

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, June 20, 2023, at 1:00 p.m. at

Los Alamos Community Services District, 82 St. Joseph Street, Los Alamos, CA 93440

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 1:00 p.m. by President Merrill.

2) Roll Call

Kevin Merrill

Randy Sharer

Craig Reade

Ken Hunter (arrived 1:05 p.m.)

Directors Absent: Victor Schaff

Others in Attendance: Donna Glass - District Manager, Kari Wagner – Wallace Group, Alan Doud Young Wooldridge, LLC., Leta Spencer - Westchester Group Investment Management, Inc., Sebastian Silveira – Gladstone, Carole Fornoff and others.

- 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. May 2023 Board Meeting Minutes – Board Approval Needed

Motion was made by Director Sharer to approve the May 2023 Minutes as presented. **Motion seconded** by Director Reade. A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Hunter

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

5) Other Business

a. Discussion and Possible Action On Change Order Requests to the 2023-24 Assessment Roll

After a brief discussion, a **Motion** was made by Director Sharer to approve the Change Order Requests to the 2023-24 Assessment Roll as presented. **Motion seconded** by Director Reade. A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Hunter

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

After a presentation by Kari Wagner a brief discussion, including a review of the Change Request Policy, questions and answers with attending legal counsel, Alan Doud, a **Motion** was made by Director Sharer to approve the recommendations made for the verification of past change requests by the Wallace Group of the Cultivated acres for Assessment #13 and #84 and approve the recommendations made for the verification of past change requests by the Wallace Group of the Tilled but not Cultivated Acres for Assessment #13. **Motion seconded** by Director Hunter. 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. Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll

Motion was made by Director Reade to approve the Contract Amendment with Wallace Group to the Prepare Tax Roll for 2023-24. **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

c. Discussion and Possible Action Regarding Delinquent 2022-23 Assessments

i. Resolution Authorizing Santa Barbara County to Collect 2022-23 Delinquent Assessments on the Santa Barbara County Tax Roll

Motion was made by Director Merrill to approve the Resolution Authorizing Santa Barbara County to Collect the 2022-23 Delinquent Assessments of \$45,228.30, with the 5% penalty, to the Santa Barbara County Tax Roll. **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

6) Financial Report

a. Review and Approve May Financial Statements

The May statement was included in the packet. As of May 31st, 92% of the year had elapsed. The SABWD collected \$755,046 or 94% of the 2022-23 Assessments and received \$1,283.56 in interest. An additional \$49,293.76 or 87% was received from the SB County for the delinquent 2021-22 Assessments. The remaining delinquent balance for 2021-22 is \$6,479.43.

The expenses through May were \$359,480 or 42% of the budget. This includes transfers to the GSA of \$287,000. Net income was \$446,143. The checking account and California CLASS balances total \$1,333,805 with \$887,662 of that amount designated toward Reserves.

Motion was made by Director Sharer to approve the May Financial Statements as presented. **Motion seconded** by Director Hunter. 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. Investment Report

The May 31, 2023, California CLASS statement was included in the packet. The account was opened on May 19, 2023, and \$1,000,000.00 transferred on May 23, 2023. California CLASS will be reflected on the Balance Sheet of the Financial Statements and the California CLASS monthly statements will be included in the meeting packet going forward. Interest earned for May was \$1,278.24 with an average monthly yield of 5.1502%.

c. Approve Designation to Reserves

After a brief discussion, a **Motion** was made by Director Hunter to designate the Net Ordinary Income remaining for 2022-23 of approximately \$440,055.00 to Reserves. **Motion seconded** by Director Reade. A roll call vote was taken and the motion carried.

AYES: Director Merrill, Sharer, Reade, and Hunter

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

d. Review May GSA Financial Statements

The May statement was included in the board packet for review only. YTD 92% of the year has elapsed. The GSA bank accounts total \$94,657.18. The expenses YTD were \$309,643 or 50% of the budget. They have received \$287,000 from SABWD YTD or 38% of the Budget.

The GSA is not requesting any funding this month to pay the remaining year-end invoices of \$12,452.39 as they have \$82,204.79 remaining after those invoices are paid. A review of the preliminary District 2023-24 budget and projected next 5 years was discussed. With the lower funding request from the GSA for 2023-24 and their remaining available funds, it appears the District will be able to reduce the 2023-24 assessment and future years considerably. All board members concurred with this proposal.

7) Discussion and Possible Action On CSDA Board of Directors Election Ballot - Term 2024 - 2026; Seat C - Coastal Network

After a brief discussion, a **Motion** was made by Director Hunter to vote for Ronald Stassi and instruct the District Manager to submit the on-line ballot for the CSDA Election. **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

8) Informational Items

a. Management/Administration Report

Donna Glass provided updates during the agenda items.

i. Annual Audit For FY 2021-22 – Completed

The audit was completed and uploaded to the District Website.

<https://sanantoniobasinwd.org/district-documents>

ii. LAFCO Approved 2023-2024 Budget/Notice of Invoice

A notice was received that an invoice will be sent from LAFCO although no amount was provided. This has been a line item in the budget since the District formation.

iii. LAFCO 2022 Municipal Service Review and Sphere of Influence Adopted

The District answered questions and submitted information for the MSRS when requested by LAFCO last year. The adopted document, that includes information on the SABWD and SABGSA can be found at:

<https://www.sblafco.org/files/fb2a29670/Final+Adopted+WATER+SEWER+MSR.pdf>

b. Director Training Report

All Directors are up to date on their Harassment course; One Director needs their Ethics course.

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided a brief update on the GSA. The 2023-24 budget review/approval is on their agenda for tonight's meeting.

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

A request was made to review and amend the Change Request Policy, per the discussion and recommendations during agenda item 5) a. above, at the next meeting.

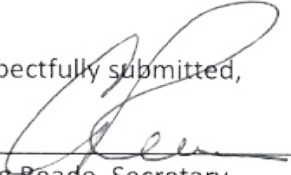
10) Next Meeting Date – July 18, 2023

The next meeting date will be July 18, 2023.

11) Adjournment

The meeting was adjourned by President Merrill at 2:22 p.m.

Respectfully submitted,



Craig Reade, Secretary

6-20-2023

Date

Accepted:



Kevin Merrill, President

6-20-2023

Date