

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, January 21, 2025, at 1:00 p.m. at

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

Note: Public invited to join in person, or by videoconference

Approved Meeting Minutes

- 1) **Call to Order** - The meeting was called to order at 1:01 p.m. by President Merrill.
- 2) **Roll Call – Present: Directors** Kevin Merrill, Randy Sharer, Andrew Reade, Victor Schaff, and Ken Hunter. **Absent:** None. Board quorum present.

Others in Attendance: Donna Glass - District Manager, Carole Fornoff and Megan Harper-Nuveen Natural Capital, LLC, and GinaLisa Tamayo – Jackson Family Wines

3) **Announcement of Election Results for 3 Director Positions**

At the Special Board of Supervisors meeting on October 15, 2024 three (3) directors, Kevin Merrill, Randall Sharer and Andrew Read, were appointed to the Board of the San Antonio Basin Water District in lieu of election pursuant to California Elections Code Section 10515(a), with terms expiring in December, 2027.

a. **Appointment of Officers**

No changes were made. Director Merrill will continue as President and Director Sharer will continue as Vice-President.

After a brief discussion a **motion** was made by Director Sharer to appoint the District Manager, Donna Glass, as Secretary and continue with the appointment of Director Schaff as Assessor, Tax Collector and Treasurer. **Motion seconded** by Director Hunter. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

b. **Discussion and Possible Action Regarding Authorized Bank Signers for Operating Account**

After a brief discussion a **motion** was made by Director Sharer for Director Merrill, Sharer and Schaff to continue as authorized signers on the Operating Account at Community Bank of Santa Maria, to add Secretary, Donna Glass, as a new authorized signer and remove Director Craig Reade who is no longer a board member. **Motion seconded** by Director Schaff. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

- 4) **Public Comment** - No public comments received.
- 5) **Review and Discuss the Re-Evaluation of the Irrigated Versus Non-Irrigated Lands**

Kari Wagner and Olivia Williams, from the Wallace Group, joined the meeting via Zoom to review the memo included in the board packet regarding the re-evaluation of the irrigated versus the non-irrigated lands and addressed questions.

6) Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll

After a brief discussion a **motion** was made by Director Sharer to approve the contract amendment with Wallace Group to prepare the 2025-26 Tax Roll. **Motion seconded** by Director Schaff. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

7) Minutes

a. September 17, 2024 Board Meeting Minutes – Board Approval Needed

A **motion** was made by Director Schaff to approve the September 2024 Minutes as presented. **Motion seconded** by Director Sharer **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

8) Financial Report

a. Review and Consider Approval of September, October, November & December Financial Statements

The September - December statements were included in the packet. As of December 31, 2024, 50% of the year had elapsed. The SABWD collected \$464,355 or 83% of the 2024-25 Assessments, received \$45,718 in interest and \$8.14 in Misc Payments from Santa Barbara County. The Operating Account balance is \$58,583. The expenses YTD were \$175,194 or 23% of the budget. Net Income was \$334,887 and \$1,663,793 is designated to Reserves. Total Assets are 1,998,680.

No withdrawals were made from California CLASS for Operating expenses or for any GSA Fund Requests for September through December. A Wire Transfer was made from the Operating account to California CLASS on September 19, 2024 in the amount of \$300,000 per the board's approval at the September 17, 2024 meeting.

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

AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

b. Discussion and Possible Action Regarding Transfer of Funds from Operating Account to Investment Account

As of January 17, 2025, the Operating Account balance is \$68,993.93. After monthly WD expenses (\$4,655.) and GSA fund request (\$21,232.13) are paid the remaining Operating Balance will be \$43,106.70.

After some discussion a motion was made by Director Merrill to approve a Wire Transfer from the SABWD Operating Account to California CLASS in the amount of \$25,000. **Motion seconded** by Director Sharer. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

c. Investment Report

September through December 2024 California CLASS statements were included in the packet. Interest earned for September through December 2024 was \$30,765. Interest earned FYTD has been \$45,718. Account balance as of December 31, 2024 was \$1,940,097. The Average Monthly Yield for September was 5.25%. December was 4.63%.

As noted above, no withdrawals from California CLASS for Operating expenses were made to cover the September through December WD expenses or GSA Fund Requests.

A Wire Transfer was made from the Operating account to California CLASS on September 19, 2024 in the amount of \$300,000, per the board's approval, at the September 17, 2024 meeting.

d. Assessments Status Report

As of January 16, 2025, \$472,977 or 84% of the 2024-25 Assessments have been collected. The remaining balance is \$87,074.

Payment reminders were sent out on January 3, 2025. Payments become delinquent on February 3, 2025.

e. Review September, October, November & December GSA Financial Statements

The December statement was included in the board packet for review only with the Vendor Details for September through December. As of December 31, 2024, 50% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$116,636 or 23% of the budget. Operating transfers from the WD were \$136,752 or 25% of the budget.

f. Consider Approval of GSA Fund Request

January invoices total \$21,232.13. To pay January invoices and maintain their minimum balance of \$25,000 the GSA is requesting a fund transfer of \$21,232.13.

Transfer requests for the following months were approved by the District Manager as authorized if no board meetings are held were:

- December in the amount of \$21,779.38 on December 16, 2024
- November in the amount of \$16,991.48 on November 12, 2024
- October in the amount of \$30,217.75 on October 8, 2024

A **motion** was made by Director Merrill to approve the accountant transferring funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$21,232.13. **Motion seconded** by Director Sharer. **The motion carried.**

AYES: Director Merrill, Sharer, Schaff, Hunter and Reade

NOES: None; **ABSTAIN:** None; **ABSENT:** None

9) Informational Items

a. Management/Administration Report

Updates provided during the agenda items.

b. Director Training Report

All Directors are up to date except one needs their Harassment and Ethics course.

c. 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. Ordinance No. 25-001 to Adopt and Implement a Well Metering and Groundwater Extraction Reporting Program
- b. Election of Officers for 2025 Term
- c. Q4 2024 Quarterly Groundwater Level Monitoring Report
- d. Proposal from GSI Water Solutions to Provide Planning and Oversight of Vegetation Trimming Along Access Trails to Wells Near Barka Slough

10) New Business— No new business was requested.

11) Next Meeting Date – February 18, 2025

The next meeting is scheduled for February 18, 2025, if needed.

12) Adjournment - The meeting was adjourned by President Merrill at 2:40 p.m.

Accepted:



Donna Glass, Secretary
March 18, 2025