

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, September 17, 2024, at 1:00 p.m. at

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

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>

Approved Meeting 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
Victor Schaff

Directors Absent: Ken Hunter

Others in Attendance: Donna Glass - District Manager and Carole Fornoff - Nuveen Natural Capital, LLC,

3) Public Comment:

No public comments.

4) Minutes

a. August 2024 Board Meeting Minutes – Board Approval Needed

A **motion** was made by Director Schaff to approve the August 2024 Minutes as presented.

Motion seconded by Director Reade **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, and Reade

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

5) Financial Report

a. Review and Approve August Financial Statements

The August statement was included in the packet. As of August 31, 2024, 17% of the year had elapsed. The SABWD collected \$252,815 or 45% of the 2024-25 Assessments, received \$14,953 in interest and no Misc Payments from Santa Barbara County. The Operating Account balance is \$265,746.

The expenses YTD were \$66,512 or 9% of the budget. Net Income was \$201,255. Designation to Reserves is \$1,673,823.

Withdrawal from California CLASS and transfer to the Operating Account was made to cover the August District Monthly expenses (\$10,201) and the GSA Fund Request (\$23,506.75) on August 16, 2024, for \$35,000. There was no transfer of funds from California CLASS for the September WD or GSA fund request expenses.

A **motion** was made by Director Sharer to approve the August Financial Statements as presented. **Motion seconded** by Director Reade. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, and Reade

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

b. Consider Funds Transfer from Operating Account to Investment Account

As of September 11, 2024, the Operating Account balance is \$365,800.51. After monthly expenses (\$8,553.75) and GSA fund request (\$22,375.67) are paid the remaining Operating Balance will be \$334,871.09.

To transfer more than \$75,000 per month from the Operating Account to the Investment Account a Wire Transfer is required by the bank.

A **motion** was made by Director Sharer to approve a Wire Transfer from the SABWD Operating Account to California CLASS in the amount of \$300,000. **Motion seconded** by Director Reade. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, and Reade

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

A **motion** was made by Director Merrill to authorize the District Manager to Transfer up to \$75,000 per month from the SABWD Operating Account to California CLASS, as needed, if no board meeting is held. **Motion seconded** by Director Sharer. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, and Reade

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

c. Investment Report

The August California CLASS statement was included in the packet. Interest earned for July was \$7,430. Interest earned FYTD was \$14,953. Account balance as of August 31, 2024, was \$1,609,332. The Average Monthly Yield was 5.40%.

A withdrawal and transfer to the Operating Account was made to cover District Monthly expenses and the GSA Fund Requests on August 16, 2024, for \$35,000. There was no transfer of funds from California CLASS for the September WD or GSA fund request expenses.

d. Assessments Status Report

As of September 11, 2024, \$352,869 or 64% of the 2024-25 Assessments has been collected. Balance remaining is \$200,869.

e. Review August GSA Financial Statements

The August statement was included in the board packet for review only. As of August 31, 2024, 17% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$43,622 or 9% of the budget. Operating transfers from the WD were \$45,387 or 8% of the budget.

f. Consider GSA Fund Request

August invoices totaled \$22,375.67. To pay July invoices and maintain their minimum balance of \$25,000 the GSA is requesting a fund transfer of \$22,376.67.

A **motion** was made by Director Sharer to approve the accountant to transfer funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$22,375.67. **Motion seconded** by Director Schaff. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, and Reade

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

6) Informational Items

a. Management/Administration Report

Updates provided during the agenda items.

b. Update on Election Process for 3 Director Positions

The District received only three filings for three available spots so there will be no contested election. The Board of Supervisors was notified and asked to be added to their Agenda before December 2, 2024 for them to appoint Kevin Merrill, Randy Sharer and Andrew Reade on August 19, 2024. Have not heard from them yet. Will keep an eye on this and follow up with the County in October if necessary.

c. Director Training Report

All up to date on Harassment and one needs their Ethics course.

d. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided an update and addressed questions regarding the items on the GSA Agenda for discussion and/or action that included:

- a. Resolution 24-001 Approving SABGSA's Conflict of Interest Code
- b. SABGSA Metering Program Draft Appeal Form and Fee Deposit Agreement
- c. SABGSA Metering Program Stakeholder Workshop
- d. Q3 2024 Groundwater Level Monitoring Report for the San Antonio Creek Valley Groundwater Basin
- e. Proposal from GSI Water Solutions to Prepare and Submit SABGSA's Annual Report for Water Year 2024

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

No new business was requested.

8) Next Meeting Date – October 15, 2024

The District Manager reviewed the annual meeting calendar and discussed that the bylaws state monthly meetings and it would allow more flexibility to cancel when a meeting is not needed than to change the bylaws.

There are approximately six meetings that need to be held in January, February or March, April or May, June, July, and September. Other months could potentially be, as needed, for various other items. The District legal counsel suggested making the call on a month-to-month basis. If it's decided not to hold a meeting during a particular month, a notice of cancellation will be sent to our usual audience. There is no need to formalize any schedule adjustments at this point.

The next meeting is set for November 19, 2024.

9) Adjournment

The meeting was adjourned by President Merrill at 1:42 p.m.

Please contact Donna Glass at admin@sanantoniobasingwd.org with any questions.