

# San Antonio Basin Water District

Board of Directors Regular Meeting  
January 18, 2022, at 1:00 P.M.

## Meeting Minutes

Subject to the Board's approval of Resolution 22-01, 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

If you would like to speak during the public comment portion of the meeting, you have the following options:

**Online** – raise your hand, or use the Chat option

**Phone** – press \*9 to raise your hand, \*6 to mute or unmute to submit comments.

1) **Call to Order**

The meeting was called to order at 1:02 p.m. by President 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  
Ken Hunter

Directors absent: Victor Schaff

**Others in attendance:** Donna Glass - District Manager, Ginalisa Tamayo – Jackson Family Wines, Dan McClamroch – Gladstone, M. Washington – TFE, Peter Nolan, Tony Marci, Leta Spencer - Westchester Group Investment Management, Inc., and Tracy Stone.

3) **Review and Adopt Resolution 22-01; Initially Authorizing Remote Teleconference Meetings Under AB361**

**Motion** was made by Director Reade to Adopt Resolution 22-01; Initially Authorizing Remote Teleconference Meetings Under AB361as presented. **Motion seconded** by Director Sharer

A roll call vote was taken and the motion carried.

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

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

- 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.

Leta Spencer commented on the proposed agreement between SABGSA and Los Alamos Community Services District (CSD) on the GSA agenda.

5) **Minutes**

a. **November 2021 Board Meeting Minutes – Board Approval Needed**

**Motion** was made by Director Sharer to approve the November 2021 Minutes as presented. **Motion seconded** by Director Reade

A roll call vote was taken and the motion carried.

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

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

6) **Financial Report**

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

The November/December statements were included in the packet.

Donna Glass reviewed the December statement. As of December 31, 2021, 50% of the year has elapsed. The SABWD has collected \$675,225 or 84% of the Assessments.

Received \$399 of the remaining balance of the retainer to complete the FSAWB Taxes and dissolve the non-profit corporation.

Received the 1st payment from Santa Barbara County Tax Assessor for \$13,347 for the 2020-21 Delinquent Assessments. 2020-21 remaining balance is \$9,723.

The expenses through December were \$265,265 or 32% of the budget. This included \$220,000 transferred to the GSA or 65% of the GSA portion of the Budget and GSA workshop expenses for postcards/mailers to the Wallace Group for \$2,363. Net Income YTD is \$423,706. Reserve/Equity/Checking balance is \$914,360.

**Motion** was made by Director Hunter to approve the November and December Financials as presented. **Motion seconded** by Director Merrill.

A roll call vote was taken and the motion carried.

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

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

b. **Assessments Status Report**

Donna Glass reported on the Assessment Status thru January 13, 2022

- As of January 13<sup>th</sup>, the District has received \$706,542 of the 2021-22 Assessments. The remaining balance is \$91,296.
- Reminder letters were sent out on Jan 7<sup>th</sup> by the Wallace Group about the approaching Feb 8<sup>th</sup> delinquent date for the 2021-22 Assessment to be paid. (Sample was included in packet)
- Santa Barbara County Property Tax payment for 2020-21 Assessment was received as reported with the Financials.
- The 2021-22 Assessment roll was corrected for an error in irrigated acres to # 50 from \$5,033.91 to \$1,697.74. New invoice was sent with the late letter.
- Total adjusted 2021-22 roll is \$797,837. Remaining balance is \$91,296. Delinquent if not paid by Feb 8, 2022. Any remaining unpaid by July 2022 will incur the 5% penalty and be added to the Santa Barbara County Property Tax Bill for Dec 2022.
- One correspondent was received from #79. Discussed the reason for the Assessment and how they can make corrections to their irrigated acres. Added to email list and invited to attend WD/GSA meeting.
- Wallace Group and District Manager will begin work on the 2022-23 assessment roll. It will be updated with ownership changes and change order requests mailed out approx. Feb 8<sup>th</sup> with the return date of approx. March 22<sup>nd</sup>. Change request Policy will be included with the mailing.

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

The November/December Statements were included in the board packet for review.

Donna Glass reviewed the December statement. As of December 31, 2021, 50% of the year has elapsed. The SABGSA accounts total \$13,539. The expenses YTD have been \$279,931 or 67% of the budget. They have received \$220,000 from the SABWD YTD or 65% of the Budget.

As of December 31st, Grant A has a remaining balance of \$51,922. Grant B's remaining balance is \$119,135. Total remaining of grant funds is \$259,525.

Two grant funding invoices have been submitted to DWR. \$46,748 and \$41,750 for a total of \$88,498. As of Jan 14<sup>th</sup>, no funds have been received.

**d. Consider Approval of GSA Fund Request**

The GSA requested \$40,00. Anticipated expenses are for:

- Monitoring: \$1,500-\$2,500
- GSP Development: ~\$45,000
- Legal: \$1,500-\$2,500
- Other costs, including admin: \$3,500-4,000

GSA remaining balance of their budget is \$77,839.

**Motion** was made by Director Hunter to approve the SABGSA request for the accountant to transfer \$40,000 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 Hunter

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

## 7) Informational Items

### a. Management/Administration Report

Donna Glass provided most of the updates during the agenda items.

Brief discussion of change of District Manager from employee payroll to independent contractor/consultant in January 2022. Agreement will be on the February agenda.

Streamline website service contacted the DM and requested to meet for a demo of what the SABWD site would look like with them. Their cost would be \$1,200 per year with the CSDA discount. GoDaddy, current web server, would still be needed for the domain/email. Currently paying \$282.74. It would eliminate the website cost of \$179.88 but would still need the other services for \$103. They are offering us a free site for 15 months. Will check back after GSA ED transition to see if the GSA plans to make any website changes and how linking the two sites with the same webservice might work.

### b. Director Training Report

Discussed one training still needed for one board member.

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

Director Sharer and Director Merrill provided a brief update and some discussion took place regarding:

- GSP approved on Dec 7<sup>th</sup>. Will be submitted to the State before end of January 2022.
- New GSA FAQ's was approved on Dec 7<sup>th</sup> and uploaded to GSA website/link added from SABWD site.
- SABGSA/LACSD agreement regarding future charges will be discussed/considered at the next GSA meeting on Jan 18<sup>th</sup>.
- A new GSA ED, Stephanie Bertoux, is proposed to take effect after the Jan 18<sup>th</sup> meeting.
- Stephanie Bertoux and Donna Glass plan to review the Annual/5-year budget.
- Well registration and meter program will be discussed at the GSA meeting.

The GSA still has two positions open for Alternate Board Members. One vineyard and one row crop. Also, two Advisory Committee members are needed.

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

Request was made to add two items from the Jan 18<sup>th</sup> GSA meeting to next month's agenda:

- Vandenberg Dunes Golf Course Development Presentation
- Agreement between SABGSA and Los Alamos CSD

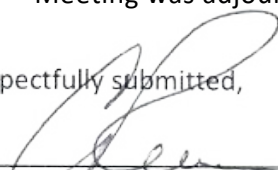
**9) Next Meeting Date – February 15, 2022**

The next meeting date will be February 15, 2022.

**10) Adjournment**

Meeting was adjourned by Director Merrill at 1:55 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Craig Reade, Secretary

**Accepted:**

  
\_\_\_\_\_  
Kevin Merrill, President

**2-15-2022**

\_\_\_\_\_  
Date