

# San Antonio Basin Water District

## Board of Directors Regular Meeting

November 15, 2022, at 1:00 P.M.

### Meeting Minutes

Subject to the Board's approval of Resolution 22-13, 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 1:04 p.m. by President Merrill.

**2) Roll Call**

Kevin Merrill  
Randy Sharer  
Craig Reade  
Victor Schaff  
Ken Hunter

Directors absent: None

**Others in attendance:** Donna Glass - District Manager, Leta Spencer - Westchester Group Investment Management, Inc and Keith Hadick, President - Santa Maria Valley Conservation District

**3) Review and Adopt Resolution 22-13; Authorizing Renewal of Remote Teleconference Meetings Under AB361**

**Motion** was made by Director Sharer to Adopt Resolution 22-13 Authorizing Renewal of Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** None

**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. October 2022 Board Meeting Minutes – Board Approval Needed**

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

A roll call vote was taken and the motion carried.

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** None

**6) Financial Report**

**a. Review and Approve October Financial Statements**

The October statements were included in the packet. As of October 31<sup>st</sup>, 33% of the year had elapsed. The SABWD collected \$567,191 or 70% of the 2022-23 Assessments. The expenses through October were \$123,967 or 14% of the budget. This includes a GSA transfer of \$102,000. Net income was \$443,224. The checking account balance was \$1,330,886 and \$887,662 is designated toward Reserves.

**Motion** was made by Director Merrill to approve the October Financial Statements as presented. **Motion seconded** by Director Schaff.

A roll call vote was taken and the motion carried.

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** None

**b. Assessments Status Report**

The SABWD collected \$567,191 or 70% of the 2022-23 Assessments. Through Nov 11<sup>th</sup> \$577,203 has been received. The balance remaining is \$223,089. Reminder letters will go out mid-January about approaching delinquent due date of Feb 8, 2023.

**c. Review October GSA Financial Statements**

The October Statement was included in the board packet for review only. As of October 31<sup>st</sup>, 33% of the year had elapsed. The GSA bank accounts total \$86,914. The expenses YTD have been \$83,586 or 14% of the budget. They have received \$102,000 from the SABWD YTD or 13% of the Budget.

As of October 30<sup>th</sup>, the remaining balance for Grant A and B is \$51,925. These invoices have been submitted. Money is not expected until next year.

**d. Consider GSA Request for Funds**

The GSA requested \$50,00 this month in case there are no meeting in December. This would hold them over until their January 2023 meeting.

October 2022 Totals - \$36,480

November estimated expenses are:

- Legal: \$10,000

- GSI for Grant: \$25,000 remaining on contract
- GSI for Annual Report: \$10,000. The total contract is \$50,000 so could be more than 10k next month
- GSI for On-Call: \$2,000
- GSI for Monitoring/Reporting: \$2,500
- Stephanie Bertoux for Admin: \$5,000
- LACSD for Facility Rental: \$200
- Carrie Troup, accountant: \$600
- Wallace Group: may have some initial work to prepare well registration mailing list and materials.

**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, Hunter, and Schaff

**NOES:** None; **ABSTAIN:** None; **ABSENT:** None

## 7) Informational Items

### a. Management/Administration Report

Donna Glass provided most of the updates during agenda items.

#### i. LAFCO Municipal Service Review (MSR) Admin Draft

The District submitted the admin Draft MSR. Most likely will not hear back about our comments until next year.

#### ii. SABGSA Grant Application Support Letter

The SABGSA requested a letter of support from the WD. Copy of the letter submitted was included in the packet. More info on the grand application is on the GSA agenda for discussion at their meeting.

### b. Update on Election Process for 2 Director Positions

The District is on the agenda for a Special Board of Supervisors meeting to appoint Ken Hunter and Victor Schaff on Nov 22<sup>nd</sup>. Legal counsel and Donna Glass will attend via Zoom in case any questions come up.

### c. Director Training Report

One board member has taken his Harassment course. One more member needs to take it and one member has his Ethics course due in Dec.

### 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 from last month's meeting about Ordinance 22-001 establishing SABGSA Rules and Regulations and requiring Landowners to

complete a Well Registration Form. Ordinance 22-001 is on the agenda for the November 15, 2022, for adoption consideration.

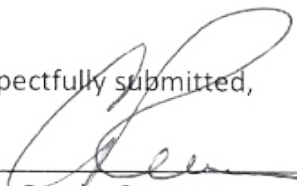
At tonight's meeting the board will discuss and consider Landowner correspondence regarding implementation of the Well Registration Program, a proposal from the Wallace Group to provide support for Landowner Communication and Data Storage for the Well Registration Program and discuss an application to the Department of Water Resources (DWR) to obtain a SGMA Implementation Grant Under the 2021 Sustainable Groundwater Management Grant (SGMA) Program.

**8) New Business**— requests for items to be placed on next agenda.  
No new business was requested.

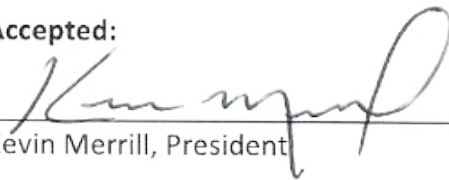
**9) Next Meeting Date – December 20, 2022, and/or January 17, 2023**  
The next meeting date will be January 17, 2022. There will be no meeting in December.

**10) Adjournment**  
Meeting was adjourned by President Merrill at 1:38 p.m.

Respectfully submitted,

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

**Accepted:**

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

1-17-2023

Date