

San Antonio Basin Water District

Board of Directors Regular Meeting

October 18, 2022, at 1:00 P.M.

Subject to the Board's approval of Resolution 22-12, 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

Meeting and Agenda

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Review and Adopt Resolution 22-12; Authorizing Renewal of Remote Teleconference Meetings Under AB361**
- 4) **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.
- 5) **Minutes**
 - a. September 2022 Board Meeting Minutes – **Board Approval Needed**
- 6) **Financial Report**
 - a. Review and Approve September Financial Statements
 - b. Assessments Status Report
 - c. Review September GSA Financial Statements
 - d. Consider GSA Request for Funds
- 7) **Other Business**
 - a. Discuss and Consider Streamline Website Proposal
- 8) **Informational Items**
 - a. Management/Administration Report
 - i. LAFCO Municipal Service Review (MSR) Admin Draft
 - b. Update on Election Process for 2 Director Positions
 - c. Director Training Report

- d. Update on San Antonio Basin Groundwater Sustainability Agency
 - i. Well Registration and Metering Program

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

10) **Next Meeting Date – November 15, 2022**

11) **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

RESOLUTION 22-12

**RESOLUTION RENEWING USE OF REMOTE TELECONFERENCE
MEETINGS UNDER AB361**

WHEREAS, meetings of the Board of Directors (“Board”) of San Antonio Basin Water District (“District”) and its committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business;

WHEREAS, Government Code section 54953(e), as amended by Assembly Bill 361 (2021) (“AB361”), signed by the Governor on September 16, 2021, provides for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on January 18, 2022, in Resolution 22-01, the District invoked AB361 to authorize teleconference meetings subject to the modified standard of Government Code section 54953(e); and

WHEREAS, pursuant to Government Code section 54953(e)(3), the District is required to reconsider the state of emergency every 30 days.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Findings. The Board hereby finds as follows:

- (a) The Board has reconsidered the circumstances of the state of emergency.
- (b) As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Section 2. Procedures for Teleconference Meetings. The District and its committees shall hold teleconference meetings pursuant to the requirements of Government Code section 54953(e).

Section 3. Effective Date. This resolution shall take effect immediately upon its adoption.

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Section 4. Renewal. Pursuant to Government Code section 54953(e)(3), the District will reconsider the state of emergency every 30 days.

PASSED AND ADOPTED by the Board of Directors of San Antonio Basin Water District on October 18, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

ATTEST:

Craig Reade, Secretary of the Board of Directors

San Antonio Basin Water District

Board of Directors Regular Meeting

September 20, 2022, at 1:00 P.M.

Meeting Minutes

Subject to the Board's approval of Resolution 22-11, 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

Meeting and Agenda

1) **Call to Order**

The meeting was called to order at 1:01 p.m. by President Merrill.

2) **Roll Call**

Kevin Merrill

Randy Sharer

Ken Hunter (arrived a few minutes after roll call)

Victor Schaff

Directors absent: Craig Reade

Others in attendance: Donna Glass - District Manager

3) **Review and Adopt Resolution 22-11; Authorizing Renewal of Remote Teleconference Meetings Under AB361**

Motion was made by Director Sharer to Adopt Resolution 22-11 Authorizing Renewal of Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Schaff

A roll call vote was taken and the motion carried.

AYES: Director, Merrill, Sharer, and Schaff

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

4) **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.

5) **Minutes**

a. **August 2022 Board Meeting Minutes – Board Approval Needed**

Motion was made by Director Schaff to approve the August 2022 Minutes as presented.
Motion seconded by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director, Merrill, Sharer, and Schaff

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

6) **Financial Report**

a. **Review and Approve August Financial Statements**

The August statements were included in the board packet. As of August 31st 17% of the year has elapsed. The SABWD has collected \$296.00 for the 2022-23 Assessments. The expenses through August were \$43,477 or 5% of the budget. This includes a GSA transfer of \$27,000. Checking balance is \$856,889. Designation to Reserves is \$896,425.

Motion was made by Director Merrill to approve the August Financial Statements as presented. **Motion seconded** by Director Schaff

A roll call vote was taken and the motion carried.

AYES: Director, Merrill, Sharer, Hunter and Schaff

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

b. **Assessments Status Report**

The SABWD has collected \$296.00 for the 2022-23 Assessments through August. Through Sept 15th \$227,158 has been received.

c. **Review August GSA Financial Statements**

The August Statement was included in the board packet for review only. At last month's GSA meeting the Board approved preparing monthly financial reports on a cash basis rather than an accrual basis therefor nothing has changes since the July financial report. No additional grant money has been received.

As of August 2022, 17% of the year elapsed. The SABGSA bank accounts total \$56,482. The expenses YTD have been \$37,233 or 6% of the budget. They have received \$27,000 from the SABWD YTD or 3.5% of the Budget.

As of August 31st, Grant A has a remaining balance of \$28,806. Grant B's remaining balance is \$23,119. Total remaining of grant funds is \$51,925.

7) **Informational Items**

a. **Management/Administration Report**

Donna Glass provided updates during the agenda items.

b. **Update on Election Process for 2 Director Positions**

Donna Glass provided an update on the Election process.

c. Director Training Report

One member needs to take or provide harassment training certificate with their company. District Manager completed their ethics and harassment training.

d. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided a brief update.

i. Well Registration and Metering Program

Director Sharer provided a brief update on the proposed Well Registration Program on the GSA Agenda for the evening meeting.

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

No new business was requested.

9) Next Meeting Date – October 18, 2022

The next meeting date will be October 18, 2022.

10) Adjournment

Meeting was adjourned by President Merrill at 1:16 p.m.

DRAFT

San Antonio Basin Water District
Profit & Loss Budget vs. Actual
 July through September 2022

25% of the year has elapsed	<u>Jul - Sep 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Assessments	509,007.97	799,286.00	-290,278.03	63.68%
Misc Payments	0.00	56,821.00	-56,821.00	0.0%
Total Income	<u>509,007.97</u>	<u>856,107.00</u>	<u>-347,099.03</u>	<u>59.46%</u>
Expense				
01 - General Manager	7,800.00	58,500.00	-50,700.00	13.33%
03 - Audit & Financial Reporting	2,025.00	12,000.00	-9,975.00	16.88%
04 - Contract Admin(Assesmt Billing)	1,905.25	20,000.00	-18,094.75	9.53%
05 - Legal Services	798.01	20,000.00	-19,201.99	3.99%
06 - Meeting Room Lease	0.00	1,300.00	-1,300.00	0.0%
07 - Web Page Support	0.00	1,200.00	-1,200.00	0.0%
08 - Conferences/Training	0.00	5,400.00	-5,400.00	0.0%
09 - Travel	0.00	3,700.00	-3,700.00	0.0%
10 - Insurance E&O; Board	1,982.00	2,100.00	-118.00	94.38%
11 - Office Supplies	90.00	1,000.00	-910.00	9.0%
12 - Postage/Printing	0.00	1,000.00	-1,000.00	0.0%
13 - Board Elections	113.58	2,200.00	-2,086.42	5.16%
14 - CSDA Membership	0.00	1,100.00	-1,100.00	0.0%
15 - LAFCO District Fees	0.00	1,100.00	-1,100.00	0.0%
16 - Telephone/Computer/Internet	0.00	1,000.00	-1,000.00	0.0%
17 - Contingency 10%	0.00	13,160.00	-13,160.00	0.0%
18 - GSA Budget	27,000.00	762,300.00	-735,300.00	3.54%
19 - Designation to District Reserve	0.00	-50,953.00	50,953.00	0.0%
Total Expense	<u>41,713.84</u>	<u>856,107.00</u>	<u>-814,393.16</u>	<u>4.87%</u>
Net Ordinary Income	<u>467,294.13</u>	<u>0.00</u>	<u>467,294.13</u>	<u>100.0%</u>
Net Income	<u><u>467,294.13</u></u>	<u><u>0.00</u></u>	<u><u>467,294.13</u></u>	<u><u>100.0%</u></u>

San Antonio Basin Water District
Balance Sheet
As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
Community Bank - Checking	1,354,600.46
Total Checking/Savings	1,354,600.46
Other Current Assets	
Accounts Receivable	355.58
Total Other Current Assets	355.58
Total Current Assets	1,354,956.04
TOTAL ASSETS	1,354,956.04
LIABILITIES & EQUITY	
Equity	
Board Designated Reserves	887,661.91
Net Income	467,294.13
Total Equity	1,354,956.04
TOTAL LIABILITIES & EQUITY	1,354,956.04

**San Antonio Basin Water District
Transaction List by Vendor
September 2022**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	09/07/2022	5107	INV 0922SABWD	Community Bank - Checking	-675.00
Donna Glass	Check	09/07/2022	5109	INV 2208	Community Bank - Checking	-3,900.00
	Check	09/07/2022	5111	ANNUAL ASSESSMENT NOTICE REIMBURSEME	Community Bank - Checking	-36.58
The Law Offices of Young Wooldridge	Check	09/07/2022	5108	CLIENT ID 21089 AFD	Community Bank - Checking	-452.93
Wallace Group	Check	09/07/2022	5110	1591-0002-00	Community Bank - Checking	-1,905.25



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 South Broadway
 Santa Maria, CA 93454

September 2, 2022
 Project No: 1591-0002-00
 Invoice No: 57188
Invoice Total \$1,905.25

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

Professional services rendered through July 31, 2022

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Principal	1.00	238.00	238.00	
Senior Mechanical Engineer II	9.00	182.00	1,638.00	
Project Assistant III	.25	117.00	29.25	
Totals	10.25		1,905.25	
Total Labor				1,905.25
		Total this Phase		\$1,905.25

Budget	Current	Prior	To-Date	
Labor	1,905.25	41,633.00	43,538.25	
Limit			61,000.00	
Remaining			17,461.75	
		Total this Invoice		\$1,905.25

Billing Backup

Friday, September 2, 2022

Wallace Group

Invoice 57188 Dated 9/2/2022

1:49:41 PM

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

			Hours	Rate	Amount	
Principal						
Wagner, Kari	7/25/2022		.25	238.00	59.50	
Project Management						
Wagner, Kari	7/28/2022		.75	238.00	178.50	
Follow Up						
Senior Mechanical Engineer II						
Lindahl, Nels	7/20/2022		5.00	182.00	910.00	
Assessment Roll (Individual Mins took Awhile);						
Lindahl, Nels	7/26/2022		.25	182.00	45.50	
Check-in;						
Lindahl, Nels	7/29/2022		3.75	182.00	682.50	
Invoice Creation and QA Check;						
Project Assistant III						
Castle, Kylie	7/20/2022		.25	117.00	29.25	
KEW project management assistance.						
Totals			10.25		1,905.25	
Total Labor						1,905.25
				Total this Phase		\$1,905.25
				Total this Project		\$1,905.25
				Total this Report		\$1,905.25



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

August 31, 2022

Client ID 21089 AFD

Statement for period through August 31, 2022

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$0.00	\$0.00	\$88.50	\$88.50
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$88.50	-\$88.50	\$0.00	\$0.00
8	CONFLICT OF INTEREST	\$0.00	\$0.00	\$88.50	\$88.50
22	ELECTION MATTERS	\$220.00	-\$220.00	\$110.00	\$110.00
100	COSTS	\$0.00	\$0.00	\$165.93	\$165.93
PRIOR STATEMENT BALANCE					\$308.50
TOTAL PAYMENTS AND ADJUSTMENTS					-\$308.50
CURRENT CHARGES					\$452.93
PAY THIS AMOUNT					\$452.93

Any Payments Received After 08/31/22 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

Donna Glass Administrative Services
 Santa Maria, CA 93454

Invoice

DATE	INVOICE #
9/3/2022	2208

BILL TO
San Antonio Basin Water Disrict 1005 S Broadway Santa Maria, CA 93454

DESCRIPTION	AMOUNT
<p>Basic Monthly Administrative Services - August 1 through July 31, 2022 Coordinate/attend board meetings, prepare agendas/board packets, review monthly financials/accounts receivable, prepare meeting minutes/follow-up, general admin duties, coordinate with accountant/legal counsel/assessment engineer, compile/ maintain records, update website and provide property owners with information regarding their groundwater interests. Attend SABGSA board/advisory committee meetings, if held.</p> <p>Work on Board Election, file Conflict of Interest semi-annual update w/County, publish notice and file 2022-23 Assessment book, etc.</p> <p>GSA - Attend Ad-Hoc Committee and LACSD meetings. Update interested party mailing list/email notice.</p>	<p>3,900.00</p> <p>n/c</p>

Due On Reciept
 Please remit to above address.
 Thank you!!

Total	3,900.00
Balance Due	3,900.00

**San Antonio Basin Water District District
Expense Reimbursement Request**

Name: Donna Glass
Address: Santa Maria, CA
93454

8/17/2022

Santa Maria, CA 93454+9:49

From: 8/17/2022 To: 8/17/2022

Purpose: Publish Assessment Notice

Date(s): 8/17/2022

Miscellaneous Expenses:

(Describe) Publish Annual Assessment Notice in Santa Maria Times

_____ \$ 36.58

Total Expenses \$ 36.58

I certify that the above is a true accounting of expenses allowed for reimbursement under District Policy. I understand that corresponding receipts must be attached to receive payment.

Signed *Donna Glass*

help@column.us

Receipt number
Invoice number E9CBE4AF-0002
Date paid Aug 17, 2022
Payment method VISA - 2067
Notice Id PDyDFAQ33uaSkRg0EnRG
Publisher Santa Maria Times

Paid by
San Antonio Basin Water District

\$36.58 paid on Aug 17, 2022

=== Notes ===

Notice Name: SABWD Notice of Assessment 2022-23
Order Number: 93532

Description	Qty	Unit price	Amount
08/13/2022: Other Notice	1	33.25	33.25
		Subtotal	\$33.25
		Tax (0%)	0.00
		Processing Fee	3.33
		Amount paid	\$36.58

San Antonio Basin Water District Transaction List by Customer

All Transactions as of 10-12-2022

Assessment No.	Invoiced	Paid	Balance Due
0001	\$ 5,508.26		\$ 5,508.26
0002	\$ 240.12		\$ 240.12
0003	\$ 8,084.18		\$ 8,084.18
0004	\$ 50.00	\$ 50.00	\$ -
0005	\$ 50.00	\$ 50.00	\$ -
0006	\$ 50.00		\$ 50.00
0007	\$ 983.36		\$ 983.36
0008	\$ 6,181.78	\$ 6,181.78	\$ -
0009	\$ 251.14	\$ 251.14	\$ -
0010	\$ 50.00		\$ 50.00
0011	\$ 267.99	\$ 267.99	\$ -
0012	\$ 127.21	\$ 127.21	\$ -
0013	\$ 38,154.74		\$ 38,154.74
0014	\$ 50.00	\$ 60.00	\$ (10.00)
0015	\$ 54,554.72	\$ 54,554.72	\$ -
0016	\$ 2,139.23		\$ 2,139.23
0017	\$ 50.00		\$ 50.00
0018	\$ 50.00		\$ 50.00
0019	\$ 50.00	\$ 50.00	\$ -
0020	\$ 3,614.60	\$ 3,614.60	\$ -
0021	\$ 50.00	\$ 50.00	\$ -
0022	\$ 73.37		\$ 73.37
0023	\$ 50.00	\$ 50.00	\$ -
0024	\$ 50.00	\$ 50.00	\$ -
0025	\$ 25,159.41	\$ 25,159.41	\$ -
0026	\$ 4,770.65		\$ 4,770.65
0027	\$ 645.00	\$ 645.00	\$ -
0028	\$ 814.70	\$ 814.70	\$ -
0029	\$ 2,005.71		\$ 2,005.71
0030	\$ 50.00		\$ 50.00
0031	\$ 2,524.84		\$ 2,524.84
0032	\$ 1,069.44	\$ 1,069.44	\$ -
0033	\$ 50.08	\$ 50.08	\$ -
0034	\$ 13,035.59	\$ 13,035.59	\$ -
0035	\$ 3,148.25		\$ 3,148.25
0036	\$ 54.78	\$ 54.78	\$ -
0037	\$ 2,992.51		\$ 2,992.51
0038	\$ 806.68	\$ 806.68	\$ -
0039	\$ 3,625.96	\$ 3,625.96	\$ -
0040	\$ 380.78	\$ 380.78	\$ -
0041	\$ 50.00	\$ 50.00	\$ -
0042	\$ 469.30	\$ 469.30	\$ -
0043	\$ 50.00		\$ 50.00
0044	\$ 347.50	\$ 347.50	\$ -

**San Antonio Basin Water District
Transaction List by Customer
All Transactions as of 10-12-2022**

Assessment No.	Invoiced	Paid	Balance Due
0045	\$ 50.00	\$ 50.00	\$ -
0046	\$ 50.00		\$ 50.00
0047	\$ 63.85		\$ 63.85
0048	\$ 2,631.60	\$ 2,631.60	\$ -
0049	\$ 1,774.88		\$ 1,774.88
0050	\$ 1,697.75		\$ 1,697.75
0051	\$ 50.00		\$ 50.00
0052	\$ 86,191.63		\$ 86,191.63
0053	\$ 14,686.56		\$ 14,686.56
0054	\$ 50.00	\$ 50.00	\$ -
0055	\$ 9,302.58	\$ 9,302.58	\$ -
0056	\$ 50.00	\$ 50.00	\$ -
0057	\$ 2,926.04		\$ 2,926.04
0058	\$ 2,266.68	\$ 2,266.68	\$ -
0059	\$ 8,243.47		\$ 8,243.47
0060	\$ 1,399.54	\$ 1,399.54	\$ -
0062	\$ 53.17		\$ 53.17
0064	\$ 501.02	\$ 501.02	\$ -
0065	\$ 11,462.56	\$ 11,462.56	\$ -
0066	\$ 1,267.60		\$ 1,267.60
0067	\$ 723.44		\$ 723.44
0068	\$ 248.84	\$ 248.84	\$ -
0070	\$ 5,527.41	\$ 5,527.41	\$ -
0071	\$ 4,721.39		\$ 4,721.39
0072	\$ 5,161.68	\$ 5,161.68	\$ -
0073	\$ 3,607.94	\$ 3,607.94	\$ -
0074	\$ 50.00	\$ 50.00	\$ -
0075	\$ 316.30	\$ 158.15	\$ 158.15
0076	\$ 466.80	\$ 466.80	\$ -
0077	\$ 87.54		\$ 87.54
0078	\$ 53.30	\$ 53.30	\$ -
0079	\$ 2,427.11	\$ 2,427.11	\$ -
0080	\$ 3,449.41	\$ 3,449.41	\$ -
0081	\$ 9,733.59		\$ 9,733.59
0082	\$ 152.52		\$ 152.52
0083	\$ 464.87		\$ 464.87
0084	\$ 7,282.31	\$ 7,282.31	\$ -
0085	\$ 220.18	\$ 220.18	\$ -
0086	\$ 1,525.83	\$ 1,525.83	\$ -
0087	\$ 50.00		\$ 50.00
0088	\$ 50.00	\$ 50.00	\$ -
0089	\$ 1,844.42		\$ 1,844.42
0090	\$ 50.00	\$ 50.00	\$ -
0091	\$ 5,307.48	\$ 5,307.48	\$ -

**San Antonio Basin Water District
Transaction List by Customer
All Transactions as of 10-12-2022**

Assessment No.	Invoiced	Paid	Balance Due
0092	\$ 227,516.36	\$ 227,516.36	\$ -
0093	\$ 297.77	\$ 297.77	\$ -
0094	\$ 6,092.10		\$ 6,092.10
0095	\$ 50.00		\$ 50.00
0097	\$ 711.13		\$ 711.13
0098	\$ 11,743.01	\$ 11,743.01	\$ -
0099	\$ 50.00	\$ 50.00	\$ -
0100	\$ 1,639.13	\$ 1,639.13	\$ -
0101	\$ 128.42	\$ 128.42	\$ -
0102	\$ 2,843.33		\$ 2,843.33
0103	\$ 50.00		\$ 50.00
0104	\$ 697.38		\$ 697.38
0105	\$ 8,644.81	\$ 8,644.81	\$ -
0106	\$ 719.06	\$ 719.06	\$ -
0107	\$ 17,923.48	\$ 17,923.48	\$ -
0108	\$ 2,727.50		\$ 2,727.50
0109	\$ 55,098.78	\$ 55,098.78	\$ -
0110	\$ 467.33	\$ 467.33	\$ -
0111	\$ 693.69	\$ 693.69	\$ -
0112	\$ 50.00		\$ 50.00
0113	\$ 15,171.84		\$ 15,171.84
0114	\$ 35,950.04	\$ 35,950.04	\$ -
0115	\$ 2,891.22		\$ 2,891.22
0116	\$ 8,894.97		\$ 8,894.97
0124	\$ 2,237.11	\$ 2,237.11	\$ -
0125	\$ 510.30	\$ 510.30	\$ -
0126	\$ 6,786.20	\$ 6,786.20	\$ -
0127	\$ 296.00	\$ 296.00	\$ -
0201	\$ 3,258.16	\$ 3,258.42	\$ (0.26)
0202	\$ 578.10	\$ 578.10	\$ -
0203	\$ 4,550.94	\$ 4,550.94	\$ -
	800,291.33	554,256.03	246,035.30

Profit & Loss Budget vs. Actual
 July through September 2022

25% of the year has elapsed	<u>Jul - Sep 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	0.00	29,000.00	-29,000.00	0.0%
01 DWR Grant #2 Payments	40,852.88	63,000.00	-22,147.12	64.85%
4-Interest Income	3.15			
Total Income	<u>40,856.03</u>	<u>92,000.00</u>	<u>-51,143.97</u>	<u>44.41%</u>
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	11,655.90	91,000.00	-79,344.10	12.81%
02-Accountant	1,265.00	10,000.00	-8,735.00	12.65%
03-Comm Eng Grant Wrtnng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	2,255.00	63,145.00	-60,890.00	3.57%
05-Legal Counsel	23,150.23	80,000.00	-56,849.77	28.94%
06-Insurance	1,783.00	2,500.00	-717.00	71.32%
07-Audit Fees	780.00	3,500.00	-2,720.00	22.29%
09-GSP Related Costs-Annual Rep	0.00	75,000.00	-75,000.00	0.0%
10-GSP Implementation / PMAs	20,110.00	226,500.00	-206,390.00	8.88%
11- Executive Order	0.00	25,000.00	-25,000.00	0.0%
Total Administration and Operation	<u>60,999.13</u>	<u>611,645.00</u>	<u>-550,645.87</u>	<u>9.97%</u>
Total Expense	<u>60,999.13</u>	<u>611,645.00</u>	<u>-550,645.87</u>	<u>9.97%</u>
Net Ordinary Income	<u>-20,143.10</u>	<u>-519,645.00</u>	<u>499,501.90</u>	<u>3.88%</u>
Other Income/Expense				
Other Income				
11 Operating Transfers	27,000.00	762,300.00	-735,300.00	3.54%
Total Other Income	<u>27,000.00</u>	<u>762,300.00</u>	<u>-735,300.00</u>	<u>3.54%</u>
Other Expense				
Contingency (10%)	0.00	242,655.00	-242,655.00	0.0%
Total Other Expense	<u>0.00</u>	<u>242,655.00</u>	<u>-242,655.00</u>	<u>0.0%</u>
Net Other Income	<u>27,000.00</u>	<u>519,645.00</u>	<u>-492,645.00</u>	<u>5.2%</u>
Net Income	<u><u>6,856.90</u></u>	<u><u>0.00</u></u>	<u><u>6,856.90</u></u>	<u><u>100.0%</u></u>

Balance Sheet

As of September 30, 2022

Sep 30, 22

ASSETS

Current Assets

Checking/Savings

Community Bank of Santa Maria 9,480.24

Community Bank of SM MMKT -2449 25,020.17

Total Checking/Savings 34,500.41

Total Current Assets 34,500.41

TOTAL ASSETS 34,500.41

LIABILITIES & EQUITY

Equity

Retained Earnings 27,643.51

Net Income 6,856.90

Total Equity 34,500.41

TOTAL LIABILITIES & EQUITY 34,500.41

San Antonio Basin GSA

Expenses by Vendor Detail

September 2022

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
BERTOUX & COMPANY						
	Check	09/19/2022	2331	01Administrative Exp/Office Ex	Community Bank of Santa Maria	304.92
	Check	09/19/2022	2333	01Administrative Exp/Office Ex	Community Bank of Santa Maria	<u>5,000.00</u>
Total BERTOUX & COMPANY						5,304.92
Brownstein Hyatt Farber Schreck						
	Check	09/19/2022	2332	05-Legal Counsel	Community Bank of Santa Maria	<u>8,748.00</u>
Total Brownstein Hyatt Farber Schreck						8,748.00
Carrie Troup, C.P.A.						
	Check	09/19/2022	2330	02-Accountant	Community Bank of Santa Maria	<u>600.00</u>
Total Carrie Troup, C.P.A.						600.00
GSI WATER SOLUTIONS, INC.						
	Check	09/19/2022	2335	09-GSP Related Costs-Annual Rep	Community Bank of Santa Maria	5,850.00
	Check	09/19/2022	2336	04-Monitoring	Community Bank of Santa Maria	<u>500.00</u>
Total GSI WATER SOLUTIONS, INC.						6,350.00
Los Alamos CSD						
	Check	09/19/2022	2337	01Administrative Exp/Office Ex	Community Bank of Santa Maria	<u>200.00</u>
Total Los Alamos CSD						200.00
MOSS, LEVY & HARTZHEIM LLP						
	Check	09/19/2022	2334	07-Audit Fees	Community Bank of Santa Maria	<u>780.00</u>
Total MOSS, LEVY & HARTZHEIM LLP						780.00
TOTAL						<u><u>21,982.92</u></u>

**SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY
ACCOUNTS RECEIVABLE**

Name	Total per agreement	Amount Invoiced	Amount Paid	Invoices Due	Retention Due
DWR Agreement A	300,000.00				
DWR 4600012675 Inv #1		16,690.68	16,690.68	-	1,854.52
DWR 4600012675 Inv #2		8,118.26	8,118.26	-	902.03
DWR 4600012675 Inv #3		3,312.97	3,312.97	-	368.11
DWR 4600012675 Inv #4		2,750.75	2,750.75	-	305.64
DWR 4600012675 Inv #5		1,968.90	1,968.90	-	218.77
DWR 4600012675 Inv #6		5,129.04	5,129.04	-	569.89
DWR 4600012675 Inv #7		34,047.11	34,047.11	-	3,783.01
DWR 4600012675 Inv #8A		30,533.31	30,533.31	-	3,392.59
DWR 4600012675 Inv #9A		28,065.35	28,065.35	-	3,118.37
DWR 4600012675 Inv #10A		34,725.16	34,725.16	-	3,858.35
DWR 4600012675 Inv #11A		35,988.84	35,988.84	-	3,998.76
DWR 4600012675 Inv #12A		46,747.57	46,747.58	(0.01)	5,194.16
DWR 4600012675 Inv #13A		10,321.78	10,321.78	-	1,146.86
DWR 4600012675 Inv #14A		850.50	850.50	-	94.50
Total Grant A	300,000.00				
		259,250.22	259,250.23	(0.01)	28,805.57

DWR Agreement B	249,400.00				
DWR 4600012675 Inv #8B		8,032.57	8,032.57	-	892.51
DWR 4600012675 Inv #9B		28,772.16	28,772.16	-	3,196.91
DWR 4600012675 Inv #10B		24,128.96	24,128.96	-	2,681.00
DWR 4600012675 Inv #11B		27,580.90	27,580.90	-	3,064.54
DWR 4600012675 Inv #12B		41,750.42	41,750.42	-	4,638.94
DWR 4600012675 Inv #13B		36,955.38	36,955.38	-	4,106.15
DWR 4600012675 Inv #14B		40,852.88	40,852.88	-	4,539.21
Total Grant B	249,400.00				
		208,073.27	208,073.27	-	23,119.25

Invoices Due	Retention Due
(0.01)	51,924.82

Total Due (Grants A and B)

51,924.81

Donna Glass

From: Director SABGSA <admin@sanantoniobasingsa.org>
Sent: Thursday, October 13, 2022 1:18 PM
To: Donna Glass
Subject: Fund Request - \$75,000

Hi Donna,

I'd like to request a fund transfer of \$75,000. Our September totals are below. Assuming we approve the two GSI proposals on Tuesday's agenda, I expect our monthly bills to go up. We also have the WG proposal going on the Nov agenda. Let's re-assess next month since we likely won't have a December meeting. Thanks!

September 2022 Totals - \$23,103.34

1. GSI Quarterly Monitoring/Reporting - \$7,543.01
2. GSI On-Call Contract - \$2,970.00
3. LACSD for Facility Rental - \$200.00
4. Stephanie Bertoux for Admin - \$4,000
5. Stephanie Reimbursement for Public Hearing Notice for 10/18 - \$247.32
6. Brownstein Hyatt Farber Schreck - \$7,543.01
7. Carrie Troup - \$600

Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>



STREAMLINE

The Special District Website Engine

Response to Proposed Website

Streamline introduction

Streamline is a website development system built specifically for special districts and local agencies. Our intention is to provide a product that lets district staff focus on what they do best: deliver services to their customers. We know many special districts don't have IT staff, and our vision is to empower them with web technology that makes their lives easier, not harder.

Platform overview: key features

- **Meeting dashboard.** The meeting dashboard is designed to help special districts keep up to date with Brown Act requirements.
- **Agenda reminders.** Use the agenda reminder functionality to send an email to your Board Secretary before the Brown Act deadline, so you never forget to post your agenda online.
- **Transparency dashboard** helps track for SDLF (Special District Leadership Foundation) certification, as well as best practices. See what content is suggested to be considered a transparent organization, or filter to see only the four state requirements.
- **Clear indication of State compliance.** The transparency dashboard clearly indicates the website content required by the State and allows you to create and publish this content with ease.
- **Compliance with all current and upcoming government requirements** (for example, the recently-passed law requiring posting of most recent agenda to the home page).
- **Full ADA / Section 508 compliance** for visitors with disabilities, as required by the federal government.
- **Responsive and mobile friendly**
- **Easily embed anything:** MailChimp, Constant Contact, Survey Monkey, Google Maps, PayPal, social media feeds , and even calendars into any page in seconds.

The Process

1. **Site set-up:** Streamline builds your new website (*~15 minutes*)
2. **Content migration (if applicable):** District staff or Streamline transfers content from the old website to the new, Streamline website (*Time TBD*)
3. **Training:** District staff members complete an online training session with our Customer Success Manager (*1 hour*)
4. **Go-Live:** Take your new website live to the world using our free, or your custom, domain

What your Streamline subscription includes

Technology	Setup and training	Ongoing support
Easy-to-use website tool allows you to control your content - no more waiting on a vendor or IT.	Initial website setup is free, and done before we meet - including information architecture (menu) best practices.	Unlimited support is included for anyone on your staff responsible for updating the website.
Built-in ADA compliance (the platform is fully accessible out of the “box”).	Introduction to your state requirements so you know what needs to be posted.	Support system is built into your website - get help with the click of a button.
State-specific transparency dashboard with checkpoints for all posting requirements.	Training for your anyone on your staff via remote meeting to help you learn the system.	Unlimited hosting of content and files so you never have to “upgrade” your account.
Meeting dashboard with agenda reminders, one-click agenda and minute upload that takes seconds.	Free domain included (acmemud.specialdistrict.org) or connect your own custom domain / web address.	Extensive knowledge base of how-to articles and getting started guides are available 24/7.
Ongoing improvements to existing features included at no cost - your software will never be out of date.	Free SSL security certificate so that your site is served over https and visitors are protected.	Can't figure out how to send your question? That's ok, you'll have our technical support number, too.
<p><i>And if (when) your state passes additional website mandates, Streamline Web will be updated to help you comply as effortlessly as possible.</i></p>		

Transparent Pricing

Streamline

Our entire business is designed to provide affordable, predictable website technologies to local government ... regardless of your agency size.

Streamline Web is available for all local government agencies in the United States for a low monthly subscription fee. No up-front costs or long-term commitment, no RFP required, and no hidden expenses. The whole point is to make the experience predictable and give you complete control over your content.

The monthly subscription includes:

Technology	Setup and Training	Ongoing support
Easy-to-use website tool allows you to control your content - no more waiting on a vendor or IT.	Initial website setup is free, and done before we meet - including information architecture (menu) best practices.	Unlimited support is included for anyone on your staff responsible for updating the website.
Built-in ADA compliance (the platform is fully accessible out of the "box").	Introduction to your state requirements so you know what needs to be posted.	Support system is built into your website - get help with the click of a button.
State-specific transparency dashboard with checkpoints for all posting requirements.	Training for anyone on your staff via remote meeting to help you learn the system.	Unlimited hosting of content and files so you never have to "upgrade" your account.
Meeting dashboard with agenda reminders, one-click agenda and minute upload that takes seconds.	Free domain included (acmemud.specialdistrict.org) or connect your own custom domain / web address.	Extensive knowledge base of how-to articles and getting started guides are available 24/7.
Ongoing improvements to existing features included at no cost - your software will never be out of date.	Free SSL security certificate so that your site is served over https and visitors are protected.	Can't figure out how to send your question? That's ok, you'll have our technical support number, too.
<i>And if (when) your state passes additional website mandates, Streamline Web will be updated to help you comply as effortlessly as possible.</i>		

Members of our [partner agencies](#) receive a discount; if you're a member of one of these agencies, please indicate so when you sign-up.

Annual Operating Revenue	Discounted monthly price for members of our partner agencies	Monthly price for non-members
0 - \$15K	\$10	\$20
\$15 - \$50K	\$25	\$50
\$50 - \$250K	\$50	\$75
\$250 - \$500K	\$75	\$100
\$500K - \$1M	\$100	\$150
\$1 - \$5M	\$200	\$300
\$5 - 10M	\$300	\$450
\$10 - \$20M	\$400	\$600
\$20M +	\$550	\$825

Streamline's subscriptions are all month-to-month, with no long-term commitment. Billing is provided annually for the convenience of our customers, but our subscriptions are month-to-month, with no long-term contracts or commitments.

Would need to continue using Domain/ Email with GoDaddy at \$103.00 per year.

We're committed to creating a community of support around local government website transparency.

Migration Packages

Package	Express Activation	Standard Migration	Large Migration
Description	Baseline option, perfect for customers with no existing website or a site with less than 20 pages/documents to migrate	This onboarding includes site migration of up to 99 pages/documents and more collaboration on design changes	For customers looking to migrate anything over 100 pages. This includes
One-time fee	\$250	\$1250	Custom Pricing (~\$2500+)
Pages/Docs	<20	<100	100+
Homepage	STR Best Practices	STR Best Practices	Custom
Information Architecture	STR Best Practices	STR Best Practices	Custom
Training	Intro Call On-Demand Training Unlimited Ticket Support	Intro Call On-Demand Training eUnlimited Ticket Support	Intro Call On-Demand Training Unlimited Ticket Support
Go Live	DNS update assistance	DNS update assistance	Go-Live meeting DNS update assistance
Office Hours	1 session /week	1 session /week	2 sessions /week



Welcome!



About the District

The San Antonio Basin Water District is located entirely in Santa Barbara County and comprises approximately 86,484 acres. The purpose of the District is to sustainably manage, protect and enhance the...

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QUICKLINKS

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- 👤 [Board Members](#)
- 👤 [Staff](#)
- 📅 [Meetings](#)

BOARD MEETINGS

📅 [Current Agenda](#)

OCT
18
2022

[Board Meeting](#)
• [Agenda](#)

NOV
15
2022

[Board Meeting](#)
• [Agenda](#)

DEC
20
2022

[Board Meeting](#)

Search... Go!

GOVERNANCE

- BOARD MEETINGS
- BOARD MEMBERS
- STAFF
- TRANSPARENCY

Governance

Board Meetings

The San Antonio Basin Water District's Board of Directors meetings are held on the third Tuesday of every month at 1:00 p.m. at the Los Alamos Community Service District Office, located at 82 North Saint Joseph St - Los Alamos, California, unless otherwise noted.

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Board Members

The San Antonio Basin Water District's Board of Directors meetings are held on the third Tuesday of every month at 1:00 p.m. at the Los Alamos Community Service District Office, located at 82 North Saint Joseph St - Los Alamos, California, unless otherwise noted.

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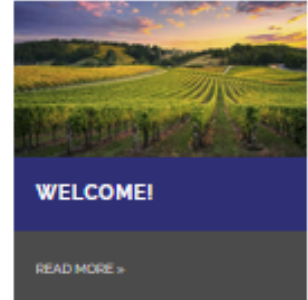
Staff

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District Transparency

Our district is dedicated to operating in a transparent manner, and posts relevant financial and operational documents to our site as they become available.

[READ MORE >](#)



Term	Product	Amount
1 yr	Microsoft 365 Email Essentials From GoDaddy Renewal	\$71.88
1 yr	Websites + Marketing Standard Renewal sanantoniobasinwd.org	\$191.88
1 yr	.ORG Domain Renewal SANANTONIOBASINWD.ORG ¹	\$20.99
1 yr	Full Domain Privacy and Protection - Renewal SANANTONIOBASINWD.ORG	\$9.99
Subtotal		\$294.74
Taxes		\$0.00
Fees		\$0.18
Total (USD)		\$294.92

Would need to continue using Domain/ Email with GoDaddy at \$103.00 per year.



Welcome to the San Antonio Basin Water District

The San Antonio Basin GSA Adopted GSP is now available for download here:

Applications are being accepted for volunteers to serve on the Groundwater Sustainability Plan Advisory Committee.



About the District

The San Antonio Basin Water District is located entirely in Santa Barbara County and comprises approximately 30,000 acres. The purpose of the District is to sustainably manage, protect and enhance the groundwater resource as an adjunct to each property within the District while preserving the ability of agricultural lands to remain productive. The District focuses its water management responsibilities primarily on use of groundwater for agricultural purposes.

Board of Directors

The San Antonio Basin Water District's Board of Directors meetings are held on the third Tuesday of every month at 1:00 p.m. at the Los Alamos Community Service District Office, located at 42 North Saint Joseph St - Los Alamos, California, unless otherwise noted.

Please Note: The next Regular Board Meeting is scheduled for October 24, 2022 at 1:00 p.m. by teleconference. There will be no meeting site open to the public. Remote access, via Zoom, and call-in instructions are listed in the Board Meeting Agenda for public participation.

Board of Directors

- Kevin Howell - President (2020-2024)
- Randy Shum - Vice President (2020-2024)
- Craig Wade - Secretary (2020-2024)
- Victor Schuff - Treasurer/Assessor & Tax Collector (2020-2022)
- Kim Huston - Board Member (2020-2022)

District Management

- Dennis Olson - District Manager
- Alan Dodd - General Counsel, Young Woodbridge, LLP
- Paul Wagner PE - Irrigation Group



Current Board Meeting Agenda

[SABWD Regular Meeting Agenda 9-20-2022 \(pdf\)](#) [Download](#)

2022 Board Meeting Calendar

[SABWD 2022 BOD Meeting Calendar \(pdf\)](#) [Download](#)

Mailing Address
200 S. Broadway - Santa Barbara, California 93101