

# San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

Phone: (805) 937-0511 - Fax: (805) 754-2874

## Board of Directors Regular Meeting September 15, 2020 at 1:00 P.M.

Dial-in-number - 1-605-472-5736

Access Code – 186891

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 above.

### 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. August 18, 2020 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
  - a. Review and Approve August Financial Statement
  - b. Review and Approve August GSA Financial Statement
  - c. Review GSA Draft Fund Request Procedure
    - i. Discuss and Provide Feedback to the GSA on the Procedure for the GSA to Request Funds from the SABWD
- 6) **Informational items**
  - a. Management/Administration Report
  - b. Director Training Report
  - c. Update on San Antonio Basin Groundwater Sustainability Agency
- 7) **Consideration of Appointment of Director and Alternate Director to the San Antonio Basin GSA Board of Directors**
- 8) **Consideration of Resolution No. 20-08 Approving San Antonio Basin Water District's Conflict of Interest Code**

- 9) **Other Business Matters**
  - a. Consider Amending the 2020 Assessment Roll
    - i. Consider Change Order Requests
  - b. Review and Approve Amended Contract with Wallace Group to Prepare Tax Roll
  - c. Approve the California State Mandated Sick Time Accrual Calculation
- 10) **New Business**— requests for items to be placed on next agenda.
- 11) **Next Meeting Date – October 20, 2020**
- 12) **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](mailto:admin@sanantoniobasinwd.org) 805-928-8349, 1005 S. Broadway, Santa Maria, CA 93454. 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](mailto:admin@sanantoniobasinwd.org) 805-928-8349, 1005 S. Broadway, Santa Maria, CA 93454.*

# San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

Phone: (805) 937-0511 - Fax: (805) 754-2874

## Meeting Minutes

### Board of Directors Regular Meeting

August 18, 2020 at 1:00 P.M.

Dial-in-number - 1-605-472-5736

Access Code – 186891

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 above.

**1) Call to Order**

The meeting was called to order at 1:04 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

Craig Reade

**Others in attendance:** Kari Wagner, Wallace Group, LLC, Donna Glass, District Manager and Carole Fornoff, Westchester Group Investment Management, Inc.

- 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 were no public comments.

**4) Minutes**

- a. July 21, 2020 Board Meeting Minutes – Board Approval Needed**

**Motion** was made by Director Sharer to approve the minutes as presented with an amendment to agenda item 10) b. to include the proposed 5 year assessments for option 2. **Motion** seconded by Director Hunter.

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

## 5) Financial Report

### a. Review and Approve July Financial Statement

Donna Glass reported on the Financials. As of July 31, 2020 the SABGWD account has \$137,540.10 in the account. The expenses for July were \$87,509.90. This included the \$75k transferred to the GSA. YTD total expenses were \$87,509.90. Net Income YTD was \$137,540.10.

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

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

### b. Review and Approve July GSA Financial Statement

Donna Glass reported on the GSA Financials. As of July 31, 2020 the SABGSA account has \$40,487.21 and \$0.00 in a MMKT account for a total of \$40,487.21. The expenses for July were \$28,684.00. YTD total expenses were \$28,684.00. Net Income YTD was \$46,316.00.

Also noted was the approved June GSA Financials were slightly less by approx. \$5,000. An amended of the Financials was sent out and the District was not copied. The error was discovered at the GSA meeting. Also reported was the District will need to make another transfer of money to the GSA this month or next. Budgeted funds of \$75,000 for the GSA remain of the FSAWB startup funds until some of the 2020 assessments are collected.

A discussion took place about a request by Director Sharer not to continue to include the GSA invoices pertaining to the Financial Statement in the board packet. They could be requested if necessary.

A discussion took place about Director Merrill's requested that a procedure be put in place for the GSA to request funds prior to the Districts board meeting so it can be included on the agenda. All agreed there should be a policy in place if the GSA requires additional funds.

**Motion** was made by Director Sharer to approve the Financials as presented and no longer include the related invoices in the board packet. **Motion** seconded by Director Merrill.

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

**Motion** was made by Director Hunter to approve a one-time only, in advance, transfer of \$40,000 when requested by the SABGSA. Future approval of funds must come with a request from the SABGSA prior to the board meeting. **Motion** seconded by Director Sharer.

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

6) **Informational items**

a. **Management/Administration Report**

Donna Glass reported on the report provided in the board packet and attached to the minutes.

b. **Update on San Antonio Basin Groundwater Sustainability Agency**

Director Sharer gave a brief update on the work being done on the GSP.

7) **Other Business Matters**

a. **Consider Approval of the use of Rapid Remote Deposit for Assessment Payments Received by the Wallace Group**

Kari Wagner and Donna Glass gave a brief overview of the deposit option using the Rapid Remote Deposit from the bank at a \$30 monthly fee.

**Motion** was made by Director Sharer to approve the use of Rapid Remote Deposit for Assessment payments received by the Wallace Group. **Motion** seconded by Director Merrill.

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

b. **Discuss Procedure to Verify Property Change Request Between Irrigated and Non-Irrigated Acreage**

Kari Wagner reviewed and answered questions about the process and various options outlined in the handout provided to the board. The 2020/21 Assessment is now finalized and invoices are being sent out. Change order request will go out to landowners in preparation of the 2021/22 Assessment in Jan/Feb of 2020 and any verification process can be fine-tuned at that time. Handout attached to the minutes.

c. **Consider Approval of Proposal for Comprehensive General Liability Insurance, including Director Errors & Omissions, Worker's Compensation and Crime Bond.**

A brief discussion took place about the insurance proposal.

Motion to approve the proposal for Comprehensive General Liability Insurance, including Director Errors & Omissions, Worker's Compensation and Crime Bond from Golden State Risk Management Authority for the prorated estimate of \$2,288.00 was made by Director Sharer. Seconded by Director Merrill

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

**d. Adopt Resolution Approving the Filing of an Application to the California Employment Development Department for State Disability Insurance for Employees of the SABWD**

Donna Glass reported that the CPA had discovered a form is required to finalize payroll set up. It asks for board members SS#'s and a signature is needed from a Director. A resolution signed by the Board also needs to be provided and is attached to the minutes.

**Motion** to adopt a Resolution Approving the Filing of an Application to the California Employment Development Department for State Disability Insurance for Employees of the SABWD was made by Director Sharer and seconded by Director Merrill.

A roll call vote was taken and the motion carried.

**AYES:** Director Hunter, Merrill and Sharer.

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Schaff and Reade.

**e. Discuss Changing Regular Board Meetings to Quarterly Meetings**

Donna Glass reported that legal counsel felt it was per-mature to officially reduce the meeting schedule and that it would need to go back to the BOS for approval. It was suggested a better approach would be to just cancel a meeting if it is not necessary and give the board more flexibility with their meeting schedule. Board members agreed to leave meeting schedule as is.

**f. Discuss Director Training Requirements**

**i. Sexual Harassment Training (within 6 months)**

Donna Glass reported the 2 hour online harassment training is available to the District after the GSR insurance is approved.

**ii. Ethics Training (within 12 months)**

This is also available through GSR insurance.

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

No new business was requested.

**9) Next Meeting Date – September 15, 2020**

**Motion** was made and seconded to set the next meeting date for September 15, 2020. It was also mentioned that the FSAWB will be holding their meeting immediately following the SABWD meeting.

**10) Adjournment**

Meeting was adjourned by Director Merrill at 1:58pm.

Respectfully submitted,

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Craig Reade, Secretary

**Accepted:**

\_\_\_\_\_  
Kevin Merrill, President

\_\_\_\_\_  
Date

DRAFT

**San Antonio Basin Water District**  
**Profit & Loss Budget vs. Actual**  
**July through August 2020**

17% of the year has elapsed	<u>Jul - Aug 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Assessments	50.00	626,236.00	-626,186.00	0.01%
FSAWB Carry Over Funds	225,000.00	225,000.00	0.00	100.0%
<b>Total Income</b>	<u>225,050.00</u>	<u>851,236.00</u>	<u>-626,186.00</u>	<u>26.44%</u>
<b>Expense</b>				
01 · General Manager	0.00	40,000.00	-40,000.00	0.0%
02 · Employment Taxes and Benefits	0.00	14,000.00	-14,000.00	0.0%
03 · Audit & Financial Reporting	625.00	7,500.00	-6,875.00	8.33%
04 · Contract Admin(Assesmt Billing)	11,003.53	25,000.00	-13,996.47	44.01%
05 · Legal Services	7,668.10	30,000.00	-22,331.90	25.56%
06 · Meeting Room Lease	0.00	1,200.00	-1,200.00	0.0%
07 · Web Page Support	0.00	1,200.00	-1,200.00	0.0%
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	0.00	2,000.00	-2,000.00	0.0%
12 · Postage/Printing	99.37	5,000.00	-4,900.63	1.99%
13 · Board Elections	0.00	2,000.00	-2,000.00	0.0%
14 · CSDA Membership	0.00	1,000.00	-1,000.00	0.0%
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	75,000.00	458,900.00	-383,900.00	16.34%
19 · Designation to District Reserve	0.00	228,036.00	-228,036.00	0.0%
<b>Total Expense</b>	<u>96,684.00</u>	<u>851,236.00</u>	<u>-754,552.00</u>	<u>11.36%</u>
<b>Net Ordinary Income</b>	<u>128,366.00</u>	<u>0.00</u>	<u>128,366.00</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>128,366.00</u></u>	<u><u>0.00</u></u>	<u><u>128,366.00</u></u>	<u><u>100.0%</u></u>



**San Antonio Basin Water District**  
**Balance Sheet**  
As of August 31, 2020

Aug 31, 20

**ASSETS**

Current Assets

Checking/Savings

Community Bank - Checking 128,366.00

Total Checking/Savings 128,366.00

Total Current Assets 128,366.00

**TOTAL ASSETS** 128,366.00

**LIABILITIES & EQUITY**

Equity

Net Income 128,366.00

Total Equity 128,366.00

**TOTAL LIABILITIES & EQUITY** 128,366.00

**San Antonio Basin Water District  
Transaction List by Vendor Report  
August 2020**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>Carrie Troup, CPA</b>	Check	08/27/2020	5005	Invoice # 0720SABWD	Community Bank - Checking	-625.00
<b>Donna Glass</b>	Check	08/27/2020	5008	Reimbursement legal posting	Community Bank - Checking	-41.75
<b>Golden State Risk Management Authority</b>	Check	08/27/2020	5004	Account #SANANTO1	Community Bank - Checking	-2,288.00
<b>The Law Offices of Young Wooldridge</b>	Check	08/27/2020	5007	Client ID 21089	Community Bank - Checking	-6,219.35
<b>Void</b>	Check	08/27/2020	5006	Voided check	Community Bank - Checking	0.00

SANTA MARIA TIMES  
P.O. BOX 400  
SANTA MARIA CA 93456  
(805)925-2691  
Fax (805)739-2152

ORDER CONFIRMATION

Salesperson: TERESA RAMIREZ

Printed at 08/14/20 10:42 by trami-bk

-----  
Acct #: 71934

Ad #: 4516

Status: New

SAN ANTONIO BASIN WATER DISTRICT  
DONNA GLASS  
1005 S BROADWAY

Start: 08/16/2020 Stop: 08/16/2020  
Times Ord: 1 Times Run: \*\*\*  
4LGL 1.00 X 21.00 Words: 87  
Total 4LGL 21.00  
Class: S0986 LEGALS  
Rate: LD Cost: 41.75  
# Affidavits: 1

Contact:

Phone: (805)928-8349

Fax#:

Email: admin@sanantoniobasinwd.org

Agency:

Ad Descrpt: SAN ANTONIO BASIN WATER D

Given by: \*

P.O. #:

Created: trami 08/13/20 13:25

Last Changed: trami 08/14/20 10:42  
-----

PUB ZONE EDT TP RUN DATES  
SMT A 95 S 08/16  
SMTD A 95 S 08/16  
-----

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Name (signature)

SAN ANTONIO BASIN WATER  
DISTRICT  
NOTICE OF ASSESSMENT

NOTICE IS HEREBY GIVEN that on July 21, 2020, an assessment levied by the San Antonio Basin Water District (the "District") on lands within the District became due and payable. Payment is requested by October 7, 2020. The assessment will be delinquent if not paid by February 8, 2021. Upon delinquency, a penalty of 5 percent of the amount delinquent will be added thereto and the delinquent property sold to the District.

Legal #4516  
Pub date: Aug 16, 2020

# INVOICE

Account No.: SANANTO1  
Policy Period: 07-01-2020 to 07-01-2021  
Annual Pay Plan

Prepared For: San Antonio Basin Water District  
Attn: Accounts Payable  
1005 S. Broadway  
Santa Maria, CA 93454

Customer Service
For Information on Your Account Visit: www.gsrma.org
Mail Payments to: GSRMA PO Box 706 Willows, CA 95988
Mail All Other Inquiries to: GSRMA PO Box 706 Willows, CA 95988
Phone: 530-934-5633 Fax: 530-934-8133

Billing Cycle and Payment Information				
Statement Date	Payment Terms	Delinquent After	To Pay in Full	Amount Due This Invoice
09/01/2020	Due and Payable Upon Receipt.	09/16/2020	\$2,288.00	<b>\$2,288.00</b>

BILLING INFORMATION			
09/01/2020	Work. Comp. Contribution		830.00
09/01/2020	General Liability Contribution		1,446.00
09/01/2020	Crime/Bond Contribution		12.00
	Balance		2,288.00



*Innovative programs, personalized service*

**Important Information**

Please make all checks payable to: Golden State Risk Management Authority  
To ensure proper credit, be sure to write your account number on your check.

Prepared For: San Antonio Basin Water District

Mail this payment coupon along with a check or money order payable to:

Golden State Risk Management Authority  
PO Box 706  
Willows, CA 95988

Payment Information	
Account Number:	SANANTO1
Invoice Number:	GS2009100652
Payment Due Date:	09/01/2020
Minimum Due:	\$2,288.00
To Pay in Full:	\$2,288.00
<b>Amount Paid:</b>	\$ _____



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

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

June 30, 2020  
 Client ID 21089-2 AFD  
 Invoice No. 66954

Statement for period through June 30, 2020

**LEGAL SERVICES REGARDING: ASSESSMENTS, TOLLS AND CHARGES**

Fees	T.K.	Hours	Amount
06/16/20 INVESTIGATE RULES GOVERNING PUBLIC MEETINGS IN SB COUNTY AND POSSIBLE EFFECT ON 218 HEARING.	AFD	1.00	\$295.00
06/23/20 COORDINATE WITH STAFF ON DEVELOPMENT OF LETTER TO LANDOWNERS REGARDING THE ASSESSMENT HEARING BEING CONDUCTED REMOTELY.	AFD	0.60	\$177.00
DRAFTING OF LETTER TO LAND OWNERS	MIB	1.40	\$182.00
06/25/20 COLLABORATE WITH STAFF ON DRAFT OF LETTER TO LANDOWNERS REGARDING CHANGE OF PROP 218 HEARING TO A TELEPHONIC MEETING.	AFD	1.00	\$295.00
LETTER TO LAND OWNERS - EDITED DRAFT	MIB	1.00	N/C
LETTER TO LAND OWNERS - ALAN'S LETTER EDIT	MIB	0.50	N/C
06/29/20 CONSULT WITH DISTRICT'S ENGINEER REGARDING BALLOT ISSUE.	AFD	0.30	\$88.50

**Timekeeper Recap**

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	2.90	\$295.00	\$855.50
MIB	MOHAMMED BASHARAHEEL	1.50	\$130.00	N/C
MIB	MOHAMMED BASHARAHEEL	1.40	\$130.00	\$182.00

**TOTAL FEES** **\$1,037.50**

PRIOR STATEMENT BALANCE	\$0.00
CURRENT CHARGES	\$1,037.50
<b>PAY THIS AMOUNT</b>	<b>\$1,037.50</b>

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



THE LAW OFFICES OF

A LIMITED LIABILITY PARTNERSHIP · EST. 1939

1800 30TH STREET, FOURTH FLOOR

BAKERSFIELD . CA. 93301

[HTTP://WWW.YOUNGWOOLDRIDGE.COM](http://www.youngwooldridge.com)

EMAIL: [ACCOUNTING@YOUNGWOOLDRIDGE.COM](mailto:ACCOUNTING@YOUNGWOOLDRIDGE.COM)

PHONE: (661) 327-9661

FACSIMILE: (661) 327-1087

SAN ANTONIO BASIN WATER DISTRICT

June 30, 2020

Any Payments Received After 06/30/20 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



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 BAKERSFIELD . CA. 93301

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

July 31, 2020

Client ID 21089 AFD

Statement for period through July 31, 2020

**Summary by Matter**

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$1,037.50	\$0.00	\$3,566.50	\$4,604.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$295.00	-\$295.00	\$1,504.50	\$1,504.50
8	CONFLICT OF INTEREST	\$892.00	-\$892.00	\$110.50	\$110.50
32	FORMATION/ORGANIZATION/HISTORY	\$220.00	-\$220.00	\$0.00	\$0.00
100	COSTS	\$0.00	\$0.00	\$0.35	\$0.35

PRIOR STATEMENT BALANCE	\$2,444.50
TOTAL PAYMENTS AND ADJUSTMENTS	-\$1,407.00
CURRENT CHARGES	\$5,181.85
<b>PAY THIS AMOUNT</b>	<b>\$6,219.35</b>

Any Payments Received After 07/31/20 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



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

July 31, 2020

Client ID 21089-2 AFD  
 Invoice No. 67853

Statement for period through July 31, 2020

**LEGAL SERVICES REGARDING: ASSESSMENTS, TOLLS AND CHARGES**

Fees	T.K.	Hours	Amount
07/10/20 MAKE PREPARATIONS FOR 7/21 PROP 218 HEARING. DRAFT HEARING SCRIPT. RESEARCH PROP 218, WATER CODE, GOVERNMENT CODE AND EXECUTIVE ORDERS REGARDING COVID TO ENSURE PROPOSED HEARING PROCESS CONFORMS TO ALL APPLICABLE REQUIREMENTS.	AFD	5.00	\$1,475.00
07/14/20 DRAFTED RESOLUTION RE PROP 218 ASSESSMENT FOR SABWD	IJS	1.30	\$286.00
07/15/20 COLLABORATE WITH DISTRICT STAFF AND ENGINEER ON PLAN FOR CONDUCTING 7/21 PROP 218 HEARING REMOTELY. REVIEW AND REVISE HEARING SCRIPT AND AGENDA. REVIEW DRAFT OF RESOLUTION TO LEVY AND COLLECT ASSESSMENT WITH DISTRICT'S ENGINEER.	AFD	3.60	\$1,062.00
REVISED RESOLUTION RE PROP 218 ASSESSMENT FOR SABWD	IJS	1.10	\$242.00
07/20/20 DISCUSS PROP 218 PROCEDURAL ISSUES WITH A. DOUD.	BAS	0.20	\$53.00
07/23/20 DRAFTED LETTER TO SANTA BARBARA LAFCO RE PROP 218 ASSESSMENT	IJS	0.80	\$176.00
07/27/20 CALL WITH D. GLASS TO DISCUSS NEXT STEPS FOR IMPLEMENTING BUDGET AND COLLECTING ASSESSMENT.	AFD	0.70	\$206.50
REVISED RESOLUTION RE PROP 218 ASSESSMENT	IJS	0.20	N/C
07/29/20 DRAFTED NOTICE OF ASSESSMENT FOR PROP 218 ASSESSMENT	IJS	0.30	\$66.00

**Timekeeper Recap**

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	9.30	\$295.00	\$2,743.50
BAS	BRETT A. STROUD	0.20	\$265.00	\$53.00
IJS	INDERRAJ SINGH	0.20	\$220.00	N/C
IJS	INDERRAJ SINGH	3.50	\$220.00	\$770.00

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





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PHONE: (661) 327-9661  
FACSIMILE: (661) 327-1087

SAN ANTONIO BASIN WATER DISTRICT

July 31, 2020

**TOTAL FEES**

**\$3,566.50**

PRIOR STATEMENT BALANCE

\$1,037.50

CURRENT CHARGES

\$3,566.50

**PAY THIS AMOUNT**

**\$4,604.00**

Any Payments Received After 07/31/20 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



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 1800 30TH STREET, FOURTH FLOOR  
 BAKERSFIELD . CA. 93301

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

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

July 31, 2020

Client ID 21089-4 AFD  
 Invoice No. 67930

Statement for period through July 31, 2020

**LEGAL SERVICES REGARDING: BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)**

Fees	T.K.	Hours	Amount
07/13/20 CALL WITH D. GLASS TO MAKE PREPARATIONS FOR 7/21 BOARD MEETING AND PROP 218 HEARING.	AFD	0.50	\$147.50
07/14/20 MONITOR SANTA BARBARA COUNTY BOARD OF SUPERVISORS MEETING CONCERNING APPROVAL OF DISTRICT'S BYLAWS.	AFD	0.30	\$88.50
07/20/20 COLLABORATE WITH DISTRICT'S MANAGER AND ENGINEER ON PREPARATIONS FOR 7/21 BOARD MEETING AND PROP 218 HEARING. REVISE SCRIPT AND ASSESSMENT RESOLUTION.	AFD	1.80	\$531.00
07/21/20 PARTICIPATE IN BOARD MEETING AND HEARING ON ADOPTION OF DISTRICT'S ASSESSMENT	AFD	2.50	\$737.50

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	5.10	\$295.00	\$1,504.50

**TOTAL FEES** **\$1,504.50**

PRIOR STATEMENT BALANCE	\$295.00
TOTAL PAYMENTS AND ADJUSTMENTS	-\$295.00
CURRENT CHARGES	\$1,504.50
<b>PAY THIS AMOUNT</b>	<b>\$1,504.50</b>

Any Payments Received After 07/31/20 Will Appear on Your Next Statement

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



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

SAN ANTONIO BASIN WATER DISTRICT

July 31, 2020

Detail of Payments and Adjustments

Date	Check No.	Description	Amount
08/03/20	5000	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$295.00

Visa, MasterCard and Discover accepted

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



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

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

July 31, 2020

Client ID 21089-8 AFD  
 Invoice No. 67855

Statement for period through July 31, 2020

**LEGAL SERVICES REGARDING: CONFLICT OF INTEREST**

Fees		T.K.	Hours	Amount
07/06/20	ADVISE DISTRICT MANAGEMENT REGARDING STEPS FOR ADOPTION OF DISTRICT'S CONFLICT OF INTEREST CODE.	AFD	0.30	\$88.50
07/13/20	PHONE CONFERENCE WITH ALAN RE CONFLICT OF INTEREST UPDATE FOR SABWD	IJS	0.10	\$22.00

**Timekeeper Recap**

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	0.30	\$295.00	\$88.50
IJS	INDERRAJ SINGH	0.10	\$220.00	\$22.00

**TOTAL FEES** **\$110.50**

PRIOR STATEMENT BALANCE	\$892.00
TOTAL PAYMENTS AND ADJUSTMENTS	-\$892.00
CURRENT CHARGES	\$110.50
<b>PAY THIS AMOUNT</b>	<b>\$110.50</b>

Any Payments Received After 07/31/20 Will Appear on Your Next Statement

**Detail of Payments and Adjustments**

Date	Check No.	Description	Amount
08/03/20	5000	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$892.00

Visa, MasterCard and Discover accepted

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



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

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

July 31, 2020

Client ID 21089-32 AFD

Statement for period through July 31, 2020

**LEGAL SERVICES REGARDING: FORMATION/ORGANIZATION/HISTORY**

PRIOR STATEMENT BALANCE	\$220.00
TOTAL PAYMENTS AND ADJUSTMENTS	-\$220.00
<b>PAY THIS AMOUNT</b>	<b>\$0.00</b>

Any Payments Received After 07/31/20 Will Appear on Your Next Statement

**Detail of Payments and Adjustments**

Date	Check No.	Description	Amount
08/03/20	5000	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$220.00

Visa, MasterCard and Discover accepted

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



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

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

July 31, 2020

Client ID 21089-100 AFD  
Invoice No. 67857

Statement for period through July 31, 2020

**LEGAL SERVICES REGARDING: COSTS**

**COSTS AND EXPENSES**

**Amount**

07/31/20 BLACK & WHITE PRINTING

\$0.10

COLOR PRINTING

\$0.25

**TOTAL COSTS AND EXPENSES**

**\$0.35**

PRIOR STATEMENT BALANCE

\$0.00

CURRENT CHARGES

\$0.35

**PAY THIS AMOUNT**

**\$0.35**

Any Payments Received After 07/31/20 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

**San Antonio Basin GSA**  
**Profit & Loss Budget Performance**  
**August 2020**

17% of the year has elapsed

	<u>Aug 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
01 DWR Grant #1 Payments	0.00	0.00	0.00	0.0%
01 DWR Grant #2 Payments	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Expense</b>				
<b>Administration and Operation</b>				
01Administrative Exp/Office Ex	3,210.00	0.00	3,210.00	100.0%
02-Accountant	600.00	0.00	600.00	100.0%
03-Comm Eng Grant Wrtng NonGSP	0.00	0.00	0.00	0.0%
04-Monitoring	978.25	0.00	978.25	100.0%
05-Legal Counsel	0.00	0.00	0.00	0.0%
06-Insurance	0.00	0.00	0.00	0.0%
07-Audit Fees	0.00	0.00	0.00	0.0%
08-GSP Development(GSIcontract)	23,131.28	0.00	23,131.28	100.0%
<b>Total Administration and Operation</b>	<u>27,919.53</u>	<u>0.00</u>	<u>27,919.53</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>27,919.53</u>	<u>0.00</u>	<u>27,919.53</u>	<u>100.0%</u>
<b>Net Ordinary Income</b>	-27,919.53	0.00	-27,919.53	100.0%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	0.00	0.00	0.00	0.0%
<b>Total Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Other Expense</b>				
Contingency (10%)	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Net Income</b>	<u><u>-27,919.53</u></u>	<u><u>0.00</u></u>	<u><u>-27,919.53</u></u>	<u><u>100.0%</u></u>

**San Antonio Basin GSA**  
**Balance Sheet**  
As of August 31, 2020

	Aug 31, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Community Bank of Santa Maria	12,577.68
Community Bank of SM MMKT -2449	-10.00
<b>Total Checking/Savings</b>	12,567.68
<b>Total Current Assets</b>	12,567.68
<b>TOTAL ASSETS</b>	<b>12,567.68</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Retained Earnings	-5,828.79
Net Income	18,396.47
<b>Total Equity</b>	12,567.68
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12,567.68</b>



**San Antonio Basin GSA  
Expenses by Vendor Detail  
August 2020**

	Type	Date	Num	Account	Split	Amount	Balance
<b>Cachuma Resource Conservation District</b>							
	Check	08/31/2020	2193	01Administrative Exp/Office Ex	Community Bank of Santa Maria	3,200.00	3,200.00
Total Cachuma Resource Conservation District						<u>3,200.00</u>	<u>3,200.00</u>
<b>Carrie Troup, C.P.A.</b>							
	Check	08/31/2020	2194	02-Accountant	Community Bank of Santa Maria	600.00	600.00
Total Carrie Troup, C.P.A.						<u>600.00</u>	<u>600.00</u>
<b>COMMUNITY BANK OF SANTA MARIA</b>							
	Check	08/31/2020	EFT	01Administrative Exp/Office Ex	Community Bank of SM MMKT -2449	10.00	10.00
Total COMMUNITY BANK OF SANTA MARIA						<u>10.00</u>	<u>10.00</u>
<b>GSI WATER SOLUTIONS, INC.</b>							
	Check	08/31/2020	2191	08-GSP Development(GSIcontract)	Community Bank of Santa Maria	16,393.28	16,393.28
	Check	08/31/2020	2192	04-Monitoring	Community Bank of Santa Maria	978.25	17,371.53
Total GSI WATER SOLUTIONS, INC.						<u>17,371.53</u>	<u>17,371.53</u>
<b>U.S. GEOLOGICAL SURVEY</b>							
	Check	08/31/2020	2190	08-GSP Development(GSIcontract)	Community Bank of Santa Maria	6,738.00	6,738.00
Total U.S. GEOLOGICAL SURVEY						<u>6,738.00</u>	<u>6,738.00</u>
<b>TOTAL</b>						<u><u>27,919.53</u></u>	<u><u>27,919.53</u></u>

## **Fund Request Procedures**

**Effective:**

### **PURPOSE**

The San Antonio Basin Groundwater Sustainability Agency (“GSA”) is a local government agency formed by a Joint Exercise of Powers Agreement between the San Antonio Basin Water District (“Water District”) and the Los Alamos Community Services District (“CSD”). The GSA was created to comply with the Sustainable Groundwater Management Act of 2014 (“SGMA”) for the San Antonio Creek Groundwater Basin, which has been designated as a “medium-priority” basin by the California Department of Water Resources, therefore triggering groundwater management obligations pursuant to SGMA.

Financial support by the Water District is necessary to support the GSA’s day-to-day operations, projects, and SGMA obligations. The purpose of these Fund Request Procedures is to provide clarity as to how the GSA should request funds from the Water District.

### **PROCEDURES**

1. Any written request for funds made by the GSA to the Water District must be submitted via email at least one week prior to any scheduled Water District meeting.

The request should be sent to:

San Antonio Basin Water District  
c/o Donna Glass  
[admin@sanantoniobasinwd.org](mailto:admin@sanantoniobasinwd.org)

2. Properly documented fund requests will be placed on the agenda for the next regularly scheduled Water District Board of Directors meeting.

3. A GSA request for funds may be made by the GSA’s Executive Director, Treasurer, or Board Chair. The request must include the total amount of funds anticipated to be needed to cover all expenditures for at least one month of GSA operations.

5. Once the fund request has been approved by the Water District, the Water District will notify the GSA Executive Director and Treasurer of such approval.

6. Transfer of funds to the GSA pursuant to a duly approved request for funds should occur within 7 days of approval by the Water District.

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

**IN THE MATTER OF:**

**Resolution No. 20-08**

**RESOLUTION APPROVING SAN ANTONIO BASIN WATER DISTRICT'S  
CONFLICT OF INTEREST CODE**

**WHEREAS**, in accordance with state law, the Board of Directors is required to adopt a conflict of interest code; and

**WHEREAS**, in accordance with state law the District has prepared the Conflict of Interest Code attached hereto as Exhibit "A" and incorporated herein; and

**WHEREAS**, in accordance with state law the District provided a 45-day comment period during which interested parties could comment on the Code before its adoption; and

**WHEREAS**, the 45-day comment period has passed and no interested parties submitted comments to the District.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the San Antonio Basin Water District as follows:

1. The attached Conflict of Interest Code is formally adopted by the Board of Directors of the San Antonio Basin Water District.
2. Staff is directed to take such steps as necessary to properly file the attached Conflict of Interest Code with the County of Santa Barbara.
3. Once the Conflict of Interest Code is formally approved by the County, staff is instructed to implement the Code.

ALL THE FOREGOING, being on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, was hereby authorized by the following vote, to wit:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I HEREBY CERTIFY that the foregoing is a true copy of the resolution of the Board of Directors of the SAN ANTONIO BASIN WATER DISTRICT as duly passed and adopted by said Board of Directors at a meeting held this \_\_ day of \_\_\_\_\_, 2020.

WITNESS my hand and official seal of said Board of Directors this \_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_,  
Secretary of the Board of Directors

EXHIBIT "A"  
CONFLICT OF INTEREST CODE

## **SAN ANTONIO BASIN WATER DISTRICT CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **San Antonio Basin Water District ("District")**.

Designated individuals may file their statements online using eDisclosure, which will submit the Form 700 to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Gov Code Section 81008). The District's filing official can provide access to designated individuals.

Designated individuals who file using a paper Form 700 shall file with the District. Upon receipt of the Statement filed by the designated individual, the District shall retain a copy and forward the original to the County Clerk, Recorder and Assessor.

### **PUBLIC OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

The following positions are *not* covered by the conflict-of-interest code because they must file statements under Section 87200 and therefore are listed for informational purposes only: Members of the Board of Directors.

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligation if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Section 87200.

**APPENDIX  
DESIGNATED POSITIONS AND  
DISCLOSURE CATEGORIES**

<b>I.     <u>Designated Position</u></b>	<b><u>Assigned Disclosure Category</u></b>
Board Members	1, 2
District Manager	1, 2
General Counsel	1, 2
Consultants/New Positions	*

**Note:** The positions of Auditor and General Counsel are filled by outside consultants who serve in a staff capacity.

\*Consultants/New positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Board may determine that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Board’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Gov. Code Section 81008).

**Officials Who Manage Public Investments**

The following positions are not covered by the conflict of interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for informational purposes only:

Members of the Board of Directors

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Gov. Code Sec. 87200.



## **II. Disclosure Categories:**

**Category 1:** Designated positions in this category shall disclose income from any source, interests in real property, investments and all business positions in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management.

**Category 2:** Designated positions in this category shall disclose investments; business positions in business entities; and income (including gifts, loans, and travel payments), from sources engaged in providing services (e.g. accounting, auditing, engineering and environmental consulting), supplies, materials, machinery, or equipment of the type utilized by the agency.

# San Antonio Basin Water District Data Change Request Form

Date: 8/28/2020  
Request Received By: \_\_\_\_\_

APN Number: 133-100-046

## CURRENT PROPERTY OWNER INFORMATION

\* Owner Name: Flower & Vine

\* Situs Address: 9100 Alisos Canyon Rd. Los Alamos, CA 93440

Mailing Address: 5933 Bowcroft St., Los Angeles, CA 90016

## CHANGE REQUESTED:

- New Owner                      - New Mailing Address                      - Update Information

\* Owner Name: \_\_\_\_\_

\* Situs Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

- Change in Irrigated versus Non-Irrigated Land

\* Current: Irrigated 45 acres                      Non-Irrigate 55 acres

\* Requested Change: Irrigated 7 acres                      Non-Irrigate 93 acres

- Other - Describe

\* Name of Person Requesting the Change: Arthur Iclisoy

.....  
For Official Use Only

- Approved

- Denied

Updated: \_\_\_\_\_

By: \_\_\_\_\_

\* Contact Phone Number: 310-874-3950

\* required information

---

For Official Use Only

- Approved      - Denied      Updated: \_\_\_\_\_      By: \_\_\_\_\_

**San Antonio Basin Water District - INVOICE**

**San Antonio Basin Water District**  
*c/o Kari Wagner*  
612 Clarion Court  
San Luis Obispo, CA 93401  
  
(805) 544-4011  
[KariW@wallacegroup.us](mailto:KariW@wallacegroup.us)

Date: August 17, 2020  
Invoice No: 2020-0044  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021

**FLOWER & VINE, LLC**  
C/O ARTHUR ICLISOY  
5933 BOWCROFT ST  
LOS ANGELES, CA 90016

APN	Parcel Address	Gross Acres	Non-Overlying AC (\$0.00)	Irrigated AC in Basin (\$48.00)	Non-Irrigated AC (\$0.50)	Amount
133 100 046	9100 ALISOS CANYON RD	100.00	0.00	44.50	55.50	\$2,163.75
Totals:		100.00	0.00	44.50	55.50	\$2,163.75
<b>Total Amount Due for 2020:</b>						<b>\$2,163.75</b>

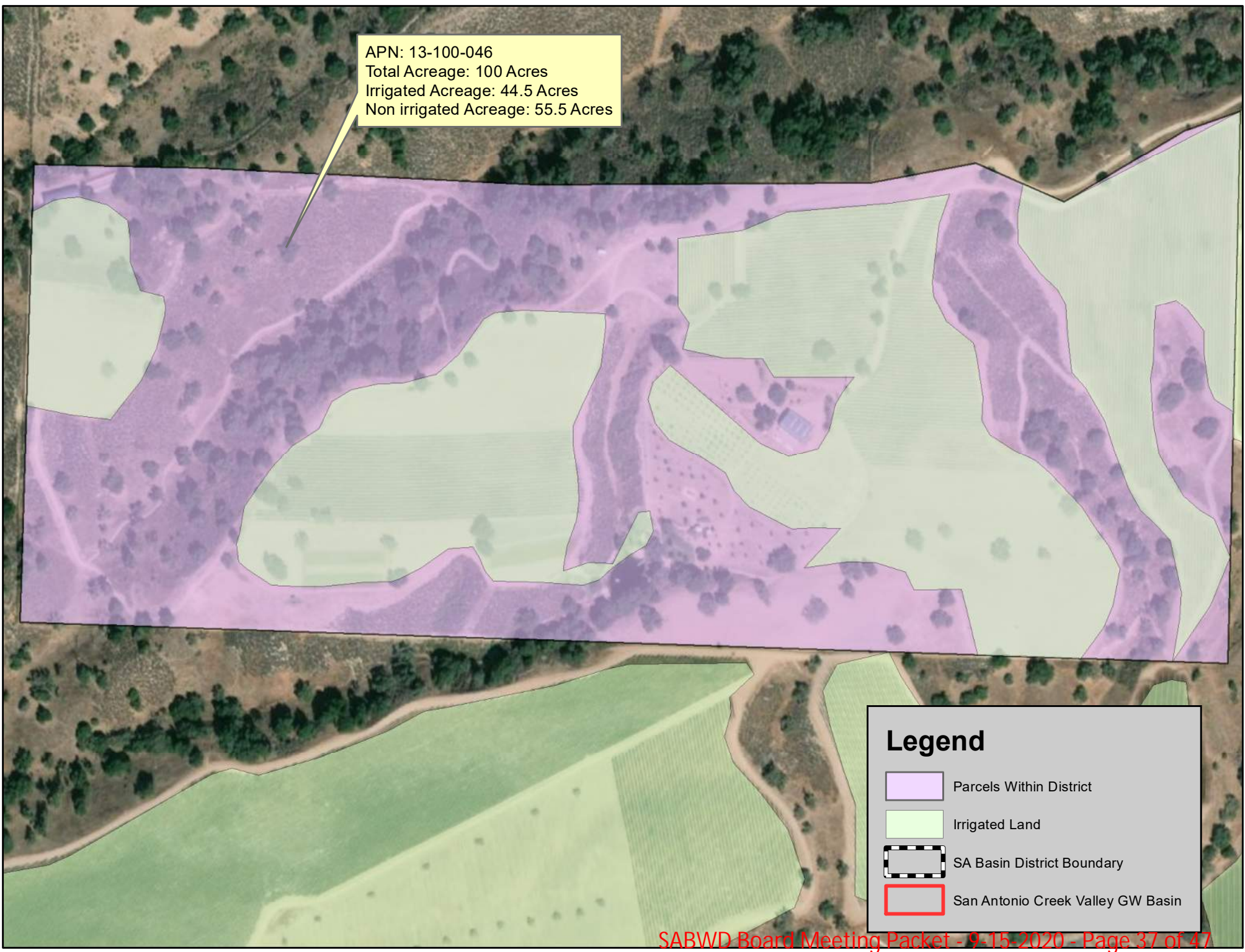
On July 21, 2020, an assessment levied by the San Antonio Basin Water District became due and payable. Payment is requested by October 7, 2020. The assessment will be delinquent if not paid by February 8, 2021. Upon delinquency, a penalty of 5% of the amount delinquent will be added thereto and the delinquent property sold to the district.

-----  
Please make check payable to: San Antonio Basin Water District  
*Please detach this lower portion and return with payment to:*

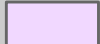



**San Antonio Basin Water District**  
*c/o Kari Wagner, Wallace Group*  
612 Clarion Court  
San Luis Obispo, CA 93401

Invoice No: 2020-0044  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021  
Amount due: \$2,163.75

APN: 13-100-046  
Total Acreage: 100 Acres  
Irrigated Acreage: 44.5 Acres  
Non irrigated Acreage: 55.5 Acres



**Legend**

-  Parcels Within District
-  Irrigated Land
-  SA Basin District Boundary
-  San Antonio Creek Valley GW Basin



# Flower & Vine



# San Antonio Basin Water District Data Change Request Form

Date: 08-28-20

Request Received By: \_\_\_\_\_

APN Number: 133 110 061

## CURRENT PROPERTY OWNER INFORMATION

\* Owner Name: Nolan Ranch, LLC - Peter Nolan  
\* Situs Address: 7501 Alisos Canyon Road  
Mailing Address: 50 11th St. Hermosa Beach, CA 90254

## CHANGE REQUESTED:

- New Owner       - New Mailing Address       - Update Information

\* Owner Name: Nolan Ranch, LLC - Peter Nolan  
\* Situs Address: 7501 Alisos Canyon Road  
Mailing Address: 50 11th St. Hermosa Beach, CA 90254

- Change in Irrigated versus Non-Irrigated Land

\* Current: Irrigated 192.61      Non-Irrigated 1,560  
\* Requested Change: Irrigated 108      Non-Irrigated 1,607.61

- Other - Describe

\* Name of Person Requesting the Change: Priscilla Park  
\* Contact Phone Number: 424.675.7607

\* required information

.....  
For Official Use Only

- Approved

- Denied

Updated: \_\_\_\_\_

By: \_\_\_\_\_



**San Antonio Basin Water District - INVOICE**

**San Antonio Basin Water District**  
*c/o Kari Wagner*  
612 Clarion Court  
San Luis Obispo, CA 93401  
  
(805) 544-4011  
[KariW@wallacegroup.us](mailto:KariW@wallacegroup.us)

Date: August 17, 2020  
Invoice No: 2020-0084  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021

**NOLAN RANCH, LLC**  
C/O PETER NOLAN  
58 11TH ST  
HERMOSA BEACH, CA 90254

APN	Parcel Address	Gross Acres	Non-Overlying AC (\$0.00)	Irrigated AC in Basin (\$48.00)	Non-Irrigated AC (\$0.50)	Amount
133 110 061	7501 ALISOS CANYON RD	1,712.61	0.00	152.61	1,560.00	\$8,105.28
Totals:		1,712.61	0.00	152.61	1,560.00	\$8,105.28
<b>Total Amount Due for 2020:</b>						<b>\$8,105.28</b>

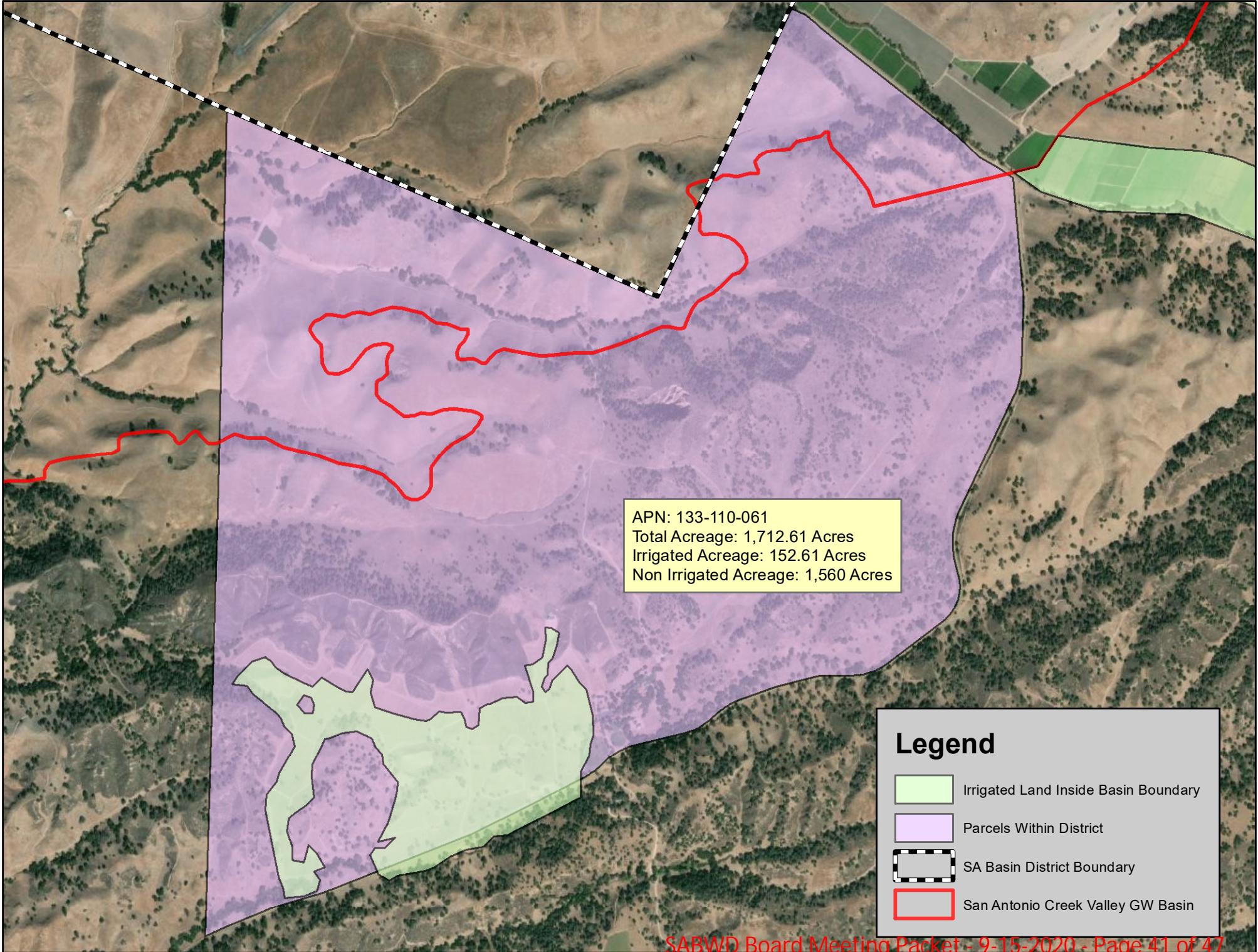
On July 21, 2020, an assessment levied by the San Antonio Basin Water District became due and payable. Payment is requested by October 7, 2020. The assessment will be delinquent if not paid by February 8, 2021. Upon delinquency, a penalty of 5% of the amount delinquent will be added thereto and the delinquent property sold to the district.

-----  
Please make check payable to: San Antonio Basin Water District  
*Please detach this lower portion and return with payment to:*

**San Antonio Basin Water District**  
*c/o Kari Wagner, Wallace Group*  
612 Clarion Court  
San Luis Obispo, CA 93401

Invoice No: 2020-0084  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021  
Amount due: \$8,105.28

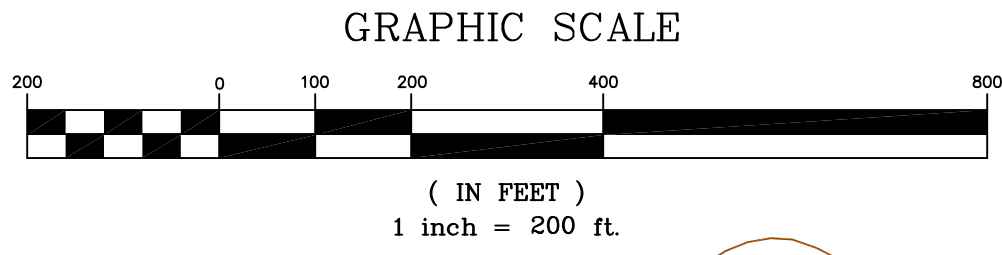






\*\*\* This map was created for the sole purpose of irrigation design and is in no way to be construed a property survey. Please contact a licensed surveyor for exact property survey.

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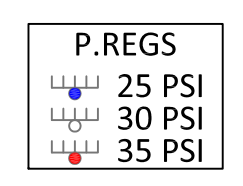
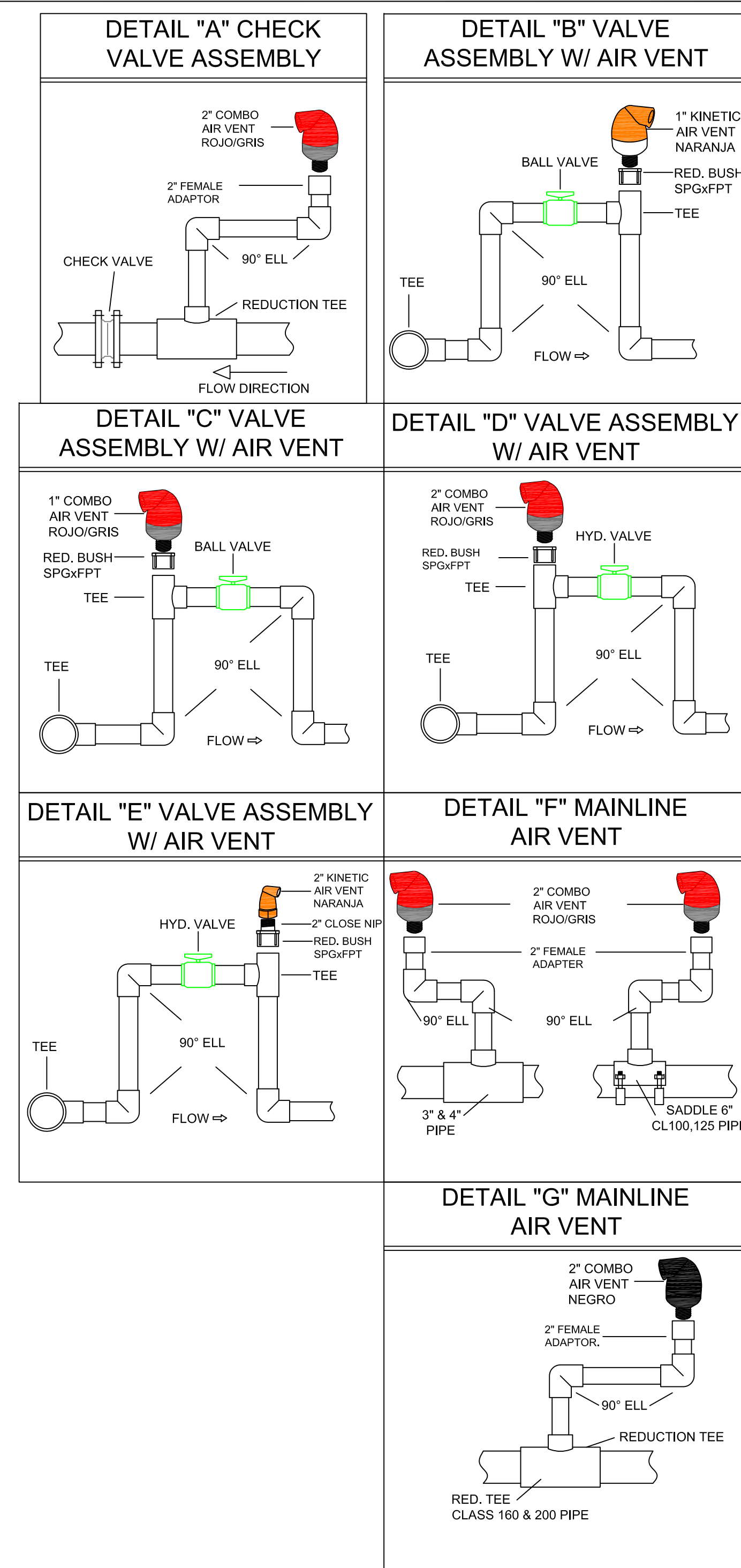
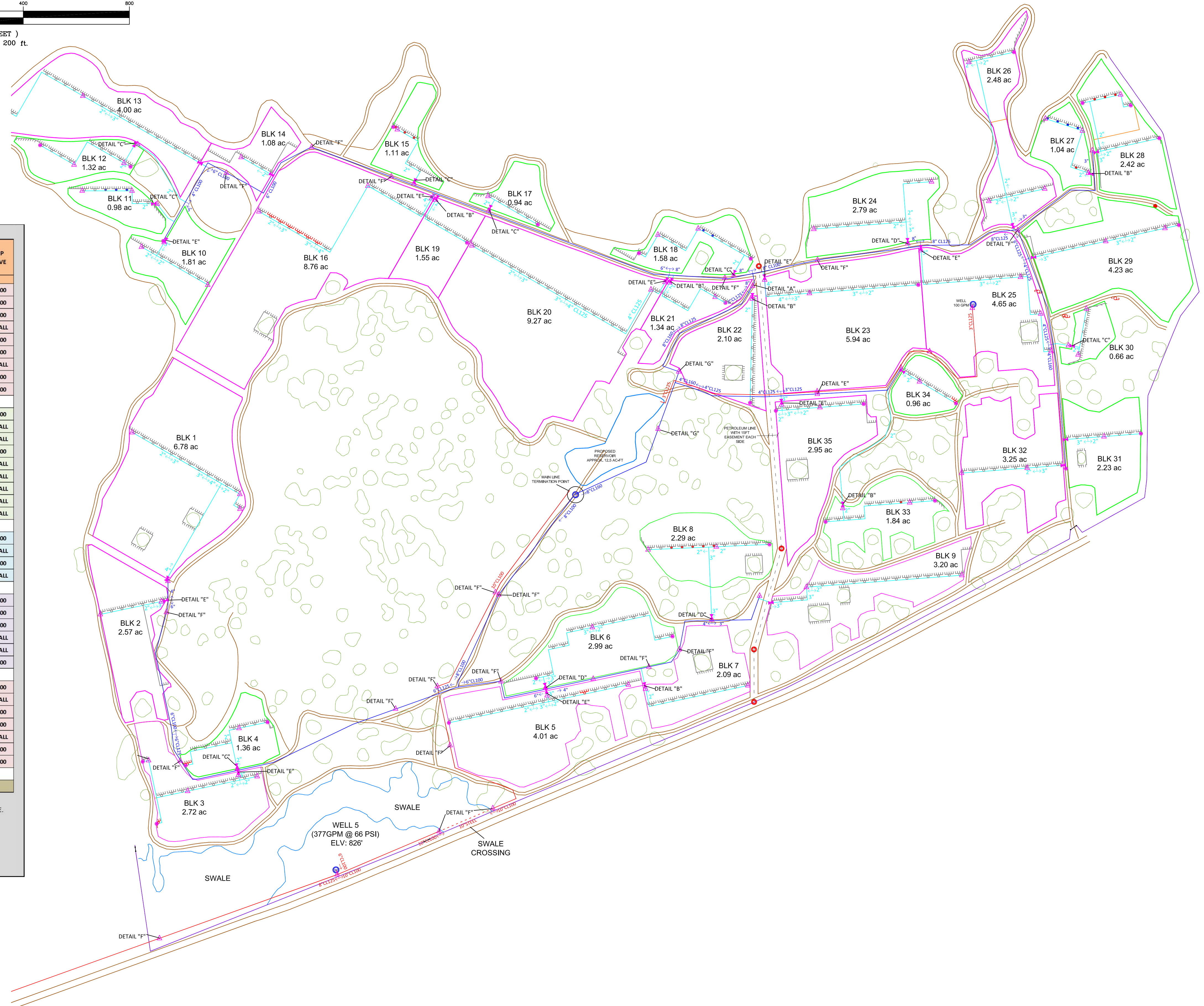


**NOLAN RANCH: DRIP BLOCK INFO**

BLOCK #	AREA (ACRES)	VINE SPACING (FEET)	ROW SPACING (FEET)	# OF VINES	DRIP FLOW RATE (GPM)	DRIP PRESSURE (PSI)	DRIP VALVE
1	6.78	4	8	9,235	172	48*	3" 400
2	2.57	4	8	3,501	65	33*	2" 400
3	2.72	4	8	3,705	68	34*	2" 400
4	1.36	3	8	2,469	46	50*	2" BALL
5	4.01	4	8	5,462	101	30*	2" 400
6	2.99	3	8	5,427	100	52*	2" 400
7	2.09	4	8	2,847	52	35*	2" BALL
8	2.29	3	8	4,157	76	60*	2" 400
9	3.20	4	8	4,359	80	34*	2" 400
SET 1	28.01			41162	760		
10	1.81	3	8	3,286	61	31***	2" 400
11	0.98	3	8	1,779	33	42***	2" BALL
12	1.32	3	8	2,396	44	38***	2" BALL
13	4.00	4	8	5,448	100	44***	2" 400
14	1.08	4	8	1,471	27	52***	2" BALL
15	1.11	3	8	2,015	37	33***	2" BALL
17	0.94	3	8	1,707	32	40***	2" BALL
18	1.58	3	8	2,868	54	40***	2" BALL
22	2.10	4	8	2,861	53	30***	2" BALL
SET 2	14.92			23831	441		
16	8.76	4	8	11,932	221	40**	3" 400
19	1.55	4	8	2,112	39	40**	2" BALL
20	9.27	4	8	12,626	233	40**	3" 400
21	1.34	4	8	1,826	34	40**	2" BALL
SET 3	20.92			28496	527		
23	5.94	4	8	8,091	150	31**	3" 400
24	2.79	3	8	5,064	93	48**	2" 400
25	4.65	4	8	6,334	118	26**	2" 400
33	1.84	3	8	3,340	62	46**	2" BALL
34	0.96	3	8	1,743	32	36**	2" BALL
35	2.95	4	8	4,018	74	32**	2" 400
SET 4	19.13			28590	528		
26	2.48	4	8	3,378	63	58***	2" 400
27	1.04	3	8	1,888	36	42***	2" 400
28	2.42	3	8	4,393	81	52***	3" 400
29	4.23	3	8	7,678	143	44***	2" 400
30	0.66	3	8	1,198	22	33***	2" BALL
31	2.23	3	8	4,048	75	37***	2" 400
32	3.25	4	8	4,427	82	35***	2" 400
SET 5	16.31			27010	501		
TOTAL	99.29			261495	2229		

NOTES:  
 1. \* PRESSURE REQUIRED IMMEDIATELY D/S OF THE DRIP BLOCK VALVE. REQUIRES 65 PSI AT THE LOW PRESSURE DRIP PUMP.  
 2. \*\* PRESSURE REQUIRED IMMEDIATELY D/S OF THE SPRINKLER BLOCK REQUIRES 90 PSI AT THE HIGH PRESSURE DRIP PUMP.  
 3. \*\*\* PRESSURE REQUIRED IMMEDIATELY D/S OF THE SPRINKLER BLOCK REQUIRES 120 PSI AT THE HIGH PRESSURE DRIP PUMP.

**DESIGN SPECIFICATIONS**  
**PIPELINES:**  
 DRIP MAIN LINE PIPE: 4", 6" & 8" CL100, 3", 4", 6" & 8" CL125, 4" & 6" CL160  
 DRIP SUBMAIN PIPE: 4" & 6" CL 100, 3", 4" & 6" CL125, 2" CL160  
 SPRINKLER MAIN LINE PIPE: 4", 6", 8", 10" & 12" CL100, 3", 4", 6", 8", 10" & 12" CL125, 10" & 12" CL160, 10" & 12" CL200  
 SPRINKLER SUBMAIN PIPE: 3" CL 125, 4" CL100, 6" CL100, 8" CL100  
**DRIP MANIFOLDS:**  
 25, 30, & 35 PSI LF, MF AND HF PRESS. REGULATORS WHERE SHOWN  
 8'X3' & 8' X 4' VINE SPACING W/ (1) WPC-4 1 GPH EMITTER PER VINE  
**SPRINKLERS:**  
 1/2" IMPACT SPRINKLERS W/ 2.5 GPM NOZZLE  
 APPLICATION RATE: 0.125 IN/HR  
**AIR VENTS:**  
 2" = 1" CONTINUOUS AIR VENTS  
 3" - 4" = 2" PRO AIR VENTS  
 6" - 8" = 2" CONTINUOUS AIR VENTS  
 10" - 12" = 2" DYNAMIC AIR VENTS



TOTAL GROSS AREA = 163 ACRES  
 NET AREA = 99.29 ACRES

**LEGEND**

EXISTING ROAD	VALVE
EDGE OF FIELD	LF DRIP MANIFOLD
FENCE LINE	MF DRIP MANIFOLD
TREES	HF DRIP MANIFOLD
PETROLEUM LINE	AIR VENT
RESERVOIR FILL LINE	CHECK-VALVE
MAIN LINE	FLUSHOUT
SUBMAIN	UTILITY POLE
DRIP BREAK	WELL

NOLAN RANCH VINEYARD  
 7500 ALISOS CANYON ROAD  
 LOS ALAMOS, CA

**DRIP IRRIGATION PLAN**

NO.	REVISION DESCRIPTION	DATE
5		
4		
3		
2		
1	(6) HIGH FLOW MANIFOLDS ADDED TO BLOCK 16	1-31-18

**PACIFIC AG WATER INC.**  
 1355 WEST MAIN, SANTA MARIA, CA 93458  
 OFFICE (805) 922-6943 FAX (805) 928-3775

SCALE: 1" = 200'  
 DATE: 1-31-18  
 SHEET: 1 OF 2  
 DRAWING FILE: NOLANRANCH.DWG



**San Antonio Basin Water District - INVOICE**

San Antonio Basin Water District  
 c/o Kari Wagner  
 612 Clarion Court  
 San Luis Obispo, CA 93401  
 (805) 544-4011  
[KariW@wallacegroup.us](mailto:KariW@wallacegroup.us)

Date: August 17, 2020  
 Invoice No: 2020-0007  
 Due Date: October 7, 2020  
 Delinquent Date: February 8, 2021

**ALISOS CANYON, LLC**  
 C/O MARVIN & PAULETTE TEIXEIRA  
 5235 FOXEN CANYON RD  
 SANTA MARIA, CA 93454

APN	Parcel Address	Gross Acres	Non-Overlying AC (\$0.00)	Irrigated AC in Basin (\$48.00)	Non-Irrigated AC (\$0.50)	Amount
133 130 043	10225 ALISOS CANYON RD	32.96	0.00	16.25	16.71	\$788.36
Totals:		32.96	0.00	16.25	16.71	\$788.36
<b>Total Amount Due for 2020:</b>						<b>\$788.36</b>

I Google Earth a map AT 10225 Alisos Cyn. Road and these ARE THE ACRES IRRIGATED 12.86. The other numbers were estimated.

$12.86 \text{ AC} \times 48.00 = 617.28$   
 $20.1 \text{ AC} \times 1.50 = 32.96$   


---

 $32.96$

$\$650.16$

Mape Enclosed

On July 21, 2020, an assessment levied by the San Antonio Basin Water District became due and payable. Payment is requested by October 7, 2020. The assessment will be delinquent if not paid by February 8, 2021. Upon delinquency, a penalty of 5% of the amount delinquent will be added thereto and the delinquent property sold to the district.

Please make check payable to: San Antonio Basin Water District  
 Please detach this lower portion and return with payment to:

San Antonio Basin Water District  
 c/o Kari Wagner, Wallace Group  
 612 Clarion Court  
 San Luis Obispo, CA 93401

Invoice No: 2020-0007  
 Due Date: October 7, 2020  
 Delinquent Date: February 8, 2021  
 Amount due: \$788.36



# Untitled Map

Write a description for your map.



- Legend** 12.86 acres
- 10225 Aissos Canyon Rd
  - San Marcos Equine
  - small pasture

600 ft



Google Earth

© 2020 Google



**San Antonio Basin Water District - INVOICE**

**San Antonio Basin Water District**  
c/o Kari Wagner  
612 Clarion Court  
San Luis Obispo, CA 93401  
  
(805) 544-4011  
[KariW@wallacegroup.us](mailto:KariW@wallacegroup.us)

Date: August 17, 2020  
Invoice No: 2020-0063  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021

**KELT, LANDON KEITH**

1459 VINCENTI PL  
SANTA BARBARA, CA 93108

APN	Parcel Address	Gross Acres	Non-Overlying AC (\$0.00)	Irrigated AC in Basin (\$48.00)	Non-Irrigated AC (\$0.50)	Amount
101 020 084	NONE LISTED	80.62	79.12	0.00	1.50	\$50.00
Totals:		80.62	79.12	0.00	1.50	\$50.00
<b>Total Amount Due for 2020:</b>						<b>\$50.00</b>

On July 21, 2020, an assessment levied by the San Antonio Basin Water District became due and payable. Payment is requested by October 7, 2020. The assessment will be delinquent if not paid by February 8, 2021. Upon delinquency, a penalty of 5% of the amount delinquent will be added thereto and the delinquent property sold to the district.

-----  
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*Please detach this lower portion and return with payment to:*

**San Antonio Basin Water District**  
c/o Kari Wagner, Wallace Group  
612 Clarion Court  
San Luis Obispo, CA 93401

Invoice No: 2020-0063  
Due Date: October 7, 2020  
Delinquent Date: February 8, 2021  
Amount due: \$50.00

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PUBLIC WORKS  
ADMINISTRATION  
  
SURVEYING /  
GIS SOLUTIONS  
  
WATER RESOURCES

---

**Date:** September 9, 2020

**Project Number:** 1591-0002

---

**To:** Donna Glass  
San Antonio Basin Water District  
1005 South Broadway  
Santa Maria, California 93454

**VIA Email**

**Phone:** (805) 928-8349

**Fax:**

**Email:** [lon4fsawb@gmail.com](mailto:lon4fsawb@gmail.com);  
[admin@sanantoniobasinwd.org](mailto:admin@sanantoniobasinwd.org)

---

**From:** Kari Wagner  
Principal  
**WALLACE GROUP**  
612 Clarion Court  
San Luis Obispo, CA 93401

**Phone:** 805 544-4011

**Fax:** 805 544-4294

**Email:** [kariw@wallacegroup.us](mailto:kariw@wallacegroup.us)

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**Subject:** Contract Amendment for Tax Roll Preparation

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Please find attached our Contract Amendment #1 for the above referenced project. If this meets with your approval, please sign where indicated and return one copy to our office, **to the attention of Kylie Castle (kyliec@wallacegroup.us), Marketing Coordinator**, which will serve as our notice-to-proceed on your project.

Please call me if you have any questions at 805 544-4011.

Thank you.

ATTACHMENT  
CA1

WALLACE GROUP  
A California Corporation

612 CLARION CT  
SAN LUIS OBISPO  
CALIFORNIA 93401

T 805 544-4011  
F 805 544-4294

[www.wallacegroup.us](http://www.wallacegroup.us)

**CONTRACT AMENDMENT**



<b>Project Name:</b> Tax Roll Preparation	<b>CA No.</b> 1
<b>Client Name:</b> San Antonio Basin Water District	<b>Project/Phase No.</b> 1591-0002/0100
<b>Attention:</b> Donna Glass	<b>Date:</b> September 9, 2020
<b>Address:</b> 1005 South Broadway, Santa Maria, California, 93454	

Wallace Group requests the Client's authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. Approval below incorporates this document as a part of the original contract signed July 22, 2020. If approved, please return one signed original Contract Amendment to Wallace Group.

**Description and Purpose of the Revision(s)**

Wallace Group is assisting San Antonio Basin Water District with the invoicing and customer follow up for the 2020-21 tax roll. SABWD has requested Wallace Group to also assist in managing the deposits, which was not included in the original scope of work. Wallace Group has coordinated with the bank, established the depositing system, and received training from the bank for the deposits. Wallace Group is also maintaining the records for the payment submissions. In addition, Wallace Group has been receiving new customer questions regarding changes to irrigated acreage. The effort to respond to customer questions has required more effort than what was anticipated in the initial proposal.

**Revision(s) Represent:**

- a change in previous instructions
- a change in Scope of Services
- other:

**Revision(s) Fee:**


- hourly (time & materials) \$
- progress billing: \$
- not-to-exceed w/o authorization: \$5,000

**Revision(s) will be invoiced as:**

- increase to an item within the existing contract
- a new item added to existing contract

**Issued by,**  
**WALLACE GROUP, a California Corporation**

**APPROVED BY CLIENT:**

  
 Kari E. Wagner, PE C66026  
 Principal  
 612 Clarion Court  
 San Luis Obispo  
 California 93401  
 T 805 544-4011  
 F 805 544-4294  
 www.wallacegroup.us

\_\_\_\_\_  
 Signature  
 \_\_\_\_\_  
 Printed Name  
 \_\_\_\_\_  
 Title  
 \_\_\_\_\_  
 Date

- CIVIL AND TRANSPORTATION ENGINEERING
- CONSTRUCTION MANAGEMENT
- LANDSCAPE ARCHITECTURE
- MECHANICAL ENGINEERING
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- PUBLIC WORKS ADMINISTRATION
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- WATER RESOURCES

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 612 CLARION CT  
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