

San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

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Meeting Minutes

Board of Directors Regular Meeting

June 16, 2020 at 1:00 P.M.

Dial-in-number - 1-605-472-5736

Access Code – 186891

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public. Public participation is encouraged using the teleconference information referenced above.

1) Call to Order

The meeting was called to order at 1:04 p.m. by Kevin Merrill.

2) Roll Call

The following directors were present, constituting a quorum for the transaction of business.

Directors Present:

Kevin Merrill

Randy Sharer

Craig Reade

Victor Schaff

Members absent: Ken Hunter

Others in attendance: Kari Wagner, Wallace Group, Alan Doud, Young Wooldridge, LLC, Lon Fletcher, Water District Formation Coordinators for the Friends of the San Antonio Basin Water District and Donna Glass, District Manager.

3) Self-Introductions

None – Alan Doud briefly discussed importance of the board members following the Brown Act.

4) Public Comment: This portion of the meeting is set aside to provide the public an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.

No public comments

5) Minutes

a. May 19, 2020 Board Meeting Minutes – Board Approval Needed

Motion was made by Director Reade to approve the minutes as presented and seconded by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

6) Financial Report

a. Discuss FSAWB Financial Statement

Donna Glass reported as of June 10, 2020 the FSAWB accounts have a balance total of \$280,348.17. All bills for legal, except winding down the FSAWD, Election Office and Wallace Group have been paid. There will be no more of these expenses for the FSAWB. The continuing expenses will be a possible LAFCO bill, accounting, salary's, taxes and any misc. winding down expenses. A recommendation was made to use \$225,000.00 as startup/carry over to the District. That would leave \$55,348 in the FSAWB accounts to wind everything down. Anything left has already been budgeted to go to the District.

i. Determine Available Funds to Open New Bank Account

Motion was made by Director Schaff to approve \$225,000 from the FSAWB account be used as startup funds for the SABWD and seconded by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

b. Review GSA May Financial Statement

Donna Glass reported that as of May 31, 2020 the SABGSA operating account has - \$10,749.83 and \$50,344.99 in a MMKT account for a total of \$39,594.16. The expenses for May were \$37,746.50. Net Income was - \$35,769.05. A transfer from the MMKT to the operating account will need to be made.

The different accounting methods (cash basis vs accrual basis) were discussed. The GSA uses the cash basis and the District plans to set up using the accrual basis, same basis of accounting that was used by the FSAWB. While it doesn't change the expenses, for budgeting purposes it would be easier if the GSA was to consider switching to the accrual basis of accounting. It would also prevent the delays created in waiting for invoices to arrive in order for the accountant to prepare the GSA financial statement in time for the board meeting each month.

The Randy Sharer and Kevin Merrill, also GSA board members, will bring up the discussion about the GSA considering a change to the accrual method at the upcoming board meeting.

Motion was made by Director Reade to approve the GSA Financials and seconded by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

7) Management/Administration

a. Status Report

Donna Glass gave a brief update on various items.

8) Consideration of Appointment of Alternate Director to the San Antonio Basin GSA Board of Directors

A brief discussion took place about the appointment of Jim Stollberg as an alternate Director.

Motion was made by Director Sharer to approve appointment of Jim Stollberg as alternate Director for the SABGSA and seconded by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

9) Associations, Committees and Other Business Matters

a. Discuss and Consider joining associations to have access to training, insurance, and representations in Sacramento

i. California Association of Water Agencies

A discussion took place about the fee to join based on the District income.

Motion was made by Director Schaff to approve joining and seconded by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

ii. California Special District Associations

A discussion took place about the information provided by the CSDA. The fee to join is based on the District income. It was decided to pass on joining at this time.

b. Discuss Director requirements, including filing Form 700 and training

Alan Doud discussed the need to get the training done. His office can provide it as well as it is offered on line. Donna Glass reported that Carrie Troup also provides options for taking the trainings.

i. Sexual Harassment Training (within 6 months)

ii. Ethics Training (within 12 months)

c. Review and Approve Legal Representation Agreement and Conflict Waiver Letter

Alan Doud provided a brief explanation about the Conflict Waiver Letter which listed numerous clients represented by his firm.

Motion was made by Director Merrill to approve the Legal Representation Agreement and Conflict Waiver Letter and seconded by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

10) Engineer's Report and Proposition 218 Assessment Ballot Proceedings Matters

a. Preliminary 2020/2021 Budget and Assessment Discussion

Kari Wagner and Donna Glass reviewed and discussed the assessment options with the board.

i. Review Assessment Irrigated/Non-Irrigated Fee Options

After some additional discussion the board opted to have a draft budget and assessment fee prepared for the July 21, 2020 meeting with a modified option 2.

A motion was made by Director Schaff and seconded by Director Reade to propose setting the assessment as \$40, \$45, \$56, \$56, \$56 for irrigated acres for 2020/2021-2024/2025. All of this is pending any landowner change orders of irrigated acres prior to or at the hearing on July 21, 2020.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Reade, Sharer and Schaff.

NOES: None; **ABSTAIN:** None; **ABSENT:** Director Hunter.

b. Proposition 218 Hearing – minimum 45 days after mailing

i. At regularly scheduled meeting July 21, 2020

Alan Doud provided an update to current requirements about holding a meeting during the continued COVID 19 concerns. A discussion took place about an option of holding it outside at the Los Alamos Community Services District but limiting the attendees to Kari Wagner, Kevin Merrill, Lon Fletcher and Donna Glass. Staff will prepare a letter to go out to the landowners advising them that the hearing will be conducted telephonically only. Owners are encouraged to submit their ballots by mail prior to the hearing. District representatives will be present outside to receive new or amended ballots.

11) New Business— requests for items to be placed on next agenda.
No new business was discussed by the Board.

12) Next Meeting Date – July 21, 2020
Motion was made and seconded to set the next meeting date for July 21, 2020

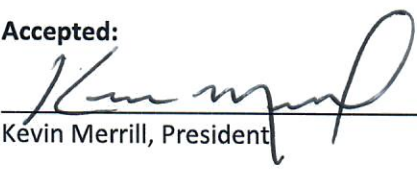
13) Adjournment
Meeting was adjourned by Director Merrill at 2:20 pm.

Respectfully submitted,



Craig Reade, Secretary

Accepted:



Kevin Merrill, President

7-21-2020

Date