approve the Minutes.

1. **ACTION ITEM**

5.1 Consideration and Action on the Santa Margarita/Dana Point Authority Preliminary Audited Financial Statements for the Fiscal Year 2021-2022

**Recommendation**: Approve the finalization of the audited financial statements and submission to the County of Orange Auditor-Controller’s Office by December 31, 2022.

**Motion:** Approved as recommended.

**Moved by:** Charles T. Gibson

**Seconded by:** Saundra F. Jacobs

**Ayes:** Gibson, Jacobs, Green

**Unanimously approved**

*The Authority’s Treasurer, Erica Castillo, presented the Preliminary Audited Financial Statements for the period ended June 30, 2022, noting there were no findings.*

*The Partner at Macias, Gini & O’Connell (MGO), Mr. Peter George announced that an unmodified opinion would be issued and noted the opinion letter has a new look incorporating new standards improving transparency.*

*Ms. Castillo noted all necessary documentation will be filed with the County of Orange by December 31, 2022 and posted to the Authority’s website.*

1. **INFORMATION ITEM**

6.1 Santa Margarita/Dana Point Authority Conflict of Interest Code

*The Authority’s General Counsel, Ms. Allison Burns, informed that the biennially review of the Authority’s Conflict of Interest Code was conducted and no changes are required.*

1. **DIRECTORS’ REPORTS OF OUTSIDE MEETINGS AND EVENTS**

Verbal or written reports may be provided and shall be included in the record/minutes.

*No Director reports provided.*

*The Directors shared their condolences for the recent passing of Director Rayfield and for Kathleen Gibson.*

1. **ADJOURNMENT**

The next Regular Board of Directors’ Meeting is scheduled for January 3, 2023 at 12:30 p.m.

*The meeting adjourned at 12:53 p.m.*