

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, March 18, 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 1:00 p.m. by President Merrill.
- 2) **Roll Call – Present: Directors** Kevin Merrill, Randy Sharer, Victor Schaff, and Ken Hunter. **Absent:** Andrew Reade. Board quorum present.  
  
**Others in Attendance:** Donna Glass - District Manager, Kari Wagner and Olivia Williams - Wallace Group, Alan Doud – Young Wooldridge, Doug Zigler, GinaLisa Tamayo – Jackson Family Wines and Tina Burr.
- 3) **Public Comment:** Public comments and questions regarding required water meters for the GSA, charges for Non-Irrigated acres and future credit for retention ponds.
- 4) **Re-Evaluation of the Irrigated Versus Non-Irrigated Lands Update**  
Kari Wagner, Olivia Williams and Alan Doud joined the meeting via Zoom to review the Wallace Group Memorandum included in the packet and address any questions.
  - a. **Discussion and Possible Action Regarding Non-Overlying Land Re-evaluation/Credit Due**  
After some discussion a **motion** was made by Director Merrill to approve the Non-Overlying Land Re-evaluation Credit Due in the amount of \$3,645.39 to Landowners as presented in the Wallace Group Memorandum. **Motion seconded** by Director Schaff. **The motion carried.**  
**AYES:** Director Merrill, Sharer, Schaff and Hunter  
**NOES:** None; **ABSTAIN:** None; **ABSENT:** Reade
  - b. **Discussion and Possible Action Regarding Classification of Dry Farming**  
Kari Wagner reported that during the recent re-evaluation process, a landowner requested their Irrigated acres be reclassified as Non-Irrigated acres due to actual dry farming practices. The latest satellite imagery makes it challenging to determine if the crop is being irrigated. After discussing whether to categorize dry farming as Irrigated or Non-Irrigated, and how to verify if landowners' claims of no irrigation for specific agricultural parcels, it was decided to update the Policy for Evaluating Requests for Assessment Changes to include dry farming. Dry farming will be classified as Non-Irrigated if the landowner can provide documentation demonstrating substantial changes to the water distribution systems serving the subject parcels, ensuring these parcels are not likely to return to irrigated status within five years. The proposed updated policy will be considered for approval at the next board meeting.
- 5) **Minutes**
  - a. **January 21, 2025 Board Meeting Minutes – Board Approval Needed**  
A **motion** was made by Director Sharer to approve the January 21, 2025 Minutes as presented. **Motion seconded** by Director Hunter. **The motion carried.**

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

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

**6) Financial Report**

**a. Review and Consider Approval of January and February Financial Statements**

The January and February statements were included in the packet. As of February 28, 2025 67% of the year had elapsed. The SABWD collected \$518,912 or 93% of the 2024-25 Assessments, \$59,713 in interest and \$1,734 in Misc Payments from Santa Barbara County. The Operating Account balance is \$29,985. The expenses YTD were \$235,075 or 31% of the budget. Net Income was \$345,284 and \$1,663,793 is designated toward Reserves. Total Assets are 2,009,077.

A contribution was made from the Operating account to California CLASS on January 22, 2025 in the amount of \$25,000 that the board approved at the January 21, 2025 meeting.

A withdrawal of \$50,000 from California CLASS for Operating expenses was made on March 12, 2025 to cover the March District expenses (\$12,763) and GSA Fund Request (\$52,174).

The Operating account balance will be \$16,289.43 after March invoices are paid and the GSA fund request approved.

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

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

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

**b. Investment Report**

The January and February California CLASS statements were included in the packet. Interest earned for January and February was \$13,996. Interest earned FYTD has been \$59,713. The account balance as of February 28, 2025 was \$1,979,092. The Average Monthly Yield for February was 4.41%. As previously noted, a contribution was made from the Operating account to California CLASS on January 22, 2025 in the amount of \$25,000 that the board approved at the January 21, 2025 meeting. A withdrawal of \$50,000 from California CLASS for Operating expenses was made on March 12, 2025 to cover the March District expenses (\$12,763) and GSA Fund Request (\$52,174).

**c. Assessments Status Report**

As of March 12, 2025, \$520,313 or 93% of the 2024-25 Assessments have been collected. The balance remaining is \$39,057.

Payment reminders were sent out on January 3, 2025. Payments became delinquent on February 3, 2025. If not paid by June, the delinquent accounts will be added to the Property Taxes with a 5% penalty.

Annual Change Order Requests were mailed out on February 15, 2025. The deadline to request any changes is March 31, 2025. The cover letter, policy and change request forms were mailed to all landowners and are available on the website. Any request will be brought to the board at the May meeting for review and considered for approval.

**d. Review February GSA Financial Statements**

The February statement was included in the board packet with the Vendor Details for January and February for review only. As of February 28, 2025, 67% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD are \$162,865 or 33% of the budget. Operating transfers from the WD have been \$182,981 or 33% of the budget.

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

March invoices total \$52,397.10. To pay March invoices and maintain their minimum balance of \$25,000, the GSA requested a fund transfer of \$52,397.10. A transfer request for January 2025 in the amount of \$24,996.81 was approved by the District Manager as authorized if there is no board meeting.

A **motion** was made by Director Sharer to approve the accountant transferring funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$52,397.10. **Motion seconded** by Director Schaff. **The motion carried.**

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

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

**7) Informational Items**

**a. Management/Administration Report**

Updates provided during the agenda items.

**b. Director Training Report**

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

Form 700 filings are due by April 1, 2025

**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. Second Reading (by Title only) and Adoption of Ordinance No. 25-001 Establishing SABGSA Rules and Regulations Requiring Well Owners to Install Meters and Report Monthly Groundwater Extraction Readings to the SABGSA on a Twice-a-Year Basis and Making Related Findings for an Exemption from the California Environmental Quality Act.
- b. SABGSA Administrative Enforcement Policy
- c. Submission of the Groundwater Sustainability Plan Annual Report for Water Year 2024 to the California Department of Water Resources (DWR)
- d. Q1 2025 Quarterly Groundwater Level Monitoring Report

**8) New Business—** No new business was requested.

**9) Next Meeting Date – April 15, 2025**

The next meeting is tentatively scheduled for April 15, 2025, if needed.

**10) Adjournment -** The meeting was adjourned by President Merrill at 2:52 p.m.