

San Antonio Basin Water District

Board of Directors Regular Meeting May 18, 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. March and April 2021 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
 - a. Review and Approve April Financial Statement
 - b. Review April GSA Financial Statement
- 6) **Consider Appointment of an Alternate Director to the SABGSA Board**
- 7) **2021-22 Budget and Assessment**
 - a. Discussion and Possible Action on Other Changes to the 2021-22 Assessment Roll
 - b. Review and Discuss Preliminary 2021-22 Budget and Assessment
 - c. Discussion and Possible Action Regarding Delinquent Assessments

8) Informational Items

- a. Management/Administration Report
- b. Director Training Report
- c. Update on San Antonio Basin Groundwater Sustainability Agency
 - i. Review and Discuss GSI Presentation on GSA Authorities Groundwater Dependent Ecosystems, Monitoring Networks, & Preliminary Projects & Mgt. Actions from the April 2021 GSA Board Meeting

9) Closed Session

Potential Litigation -- Government Code Section 54956.9(d)(2)

10) Report of Closed Session

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

12) Next Meeting Date – June 15, 2021

13) 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

March 16, 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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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.

1) Call to Order

The meeting was called to order at 1:01 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

Craig Reade

Ken Hunter

Members absent: Victor Schaff

Others in attendance: Alan Doud – YoungWooldridge, Donna Glass - District Manager, Leta Spencer - Westchester Group Investment Management, Inc., Tracy Stone, Ginalisa Tamayo – Jackson Family Wines, Penny Monighetti, Kylene Murai – Gladstone and Tavo Acosta - Vino Farms.

- 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.

There was no public comment.

4) **Minutes**

a. February 16, 2020 Board Meeting Minutes – **Board Approval Needed**

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

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Reade and Sharer.

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

5) **Financial Report**

b. **Review and Approve February Financial Statement**

Donna Glass reported on the Financials for February.

The February statement was included in the board packet. As of February 28, 2021 67% of the year has elapsed. The SABWD has collected \$594,489 or 94% of the Assessments and received \$261,524.42 in carry over funds from the FSAWB. The expenses YTD for July-February has been \$366,263 or 43% of the budget. This includes \$285,000 transferred to the GSA. This is 62% of the GSA Budget. Net Income YTD has been \$489,751.

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

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Reade and Sharer.

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

c. **Review February GSA Financial Statement**

Donna Glass reported on the GSA Financials for February.

For review only, as of February 28, 2021 67% of the year has elapsed. The SABGSA account has \$41,017 in their operations account and \$24,995 in their MMKT account for a total of \$66,012. The expenses YTD has been \$287,537. They have received \$285,000 from the SABWD YTD or 62% of the budgeted funds have been provided by the District. They have (0) pending grant payments due. They received 2 grant payments totaling \$56,837 in March. Grant balance, including retention, left available is \$132,579.

Director Hunter had a question regarding the total amount of grant funding approved and available for the GSA. Director Sharer will ask for clarification at the GSA meeting and report back at the April meeting.

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

The GSA canceled the request for funds.

6) **Informational Items**

e. **Management/Administration Report**

Donna Glass gave a brief update. Most all updates were included during agenda items.

f. Director Training Report

Donna Glass reported that everyone is current with their training courses. 2 will need to complete their Ethics Course before May 15th.

All Form 700 filings, due by April 1st, have been completed.

g. Update on San Antonio Basin Groundwater Sustainability Agency

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

i. Review and Discuss GSI Presentation on Basin Conditions - Groundwater Levels at February 2021 GSA Board Meeting

Director Sharer provided an overview on the on Basin Conditions - Groundwater Levels from the GSP presentation at the January 2021 GSA Board Meeting by GSI Consultants.

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

No new business was requested.

8) Next Meeting Date – April 20, 2021

Motion was made and seconded to set the next meeting date for April 20, 2021.

9) Adjournment

Meeting was adjourned by Director Merrill at 1:30 p.m.

Respectfully submitted,

Craig Reade, Secretary

Accepted:

Kevin Merrill, President

Date

San Antonio Basin Water District

Board of Directors Regular Meeting April 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.

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Online – raise your hand, or use the Chat option

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Meeting and Agenda

1) Call to Order

The meeting was called to order at 1:02 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

Directors absent: Craig Reade and Ken Hunter

Others in attendance: Alan Doud – YoungWooldridge, Kari Wagner – Wallace Group, Donna Glass - District Manager, Tracy Stone and GinaLisa Tamayo – Jackson Family Wines.

- 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.

There was no public comment.

4) Minutes

- a. **March 16, 2021 Board Meeting Minutes – Board Approval Needed**
Postponed until May Board meeting.

5) **Financial Report**

- a. **Review and Approve March Financial Statement**

Donna Glass reported on the Financials for March.

The March statement was included in Board packet. As of March 31, 2021 75% of the year has elapsed. The SABWD has collected \$637,078 or 97% of the Assessments and received \$261,524.42 in carry over funds from the FSAWB. The expenses YTD for July-March has been \$375,366 or 43% of the budget. This includes \$285,000 transferred to the GSA. This is 62% of the GSA Budget. Net Income YTD has been \$523,236.

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

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

- b. **Review March GSA Financial Statement**

Donna Glass reported on the GSA Financials for March.

For review only, as of March 31, 2021 75% of the year has elapsed. The SABGSA account has \$42,591 in their operations account and \$24,997 in their MMKT account for a total of \$67,588. The expenses YTD have been \$342,801. They have received \$285,000 from the SABWD YTD or 62% of the budgeted funds have been provided by the District.

Clarification, after last month board meeting, was requested from the GSA about the Grand funding amounts. There have been two grants received. Agreement A and B.

They received 2 grant payments totaling \$56,837 in March.

They have (2) pending grant payments due totaling \$58,854. Grant A balance, including retention, remaining is \$134,658. It is reimbursed/matched funds at 50%. Grant B balance, including retention, remaining is \$139,066. It is reimbursed at 25%.

- c. **Consider Approval of GSA Fund Request**

The GSA requested \$30,000.

Motion was made by Director Sharer to approve the fund request and for the accountant to transfer \$30,000 from the SABWD to SABGSA. **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

6) **2021-22 Budget and Assessment**

- a. Discussion and Possible Action on Change Order Requests and Other Changes to the 2021-22 Assessment Roll

Kari Wagner reviewed and discussed the change order requests for reduction in irrigated acres received and her recommendations for each with the Board. (updated discussed list attached)

Motion was made by Director Sharer to approve the change order requests and recommendations as presented by Kari Wagner. **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

Ms. Wagner discussed other changes regarding increases to irrigated acres. It had come to the attention of the District that the County of Santa Barbara has issued a permit authorizing the cultivation of certain crops to some parcels. Such cultivation would increase the number of acres to these parcels subject to the District's Irrigated Acreage Assessment. The District did not receive a Change Request from these owners. Ms. Wagner is recommending sending out a letter to these parcel owners to inform them that the 2021-22 Assessment will be increased to the County Permitted Allowable Cultivation acreage on record unless additional documentation is provided that demonstrates these lands are in fact not being cultivated.

Motion was made by Director Merrill to approve Kari Wagner's recommendation to send out letters to parcel owners to inform them that the 2021-22 Assessment will be increased to the County Permitted Allowable Cultivation acreage on record unless additional documentation is provided that demonstrates these lands are in fact not being cultivated. **Motion seconded** by Director Sharer.

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

Review of DRAFT 5-year Budget.

Donna Glass gave a brief overview of the preliminary 2021-22 Budget and Assessment Fee that will not be approved until the July board meeting.

The board approved the 5-year budget with a variable Assessment fee for the Prop 218 last year. The goal was to keep the first-year assessment fee for irrigated acres as low as possible and still add money to reserves for future years.

Based on the change orders requested and approved it appears there will be a slight reduction in irrigated acres from last year. Budget numbers are still pending for the GSA. The preliminary Budget will be reviewed and discussed with updated numbers at the May meeting.

7) Informational Items

a. Management/Administration Report

Donna Glass gave a brief update. Most all updates were included during agenda items. A request to consider an Alternate GSA Board member was received too late to make the agenda. It will be included for the May meeting.

b. Director Training Report

Donna Glass reported that everyone is current with their training courses. 2 will need to complete their Ethics Course before May 15th.

c. Update on San Antonio Basin Groundwater Sustainability Agency

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

i. Review and Discuss GSI Presentation on Sustainable Management Criteria – Summary from the March 2021 GSA Board Meeting

Director Sharer provided an overview on the Sustainable Management Criteria – Summary from the March 2021 GSA Board Meeting by GSI Consultants.

8) Closed Session

Potential Litigation -- Government Code Section 54956.9(d)(2)

The Board moved to Closed Session at 2pm

9) Report of Closed Session

The Board returned to the Open Session at 2:15pm. No action was taken in Closed Session.

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

No new business was requested.

11) Next Meeting Date – May 18, 2021

The next meeting date will be April 20, 2021.

12) Adjournment

Meeting was adjourned by Director Merrill at 2:17 p.m.

Respectfully submitted,

Craig Reade, Secretary

Accepted:

Kevin Merrill, President

Date

MEMORANDUM

San Antonio Basin Water District



Date: April 16, 2021 *Updated April 20, 2021*
To: Donna Glass, District Manager
From: Kari Wagner, PE
Subject: Assessment Roll Change Requests for 2021-22 Tax Roll

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

Wallace Group mailed out a letter February 2021 to all property owners in the San Antonio Basin Water District to provide opportunity to make corrections to the assessment database for the upcoming 2021-22 Tax Roll. The requests were due by March 29, 2021 to be included. Based on the mailing, Wallace Group received responses from twelve (12) property owners affecting sixteen (16) properties. Five (5) of 16 requests were simply address changes. Twelve (12) requests were made that affected the irrigated lands as follows:

Assmnt #	APN	Current Irrigated	Proposed Irrigated	Comments	Recommendation
005	101-090-019	0.19	0.00	Provided video of removed lawn	Approve
013	101-060-058	308.80	188.8	Land has been fallowed	Approve
	101-060-059	164.97	97.72	Land has been fallowed	Approve
	101-100-034	189.46	132.00	Land has been fallowed	Approve
015	099-010-049	715	696.92	Original mapping included old reservoirs	Approve
023	101-080-060	6.45	0	Old RR parcel, no planted irrigation	Approve
044	133-100-046	44.5	5.0	Land is fallowed, irrigation removed	Approve
058	133-100-062	41.38	35.5	Minor request (less than 10 acres)	Approve
084	133-110-061	152.61	108	Map of irrigated land provided	Approve
105	101-060-044	1.11	0	Minor request (less than 10 acres)	Approve
	101-090-003	112.03	93	Discussed with property owner, property owner requested to withdrawal based on discussion	Deny
110	099-010-062	5.6	5.0	Minor request (less than 10 acres)	Approve
Total Acreage Change		1,949.08	1,568.92	Final Acreage = 1,587.95 Reduction of 361.13 acres	

Note, the reduction of 361.13 irrigated acres will increase the non-irrigated acreage by 361.13 acres.

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
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www.wallacegroup.us

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

83% of the year has elapsed	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Assessments	637,080.05	658,054.00	-20,973.95	96.81%
FSAWB Carry Over Funds	261,524.42	225,000.00	36,524.42	116.23%
Total Income	<u>898,604.47</u>	<u>883,054.00</u>	<u>15,550.47</u>	<u>101.76%</u>
Expense				
01 - General Manager	33,333.30	40,000.00	-6,666.70	83.33%
02 - Employment Taxes and Benefits	3,040.00	14,000.00	-10,960.00	21.71%
03 - Audit & Financial Reporting	6,250.00	7,500.00	-1,250.00	83.33%
04 - Contract Admin(Assesmt Billing)	37,989.81	25,000.00	12,989.81	151.96%
05 - Legal Services	15,795.65	30,000.00	-14,204.35	52.65%
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	222.25	2,000.00	-1,777.75	11.11%
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>414,921.69</u>	<u>883,054.00</u>	<u>-468,132.31</u>	<u>46.99%</u>
Net Ordinary Income	<u>483,682.78</u>	<u>0.00</u>	<u>483,682.78</u>	<u>100.0%</u>
Net Income	<u><u>483,682.78</u></u>	<u><u>0.00</u></u>	<u><u>483,682.78</u></u>	<u><u>100.0%</u></u>

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

Apr 30, 21

ASSETS

Current Assets

Checking/Savings

Community Bank - Checking 483,682.78

Total Checking/Savings 483,682.78

Total Current Assets 483,682.78

TOTAL ASSETS **483,682.78**

LIABILITIES & EQUITY

Equity

Net Income 483,682.78

Total Equity 483,682.78

TOTAL LIABILITIES & EQUITY **483,682.78**

San Antonio Basin Water District Transaction List by Vendor

April 2021

	Type	Date	Num	Memo	Account	Amount
CARRIE TROUP	Check	04/30/2021	5040	INV # 0421SABWD	Community Bank - Checking	-625.00
Donna Glass	Check	04/09/2021	5041	Go Daddy Reimbursement	Community Bank - Checking	-282.92
EDD	Liability Check	04/20/2021	E-pay	136-2280-8 QB Tracking # -1959161846	Community Bank - Checking	-126.41
QuickBooks Payroll Service	Liability Check	04/22/2021		Created by Payroll Service on 04/20/2021	Community Bank - Checking	-2,609.67
SAN ANTONIO BASIN GSA	Check	04/20/2021	EFT	INTERNET TRANSFER	Community Bank - Checking	-30,000.00
The Law Offices of Young Wooldridge	Check	04/07/2021	5038	CLIENT ID 21089	Community Bank - Checking	-501.50
United States Treasury	Liability Check	04/20/2021	E-pay	85-1380283 QB Tracking # -1959244846	Community Bank - Checking	-854.00
Wallace Group	Check	04/07/2021	5037	1591-0002-00	Community Bank - Checking	-4,526.25



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

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

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

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

March 31, 2021
 Client ID 21089 AFD

Statement for period through March 31, 2021

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$1,616.50	-\$1,616.50	\$324.50	\$324.50
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$442.50	-\$442.50	\$177.00	\$177.00
100	COSTS	\$1.50	-\$1.50	\$0.00	\$0.00
PRIOR STATEMENT BALANCE					\$2,060.50
TOTAL PAYMENTS AND ADJUSTMENTS					-\$2,060.50
CURRENT CHARGES					\$501.50
PAY THIS AMOUNT					\$501.50

Any Payments Received After 03/31/21 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

Friends of the San Antonio Water Basin
 1005 S. Broadway
 Santa Maria, CA 93454

April 5, 2021
 Project No: 1591-0002-00
 Invoice No: 52970
Invoice Total \$4,526.25

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

Professional services rendered through February 28, 2021

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Principal	4.00	230.00	920.00	
Senior Project Analyst I	1.50	145.00	217.50	
Project Analyst I	3.00	110.00	330.00	
Senior Mechanical Engineer II	15.75	175.00	2,756.25	
Project Assistant II	.25	95.00	23.75	
Project Assistant III	2.50	100.00	250.00	
Totals	27.00		4,497.50	
Total Labor				4,497.50

Reimbursables

Reimbursable Fees & Permits			28.75	
Total Reimbursables			28.75	28.75

Total this Phase \$4,526.25

Budget

	Current	Prior	To-Date	
Labor	4,497.50	12,573.75	17,071.25	
Limit			20,000.00	
Remaining			2,928.75	
Total this Invoice				\$4,526.25

Billing Backup

Monday, April 5, 2021

Wallace Group

Invoice 52970 Dated 4/5/2021

4:42:56 PM

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	2/1/2021	.75	230.00	172.50
Follow up/Property Owner Questions				
Wagner, Kari	2/2/2021	.50	230.00	115.00
Follow up with Property Owner				
Wagner, Kari	2/11/2021	.75	230.00	172.50
Property Owner Questions				
Wagner, Kari	2/19/2021	.50	230.00	115.00
Change Request Letters/Follow Up with Nolan				
Wagner, Kari	2/22/2021	.25	230.00	57.50
Follow up				
Wagner, Kari	2/23/2021	.50	230.00	115.00
Property Owner Call/Follow Up				
Wagner, Kari	2/25/2021	.50	230.00	115.00
Follow up on Property corrections				
Wagner, Kari	2/26/2021	.25	230.00	57.50
SABWD Property Owner Request				
Senior Project Analyst I				
Lepore, Lonnie	2/4/2021	.25	145.00	36.25
Database Req from SB Co				
Lepore, Lonnie	2/5/2021	.50	145.00	72.50
A/R, Bank Dep				
Lepore, Lonnie	2/12/2021	.50	145.00	72.50
A/R, Bank Dep				
Lepore, Lonnie	2/25/2021	.25	145.00	36.25
A/R, Bank Dep				
Project Analyst I				
Welker, Matthew	2/16/2021	2.00	110.00	220.00
Database Ownership Change Audit				
Welker, Matthew	2/17/2021	1.00	110.00	110.00
Database Ownership Change Audit.				
Senior Mechanical Engineer II				
Lindahl, Nels	2/11/2021	1.50	175.00	262.50
SABWD Assessor Closed Roll dB Import (multiple problems);				
Lindahl, Nels	2/12/2021	2.25	175.00	393.75
SABWD Assessor Closed Roll dB Import (multiple problems);				
Lindahl, Nels	2/16/2021	.25	175.00	43.75
MW Address Check Handoff;				
Lindahl, Nels	2/19/2021	4.50	175.00	787.50
Create Statement of Acre Apportionment; Mailing Prep;				
Lindahl, Nels	2/22/2021	2.50	175.00	437.50
Envelopes for Mailing and Handoff;				
Lindahl, Nels	2/23/2021	.75	175.00	131.25
dB cleanup and Clarifications;				
Lindahl, Nels	2/24/2021	1.75	175.00	306.25
Assessment Number 0075 Split (50% Ownership);				

Project	1591-0002-00	SAN ANTONIO WTR BASIN TAX ROLL PREP		Invoice	52970
Lindahl, Nels		2/25/2021	.75	175.00	131.25
	0075 Split 50% Ownership;				
Lindahl, Nels		2/26/2021	1.50	175.00	262.50
	Rework Invoice Calc (re. 50% ownership); Project Assistant II				
Castle, Kylie		2/5/2021	.25	95.00	23.75
	KEW proejct management assistance. Project Assistant III				
Valez, Matthew		2/22/2021	2.50	100.00	250.00
	Project assistance per KEW.				
	Totals		27.00		4,497.50
	Total Labor				4,497.50
Reimbursables					
Reimbursable Fees & Permits					
	41169	2/28/2021		Chase Card Services	28.75
				Total Reimbursables	28.75
				Total this Phase	\$4,526.25
				Total this Project	\$4,526.25
				Total this Report	\$4,526.25

CREDIT CARD RECORD SHEET



Person Placing Order: <u>Lonnie</u>		
Chase Cardholder Name: <u>Matt Valez</u> Last 4 digits of Card #: <u>2549</u>		
Date of Order:	<u>2/14/21</u>	
Vendor Name:	<u>SB Co. Clerk Recorder</u>	
Item Ordered:	<u>Database</u>	
Amount of Order (\$):	<u>27</u> \$25 Charged	
Job # <u>1591-02</u> (if expenses or BD: 01-0012)	Phase # <u>100</u> (dept. number)	G/L Account # _____ (call Accounting if not sure)
Additional Info: _____		

Please attach copy of receipt



COUNTY CLERK, RECORDER AND ASSESSOR

**CLOSED ROLL DATA
 (SECURED AND UNSECURED)
 REQUEST FORM**

- 1) Non-Refundable purchase
- 2) Content: Ownership, mailing information, and valuation on lien date (January 1 of roll year)
- 3) File Format: All roll files are in a comma delimited ASCII text file (can be imported by all software)

Mail Request Form to: Santa Barbara County Assessor
 P.O Box 159
 Santa Barbara, CA 93102-0159

Mail orders must include this request form and the appropriate fee or the credit card authorization form (on page 2).

Make Checks payable to: **Santa Barbara County Assessor**

Or Fax Order Form to: (805) 568-3247

Fax orders must include this request form and the credit card authorization form (on page 2).

FEE (per file)	\$25.00	x	<u>1</u> QTY	=	\$ <u>25</u>
RETURN MAIL FEE (choose one only option):					
1. RETURN BY 1 ST CLASS MAIL DELIVERY:				=	\$ <u>2</u>
2. RETURN BY EXPRESS USPS MAIL: 1-3 DAY DELIVERY:				=	\$ <u> </u>
TOTAL FEES TO REMIT WITH ORDER FORM OR AMOUNT THAT WILL BE CHARGED TO YOUR CREDIT CARD:					TOTAL FEES: \$ <u>27</u>

Return Address for mailing the CD:

COMPANY NAME		San Antonio Basin Water District / Wallace Group	
ADDRESS		1612 Clinton Ct.	
CITY, STATE, ZIP		San Luis Obispo, CA 93401	
CONTACT NAME		Lonnie Lepore	
E-MAIL	PHONE #	()	
lonnie.l@wallacegroup.us	805	544-4011	
DEPARTMENT USE:			
Order received on: _____			
Order processed by: _____			

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

83% of the year has elapsed	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	92,645.78	196,453.00	-103,807.22	47.16%
01 DWR Grant #2 Payments	36,804.73	200,000.00	-163,195.27	18.4%
4-Interest Income	7.67			
Total Income	<u>129,458.18</u>	<u>396,453.00</u>	<u>-266,994.82</u>	<u>32.65%</u>
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	31,411.41	68,600.00	-37,188.59	45.79%
02-Accountant	6,125.00	12,600.00	-6,475.00	48.61%
03-Comm Eng Grant Wrtnng NonGSP	0.00	25,000.00	-25,000.00	0.0%
04-Monitoring	29,458.63	45,153.00	-15,694.37	65.24%
05-Legal Counsel	3,012.00	42,000.00	-38,988.00	7.17%
06-Insurance	1,759.74	2,100.00	-340.26	83.8%
07-Audit Fees	0.00	3,000.00	-3,000.00	0.0%
08-GSP Development(GSIcontract)	301,423.72	579,181.00	-277,757.28	52.04%
Total Administration and Operation	<u>373,190.50</u>	<u>777,634.00</u>	<u>-404,443.50</u>	<u>47.99%</u>
Total Expense	<u>373,190.50</u>	<u>777,634.00</u>	<u>-404,443.50</u>	<u>47.99%</u>
Net Ordinary Income	-243,732.32	-381,181.00	137,448.68	63.94%
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>71,267.68</u></u>	<u><u>0.00</u></u>	<u><u>71,267.68</u></u>	<u><u>100.0%</u></u>

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

Apr 30, 21

ASSETS

Current Assets

Checking/Savings

 Community Bank of Santa Maria 42,200.96

 Community Bank of SM MMKT -2449 24,997.67

Total Checking/Savings 67,198.63

Total Current Assets 67,198.63

TOTAL ASSETS 67,198.63

LIABILITIES & EQUITY

Equity

 Retained Earnings -4,069.05

 Net Income 71,267.68

Total Equity 67,198.63

TOTAL LIABILITIES & EQUITY 67,198.63

**San Antonio Basin GSA
Expenses by Vendor Detail
April 2021**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
Brownstein Hyatt Farber Schreck						
	Check	04/30/2021	2234	05-Legal Counsel	Community Bank of Santa Maria	42.00
Total Brownstein Hyatt Farber Schreck						<u>42.00</u>
Cachuma Resource Conservation District						
	Check	04/30/2021	2233	01Administrative Exp/Office Ex	Community Bank of Santa Maria	3,250.00
Total Cachuma Resource Conservation District						<u>3,250.00</u>
Carrie Troup, C.P.A.						
	Check	04/30/2021	2235	02-Accountant	Community Bank of Santa Maria	625.00
Total Carrie Troup, C.P.A.						<u>625.00</u>
GSI WATER SOLUTIONS, INC.						
	Check	04/30/2021	2236	08-GSP Development(GSIcontract)	Community Bank of Santa Maria	26,081.25
	Check	04/30/2021	2237	04-Monitoring	Community Bank of Santa Maria	391.75
Total GSI WATER SOLUTIONS, INC.						<u>26,473.00</u>
TOTAL						<u><u>30,390.00</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	130,616.37	34,725.16

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	36,804.73	24,128.96

Amount Remaining -
(includes retention) 139,066.31

Total Grants A and B	500,000.00	226,275.22	167,421.10	58,854.12
	Total per agreement	Amount Invoiced	Amount Paid	Amount Due (Receivable)

Agenda Item # 6) Consider Appointment of an Alternate Director to the SABGSA Board

Brief Biography of Richard S. Kline

Richard S. Kline is a resident of Los Alamos, CA where he and his wife Sharon have owned and operated a cattle ranch since 1988. He is retired Vice President, Communications and Public Affairs, of Occidental Petroleum Corporation having previously served in senior management positions for major international public relations/public affairs consulting firms.

Richard currently serves as chairman of the board of of the Santa Barbara Sheriff's Benevolent Posse; chief of Vikings Charities; a member of the Legacy Council of the California Rangeland Trust; vice chairman of the Santa Ynez Valley Coalition; a member of Rancheros Visitadores (serving as ranch relations chairman, vice chairman of trails committee, and having served as assistant treasurer, member of the executive committee from 2011 to 2016); a member of Santa Ynez Valley Equestrian Association, American Quarter Horse Association, Santa Barbara Trail Riders, Santa Barbara County Cattlemen's Association, Santa Barbara County Farm Bureau, and Vaqueros de Los Ranchos, among other organizations. In early 2017 he was the recipient of the Santa Barbara County Sheriff's Office "Exceptional Citizen Award" for his service to the community.

Among his prior activities, he served as president of Big Brothers of Greater Los Angeles; treasurer and member of the executive committee of the Greater Los Angeles Chamber of Commerce; vice president of Boy Scouts of America West Los Angeles County Council; member of the board of directors and executive committee of United Way of Los Angeles; member of the board of directors of Solvang Theaterfest; board of directors of Olga Reed School Foundation and is listed in Who's Who in America. He is a native of Massachusetts where he received a Bachelor of Arts degree in History from University of Massachusetts / Amherst.

###

San Antonio Basin Water District
DRAFT 2021-22 / 5 Year Original Approved Budget as of 5/13/2021

	Jul '20 - Jun '21			Jul '21 - Jun '22		Jul '22 - Jun '23		Jul '23 - Jun '24		Jul '24 - Jun '25	
	Original Budget	YTD 4/21	Projected Year End	Original Budget	Proposed Budget	Original Budget	Proposed Budget	Original Budget	Proposed Budget	Original Budget	Proposed Budget
Ordinary Income											
Irrigated Acres - Prop 218 max = \$60.00	13,218 @ \$48.00			13,218 @ \$50.00	12,941 @ \$53.00	13,218 @ \$55.00		13,218 @ \$56.00		13,218 @ \$56.00	
Income from Irrigated Acres	\$634,464			\$660,900	\$685,873	\$726,990		\$740,208		\$740,208	
Non-Irrigated Acres - Prop 218 max = \$0.50	47,179 @ \$0.50			47,179 @ \$0.50	47,457 @ \$0.50	47,179 @ \$0.50		47,179 @ \$0.50		47,179 @ \$0.50	
Income from Non-Irrigated Acres	\$23,590			\$23,590	\$23,729	\$23,590		\$23,590		\$23,590	
Total Assessments	\$658,054	\$637,080	\$637,080	\$684,490	\$709,602	\$750,580		\$763,798		\$763,798	
FSAWB Carry Over Funds	\$225,000	\$261,524	\$261,524	\$0	\$0	\$0		\$0		\$0	
Interest Income	\$0	\$0	\$0	\$0	\$0	\$0		\$0		\$0	
Misc Payments											
2020-2021					\$21,970						
Total Income	\$883,054	\$898,604	\$898,604	\$684,490	\$731,572	\$750,580	\$0	\$763,798	\$0	\$763,798	
Operating Expenses											
1 General Manager (part-time)	\$40,000	\$33,333	\$40,000	\$41,600	\$41,600	\$43,300		\$45,000		\$46,800	
2 Employment taxes and benefits	\$14,000	\$3,040	\$3,648	\$14,600	\$14,600	\$15,200		\$15,800		\$16,400	
3 Audit & Financial Reporting (Accountant)	\$7,500	\$6,250	\$7,500	\$7,800	\$7,800	\$8,100		\$8,400		\$8,700	
4 Contract Administration (Assessment Billing)	\$25,000	\$37,990	\$45,588	\$26,000	\$26,000	\$27,000		\$28,100		\$29,200	
5 Legal Services	\$30,000	\$15,796	\$30,000	\$31,200	\$31,200	\$32,400		\$33,700		\$35,000	
6 Meeting Room Lease	\$1,200	\$150	\$150	\$1,200	\$1,200	\$1,300		\$1,400		\$1,500	
7 Web Page Support	\$1,200	\$283	\$300	\$1,200	\$1,200	\$1,200		\$1,200		\$1,200	
8 Conferences/Training	\$5,000	\$0	\$0	\$5,200	\$5,200	\$5,400		\$5,600		\$5,800	
9 Travel	\$3,500	\$0	\$0	\$3,600	\$3,600	\$3,700		\$3,800		\$4,000	
10 Insurance Errors and Omissions & Board	\$8,000	\$2,288	\$2,288	\$8,300	\$8,300	\$8,600		\$8,900		\$9,300	
11 Office Supplies	\$2,000	\$222	\$266	\$2,100	\$2,100	\$2,200		\$2,300		\$2,400	
12 Postage/Printing	\$5,000	\$384	\$461	\$5,200	\$5,200	\$5,400		\$5,600		\$5,800	
13 Board Elections	\$2,000	\$0	\$0	\$2,100	\$2,100	\$2,200		\$2,300		\$2,400	
14 CSDA Membership	\$1,000	\$186	\$186	\$1,000	\$1,000	\$1,100		\$1,200		\$1,300	
15 LAFCO District Fees	\$1,000	\$0	\$0	\$1,000	\$1,000	\$1,100		\$1,200		\$1,300	
16 Telephone/Computer/Internet	\$3,000	\$0	\$0	\$3,100	\$3,100	\$3,300		\$3,600		\$3,900	
SUBTOTAL	\$149,400	\$99,922	\$130,387	\$155,200	\$155,200	\$161,500		\$168,100		\$175,000	
17 Contingency 10 %	\$14,900	\$0	\$14,900	\$15,500	\$15,500	\$16,200		\$16,800		\$17,500	
SUBTOTAL	\$164,300	\$99,922	\$145,287	\$170,700	\$170,700	\$177,700		\$184,900		\$192,500	
18 GSA Budget (10% Contingency Included)	\$458,900	\$315,000	\$435,000	\$214,600	\$337,839	\$762,300		\$765,200		\$714,300	
Total Operating Expenses	\$623,200	\$414,922	\$580,287	\$385,300	\$508,539	\$940,000		\$950,100		\$906,800	
Net Income	\$259,854	\$483,682	\$318,317	\$299,190	\$223,033	-\$189,421		-\$186,303		-\$143,003	
Reserve Account Balance											
Original Budget	\$259,854			\$559,043		\$369,623		\$183,320		\$40,318	
Projected - Proposed Budget			\$318,317		\$541,349		\$351,929		\$165,626		\$22,624

San Antonio Basin Water District
DRAFT 2021-22 / 5 Year Original Approved Budget as of 5/13/2021

	Jul '20 - Jun '21			Jul '21 - Jun '22	
	Original Budget	YTD 4/21	Projected Year End	Original Budget	Proposed Budget
Ordinary Income					
Irrigated Acres - Prop 218 max = \$60.00	13,218 @ \$48.00			13,218 @ \$50.00	12,941 @ \$53.00
Income from Irrigated Acres	\$634,464			\$660,900	\$685,873
Non-Irrigated Acres - Prop 218 max = \$0.50	47,179 @ \$0.50			47,179 @ \$0.50	47,457 @ \$0.50
Income from Non-Irrigated Acres	\$23,590			\$23,590	\$23,729
Total Assessments	\$658,054	\$637,080	\$637,080	\$684,490	\$709,602
FSAWB Carry Over Funds	\$225,000	\$261,524	\$261,524	\$0	\$0
Interest Income	\$0	\$0	\$0	\$0	\$0
Misc Payments					\$21,970
2020-2021					\$21,970
Total Income	\$883,054	\$898,604	\$898,604	\$684,490	\$731,572
Operating Expenses					
1 General Manager (part-time)	\$40,000	\$33,333	\$40,000	\$41,600	\$41,600
2 Employment taxes and benefits	\$14,000	\$3,040	\$3,648	\$14,600	\$14,600
3 Audit & Financial Reporting (Accountant)	\$7,500	\$6,250	\$7,500	\$7,800	\$7,800
4 Contract Administration (Assessment Billing)	\$25,000	\$37,990	\$45,588	\$26,000	\$26,000
5 Legal Services	\$30,000	\$15,796	\$30,000	\$31,200	\$31,200
6 Meeting Room Lease	\$1,200	\$150	\$150	\$1,200	\$1,200
7 Web Page Support	\$1,200	\$283	\$300	\$1,200	\$1,200
8 Conferences/Training	\$5,000	\$0	\$0	\$5,200	\$5,200
9 Travel	\$3,500	\$0	\$0	\$3,600	\$3,600
10 Insurance Errors and Omissions & Board	\$8,000	\$2,288	\$2,288	\$8,300	\$8,300
11 Office Supplies	\$2,000	\$222	\$266	\$2,100	\$2,100
12 Postage/Printing	\$5,000	\$384	\$461	\$5,200	\$5,200
13 Board Elections	\$2,000	\$0	\$0	\$2,100	\$2,100
14 CSDA Membership	\$1,000	\$186	\$186	\$1,000	\$1,000
15 LAFCO District Fees	\$1,000	\$0	\$0	\$1,000	\$1,000
16 Telephone/Computer/Internet	\$3,000	\$0	\$0	\$3,100	\$3,100
SUBTOTAL	\$149,400	\$99,922	\$130,387	\$155,200	\$155,200
17 Contingency 10 %	\$14,900	\$0	\$14,900	\$15,500	\$15,500
SUBTOTAL	\$164,300	\$99,922	\$145,287	\$170,700	\$170,700
18 GSA Budget (10% Contingency Included)	\$458,900	\$315,000	\$435,000	\$214,600	\$337,839
Total Operating Expenses	\$623,200	\$414,922	\$580,287	\$385,300	\$508,539
Net Income	\$259,854	\$483,682	\$318,317	\$299,190	\$223,033
Reserve Account Balance					
Original Budget	\$259,854			\$559,043	
Projected - Proposed Budget			\$318,317		\$541,349

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

DRAFT

Line Acct	Line Acct Title	July 2021- June 2022	<i>July 2020 June 2021</i>
Income/Inflows			
	1 Anticipated DWR Grant #1 Payments	37,379	
	2 Anticipated DWR Grant #2 Payments	92,005	
Total Inflows		<u>129,384</u>	82,522
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	45,153
	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	44,680
	Task 10: Education, Outreach and Communication	22,000	9,076
	Task 11: Project Management	25,000	12,489
	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>	214,285
Operations funds transfer		<u>(337,839)</u>	
Net Balanced Budget		<u>0</u>	

San Antonio Basin Water District Transaction List by Customer Past Due Transactions

Assessment No.	Invoiced	Paid	Balance
0002	\$ 240.12	\$ -	\$ 240.12
0007	\$ 788.36	\$ 650.16	\$ 138.20
0011	\$ 214.95	\$ -	\$ 214.95
0013	\$ 42,272.47	\$ 29,437.48	\$ 12,834.99
0030	\$ 50.00	\$ -	\$ 50.00
0033	\$ 50.08	\$ 50.00	\$ 0.08
0035	\$ 2,533.13	\$ -	\$ 2,533.13
0043	\$ 50.00	\$ -	\$ 50.00
0050	\$ 1,375.31	\$ -	\$ 1,375.31
0054	\$ 50.00	\$ -	\$ 50.00
0067	\$ 612.32	\$ -	\$ 612.32
0079	\$ 1,942.19	\$ -	\$ 1,942.19
0082	\$ 141.96	\$ -	\$ 141.96
0084	\$ 8,105.28	\$ 6,318.81	\$ 1,786.47
0090	\$ 50.00	\$ -	\$ 50.00
	659,099.77	637,080.05	22,019.72