

# San Antonio Basin Water District

## Meeting Minutes

Board of Directors Regular Meeting  
September 21, 2021 at 1:00 P.M.

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, 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

If you would like to speak during the public comment portion of the meeting, you have the following options:

**Online** – raise your hand, or use the Chat option

**Phone** – press \*9 to raise your hand, \*6 to mute or unmute to submit comments.

**1) Call to Order**

The meeting was called to order at 1:02 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  
Ken Hunter  
Victor Schaff

Directors absent: Craig Reade

**Others in attendance:** Donna Glass - District Manager, Leta Spencer - Westchester Group Investment Management, Inc., GinaLisa Tamayo – Jackson Family Wines, CJ for Kevin Singer - Carrari Trust, Mary Heyden - Chamberlin Ranch and Chip Hanley – Rancho La Laguna.

- 3) 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 was no public comment.

**4) Minutes**

**a. August 2021 Board Meeting Minutes – Board Approval Needed**

**Motion** was made by Director Sharer to approve the August minutes as presented.  
**Motion seconded** by Director Hunter.

A roll call vote was taken and the motion carried.

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

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

**5) Financial Report**

**a. Review and Approve August Financial Statement**

Donna Glass reported on the August statement included in the Board packet. As of August 31, 2021, 17% of the year elapsed. The SABWD collected \$22,898 or 3.0% of the Assessments. The expenses for August were \$141,349 or 17% of the budget. This includes \$125,000 transferred to the GSA or 37% of the GSA Budget. Net Income YTD was \$-118,451. Reserve/Equity/Checking balance was \$352,958

**Motion** was made by Director Sharer to approve the August Financials 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. Assessments Status Report**

As of Sept 17th, the District received \$255,055 of the 2021-22 Assessments. Total due by Oct 8th was \$801,174. Assessments are delinquent if not paid by Feb 8, 2022. Director Hunter reminded everyone that the Assessment can be written off your 2021 Taxes if paid by the end of the year.

**c. Consider Approval of Engagement Letter with Moss, Levy & Hartzheim LLP**

**Motion** was made by Director Merrill to approve the Engagement Letter with Moss, Levy & Hartzheim LLP for the 2020-21 audit. **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

**d. Review August GSA Financial Statement**

Donna Glass reported on the GSA Financials for August included in the board packet.

For review only, as of August 31, 2021, 17% of the year had elapsed. The SABGSA accounts total \$13,113. The expenses YTD were \$121,970. They received \$125,000 from the SABWD YTD or 37% of the Budget.

As of Sept 16th, the GSA received \$63,570 that was not reflected in the August Financial Statements. Grant A balance remaining was \$98,670. Grant B balance remaining was \$160,855. Total remaining of grant funds are \$259,525.

**e. Consider Approval of GSA Fund Request**

The GSA requested \$75,000. Anticipated expenses:

Monitoring: \$8,000-\$10,000

GSP Development: \$60,000

Legal: \$2,500-\$3,000

Other costs, including admin: \$3,500-& \$4,000

**Motion** was made by Director Merrill to approve the SABGSA request for the accountant to transfer \$75,000 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, Schaff and Hunter

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

**6) Informational Items**

Agenda item 6 was moved ahead of agenda item 5 at the request of Director Hunter who needed to leave the meeting at 2pm.

**a. Management/Administration Report**

Most updates were included during agenda items.

The GSA has three positions open for Alternate Board Members. Categories needed include one (1) Vineyard and two (2) for Row Crop. Two (2) Advisory Committee members are also needed.

**b. Director Training Report**

Everyone is current with all their training courses.

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

Leta Spencer and Donna Glass provided an update on the GSA sub-committee for the Well Registration Program. The GIS maps prepared for the District Assessments by the Wallace Group and current landowner information was provided to Ms. Spencer, who has volunteered her time and expertise, to begin the mapping/information gathering process.

The District, using the services of the Wallace Group, will be mailing out the GSA workshop notices to landowners.

Director Sharer and Director Merrill provided a brief update and answered questions regarding the recently released draft GSA Groundwater Sustainability Plan (GSP).

Board members and landowners were encouraged to attend the GSA meetings and Stakeholder workshops.

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

No new business was requested.

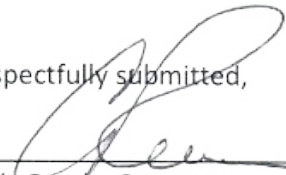
**8) Next Meeting Date – October 19, 2021**

The next meeting date will be October 19, 2021.

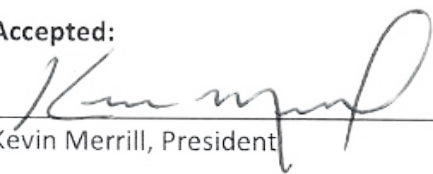
**9) Adjournment**

Meeting was adjourned by Director Merrill at 2:09 p.m.

Respectfully submitted,

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

Accepted:

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

**10-19-2021**

\_\_\_\_\_  
Date