

# San Antonio Basin Water District

## Board of Directors Regular Meeting

October 18, 2022, at 1:00 P.M.

### Meeting Minutes

Subject to the Board's approval of Resolution 22-12, 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**

Kevin Merrill

Randy Sharer

Victor Schaff

Directors absent: Craig Reade and Ken Hunter

**Others in attendance:** Donna Glass - District Manager

**3) Review and Adopt Resolution 22-12; Authorizing Renewal of Remote Teleconference Meetings Under AB361**

**Motion** was made by Director Sharer to Adopt Resolution 22-12 Authorizing Renewal of 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, and Schaff

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

**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 comments.

5) **Minutes**

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

**Motion** was made by Director Schaff to approve the September 2022 Minutes as presented. **Motion seconded** by Director Merrill.

A roll call vote was taken and the motion carried.

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

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

6) **Financial Report**

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

The September statements were included in the packet. As of September 30<sup>th</sup>, 25% of the year had elapsed. The SABWD collected \$509,008 or 63% of the 2022-23 Assessments. The expenses through September were \$41,714 or 5% of the budget. This includes a GSA transfer of \$27,000. Checking balance is \$1,354,600. \$887,661 is designated toward Reserves.

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

A roll call vote was taken and the motion carried.

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

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

b. **Assessments Status Report**

The SABWD has collected \$509,008 or 63% of the 2022-23 Assessments through September. Through Oct 12th \$554,256 was received. \$246,035 is the remaining balance to be collected.

c. **Review September GSA Financial Statements**

The September Statement was included in the board packet for review only. As of September 30<sup>th</sup>, 25% of the year has elapsed. The GSA bank accounts total \$34,500. The expenses YTD have been \$60,999 or 10% of the budget. They have received \$27,000 from the SABWD YTD or 3.5% of the Budget.

As of September 30th, the remaining balance for Grant A and B is \$51,925. These invoices have just been submitted to DWR. Payment is not expected until next year.

d. **Consider GSA Request for Funds**

The GSA requested \$75,00 to cover their September invoices totaling \$23,103.34.

Invoices include:

1. GSI Quarterly Monitoring/Reporting - \$7,543.01
2. GSI On-Call Contract - \$2,970.00
3. LACSD for Facility Rental - \$200.00
4. Stephanie Bertoux for Admin - \$4,000
5. Stephanie Reimbursement for Public Hearing Notice for 10/18 - \$247.32
6. Brownstein Hyatt Farber Schreck - \$7,543.01
7. Carrie Troup - \$600

**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, and Schaff

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

**7) Other Business**

**a. Discuss and Consider Streamline Website Proposal**

Donna Glass provided information about the meeting and demo presentation with Streamline. After some discussion and services/price comparison the board decided to remain with their current website.

**8) Informational Items**

**a. Management/Administration Report**

Donna Glass provided most of the updates during the agenda items.

**i. LAFCO Municipal Service Review (MSR) Admin Draft**

The District received the admin Draft MSR for review and comment from LAFCO. Staff will work on this and submit to LAFCO by the Nov 1<sup>st</sup> deadline.

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

A request for more information was received. The District is tentatively scheduled for the Nov 1<sup>st</sup> Board of Supervisors Agenda to appoint Director Hunter and Schaff.

**c. Director Training Report**

Two board members were provided an invite to the online Harassment course from Target Solution.

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

Director Sharer provided an update and address questions regarding several items on the GSA's agenda pertaining to DWR Grants and a proposal for GSI Water Solution to assist with preparation of the grant application.

**i. Well Registration and Metering Program**

Director Sharer provided a brief update on the public hearing on the GSA agenda to receive public comments on a proposed Ordinance (SABGSA Ordinance No. 22-001) establishing SABGSA Rules and Regulations, including requiring landowners to complete and submit a Well Registration Form.

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

No new business was requested.

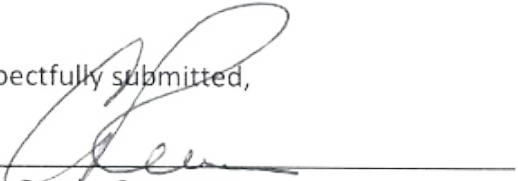
**10) Next Meeting Date – November 15, 2022**

The next meeting date will be November 15, 2022.

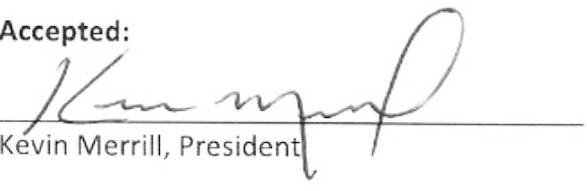
**11) Adjournment**

Meeting was adjourned by President Merrill at 1:22 p.m.

Respectfully submitted,

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

**Accepted:**

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

10-18-2022

Date