

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, January 16, 2024, at 1:00 p.m. at

Los Alamos Community Services District, 82 St. Joseph Street, Los Alamos, CA 93440

### Approved Meeting Minutes

*The public is invited to join in person, or by videoconference at*

<https://us02web.zoom.us/j/5896878298>

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio.

Call +1 - 408-638-0968 or +1 - 669-900-6833 and enter ID: 589 687 8298

To view supporting documents, go to: <https://sanantoniobasinwd.org/agendas-%26-minutes>

**1) Call to Order**

The meeting was called to order at 1:01 p.m. by President Merrill

**2) Roll Call**

Kevin Merrill  
Randy Sharer  
Craig Reade

**Directors Absent:** Victor Schaff and Ken Hunter

**Others in Attendance:** Donna Glass - District Manager, Tracy Stone, Carol Fornoff - Westchester Group Investment Management, Inc and GinaLisa Tamayo - Jackson Family Estate

- 3) Public Comment:** This portion of the meeting is set aside to provide the public with 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.

There were no comments.

**4) Minutes**

**a. November 2023 Board Meeting Minutes – Board Approval Needed**

**Motion** was made by Director Sharer to approve the November 2023 Minutes as presented.

**Motion seconded** by Director Reade. The motion carried.

**AYES:** Director Merrill, Sharer, and Reade

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**5) Financial Report**

**a. Review and Approve November and December Financial Statements**

The November and December statements were included in the packet. As of December 31, 2023, 50% of the year has elapsed. The SABWD collected \$479,162 or 84% of the 2023-24 Assessments, received \$38,162 in interest and \$3,615 in Misc Payments from Santa Barbara

County. The SABWD was expecting about \$25k for the December County payment. However, there were a number of parcels that didn't pay their Property Taxes by December 10, 2024, so the payment was only \$3,566 on December 22, 2023.

The expenses YTD were \$75,141 or 11% of the budget. Net Income was \$445,802 and \$1,321,102 is designated toward Reserves. The total for the checking and investment accounts is \$1,766,904. More information on California CLASS given during agenda item 5) b.

A **motion** was made by Director Sharer to approve the November and December Financial Statements as presented. **Motion seconded** by Director Reade. The motion carried.

**AYES:** Director Merrill, Sharer, and Reade

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**i. Consider Fund Transfer from Investment Account to Operating Account**

The District Manager reported that as of January 15, 2024, the checking account balance was \$27,422.73. January Invoices for the SABWD total \$5,167 and the GSA fund request is \$11,541.14. After paying the January invoices and approving the GSA fund request the remaining balance would be \$10,714.59. Reminder letters were recently sent to landowners that have not paid their assessment.

After some discussion a **motion** was made by Director Sharer to approve a fund transfer from the Investment Account to the Operating Account by the District Manager, not to exceed \$50,000, as needed before the next meeting. **Motion seconded** by Director Merrill. The motion carried.

**AYES:** Director Merrill, Sharer, and Reade

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**b. Investment Report**

The November and December California CLASS statements were included in the packet. Interest earned for November 2023 was \$7,651 and December 2023 was \$8,169. Interest earned YTD was \$43,747. Account balance as of December 31, 2023, was \$1,743,747. The Average Monthly Yield was 5.54%.

**c. Assessments Status Report**

As of January 10, 2024, the SABWD has collected \$483,427, or 84% of the 2023-24 Assessments. Balance remaining is \$93,475. Payment reminders were sent out on January 12, 2024. Payments become delinquent on February 4, 2024.

**d. Review November and December GSA Financial Statements**

The November and December statements were included in the board packet for review only. As of December 31, 2023, 50% of the year had elapsed. The GSA checking account balance was \$30,681. The expenses YTD were \$65,145 or 13% of the budget.

**e. Consider GSA Fund Request**

As reported, the GSA account balance is \$30,681. January invoices total \$17,222.50. To pay this month's invoices and maintain a minimum balance of \$25,000 the GSA requested a fund transfer for only \$11,541.14 this month.

A **motion** was made by Director Sharer to approve the SABGSA request and authorize the accountant to transfer \$11,541.14 from the SABWD operating account to the SABGSA account. **Motion seconded** by Director Read. The motion carried.

**AYES:** Director Merrill, Sharer, and Reade

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**6) Mailed Ballot Election For LAFCO Regular Special District Member**

The LAFCO Executive Officer received three nominations for the Regular seat. The SABWD Presiding Officer needs to cast their vote for one candidate by February 19, 2024.

After some discussion a **motion** was made by Director Merrill to vote for Dorinne Lee Johnson.

**Motion seconded** by Director Sharer. The motion carried.

**AYES:** Director Merrill, Sharer, and Reade

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**7) Informational Items**

**a. Management/Administration Report**

Most updates were included during agenda items.

**b. Director Training Report**

All Directors are up to date on Harassment and one needs their Ethics course.

**c. Update on San Antonio Basin Groundwater Sustainability Agency**

Director Sharer provided a brief update on the agenda items for the evening meeting.

The Items on the GSA Agenda tonight for discussion and/or action are:

- Election of Officers for the 2024 Term
- Well Verification Request for a New Well – Hardship Exemption (Update - Director Sharer informed the board the agenda item had been postponed by the Landowner)
- Q4 2023 Quarterly Water Level Monitoring Report for the San Antonio Creek Valley Groundwater Basin

**8) New Business—** requests for items to be placed on the next agenda.

No new business was requested.

**9) Next Meeting Date – February 20, 2024**

The next meeting date is February 20, 2024.

**10) Adjournment**

The meeting was adjourned by President Merrill at 1:30 p.m.

Please contact Donna Glass at [admin@sanantoniobasingwd.org](mailto:admin@sanantoniobasingwd.org) with any questions.