

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, March 21, 2023, at 1:00 P.M.

Meeting Minutes

Subject to the Board's approval of Resolution 23-05, 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.

<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 1:02 p.m. by President Merrill.

2) Roll Call

Kevin Merrill
Randy Sharer
Victor Schaff
Ken Hunter

Directors absent: Craig Reade

Others in attendance: Donna Glass - District Manager, Sandra Wheeler – Stifel, GinaLisa Tamayo - Jackson Family Estate, Peter Mateus – Diamond West Farming, Jared Michell, and Tracy Stone.

3) Review and Adopt Resolution 23-05; Renewing Remote Teleconference Meetings Under AB361

Agenda Item 4) was moved before Public Comments. Due to the recent storm events, Governor Newsom proclaimed a state of emergency in five of the six Coastal Network Counties which included Santa Barbara. This declaration meant that special districts located in these Counties could again meet remotely under the provisions of AB 361. As a result of the emergency, meeting in person could have presented risks to the health or safety of members and attendees so the District decided to meet remotely.

Motion was made by Director Sharer to Adopt Resolution 23-05 to Authorize Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Schaff.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Schaff, and Hunter

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

- 4) **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.

5) **Minutes**

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

Motion was made by Director Sharer to approve the February 2023 Minutes as presented. **Motion seconded** by Director Schaff.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Schaff, and Hunter

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

6) **Financial Report**

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

The February statement was included in the packet. As of February 28th, 66% of the year has elapsed. The SABWD collected \$736,828 or 92% of the 2022-23 Assessments and \$24,360 or 43% from the County for the delinquent 2021-22 Assessments. Next Payment from the County will be at the end of April.

The expenses through February were \$247,725 or 29% of the budget. This includes a GSA transfer of \$202,000. Net income was \$513,463. The checking account balance was \$1,401,125 and \$887,662 is designated toward Reserves.

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

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Schaff, and Hunter

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

b. **Consider Investment Policy and Discuss Investment Options**

Sandra Wheeler, Vice President of Stifel, joined the meeting and briefly provided the board with an overview of her 25 years of experience as a Financial Advisor. Over the years, Ms. Wheeler has developed a niche market, providing advisory services to more than 36 Special Districts throughout California. A review of her sample diversified portfolio aligned with the proposed Investment Policy for the Board was discussed and questions answered.

After some discussion a **Motion** was made by Director Merrill to approve the Investment Policy as presented. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Schaff, and Hunter

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

A discussion took place about engaging the services of Sandra Wheeler of Stifel however the Board decided they should research additional investment firms/options with Special District expertise and revisit the options at the next meeting.

c. Assessments Status Report

As of February 16, 2023, the SABWD collected \$736,953 of the 2022-23 Assessments. Balance remaining is 63,386.

Change order request letters were mailed on February 7th by the Wallace Group. There have been several requests for ownership/contact and/or address changes. To date there has been one request to reduce 20 irrigated acres. Return deadline is March 31, 2023.

d. Review February GSA Financial Statements

The February statement was included in the board packet for review only.

As of February 28th, 66% of the year has elapsed. The GSA bank accounts total \$102,743. The expenses YTD were \$216,550 or 35% of the budget. They have received \$202,000 from the SABWD YTD or 27% of the Budget.

As of February 28th, the remaining balance for Grant A and B is \$0. The invoices for \$48,838 have been paid. This is why they have a higher balance in their checking accounts and are in the process of closing the 2 old accounts opened under the RCD and opening the 2 new accounts.

e. Consider GSA Request for Funds

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 Schaff.

A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Schaff, and Hunter

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

7) Informational Items

a. Management/Administration Report

Donna Glass provided updates during the agenda items.

b. Director Training Report

Donna Glass reminded board members the deadline for their Form 700 is Monday, April 3, 2023. Two board members need to take or provide a certificate for their Harassment course. One member needs to take his Ethics course.

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided an update and addressed questions.

i. **Well Registration Program Update**

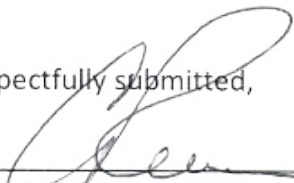
Director Sharer provided a brief update on the Well Registration progress.

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

- 9) **Next Meeting Date – April 18, 2023**
The next meeting date will be April 18, 2023, remotely only, if permitted.

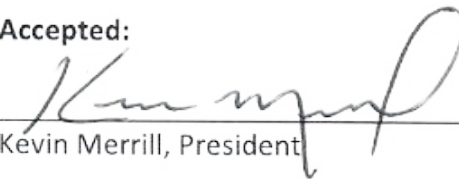
- 10) **Adjournment**
Meeting was adjourned by President Merrill at 2:32 p.m.

Respectfully submitted,



Craig Reade, Secretary

Accepted:



Kevin Merrill, President

4-18-2023
Date