

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, November 28, 2023, 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
Victor Schaff

Directors Absent: Craig Reade and Ken Hunter

Others in Attendance: Donna Glass - District Manager, Maritza Trujillo - Silverado, 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. October 2023 Board Meeting Minutes – Board Approval Needed

A **motion** was made by Director Sharer to approve the October 2023 Minutes as presented.

Motion seconded by Director Schaff. The motion carried.

AYES: Director Merrill, Sharer, and Schaff

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

5) Financial Report

a. Review and Approve October Financial Statements

The October statement was included in the packet. As of October 31, 2023, 33% of the year had elapsed. The SABWD collected \$455,916 or 80% of the 2023-24 Assessments, received \$22,347 in interest and \$49 in Misc. Payments from Santa Barbara County.

The expenses YTD were \$43,178 or 6% of the budget. Net Income was \$435,135 and \$1,321,102 is designated toward Reserves. The checking and investment accounts total \$1,756,237.

A **motion** was made by Director Schaff to approve the October Financial Statements as presented. **Motion seconded** by Director Sharer. The motion carried.

AYES: Director Merrill, Sharer, and Schaff

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

i. Consider Fund Transfer to Investment Account

The District Manager reported that as of November 27, 2023, the operating account balance was \$101,555. Current expenses for November are \$5,255 and December estimates are \$5,130 for a total of \$10,385. The GSA is requesting \$21,500. Once invoices are paid and GSA fund request approved it would leave a balance of \$69,670. Approx. \$26,000 is expected at the end of December from Santa Barbara County for a total of \$95,670.

After some discussion a **Motion** was made by Director Schaff to approve a transfer from the Operating Account to the Investment Account in the amount of \$50,000. **Motion seconded** by Director Merrill. The motion carried.

AYES: Director Merrill, Sharer, and Schaff

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

b. Investment Report

The October California CLASS statement was included in the packet. Interest earned for October was \$7,682/YTD \$27,927. Account balance is \$1,677,927. The Average Monthly Yield was 5.51%.

c. Assessments Status Report

As of November 17, 2023, the SABWD collected \$479,162, or 89% of the 2023-24 Assessments. Balance remaining is \$97,740. Payment reminders will be sent out in early January 2024. Payments become delinquent on February 4, 2024.

d. Review October GSA Financial Statements

The October statement was included in the board packet for review only. The GSA balance is \$29,244 and 33% of the year had elapsed. The expenses YTD were \$45,082 or 9% of the budget.

e. Consider GSA Fund Request

The GSA is requesting \$21,500 to cover the invoices for November (\$8,400) and December (\$13,100). **Motion** was made by Director Sharer to approve the SABGSA request and authorize the accountant to transfer \$21,500 from the SABWD operating account to the SABGSA account. **Motion seconded** by Director Read. The motion carried.

AYES: Director Merrill, Sharer, and Schaff

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

6) Call for Nominations for and Notice Of Election for LAFCO Regular and Alternate Special District Members

LAFCO requested this be included on the agenda, however no board members were available or interested in running for the position.

7) Informational Items

a. Management/Administration Report

Most updates were included during agenda items.

b. 2024 Meeting Calendar

The 2024 Calendar was included in the packet and will be posted to the website.

c. Director Training Report

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

d. 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 for discussion and/or action are:

- Awarding a Contract for the GSP Annual Report for Water Year 2023
- Awarding a Contract for Quarterly Groundwater Level Monitoring and Reporting for Calendar Year 2024
- Receive the draft conceptual framework for the Metering Program developed by the Ad Hoc Committee. The board will review the first draft of the proposed compliance forms for installation and reporting.

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

No new business was requested.

9) Next Meeting Date – January 16, 2024/December 19, 2023 Canceled

The next meeting date is January 16, 2024. The December 19, 2023, meeting was canceled.

10) Adjournment

The meeting was adjourned by President Merrill at 1:15 p.m.

Please contact Donna Glass at admin@sanantoniobasingwd.org with any questions.