

San Antonio Basin Water District

Board of Directors Regular Meeting July 20, 2021 at 1:00 P.M.

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public. Public participation is encouraged using the teleconference information referenced below. You can join on your computer and/or call in.

Screen share 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

If you would like to speak during the public comment portion of the meeting, you have the following options:

Online – raise your hand, or use the Chat option

Phone – press *9 to raise your hand, *6 to mute or unmute to submit comments.

Meeting and Agenda

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Public Comment:** This portion of the meeting is set aside to provide the public 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.
- 4) **Minutes**
 - a. June 2021 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
 - a. Review and Approve June Financial Statement
 - b. Consider Resolution Authorizing Additional Check Signers
 - c. Review June GSA Financial Statement
 - d. Consider Approval of GSA Fund Request
- 6) **2021-22 Budget and Assessment**
 - a. Review and Approve 2021-22 Budget
 - b. Consider Resolution Authorizing Levy and Collection of 2021-22 Assessment
- 7) **Informational Items**
 - a. Management/Administration Report
 - b. Director Training Report

c. Update on San Antonio Basin Groundwater Sustainability Agency

- 8) **New Business**— requests for items to be placed on next agenda.
- 9) **Next Meeting Date – August 17, 2021**
- 10) **Adjournment**

In compliance with the American with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), if you need special assistance to access the meeting room or otherwise participate at this meeting, including auxiliary aids or services, please contact Donna Glass, admin@sanantoniobasinwd.org or 805-928-8349. Notifications of at least forty-eight (48) hours prior to the meeting will help enable reasonable arrangements to ensure accessibility to the meeting.

Copies of Meeting Documents can be found on our District Webpage <https://sanantoniobasinwd.org/> or requested by contacting Donna Glass, admin@sanantoniobasinwd.org or 805-928-8349.

San Antonio Basin Water District

Meeting Minutes

Board of Directors Regular Meeting

June 15, 2021 at 1:00 P.M.

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public. Public participation is encouraged using the teleconference information referenced below. You can join on your computer and/or call in.

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Online – raise your hand, or use the Chat option

Phone – press *9 to raise your hand, *6 to mute or unmute to submit comments.

Meeting and Agenda

- 1) **Call to Order**
The meeting was called to order at 1:03 p.m. by President Merrill.
- 2) **Roll Call**
The following directors were present, constituting a quorum for the transaction of business.

Directors Present:

Kevin Merrill
Randy Sharer
Victor Schaff
Craig Reade
Ken Hunter

Directors absent: None

Others in attendance: Alan Doud – YoungWooldridge, Kari Wagner – Wallace Group, Donna Glass - District Manager, Leta Spencer - Westchester Group Investment Management, Inc., GinaLisa Tamayo – Jackson Family Wines, Austin Ewell, for Sukhy Sran - Diamond West Farming, Matt Frank – Sutter Home Wines, Penny Monighetti and others unidentified.

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

Public comments were received from Austin Ewell regarding the 2020-21 assessment charge and Leta Spencer regarding Stakeholder communication and participation at the GSA meetings during the GSP process.

4) Minutes

a. May 2021 Board Meeting Minutes – Board Approval Needed

Motion was made by Director Sharer to approve the May minutes as presented. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

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

5) Financial Report

a. Review and Approve May Financial Statement

Donna Glass reported on the Financials for May.

The May statement was included in the packet. As of May 31, 2021 93% of the year has elapsed. The SABWD has collected \$637,080 or 97% of the Assessments and received \$261,524.42 in carry over funds from the FSAWB. The expenses YTD for July-May have been \$420,709 or 48% of the budget. This includes \$315,000 transferred to the GSA or 69% of the GSA Budget. Net Income YTD has been \$477,895.

Motion was made by Director Reade to approve the Financials as presented. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

b. Review May GSA Financial Statement

Donna Glass reported on the GSA Financials for May.

For review only, as of May 31, 2021 92% of the year has elapsed. The SABGSA accounts total \$22,999. The expenses YTD have been \$415,831. They have received \$315,000 from the SABWD YTD or 83% of their Budget.

They have (2) pending grant payments due totaling \$58,854. Grant A balance, including retention, remaining is \$134,658. Grant B balance, including retention, remaining is \$139,066.

The grant payment totaling \$58,854 was received on June 11, 2021.

c. Consider Approval of GSA Fund Request

No request for funds was made because they received the grant payment.

This will leave \$143,900 budgeted funds to go toward District Reserves for 2021-22 and offset the increased GSA budget of \$123,239 for 2021-22.

6) 2021-22 Budget and Assessment

Donna Glass reported that the 2021-22 Budget and Assessment Fee final review and approval will be done at the July board meeting. The tentative numbers for irrigated acres are 12,884. This was a reduction of 334 irrigated acres from the previous year.

a. Discussion and Possible Action on Changes to the 2021-22 Assessment Roll

Kari Wagner and Donna Glass provided an update on the other change order letters sent to 3 landowners, a potential of 83.86 additional irrigated acres for approved cultivated county permits. The landowners had until June 4th to respond. Only Assessment # 50 responded and provided documentation that the current assessed irrigated acres are correct. The irrigated acres for Assessment #20 and #115 will be increased for a total additional irrigated acres of 27.29.

b. Discussion and Possible Action Regarding Delinquent Assessments

Donna Glass and Alan Doud discussed the process to add the Delinquent Assessments to the Santa Barbara County Tax Rolls and addressed questions.

i. Contract with Santa Barbara County to Collect the Delinquent Assessments on the Santa Barbara County Tax Rolls

Motion was made by Director Sharer to approve the Contract with Santa Barbara County to Collect the Delinquent Assessments on the Santa Barbara County Tax Rolls. **Motion seconded** by Director Merrill.

A roll call vote was taken and the motion carried.

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

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

ii. Resolution Authorizing Santa Barbara County to Collect 2020-21 Delinquent Assessments on the Santa Barbara County Tax Roll

Motion was made by Director Merrill to approve a Resolution Authorizing Santa Barbara County to Collect 2020-21 Delinquent Assessments on the Santa Barbara County Tax Roll. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

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

c. Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll

Motion was made by Director Merrill to approve the Contract Amendment with Wallace Group to Prepare Tax Roll. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

7) Informational Items

a. Management/Administration Report

Updates were provided during agenda items.

b. Director Training Report

Everyone is current.

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer and Director Merrill provided a brief update on the SABGSA progress on the GSP.

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

No new business was requested.

9) Next Meeting Date – July 20, 2021

The next meeting date will be July 20, 2021.

10) Adjournment

Meeting was adjourned by Director Merrill at 1:45 p.m.

Respectfully submitted,

Craig Reade, Secretary

Accepted:

Kevin Merrill, President

Date

San Antonio Basin Water District
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

100% of the year has elapsed	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Assessments	637,130.05	658,054.00	-20,923.95	96.82%
FSAWB Carry Over Funds	261,524.42	225,000.00	36,524.42	116.23%
Total Income	<u>898,654.47</u>	<u>883,054.00</u>	<u>15,600.47</u>	<u>101.77%</u>
Expense				
01 - General Manager	39,999.96	40,000.00	-0.04	100.0%
02 - Employment Taxes and Benefits	3,550.00	14,000.00	-10,450.00	25.36%
03 - Audit & Financial Reporting	7,500.00	7,500.00	0.00	100.0%
04 - Contract Admin(Assesmt Billing)	40,614.53	25,000.00	15,614.53	162.46%
05 - Legal Services	17,005.15	30,000.00	-12,994.85	56.68%
06 - Meeting Room Lease	149.90	1,200.00	-1,050.10	12.49%
07 - Web Page Support	282.92	1,200.00	-917.08	23.58%
08 - Conferences/Training	0.00	5,000.00	-5,000.00	0.0%
09 - Travel	0.00	3,500.00	-3,500.00	0.0%
10 - Insurance E&O; Board	2,288.00	8,000.00	-5,712.00	28.6%
11 - Office Supplies	285.75	2,000.00	-1,714.25	14.29%
12 - Postage/Printing	383.86	5,000.00	-4,616.14	7.68%
13 - Board Elections	0.00	2,000.00	-2,000.00	0.0%
14 - CSDA Membership	186.00	1,000.00	-814.00	18.6%
15 - LAFCO District Fees	0.00	1,000.00	-1,000.00	0.0%
16 - Telephone/Computer/Internet	0.00	3,000.00	-3,000.00	0.0%
17 - Contingency 10%	0.00	14,900.00	-14,900.00	0.0%
18 - GSA Budget	315,000.00	458,900.00	-143,900.00	68.64%
19 - Designation to District Reserve	0.00	259,854.00	-259,854.00	0.0%
Total Expense	<u>427,246.07</u>	<u>883,054.00</u>	<u>-455,807.93</u>	<u>48.38%</u>
Net Ordinary Income	<u>471,408.40</u>	<u>0.00</u>	<u>471,408.40</u>	<u>100.0%</u>
Net Income	<u><u>471,408.40</u></u>	<u><u>0.00</u></u>	<u><u>471,408.40</u></u>	<u><u>100.0%</u></u>

San Antonio Basin Water District
Balance Sheet
As of June 30, 2021

Jun 30, 21

ASSETS

Current Assets

Checking/Savings

Community Bank - Checking 471,408.40

Total Checking/Savings 471,408.40

Total Current Assets 471,408.40

TOTAL ASSETS **471,408.40**

LIABILITIES & EQUITY

Equity

Net Income 471,408.40

Total Equity 471,408.40

TOTAL LIABILITIES & EQUITY **471,408.40**

San Antonio Basin Water District Transaction List by Vendor

June 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	06/07/2021	5045	INV # 0621SABWD	Community Bank - Checking	-625.00
EDD	Liability Check	06/17/2021	E-pay	136-2280-8 QB Tracking # -1965404338	Community Bank - Checking	-126.41
QuickBooks Payroll Service	Liability Check	06/24/2021		Created by Payroll Service on 06/17/2021	Community Bank - Checking	-2,609.67
The Law Offices of Young Wooldridge	Check	06/07/2021	5046	CLIENT 21089 AFD	Community Bank - Checking	-472.00
United States Treasury	Liability Check	06/17/2021	E-pay	85-1380283 QB Tracking # -1965383338	Community Bank - Checking	-854.00
Wallace Group	Check	06/07/2021	5003	# 1591-0002-00	Community Bank - Checking	-1,820.00



THE LAW OFFICES OF

A LIMITED LIABILITY PARTNERSHIP • EST. 1939
1800 30TH STREET, FOURTH FLOOR
BAKERSFIELD . CA. 93301

HTTP://WWW.YOUNGWOOLDRIDGE.COM
EMAIL: ACCOUNTING@YOUNGWOOLDRIDGE.COM
PHONE: (661) 327-9661
FACSIMILE: (661) 327-1087

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

CONFIDENTIAL
SAN ANTONIO BASIN WATER DISTRICT
1005 S. BROADWAY
SANTA MARIA, CA 93454

May 31, 2021

Client ID 21089 AFD

Statement for period through May 31, 2021

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$206.50	-\$206.50	\$472.00	\$472.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$531.00	-\$531.00	\$0.00	\$0.00
PRIOR STATEMENT BALANCE					\$737.50
TOTAL PAYMENTS AND ADJUSTMENTS					-\$737.50
CURRENT CHARGES					\$472.00
PAY THIS AMOUNT					\$472.00

Any Payments Received After 05/31/21 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

A FINANCE CHARGE OF 1.5% WILL BE ADDED TO YOUR BALANCE 30 DAYS AFTER STATEMENT DATE



WALLACE GROUP

Wallace Group
A California Corporation
612 Clarion Court
San Luis Obispo, CA 93401
Phone: 805-544-4011 Fax: 805-544-4294

San Antonio Basin Water District
 1005 S. Broadway
 Santa Maria, CA 93454

June 3, 2021
 Project No: 1591-0002-00
 Invoice No: 53511
Invoice Total \$1,820.00

Project 1591-0002-00 San Antonio Water Basin, Tax Roll Preparation

Professional services rendered through April 30, 2021

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Principal	3.00	230.00	690.00	
Senior Project Analyst I	1.75	145.00	253.75	
Senior Mechanical Engineer II	2.50	175.00	437.50	
GIS Technical Specialist	3.25	135.00	438.75	
Totals	10.50		1,820.00	
Total Labor				1,820.00
				Total this Phase \$1,820.00

Budget	Current	Prior	To-Date	
Labor	1,820.00	17,782.50	19,602.50	
Limit			20,000.00	
Remaining			397.50	
				Total this Invoice \$1,820.00

Billing Backup

Thursday, June 3, 2021

Wallace Group

Invoice 53511 Dated 6/3/2021

6:18:36 AM

Project	1591-0002-00	San Antonio Water Basin, Tax Roll Preparation
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Phase	00100	Tax Roll Preparation
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Labor

			Hours	Rate	Amount	
Principal						
Wagner, Kari	4/1/2021		3.00	230.00	690.00	
Data Change Requests						
Senior Project Analyst I						
Lepore, Lonnie	4/8/2021		1.50	145.00	217.50	
Q2 - 2021 Invoicing						
Lepore, Lonnie	4/9/2021		.25	145.00	36.25	
A/R, Bank Dep						
Senior Mechanical Engineer II						
Lindahl, Nels	4/21/2021		2.50	175.00	437.50	
dB Updates; Jeanette Sainz Telecon;						
GIS Technical Specialist						
LeNay, Jeffrey	4/1/2021		1.00	135.00	135.00	
Prepare irrigated acres maps for 099-030-048 and 133-110-061						
LeNay, Jeffrey	4/2/2021		.25	135.00	33.75	
Updates to Nolan map						
LeNay, Jeffrey	4/13/2021		2.00	135.00	270.00	
Irrigated lands maps for assessments 0013, 0105 and 0015.						
Totals			10.50		1,820.00	
Total Labor						1,820.00
					Total this Phase	\$1,820.00
					Total this Project	\$1,820.00
					Total this Report	\$1,820.00

**BEFORE THE BOARD OF DIRECTORS OF THE
SAN ANTONIO BASIN WATER DISTRICT**

IN THE MATTER OF:

RESOLUTION NO. 2021-02

**RESOLUTION TO OPEN BANK ACCOUNTS OF THE
SAN ANTONIO BASIN WATER DISTRICT**

WHEREAS, the Board of Directors of the San Antonio Basin Water District was authorized on May 19, 2020 to open one or more bank accounts for the purposes of conducting the District's business.

NOW, THEREFORE, be it resolved that:

1. At the authorization and direction of the District's Treasurer, Victor Schaff, a bank account was opened for the San Antonio Basin Water District.
2. The bank selected by the Treasurer is hereby authorized to honor the deposits of the Water District, and checks drawn against such deposits signed by the officers and staff listed below, as long as there are funds in the account.
 - a. Director Kevin Merrill, President
 - b. Director Randy Sharer, Vice President
 - c. Director Craig Reade, Secretary
 - d. Director Victor Schaff, Treasurer-Assessor-Tax Collector
 - e. Carrie Troup, Accountant
 - f. Donna Glass, District Manager

All the foregoing being on motion of Director _____ seconded by Director _____ and authorized by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution is the resolution of said District as duly passed and adopted by said Board of Directors on July 20, 2021.

WITNESS my hand and seal of said Board of Directors, July 20, 2021.

Craig Reade
Secretary of the Board of Directors

San Antonio Basin GSA
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

100% of the year has elapsed	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	127,370.94	196,453.00	-69,082.06	64.84%
01 DWR Grant #2 Payments	60,933.69	200,000.00	-139,066.31	30.47%
4-Interest Income	9.76			
Total Income	<u>188,314.39</u>	<u>396,453.00</u>	<u>-208,138.61</u>	<u>47.5%</u>
Expense				
Administration and Operation				
01 Administrative Exp/Office Ex	37,781.41	68,600.00	-30,818.59	55.08%
02-Accountant	7,375.00	12,600.00	-5,225.00	58.53%
03-Comm Eng Grant Wrtnng NonGSP	0.00	25,000.00	-25,000.00	0.0%
04-Monitoring	37,926.78	45,153.00	-7,226.22	84.0%
05-Legal Counsel	3,595.50	42,000.00	-38,404.50	8.56%
06-Insurance	1,759.74	2,100.00	-340.26	83.8%
07-Audit Fees	2,590.00	3,000.00	-410.00	86.33%
08-GSP Development(GSIcontract)	396,353.53	579,181.00	-182,827.47	68.43%
Total Administration and Operation	<u>487,381.96</u>	<u>777,634.00</u>	<u>-290,252.04</u>	<u>62.68%</u>
Total Expense	<u>487,381.96</u>	<u>777,634.00</u>	<u>-290,252.04</u>	<u>62.68%</u>
Net Ordinary Income	-299,067.57	-381,181.00	82,113.43	78.46%
Other Income/Expense				
Other Income				
11 Operating Transfers	315,000.00	458,944.00	-143,944.00	68.64%
Total Other Income	<u>315,000.00</u>	<u>458,944.00</u>	<u>-143,944.00</u>	<u>68.64%</u>
Other Expense				
Contingency (10%)	0.00	77,763.00	-77,763.00	0.0%
Total Other Expense	<u>0.00</u>	<u>77,763.00</u>	<u>-77,763.00</u>	<u>0.0%</u>
Net Other Income	315,000.00	381,181.00	-66,181.00	82.64%
Net Income	<u><u>15,932.43</u></u>	<u><u>0.00</u></u>	<u><u>15,932.43</u></u>	<u><u>100.0%</u></u>

San Antonio Basin GSA
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Community Bank of Santa Maria	-14,919.38
Community Bank of SM MMKT -2449	24,999.76
Total Checking/Savings	<u>10,080.38</u>
Other Current Assets	
Prepaid Insurance	1,783.00
Total Other Current Assets	<u>1,783.00</u>
Total Current Assets	<u>11,863.38</u>
TOTAL ASSETS	<u><u>11,863.38</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	-4,069.05
Net Income	15,932.43
Total Equity	<u>11,863.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,863.38</u></u>

**San Antonio Basin GSA
Expenses by Vendor Detail**

June 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
Brownstein Hyatt Farber Schreck						
	Check	06/30/2021	2250	05-Legal Counsel	Community Bank of Santa Maria	541.50
Total Brownstein Hyatt Farber Schreck						<u>541.50</u>
Cachuma Resource Conservation District						
	Check	06/30/2021	2248	01Administrative Exp/Office Ex	Community Bank of Santa Maria	3,380.00
Total Cachuma Resource Conservation District						<u>3,380.00</u>
Carrie Troup, C.P.A.						
	Check	06/30/2021	2249	02-Accountant	Community Bank of Santa Maria	625.00
Total Carrie Troup, C.P.A.						<u>625.00</u>
GSI WATER SOLUTIONS, INC.						
	Check	06/30/2021	2246	08-GSP Development(GSIcontract)	Community Bank of Santa Maria	58,889.43
	Check	06/30/2021	2247	04-Monitoring	Community Bank of Santa Maria	8,114.65
Total GSI WATER SOLUTIONS, INC.						<u>67,004.08</u>
TOTAL						<u><u>71,550.58</u></u>

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY- ACCOUNTS RECEIVABLE

Name	Total per agreement	Amount Invoiced	Amount Paid	Amount Due (Receivable)
DWR Agreement A	300,000.00			
DWR 4600012675 Inv #1		16,690.68	16,690.68	-
DWR 4600012675 Inv #2		8,118.26	8,118.26	-
DWR 4600012675 Inv #3		3,312.97	3,312.97	-
DWR 4600012675 Inv #4		2,750.75	2,750.75	-
DWR 4600012675 Inv #5		1,968.90	1,968.90	-
DWR 4600012675 Inv #6		5,129.04	5,129.04	-
DWR 4600012675 Inv #7		34,047.11	34,047.11	-
DWR 4600012675 Inv #8A		30,533.31	30,533.31	-
DWR 4600012675 Inv #9A		28,065.35	28,065.35	-
DWR 4600012675 Inv #10A		34,725.16	34,725.16	-
Total Grant A	300,000.00			
		165,341.53	165,341.53	-

Amount Remaining
(includes retention) 134,658.47

DWR Agreement B	200,000.00			
DWR 4600012675 Inv #8B		8,032.57	8,032.57	-
DWR 4600012675 Inv #9B		28,772.16	28,772.16	-
DWR 4600012675 Inv #10B		24,128.96	24,128.96	-
Total Grant A	200,000.00			
		60,933.69	60,933.69	-

Amount Remaining -
(includes retention) 139,066.31

Total Grants A and B	500,000.00	226,275.22	226,275.22	-
	Total per agreement	Amount Invoiced	Amount Paid	Amount Due (Receivable)

**San Antonio Basin GSA
Budget July 1, 2021- June 30, 2022**

APPROVED

Line Acct	Line Acct Title	July 2021- June 2022
Income/Inflows		
1	Anticipated DWR Grant #1 Payments	37,379
2	Anticipated DWR Grant #2 Payments	92,005
Total Inflows		<u>129,384</u>
Expenses/Outflows		
1	Administrative Expense/Office Exp.	
	Payroll	61,400
	Website	5,000
	Supplies	2,000
	Travel	2,000
2	Accountant	12,800
3	Community Engagement, Grant writing, and Other Non-GSP Consultants	25,000
4	Monitoring	45,048
5	Legal Counsel	45,000
6	Insurance	2,300
7	Audit Fees	3,200
8	GSP Development (GSI contract)	
	Task 1: Work Plan for GSP and Stakeholder Engagement Strategy Development	-
	Task 2: Data Management System, Data Collection and Analysis, and Plan Review	25,000
	Task 3: Description of the Plan Area, Hydrogeologic Conceptual Model, and Groundwater Conditions	0
	Task 4: Basin Model and Water Budget	0
	Task 5: Establish Basin Sustainability Criteria	0
	Task 6: Monitoring Networks	0
	Task 7: Projects and Actions for Sustainability Goals	15,000
	Task 8: Groundwater Sustainability Plan Implementation	15,000
	Task 9: Groundwater Sustainability Plan Document Development	89,000
	Task 10: Education, Outreach and Communication	22,000
	Task 11: Project Management	25,000
	Additional GSI expenses for first Annual Report	30,000
	USGS Assistance with Modeling	0
Total expenditures before contingency		<u>424,748</u>
	Contingency (10%)	<u>42,475</u>
Total expenditures including contingency		467,223
Net Funding Needed After Anticipated Grant Payments		<u>337,839</u>
Operations funds transfer		<u>(337,839)</u>
Net Balanced Budget		<u>0</u>

SAB GSA Funds Request

Anna Olsen <aolsen@sanantoniobasingsa.org>

Fri 7/9/2021 12:44 PM

To: Donna Glass <admin@sanantoniobasinwd.org>

Cc: Carrie Troup, CPA (carrie@troupcpa.com) <carrie@troupcpa.com>; Anna Olsen <aolsen@sanantoniobasingsa.org>

Hi Donna,

I would like to request the transfer for \$50,000 to the San Antonio Basin GSA from the San Antonio Basin Water District.

Thanks!

Anna Olsen

Executive Director

San Antonio Basin Groundwater Sustainability Agency

920 East Stowell Rd

Santa Maria, CA 93454

805.868.4013

aolsen@sanantoniobasingsa.org

San Antonio Basin Water District
DRAFT 2021-22 / 5 Year Original Approved Budget as of 7/16/2021

	Jul '20 - Jun '21		Jul '21 - Jun '22		Jul '22 - Jun '23		Jul '23 - Jun '24		Jul '24 - Jun '25	
	Original Budget	Actual Year End	Original Budget	Proposed	Original Budget	Projected	Original Budget	Projected	Original Budget	Projected
Ordinary Income										
Irrigated Acres - Prop 218 max = \$60.00	13,218 @ \$48.00		13,218 @ \$50.00	12,941 @ \$50.00	13,218 @ \$55.00	12,641 @ \$55.00	13,218 @ \$56.00	12,341 @ \$56.00	13,218 @ \$56.00	12,041 @ \$56.00
Income from Irrigated Acres	\$634,464		\$660,900	\$647,050	\$726,990	\$695,255	\$740,208	\$691,096	\$740,208	\$674,296
Non-Irrigated Acres - Prop 218 max = \$0.50	47,179 @ \$0.50		47,179 @ \$0.50	47,163 @ \$0.50	47,179 @ \$0.50	47,463 @ \$0.50	47,179 @ \$0.50	47,763 @ \$0.50	47,179 @ \$0.50	48,063 @ \$0.50
Income from Non-Irrigated Acres	\$23,590		\$23,590	\$23,582	\$23,590	\$23,732	\$23,590	\$23,882	\$23,590	\$24,032
Total Assessments	\$658,054	\$637,130	\$684,490	\$670,632	\$750,580	\$718,987	\$763,798	\$714,978	\$763,798	\$698,328
FSAWB Carry Over Funds	\$225,000	\$261,524	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc Payments										
Santa Barbara Co. Tax Bill 2020-21				\$23,068						
Total Income	\$883,054	\$898,654	\$684,490	\$693,700	\$750,580	\$718,987	\$763,798	\$714,978	\$763,798	\$698,328
Operating Expenses										
1 General Manager (part-time)	\$40,000	\$40,000	\$41,600	\$41,600	\$43,300		\$45,000		\$46,800	
2 Employment taxes and benefits	\$14,000	\$3,550	\$14,600	\$14,600	\$15,200		\$15,800		\$16,400	
3 Audit & Financial Reporting (Accountant)	\$7,500	\$7,500	\$7,800	\$10,800	\$8,100		\$8,400		\$8,700	
4 Contract Administration (Assessment Billing)	\$25,000	\$40,615	\$26,000	\$28,000	\$27,000		\$28,100		\$29,200	
5 Legal Services	\$30,000	\$17,005	\$31,200	\$31,200	\$32,400		\$33,700		\$35,000	
6 Meeting Room Lease	\$1,200	\$150	\$1,200	\$1,200	\$1,300		\$1,400		\$1,500	
7 Web Page Support	\$1,200	\$283	\$1,200	\$1,200	\$1,200		\$1,200		\$1,200	
8 Conferences/Training	\$5,000	\$0	\$5,200	\$5,200	\$5,400		\$5,600		\$5,800	
9 Travel	\$3,500	\$0	\$3,600	\$3,600	\$3,700		\$3,800		\$4,000	
10 Insurance Errors and Omissions & Board	\$8,000	\$2,288	\$8,300	\$3,300	\$8,600		\$8,900		\$9,300	
11 Office Supplies/Bank Charges	\$2,000	\$286	\$2,100	\$2,100	\$2,200		\$2,300		\$2,400	
12 Postage/Printing	\$5,000	\$384	\$5,200	\$5,200	\$5,400		\$5,600		\$5,800	
13 Board Elections	\$2,000	\$0	\$2,100	\$2,100	\$2,200		\$2,300		\$2,400	
14 CSDA Membership	\$1,000	\$186	\$1,000	\$1,000	\$1,100		\$1,200		\$1,300	
15 LAFCO District Fees	\$1,000	\$0	\$1,000	\$1,000	\$1,100		\$1,200		\$1,300	
16 Telephone/Computer/Internet	\$3,000	\$0	\$3,100	\$3,100	\$3,300		\$3,600		\$3,900	
SUBTOTAL	\$149,400	\$112,247	\$155,200	\$155,200	\$161,500	\$161,500	\$168,100	\$168,100	\$175,000	\$175,000
17 Contingency 10 %	\$14,900	\$0	\$15,500	\$15,500	\$16,200	\$16,200	\$16,800	\$16,800	\$17,500	\$17,500
SUBTOTAL	\$164,300	\$112,247	\$170,700	\$170,700	\$177,700	\$177,700	\$184,900	\$184,900	\$192,500	\$192,500
18 GSA Budget (10% Contingency Included)	\$458,900	\$315,000	\$214,600	\$337,839	\$762,300	\$762,300	\$765,200	\$765,200	\$714,300	\$714,300
Total Operating Expenses	\$623,200	\$427,247	\$385,300	\$508,539	\$940,000	\$940,000	\$950,100	\$950,100	\$906,800	\$906,800
Net Income	\$259,854	\$471,407	\$299,190	\$185,161	-\$189,421	-\$221,014	-\$186,303	-\$235,123	-\$143,003	-\$208,473
Reserve Account Balance										
Original Budget	\$259,854		\$559,043		\$369,623		\$183,320		\$40,318	
Projected - Proposed Budget		\$471,407		\$656,568		\$435,554		\$200,432		-\$8,041
Projected - Proposed Budget at \$60 from 2021 on		\$471,407		\$785,978		\$628,169		\$442,411		\$282,102

San Antonio Basin Water District

DRAFT 2021-22 Budget @ \$50.00 per Irrigated Acre

Ordinary Income

Total Assessments	\$670,632
FSAWB Carry Over Funds	\$0
Interest Income	\$0
Misc Payments	\$23,068

Total Income	\$693,700
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Operating Expenses

1	General Manager (part-time)	\$41,600
2	Employment taxes and benefits	\$14,600
3	Audit & Financial Reporting (Accountant)	\$10,800
4	Contract Administration (Assessment Billing)	\$28,000
5	Legal Services	\$31,200
6	Meeting Room Lease	\$1,200
7	Web Page Support	\$1,200
8	Conferences/Training	\$5,200
9	Travel	\$3,600
10	Insurance Errors and Omissions & Board	\$3,300
11	Office Supplies/Bank Charges	\$2,100
12	Postage/Printing	\$5,200
13	Board Elections	\$2,100
14	CSDA Membership	\$1,000
15	LAFCO District Fees	\$1,000
16	Telephone/Computer/Internet	\$3,100

SUBTOTAL \$155,200

17	Contingency 10 %	\$15,500
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SUBTOTAL \$170,700

18	GSA Budget (10% Contingency Included)	\$337,839
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19	Designation to District Reserve Account	\$185,161
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Total Operating Expenses	\$693,700
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Net Income	\$0
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Balanced Budget

Reserve Account Balance	\$656,568
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San Antonio Basin Water District

DRAFT 2021-22 Budget @ \$60.00 per Irrigated Acre

Ordinary Income

Total Assessments	\$800,042
FSAWB Carry Over Funds	\$0
Interest Income	\$0
Misc Payments	\$23,068

Total Income	\$823,110
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Operating Expenses

1	General Manager (part-time)	\$41,600
2	Employment taxes and benefits	\$14,600
3	Audit & Financial Reporting (Accountant)	\$10,800
4	Contract Administration (Assessment Billing)	\$28,000
5	Legal Services	\$31,200
6	Meeting Room Lease	\$1,200
7	Web Page Support	\$1,200
8	Conferences/Training	\$5,200
9	Travel	\$3,600
10	Insurance Errors and Omissions & Board	\$3,300
11	Office Supplies/Bank Charges	\$2,100
12	Postage/Printing	\$5,200
13	Board Elections	\$2,100
14	CSDA Membership	\$1,000
15	LAFCO District Fees	\$1,000
16	Telephone/Computer/Internet	\$3,100

SUBTOTAL \$155,200

17	Contingency 10 %	\$15,500
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SUBTOTAL \$170,700

18	GSA Budget (10% Contingency Included)	\$337,839
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19	Designation to District Reserve Account	\$314,571
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Total Operating Expenses	\$823,110
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Net Income	\$0
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Balanced Budget

Reserve Account Balance	\$785,978
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SAN ANTONIO BASIN WATER DISTRICT

RESOLUTION 2021-03

RESOLUTION AUTHORIZING LEVY AND COLLECTION OF 2021-22 ASSESSMENT

WHEREAS, as authorized by Water Code Section 36550 *et seq.*, and pursuant to Proposition 218 (Article XIII D, Section 4 of the California Constitution), this Board has determined that it is necessary to adopt an assessment to cover certain of the District's estimated costs in order to confer special benefits to the assessed property; and

WHEREAS, on May 19, 2020, this Board of Directors passed and adopted a Resolution that, among other things, (1) outlined procedures to be used in an assessment ballot proceeding for adopting the proposed Assessment, (2) adopted the Engineer's Report and called for an assessment ballot proceeding, (3) scheduled the Assessment hearing, and (4) directed district personnel to prepare and send notices and ballots for the proceeding; and

WHEREAS, in furtherance of said Resolution, this Board received an Engineer's Report, entitled "Engineer's Report For the San Antonio Basin Water District," dated May 19, 2020, prepared for the District in compliance with Proposition 218 by the Wallace Group, which includes a detailed roll of the parcels within the District that would be subject to the proposed assessment; and

WHEREAS, the Engineer's Report discusses the District's anticipated costs and required revenues; and

WHEREAS, the Engineer's Report recommended splitting lands within the District into three classes: Irrigated Agriculture, Non-Irrigated Agriculture, and Non-Overlying as authorized by Water Code Section 36578; and

WHEREAS, Upon tabulating the votes at the conclusion of the assessment hearing conducted on July 20, 2020, the weighted ballots in favor of the proposed Assessment outweigh the weighted ballots in opposition, with the results being 590,401.03 votes in favor of the assessment and 50 votes in opposition; and

WHEREAS, the Assessment Ballot Proceeding was carried out in accordance with the Board of director's May 19, 2020 Resolution, including a hearing conducted on July 21, 2020; and

WHEREAS, Government Code Section 53753 of the Proposition 218 Omnibus Implementation Act provides that any agency that complies with the notice, protest, and hearing requirements of that Act is not required to comply with any other statutory notice, protest, and hearing requirements, and accordingly, these proceedings with respect to notice, protest, and hearing requirements have been conducted in accordance with the Omnibus Implementation Act, rather than the Water Code; and

WHEREAS, as provided by Water Code Section 36578(d), the proposed Assessment having been levied under the alternate provisions of Section 36577 through 36579, the proceedings for carrying out the Assessment shall be carried out by the Board and the Secretary of the District, rather than the clerk of the Board of Supervisors;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN ANTONIO BASIN WATER DISTRICT does hereby resolve, declare and order as follows:

- 1) Proceedings to Levy and Collect Assessment.** The following procedures shall be used by the District in levying and collecting the Assessment, as required by Division 13, Part 7 of the Water Code and Article XIID, Section 4, of the California Constitution:
 - a. 2021-22 Assessment:** The Board determines that the amount of the Assessment for 2021-22, **that being less than that** authorized by the Assessment Ballot Proceedings, shall be \$ _____ per acre for Irrigated Agriculture, \$0.50 per acre for Non-Irrigated Agriculture, and \$0.00 for Non-Overlying; provided, however, this Board determines that if the aggregate assessment of any owner of Irrigated Agriculture or Non-Irrigated Agriculture results in an assessment of less than \$50, that owner shall be subject to a minimum assessment of \$50.
 - b. Assessment Book:** The Secretary has caused to be prepared an integrated version of the roll and Assessment Book (the "Integrated Roll"). As provided by Water Code Section 36725, within 10 days, the President and Secretary shall sign duplicate copies of the following documents, which shall be attached to the Assessment Book:
 - 1.** A list of all parcels of land subject to the Assessment, that being the Integrated Roll. The list shall specify within each parcel the number of acres of Irrigated Agriculture, the number of acres of Non-Irrigated Agriculture, and the number of acres of Non-Overlying;
 - 2.** The order of the Board of Directors fixing the assessment, that being a copy of this Resolution; and

3. The annual estimate of the board of directors, that being the District's 2021-22 Budget.

- c. **Charging the Assessment:** Within 10 days after the obligations in the previous paragraph are completed, the Assessor and Tax Collector (since the offices of Treasurer, Assessor and Tax Collector may be combined as authorized by Water Code Section 34711) shall compute the assessment due on each parcel, and file the Assessment Book, that being the Integrated Roll which identifies by landowner and parcels of each landowner the acreage subject to the Assessment and the amount of the Assessment levied with respect to each parcel. Once the Assessment Book has been filed, the Assessment listed shall be due and payable to the Tax Collector of the District.
- d. **Lien:** Pursuant to Water Code Section 36825, upon filing the Assessment Book with the Tax Collector the assessment and any penalties for delinquencies shall constitute a lien on the lands that are the subject of the Assessment.
- e. **Notice of Assessment:** Within 10 days of the Assessment being due and payable, the Assessor shall publish a notice as specified by Water Code Section 36826, including the date the Assessments are due and payable, the time when Assessments are delinquent, which is six months from when they become due as provided by Water Code Section 36950, and that a delinquency penalty of five percent (5%) of the amount delinquent will be applicable; provided, however, landowners will be asked to make payment of Assessments within 60 days of the date due and payable.

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- f. **Other Matters:** The District's staff and officers are authorized and directed to do all things necessary to collect the assessments consist with applicable law.

All the foregoing being on motion of Director _____ seconded by Director _____ and authorized by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution is the resolution of said District as duly passed and adopted by said Board of Directors on July 20, 2021.

WITNESS my hand of said Board of Directors, July 20, 2021.

Craig Reade
Secretary of the Board of Directors

Kevin Merrill
President of the Board of Directors