

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, June 18, 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.

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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
Ken Hunter

Directors Absent: Victor Schaff

Others in Attendance: Donna Glass - District Manager, Kari Wagner – Wallace Group, Carol Fornoff - Westchester Group Investment Management, Inc, GinaLisa Tamayo - Jackson Family Estate and Maritza Trujillo – Silverado.

- 3) **Public Comment:** This portion of the meeting is set aside to provide the public with 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.

4) Minutes

a. April 2024 Board Meeting Minutes – Board Approval Needed

A **motion** was made by Director Hunter to approve the April 2024 Minutes as presented.

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

AYES: Director Merrill, Sharer, Hunter, and Reade

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

5) Discussion and Possible Action On Change Order Requests to the 2024-25 Assessment Roll

Kari Wagner joined the meeting and reviewed the change order memorandum with the board for the 2024-25 Assessment Roll. Recommendation was to approve all change requests listed in

the memorandum. Based on those changes in irrigated/non-irrigated acres, there will be an increase of 110.31 irrigated acres for a total of 13,330 irrigated acres.

A brief discussion was held regarding an update to the change order policy to add language pertaining to a re-verification of irrigated acres every 5 years. The first re-verification would be performed for the 2025-26 Assessment Roll. This will be included on the next agenda.

A **motion** was made by Director Reade to approve the Change Order Requests and corrections to the 2024-25 Assessment Roll as recommended by the Wallace Group in the memorandum.

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

AYES: Director Merrill, Sharer, Hunter, and Reade

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

6) Financial Report

a. Review and Approve April and May Financial Statements

The April and May statements were included in the packet. As of May 31, 2024, 92% of the year had elapsed. The SABWD collected \$512,636 or 90% of the 2023-24 Assessments, \$76,497 in interest and \$8,679 in payments from Santa Barbara County Property Tax. The expenses YTD were \$235,107 or 35% of the budget. Net Income was \$362,705 and \$1,321,102 is designated toward Reserves. The Operating Account balance is \$26,729.

A **motion** was made by Director Hunter to approve the April and May Financial Statements as presented. **Motion seconded** by Director Reade. **The motion carried.**

AYES: Director Merrill, Sharer, Hunter and Reade

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

b. Investment Report

The April and May California CLASS statements were included in the packet. Interest earned for April was \$7,375 and May was \$7,578. Interest earned FYTD was \$76,497. Account balance as of May 31, 2024, was \$1,657,007. The Average Monthly Yield was 5.39%. Withdrawals and transfers to the Operating Account were made to cover District monthly expenses and the GSA fund requests on:
May 17, 2024, for \$15,000
June 14, 2024, for \$15,000

c. Review April and May GSA Financial Statements

The April and May statements were included in the board packet for review only. As of May 31, 2024, 92% of the year had elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$199,720 or 40% of the budget. Operating transfers from the District were \$169,497 or 34% of the budget.

d. Consider GSA Fund Request

The GSA June invoices totaled \$13,564. To pay June invoices and maintain their minimum balance of \$25,000 the GSA requested a fund transfer of \$13,564. The May request for \$12,659.50 was approved by the SABWD District Manager as authorized when no board meeting is held.

A **motion** was made by Director Sharer to approve the accountant transfer funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$13,564. **Motion seconded** by Director Reade. **The motion carried.**
AYES: Director Merrill, Sharer, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** Director Schaff

7) 2024-25 Preliminary Budget and Assessments

The District Manager presented the preliminary budget line items to the Board and answered questions.

a. Review and Discuss Preliminary 2024-25 Budget and 2024-25 Assessment

A **motion** was made by Director Sharer to approve the Preliminary 2024-25 Budget and 2024-25 Assessment as presented. **Motion seconded** by Director Hunter. **The motion carried.**
AYES: Director Merrill, Sharer, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** Director Schaff

b. Approve Designation to Reserves

A **motion** was made by Director Sharer to approve designating 100% of the Net Income to Reserves. **Motion seconded** by Director Reade. **The motion carried.**
AYES: Director Merrill, Sharer, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** Director Schaff

c. Discussion and Possible Action Regarding Delinquent 2023-24 Assessments

i. Resolution Authorizing Santa Barbara County to Collect 2023-24 Delinquent Assessments on the Santa Barbara County Tax Roll

The District Manager reported that the remaining unpaid assessments for the 2023-24 Assessment Tax Roll were \$64,226.65. The 5% penalty will be added and \$67,479.98 will be submitted to the Santa Barbara County Tax Roll for 2024-25.

A **motion** was made by Director Sharer to approve the Resolution Authorizing Santa Barbara County to Collect 2023-24 Delinquent Assessments on the Santa Barbara County Tax Roll. **Motion seconded** by Director Reade. **The motion carried.**
AYES: Director Merrill, Sharer, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** Director Schaff

8) Discussion and Possible Action on 2024 Election Process for 3 Board of Director Positions

a. Resolution Announcing the November 2024 District Election And Procedure

After some discussion a **motion** was made by Director Reade to approve a Resolution Announcing the November 2024 District Election And Procedures. **Motion seconded** by Director Sharer. **The motion carried.**
AYES: Director Merrill, Sharer, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** Director Schaff

9) Discussion and Possible Action on CSDA Board of Directors Election Ballot - Term 2025 - 2027; Seat A - Coastal Network

After some discussion a **motion** was made by Director Merrill to authorize the District Manager to vote on-line for candidate Scott Duffield. **Motion seconded** by Director Sharer. **The motion carried.**

AYES: Director Merrill, Sharer, Hunter, and Reade

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

10) Informational Items

a. Management/Administration Report

Updates were provided during agenda items.

i. Annual Audit For FY 2022-23 – Completed

<https://sanantoniobasinwd.org/district-documents>

The audit has been completed and uploaded to the Website.

ii. LAFCO Approved 2024-2025 Budget/Notice of Invoice

The budget was received but no invoice had been received.

b. Director Training Report

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

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided a brief update on the agenda items for the evening meeting.

The Items on the GSA Agenda tonight for discussion and/or action were:

Q2 2024 Groundwater Level Monitoring Report for the San Antonio Creek Valley

Groundwater Basin - The SABGSA has received the Q2 2024 Groundwater Level Monitoring Report. The Board of Directors will review and discuss the recommendations listed in the report and may take action and/or provide specific direction to SABGSA staff and/or GSI Water Solutions, Inc. related to this item.

SABGSA Priorities and Budget for Fiscal Year 2024-25 - The Board of Directors will discuss priorities and review the budget for fiscal year 2024-25. The Board may take action and/or provide specific direction to SABGSA staff related to this item.

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

No new business was requested.

12) Next Meeting Date – July 16, 2024

13) Adjournment

The meeting was adjourned by President Merrill at 2:15 p.m.

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