

# San Antonio Basin Water District

## Board of Directors Regular Meeting

July 19, 2022, at 1:00 P.M.

### Meeting Minutes

Subject to the Board's approval of Resolution 22-08, 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 1:00 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

Directors absent: Ken Hunter and Victor Schaff

**Others in attendance:** Donna Glass - District Manager, GinaLisa Tamayo – Jackson Family Wines and Leta Spencer - Westchester Group Investment Management, Inc.

**3) Review and Adopt Resolution 22-08; Authorizing Renewal of Remote Teleconference Meetings Under AB361**

**Motion** was made by Director Reade to Adopt Resolution 22-08 Authorizing Renewal of Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

There were no public comments.

**5) Minutes**

**a. June 2022 Board Meeting Minutes – Board Approval Needed**

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

A roll call vote was taken and the motion carried.

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

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

**6) Financial Report**

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

Donna Glass provided a report on the June statements included in the board packet. As of June 30, 2022, 100% of the year had elapsed. The SABWD collected \$744,720 or 93% of the Assessments. The expenses through June were \$745,124 or 91% of the budget.

Net Income YTD has been \$0 because 100% of the net income was designated to the Reserves. Checking balance is \$896,425 which includes \$405,771 designated toward Reserves. Year-end Total Reserves are \$896,425 which included adding the retained earnings of \$19,246 from 2020-21 to the Reserves.

**Motion** was made by Director Sharer to approve the June Financial Statements as presented. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

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

**b. Assessments Status Report**

The Delinquencies for the 2021-22 assessment role were submitted to SB County on July 18th. They will be placed on the Property Tax Bill for 2022-23. There were 22 parcels for a total of \$55,773 which included the 5% late fee.

**c. Review June GSA Financial Statements**

The June Statement was included in the board packet for review only. As of June 30, 2022, 100% of the year has elapsed. The SABGSA bank accounts total \$25,861. The expenses YTD have been \$444,240 or 105% of the budget however they have received \$260,000 from the SABWD YTD or 77% of the Budget. Year-end net income was \$15,972.

As of June 30th, Grant A has a remaining balance of \$28,806,750. Grant B's remaining balance is \$23,199. Total remaining of grant funds is \$51,924.

**d. GSA Request for Funds**

The GSA requested \$27,000. Anticipated expenses are for:

1. Executive Director - \$5,000
2. Previous ED - \$1,040

3. GSI Quarterly Monitoring Contract - \$8,560.87
4. Insurance Renewal - \$1,734.00
5. Legal - \$10,746.50
6. Accountant - \$655
7. Meeting room rental \$200

**Motion** was made by Director Merrill to approve the SABGSA request for the accountant to transfer \$27,000 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, and Reade

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

**7) 2022-23 Budget and Assessment**

**a. Review and Approve 2022-23 Budget**

After some review and discussion, a **Motion** was made by Director Reade to approve the 2022/2023 Budget as presented with the Assessment Fee for 2022/2023 set at \$60.00 for Irrigated Acres and \$0.50 for Non-Irrigated Acres. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

**b. Consider Resolution Authorizing Levy and Collection of 2022-23 Assessment**

**Motion** was made by Director Merrill to approve the Resolution Authorizing Levy and Collection of 2022-23 Assessment as presented with the Assessment Fee for 2022/2023 set at \$60.00 for Irrigated Acres and \$0.50 for Non-Irrigated Acres. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

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

**c. Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll**

**Motion** was made by Director Merrill to approve the Contract Amendment with the Wallace Group to Prepare Tax Roll. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

**8) Informational Items**

**a. Management/Administration Report**

Donna Glass provided updates during the agenda items.

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

Donna Glass provided an update on the Election process.

**c. Director Training Report**

One board member needs to take his harassment training.

**d. Update on San Antonio Basin Groundwater Sustainability Agency**

Director Sharer provided a brief update and some discussion took place.

**i. Well Registration and Metering Program**

No update or Ad Hoc Committee meeting currently scheduled.

**ii. LACSD Rescission of Withdrawal from the SABGSA**

The LACSD rescinded their withdrawal from the GSA.

**iii. Executive Order N-7-22**

**1. Water Well Permitting/SABGSA Well Verification Framework**

At tonight's meeting the Board will review, discuss, and may adopt Resolution No. 22-001 Approving a Well Verification Policy in compliance with Executive Order N-722 as well as the draft Well Verification Request form. The Board may take other action or provide specific direction related to this item.

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

No new business was requested.

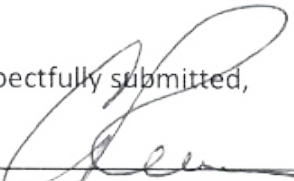
**10) Next Meeting Date – August 16, 2022**

The next meeting date will be August 16, 2022.

**11) Adjournment**

Meeting was adjourned by Director Merrill at 1:20 p.m.

Respectfully submitted,

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

Accepted:

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

8-16-2022

\_\_\_\_\_  
Date