

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, November 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, Andrew Reade and Victor Schaff.
Absent: Ken Hunter. Board quorum present.

Others in Attendance: Donna Glass - District Manager

- 3) **Public Comment:** No comments received.

- 4) **Minutes**

- a. **July 2025 Board Meeting Minutes – Board Approval Needed**

A **motion** was made by Director Sharer to approve the July 15, 2025 Minutes as presented. **Motion seconded** by Director Schaff. **The motion carried.**

AYES: Director Merrill, Sharer, Reade and Schaff.

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

- 5) **Financial Reports**

- a. **Review and Approve July, August, September & October Financial Statements**

The July-October 2025 statements were included in the packet. As of October 31, 2025, 33% of the year had elapsed. The SABWD collected \$293,711 or 58% of the 2025-26 Assessments, \$28,805 in interest and zero in Misc. Payments from Santa Barbara County. The Operating Account balance was \$94,220. The expenses YTD were \$129,64 or 21% of the budget. Net Income was \$192,875 and \$1,997,424 is designated toward Reserves. Total Assets are \$2,190,299.

Following the July meeting, two contributions totaling \$75,000 each were made to California CLASS in August and October, and one withdrawal of \$40,000 occurred in August.

After payment of the November District invoices totaling \$8,530.00 and approval of the GSA fund request for \$10,018.75, the Operating account balance will stand at \$75,837.04.

Subsequently, \$45,000 will be transferred to California Class, leaving a remaining balance of approx. \$30,000 available for December District and GSA invoices, assuming no additional assessment payments are received.

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

AYES: Director Merrill, Sharer, Reade and Schaff.

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

b. Investment Report

The July – October 2025 California CLASS statements were included in the packet. Interest earned YTD was \$70,983. The account balance as of October 31, 2025 is \$2,096,079. The Average Monthly Yield for October was 4.19%. This is slightly lower than the July average of 4.34%.

Following the July meeting, two contributions totaling \$75,000 each were made to California CLASS in August and October, and one withdrawal of \$40,000 occurred in August.

c. Assessments Status Report

As of October 25, 2025, \$293,710 or 58% of the 2025-26 Assessments have been received. Balance remaining is \$213,817.

At this same timeframe last year through October 2024, 76% had been received. Due date is February 2, 2026. Reminder notices will be sent out in early January.

Several communications from landowners regarding their assessments have been received.

These communications include:

- Assessment #94, pertained to back charges. Documentation was sent to the landowners, and neither the District nor Wallace Group have received any further correspondence.
- Assessments #80 and #203, pertained to company restructuring.

d. Review October GSA Financial Statements

The October statement was included in the board packet for review only. As of October 31, 2025, 33% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$97,832 or 19% of the budget. Operating transfers from the District were \$98,123 or 18% of the budget.

e. Consider GSA Fund Request

November invoices total \$10,018.75. To pay November invoices and maintain their minimum balance of \$25,000, the GSA is requesting a fund transfer of \$10,018.75.

A **motion** was made by Director Merrill to approve the accountant transfer funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$10,018.75. **Motion seconded** by Director Sharer. **The motion carried.**

AYES: Director Merrill, Sharer, Reade and Schaff.

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

6) Other Business – Discussion and Possible Action

a. Call for Nominations of One Regular Special District Member to Serve a Four-Year Term as the Special District Member on LAFCO

No action taken.

7) Informational Items

a. Management/Administration Report

Staff reported receiving routine inquiries from appraisers regarding assessments and water allocations; assessment information is provided, and allocation questions are referred to the GSA FAQs. Relevant staff are included in email responses as needed. Recent inquiries were from Central California Appraisals and Foss Consulting (Assessments #70 and #80/#203). Other updates were provided during previous agenda items.

b. Update on Election Process for 2 Director Positions

The District was notified that the appointment of two board members would be on the November 18, 2025 Santa Barbara County Board of Supervisors agenda. Remote attendance confirmed the board members were appointed and approved.

c. Director Training Report

The packet included a list of all members required to complete the Harassment and Ethics training courses and the due dates.

d. Update on San Antonio Basin Groundwater Sustainability Agency

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

- Q3 2025 Quarterly Groundwater Level Monitoring Report
- Discussion of What's to Come in Early 2026 – SABGSA Milestones

8) New Business— No new business was requested.

9) Next Meeting Date – January 20, 2026

Next meeting date is January 20, 2026. December meeting was canceled.

10) Adjournment - The meeting was adjourned by President Merrill at 1:21 p.m.