

San Antonio Basin Water District

Board of Directors Regular Meeting

January 17, 2023, at 1:00 P.M.

Meeting Minutes

Subject to the Board's approval of Resolution 23-01, 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 below.

You can join on your computer and/or call in.
Screen share 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

1) Call to Order

The meeting was called to order at 1:00 p.m. by President Merrill.

2) Roll Call

Kevin Merrill
Randy Sharer
Craig Reade
Victor Schaff

Directors absent: Ken Hunter

Others in attendance: Donna Glass - District Manager, Leta Spencer - Westchester Group Investment Management, Inc and GinaLisa Tamayo - Jackson Family Estate

3) Review and Adopt Resolution 23-01; Initially Authorizing Remote Teleconference Meetings Under AB361

Motion was made by Director Reade to Adopt Resolution 23-01 Initially Authorizing Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Schaff

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

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.

There were no comments.

5) **Minutes**

a. **November 2022 Board Meeting Minutes – Board Approval Needed**

Motion was made by Director Schaff to approve the November 2022 Minutes as presented. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Schaff

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

6) **Financial Report**

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

The November and December statements were included in the packet. As of December 31st, 50% of the year had elapsed. The SABWD collected \$584,963 or 73% of the 2022-23 Assessments. The expenses through December were \$186,126 or 22% of the budget. This includes the GSA transfers of \$152,000. Net income was \$423,197. The checking account balance was \$1,310,859 and \$887,662 is designated toward Reserves.

Motion was made by Director Schaff to approve the November and December Financial Statements as presented. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Schaff

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

b. **Assessments Status Report**

The SABWD collected \$584,963 or 73% of the 2022-23 Assessments through December 2022. Balance remaining is \$215,301. The Wallace Group mailed out reminder letters on January 10th about the delinquent due date of Feb 8, 2023.

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

The November and December Statements were included in the board packet and provided for review only. As of December 31st, 50% of the year has elapsed. The GSA bank accounts total \$62,087. The expenses YTD have been \$158,366 or 26% of the budget. They have received \$152,000 from the SABWD YTD or 20% of the Budget.

As of December 31st, the remaining balance for Grant A and B is \$48,838. These invoices have been submitted.

d. **Consider GSA Request for Funds**

The GSA requested \$50,000. Their invoice total for December was \$32,180.67.

Motion was made by Director Merrill to approve the SABGSA request for the accountant to transfer \$50,000 from the SABWD to the SABGSA within 10 days. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Schaff

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

7) **Consider Resolution 23-02 Removing and Appointing Director to the SABGSA Board of Directors and Discussion of Alternate Directors**

After some discussion a **Motion** was made by Director Sharer to approve the Resolution to Remove Director Huguenard and appoint Patrice Mosby as one of the two “Vineyards” positions identified in Section 7.1.1(a) of the JPA in place of Director Huguenard to the SABGSA Board of Directors. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Schaff

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

8) **Informational Items**

a. **Management/Administration Report**

Donna Glass provided most updates during agenda items. The 2021-22 Audit was completed and submitted to the State Controller on January 15, 2023.

i. **Young Wooldridge Fee Schedule Amendments**

A Legal counsel fee increase, as of January 1, 2023, was included in the board packet.

ii. **Records Request**

Kari Wagner, Wallace Group, and Donna Glass both received a phone call requesting copies of records pertaining to the ability for the Water District to collect the assessment. This was treated as a Public Records Act request and the documents pertaining to the request were provided, via certified mail, on December 22, 2022.

iii. **2023 Meeting Calendar**

The 2023 meeting calendar was included in the board packet.

b. **Results of Election for 2 Director Positions**

At a Special Board of Supervisors meeting on November 22, 2022, two Directors, Ken Hunter and Victor Schaff, were appointed to the Board of the San Antonio Basin Water District in lieu of election pursuant to California Elections Code Section 10515(a), with terms expiring in December 2026.

c. **Director Training Report**

Two board members need to take or provide they have taken their Harassment course. One needs to take his Ethics course.

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

Director Sharer provided an update and addressed questions.

i. **Well Registration Program**

Director Sharer provided a brief update that the Wallace Group had mailed out the letters and registration forms to all Water District landowners and Los Alamos Community Services District (LACSD) customers. Some discussion took place and questions were addressed regarding future Well Registration/Meter Program Data

Management and the inquiry if the GSA would seek Request For Proposals (RFP) for the project.

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

No new business was requested.

10) **Next Meeting Date – February 21, 2023**

The next meeting date will be February 21, 2023

11) **Adjournment**

Meeting was adjourned by President Merrill at 1:47 p.m.