

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, October 17, 2023, at 1:00 p.m. at

Los Alamos Community Services District, 82 St. Joseph Street, Los Alamos, CA 93440

*The public is invited to join in person, or by videoconference at*

<https://us02web.zoom.us/j/5896878298>

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call +1 - 408-638-0968 or +1 - 669-900-6833 and enter ID: 589 687 8298

To view supporting documents, go to: <https://sanantoniobasinwd.org/agendas-%26-minutes>

## 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 with an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.
- 4) **Minutes**
  - a. September 2023 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
  - a. Review and Approve September Financial Statements
    - i. Discuss and Consider Funds Transfer to Investment Account
  - b. Investment Report
  - c. Assessments Status Report
  - d. Review September GSA Financial Statements
  - e. GSA Fund Request
- 6) **Informational Items**
  - a. Management/Administration Report
  - b. Director Training Report
  - c. Update on San Antonio Basin Groundwater Sustainability Agency
- 7) **New Business**— requests for items to be placed on the next agenda.

**8) Next Meeting Date – November 28, 2023**

- a. Consider Changing Next Regular Meeting Date to November 28, 2023

**9) Adjournment**

**Note:** 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) or 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.

**Note:** 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) or 805-928-8349.

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, September 19, 2023, at 1:00 p.m. at

Los Alamos Community Services District, 82 St. Joseph Street, Los Alamos, CA 93440

## Meeting Minutes

*The public is invited to join in person, or by videoconference at*

<https://us02web.zoom.us/j/5896878298>

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call +1 - 408-638-0968 or +1 - 669-900-6833 and enter ID: 589 687 8298

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### 1) Call to Order

The meeting was called to order at 1:00 p.m. by President Merrill

### 2) Roll Call

Kevin Merrill

Randy Sharer

Victor Schaff

Ken Hunter

Craig Reade (arrived at 1:02 p.m.)

**Directors Absent:** None

**Others in Attendance:** Donna Glass - District Manager, Tracy Stone, Carol Fornoff - Westchester Group Investment Management, Inc and GinaLisa Tamayo - Jackson Family Estate

- 3) **Public Comment:** This portion of the meeting is set aside to provide the public with an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.

There were no comments.

### 4) Minutes

#### a. August 2023 Board Meeting Minutes – Board Approval Needed

**Motion** was made by Director Hunter to approve the August 2023 Minutes as presented.

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

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

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

### 5) Financial Report

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

The August statement was included in the packet. As of August 31, 2023, 17% of the year had elapsed. The SABWD collected \$332,032 or 58% of the 2023-24 Assessments and received \$9,193 in interest. The expenses for YTD were \$21,385 or 3% of the budget. Net Income was \$319,839 and \$1,335,636 is designated toward reserves. The checking account and California CLASS balance is \$1,655,475. More information on California CLASS given during agenda item 5) b.

**Motion** was made by Director Schaff to approve the August Financial Statements as presented. **Motion seconded** by Director Reade. The motion carried.

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

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

**i. Discuss and Consider Funds Transfer to Investment Account**

The District Manager reported that as of September 15, 2023, the operating account balance was \$667,437. After current expenses of \$7,893 are paid, the balance would be \$659,545 with \$217,739 in assessments remaining to be collected.

After some discussion a **Motion** was made by Director Schaff to approve a transfer from the Operations Account to the Investment Account in the amount of the \$600,000.00

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

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

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

**b. Investment Report**

The August California CLASS statement was included in the packet. Interest earned for August was \$4,520. Account balance is \$1,014,772. The Average Monthly Yield was 5.4471% and Net Asset Value (NAV) was \$1.00.

**c. Assessments Status Report**

As of September 15, 2023, the SABWD collected \$358,766 or 62% of the 2023-24 Assessments. Balance remaining is \$217,739.

**d. Review August GSA Financial Statements**

The August statement was included in the board packet for review only. 17% of the year had elapsed. The GSA bank accounts total \$39,011. The expenses YTD were \$43,206 or 9% of the budget.

**e. GSA Fund Request**

The GSA was going to request funds this month. However, they still had money in the operation account to pay the invoices. GSA Executive Director and WD District Manager discussed a plan going forward regarding a change in the fund request process. The evening GSA meeting agenda includes a discussion and possible action to close the Money Market Account and move \$25k to the General Checking.

Going forward the GSA will maintain \$25k as a buffer/minimum balance in the General Checking account. The fund request will be the amount of the GSA's monthly invoices. If for

some reason the GSA needs to use any of the buffer between fund transfers, the next transfer request would replenish the buffer plus their expenses.

**6) Informational Items**

**a. Management/Administration Report**

Most updates were provided during the agenda items.

The District Manager is currently updating the landowner email contact list for the SABWD to include GSA well registration info recently submitted and tracked by the Wallace Group. Also updating the GSA interested party email list maintained by the WD. Both lists are used for sending out, via email, board meeting notices/agendas, etc. for the WD and/or GSA.

**b. Director Training Report**

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

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

Director Sharer provided a brief update on the agenda items for the evening meeting. The Items on their Agenda for discussion and/or action are a Request for Proposal (RFP) for Quarterly Groundwater Level Monitoring and a RFP for the GSP Annual Report for Water Year 2023. The Board will also consider a Fund Transfer from their Money Market to General Checking and Close the Money Market Account and consider a Meeting Schedule change for their November meeting.

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

No new business was requested.

**8) Next Meeting Date – October 17, 2023**

The next meeting date will be October 17, 2023.

**a. Discuss and Consider Date Change for November/December Meetings**

The GSA is considering changing the November meeting as it falls the Tuesday before Thanksgiving. Dates considered are Tuesday, November 28<sup>th</sup> or Tuesday, December 5<sup>th</sup>. The SABWD agreed to consider following the same schedule as the GSA. Update on the new date to be discussed at the October meeting.

**9) Adjournment**

The meeting was adjourned by President Merrill at 1:25 p.m.

**San Antonio Basin Water District**  
**Profit & Loss Budget vs. Actual**  
 July through September 2023

**Agenda Item 4)**

25% of the year has elapsed	<u>Jul - Sep 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>3380 Interest/Div Income</b>	14,664.96	40,000.00	-25,335.04	36.66%
<b>Assessments</b>	414,717.30	572,344.00	-157,626.70	72.46%
<b>Misc Payments</b>	0.00	50,441.00	-50,441.00	0.0%
<b>Total Income</b>	<u>429,382.26</u>	<u>662,785.00</u>	<u>-233,402.74</u>	<u>64.79%</u>
<b>Expense</b>				
<b>01 - General Manager</b>	7,800.00	60,800.00	-53,000.00	12.83%
<b>03 - Audit &amp; Financial Reporting</b>	2,100.00	12,480.00	-10,380.00	16.83%
<b>04 - Contract Admin(Assesmt Billing)</b>	3,292.66	20,000.00	-16,707.34	16.46%
<b>05 - Legal Services</b>	368.50	20,000.00	-19,631.50	1.84%
<b>06 - Meeting Room Lease</b>	0.00	150.00	-150.00	0.0%
<b>07 - Web Page Support</b>	0.00	500.00	-500.00	0.0%
<b>10 - Insurance E&amp;O; Board</b>	1,123.00	1,150.00	-27.00	97.65%
<b>11 - Office Supplies</b>	115.00	350.00	-235.00	32.86%
<b>12 - Postage/Printing</b>	0.00	150.00	-150.00	0.0%
<b>13 - Board Elections</b>	0.00	250.00	-250.00	0.0%
<b>14 - CSDA Membership</b>	0.00	500.00	-500.00	0.0%
<b>15 - LAFCO District Fees</b>	813.00	1,200.00	-387.00	67.75%
<b>17 - Contingency 10%</b>	0.00	11,753.00	-11,753.00	0.0%
<b>18 - GSA Budget</b>	0.00	498,000.00	-498,000.00	0.0%
<b>19 - Designation to District Reserve</b>	0.00	35,502.00	-35,502.00	0.0%
<b>Total Expense</b>	<u>15,612.16</u>	<u>662,785.00</u>	<u>-647,172.84</u>	<u>2.36%</u>
<b>Net Ordinary Income</b>	<u>413,770.10</u>	<u>0.00</u>	<u>413,770.10</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>413,770.10</u></u>	<u><u>0.00</u></u>	<u><u>413,770.10</u></u>	<u><u>100.0%</u></u>

**San Antonio Basin Water District  
Balance Sheet**

As of September 30, 2023

Sep 30, 23

**ASSETS**

**Current Assets**

**Checking/Savings**

**California Class** 1,620,244.70

**Community Bank - Checking** 114,627.24

**Total Checking/Savings** 1,734,871.94

**Total Current Assets** 1,734,871.94

**TOTAL ASSETS** 1,734,871.94

**LIABILITIES & EQUITY**

**Equity**

**Board Designated Reserves** 1,321,101.84

**Net Income** 413,770.10

**Total Equity** 1,734,871.94

**TOTAL LIABILITIES & EQUITY** 1,734,871.94

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

**September 2023**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>	Check	09/11/2023	5163	INV 0923SABWD	Community Bank - Checking	-700.00
<b>Donna Glass</b>	Check	09/11/2023	5162	INV 2309	Community Bank - Checking	-3,900.00
<b>SANTA BARBARA COUNTY LAFCO</b>	Check	09/11/2023	5161	LAFCO 2023-2024	Community Bank - Checking	-813.00
<b>Wallace Group</b>	Check	09/11/2023	5164	1591-0002-00	Community Bank - Checking	-3,292.66



Donna Glass Administrative Services  
 Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
9/4/2023	2309

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - August 1 through August 31, 2023</b> Coordinate/attend board meetings, prepare agendas/board packets, review monthly financials/investments/accounts receivable, prepare meeting minutes/follow-up, general admin duties, coordinate with accountant/legal counsel/assessment engineer, compile/maintain records, update website and provide property owners with information regarding their groundwater interests. Attend SABGSA board/advisory committee meetings, if held.	3,900.00

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

Total	3,900.00
Balance Due	3,900.00



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

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

August 29, 2023  
 Project No: 1591-0002-00  
 Invoice No: 60230  
**Invoice Total            \$3,292.66**

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

**Professional services rendered through July 31, 2023**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	3.50	260.00	910.00	
Senior Mechanical Engineer II	9.00	190.00	1,710.00	
Associate Engineer I	5.00	130.00	650.00	
Totals	17.50		3,270.00	
<b>Total Labor</b>				<b>3,270.00</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery	22.66			
<b>Total Reimbursables</b>			<b>22.66</b>	<b>22.66</b>

**Total this Phase            \$3,292.66**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	3,270.00	64,436.25	67,706.25	
Limit			76,000.00	
Remaining			8,293.75	
				<b>Total this Invoice            \$3,292.66</b>

# Billing Backup

Tuesday, August 29, 2023

Wallace Group

Invoice 60230 Dated 8/29/2023

11:28:42 PM

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

	Hours	Rate	Amount
Principal			
Wagner, Kari	7/13/2023	.50	260.00
Review Policy/Update Letters to [REDACTED]			130.00
Wagner, Kari	7/14/2023	.25	260.00
Project Management			65.00
Wagner, Kari	7/18/2023	.50	260.00
Finalize letters for [REDACTED]			130.00
Wagner, Kari	7/19/2023	1.00	260.00
Prepare Letters for [REDACTED]			260.00
Wagner, Kari	7/24/2023	1.00	260.00
Finalize Invoices for [REDACTED]			260.00
Wagner, Kari	7/25/2023	.25	260.00
Finalize Invoices for [REDACTED]			65.00
Senior Mechanical Engineer II			
Lindahl, Nels	7/10/2023	3.50	190.00
QA of Acre Summaries;			665.00
Lindahl, Nels	7/11/2023	2.00	190.00
QA of Acre Summaries;			380.00
Lindahl, Nels	7/18/2023	2.00	190.00
Draft Tax roll;			380.00
Lindahl, Nels	7/19/2023	1.00	190.00
Draft Tax roll;			190.00
Lindahl, Nels	7/20/2023	.50	190.00
Assign Corrections to OW; [REDACTED] Invoices to OW;			95.00
Associate Engineer I			
Williams, Olivia	7/10/2023	.25	130.00
Change Order Requests Assessments			32.50
Williams, Olivia	7/11/2023	1.00	130.00
Change Order Requests Assessments			130.00
Williams, Olivia	7/20/2023	1.25	130.00
2023 Tax Roll Preparation			162.50
Williams, Olivia	7/24/2023	1.50	130.00
Updating Past Due Invoices for [REDACTED]			195.00
Williams, Olivia	7/25/2023	1.00	130.00
Updating Past Due Invoices for [REDACTED]			130.00
Totals	17.50		3,270.00
<b>Total Labor</b>			<b>3,270.00</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery			
0008700	7/25/2023	Valez, Matthew / USPS PO 0568700073	22.66
<b>Total Reimbursables</b>			<b>22.66</b>

**Total this Phase      \$3,292.66**

**Total this Project      \$3,292.66**



## Office of the Auditor-Controller

County of Santa Barbara

*One Office. One County. One Future.*

Betsy M. Schaffer, CPA  
Auditor-Controller

C. Edwin Price, Jr., CPA  
Assistant Auditor-Controller

September 1, 2023

Attn: City or District Manager

Pursuant to the Cortese-Knox-Hertzberg Act we are submitting an invoice for your entity's pro-rata share of the Santa Barbara Local Area Formation Commission (LAFCO) 2023-24 net operating budget. Payment is due 60 days from the invoice date.

Payments will be deposited into a separate LAFCO operating fund for LAFCO's use during the year. Any residual will be carried forward and used to offset the contribution required for the following year's operations.

Enclosed is a report showing the distribution of LAFCO's budgeted net operating costs, the amount shown for your entity is the amount due. The LAFCO 2023-24 final budget, adopted on May 4, 2023, can be found on LAFCO's website at [www.sblafco.org](http://www.sblafco.org). Per Government Code Section 56381, the county, cities and independent special districts should each provide a one-third share of the commission's costs. The cost allocation was calculated in proportion to revenues generated by each entity. The most recent data available on the State Controller's website pertained to the 2020-21 fiscal year for cities and special districts.

If you have any questions, please contact:

Juan Izquierdo  
Division Chief  
[Jizquierdo@countyofsb.org](mailto:Jizquierdo@countyofsb.org)  
(805) 568-2141

Sincerely,

Betsy M. Schaffer, CPA, CPFO  
Auditor-Controller

# LAFCO

## Santa Barbara Local Agency Formation Commission

105 East Anapamu Street, Santa Barbara CA 93101

805/568-3391 FAX 805/647-7647

www.sblafco.org \* lafco@sblafco.org

**Invoice Date: July 21, 2023**

### Distribution of LAFCO Budget for Fiscal Year 2023-2024

#### LAFCO Budget

Interest Income	\$2,000
Charges For Services	18,000
Other Miscellaneous Revenue	11,000
Available Retained Earnings in Excess of Reserve	1,722
Sources	32,722
Salaries and Benefits	411,716
Contractual Services (staff)	
Professional and Special Services	50,000
Other Services and Supplies	109,520
Uses	571,236
Net Operating Costs	\$538,514

#### Distribution Per GC 56381(b)(1)(A)

Districts	\$179,505
Cities	179,505
County	179,505
Total Distribution	\$538,514

#### Cities (GC56381(b)(1)(B)):

	Revenue	Percent	Cost
City of Buellton	13,817,072	1.4846%	\$2,665
City of Carpinteria	18,372,852	1.9741%	3,544
City of Goleta	49,057,472	5.2710%	9,462
City of Guadalupe	13,922,911	1.4960%	2,685
City of Lompoc	148,299,764	15.9343%	28,603
City of Santa Barbara	418,514,195	44.9678%	80,719
City of Santa Maria	250,614,364	26.9276%	48,336
City of Solvang	18,099,205	1.9447%	3,491
Cities Total	930,697,835	100.0000%	\$179,505

<b>Special Districts (56381(b)1(C)):</b>	<b>Revenue</b>	<b>Percent</b>	<b>Cost</b>
Cachuma Resource Conservation District	225,360	0.1108%	\$199
Carpinteria Cemetery District	534,227	0.2626%	471
Carpinteria Sanitary District	6,659,258	3.2728%	5,875
Carpinteria Valley Water District	15,543,155	7.6389%	13,712
Carpinteria-Summerland Fire Protection District	10,815,559	5.3155%	9,541
Casmalia Community Services District	83,121	0.0409%	73
Cuyama Basin Water District	217,747	0.1070%	192
Cuyama Community Services District	476,318	0.2341%	420
Cuyama Valley Recreation Park District	174,212	0.0856%	154
Embarcadero Municipal Improvement District	446,818	0.2196%	394
Goleta Cemetery District	1,030,406	0.5064%	909
Goleta Sanitary District	13,320,055	6.5463%	11,751
Goleta Water District	41,685,845	20.4871%	36,775
Goleta West Sanitary District	8,959,649	4.4033%	7,904
Guadalupe Cemetery District	277,680	0.1365%	245
Isla Vista Community Services District	1,036,803	0.5096%	915
Isla Vista Recreation Park District	1,522,981	0.7485%	1,344
Lompoc Cemetery District	920,279	0.4523%	812
Lompoc Valley Medical Center	904,137	0.4444%	798
Los Alamos Cemetery District	25,984	0.0128%	23
Los Alamos Community Services District	1,477,485	0.7261%	1,303
Mission Hills Community Services District	2,852,169	1.4017%	2,516
Montecito Fire Protection District	18,884,899	9.2812%	16,660
Montecito Sanitary District	7,457,404	3.6650%	6,579
Montecito Water District	24,591,141	12.0857%	21,694
Mosquito and Vector Management District	1,250,247	0.6145%	1,103
Oak Hill Cemetery District	555,950	0.2732%	490
<b>San Antonio Basin Water District</b>	<b>921,722</b>	<b>0.4530%</b>	<b>813</b>
Santa Barbara Metropolitan Transit District	9,995,427	4.9124%	8,818
Santa Maria Cemetery District	2,670,772	1.3126%	2,356
Santa Maria Public Airport District	5,341,257	2.6250%	4,712
Santa Maria Valley Water Conservation District	899,160	0.4419%	793
Santa Ynez Community Services District	1,537,092	0.7554%	1,356
Santa Ynez River Water Conservation Dist, No 1	13,249,123	6.5115%	11,688
Santa Ynez River Water Conservation District	954,888	0.4693%	842
Summerland Sanitary District	1,317,168	0.6473%	1,162
Vandenberg Village Community Services	4,658,313	2.2894%	4,110
Special Districts Total	203,473,811	100.0000%	\$179,505



# Summary Statement

September 30, 2023

Page 1 of 3

Investor ID: CA-01 [REDACTED]

0000068-0000258 PDF 574823

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

**Agenda Item 5) b.**

## California CLASS

### California CLASS

**Average Monthly Yield: 5.4766%**

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01 [REDACTED] CA Class Fund	1,014,772.36	600,000.00	0.00	5,472.34	20,244.70	1,215,137.18	1,620,244.70
<b>TOTAL</b>	<b>1,014,772.36</b>	<b>600,000.00</b>	<b>0.00</b>	<b>5,472.34</b>	<b>20,244.70</b>	<b>1,215,137.18</b>	<b>1,620,244.70</b>

Tel: (877) 930-5213

www.californiaclass.com



Account Statement

September 30, 2023

Page 2 of 3

Account Number: CA-01 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 5.4766%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,014,772.36	600,000.00	0.00	5,472.34	20,244.70	1,215,137.18	1,620,244.70

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
09/01/2023	Beginning Balance			1,014,772.36	
09/21/2023	Contribution	600,000.00			1805
09/30/2023	Income Dividend Reinvestment	5,472.34			
09/30/2023	Ending Balance			1,620,244.70	



# San Antonio Basin Water District Transaction List by Customer

All Transactions as of 10-11-2023

Agenda Item 5) c.

Assessment No.	Invoiced	Paid	Balance
0001	\$ 3,726.61		\$ 3,726.61
0002	\$ 192.09		\$ 192.09
0003	\$ 5,409.98	\$ 5,409.98	\$ -
0004	\$ 50.00	\$ 50.00	\$ -
0005	\$ 50.00	\$ 50.00	\$ -
0006	\$ 50.00	\$ 50.00	\$ -
0007	\$ 656.68	\$ 656.68	\$ -
0008	\$ 4,148.78	\$ 4,148.78	\$ -
0009	\$ 200.91	\$ 200.91	\$ -
0010	\$ 50.00	\$ 50.00	\$ -
0011	\$ 179.03	\$ 179.03	\$ -
0012	\$ 90.33	\$ 90.33	\$ -
0013	\$ 58,577.48		\$ 58,577.48
0014	\$ 50.00		\$ 50.00
0015	\$ 36,452.37	\$ 36,452.37	\$ -
0016	\$ 1,426.26	\$ 1,426.26	\$ -
0017	\$ 50.00		\$ 50.00
0018	\$ 50.00	\$ 50.00	\$ -
0019	\$ 50.00	\$ 50.00	\$ -
0020	\$ 1,619.68	\$ 1,619.68	\$ -
0021	\$ -		\$ -
0022	\$ 58.69	\$ 58.69	\$ -
0023	\$ 50.00	\$ 50.00	\$ -
0024	\$ 50.00	\$ 50.00	\$ -
0025	\$ 16,894.24	\$ 16,894.24	\$ -
0026	\$ 3,199.39	\$ 3,199.39	\$ -
0027	\$ 931.00	\$ 931.00	\$ -
0028	\$ 651.76	\$ 651.76	\$ -
0029	\$ 1,338.24		\$ 1,338.24
0030	\$ 50.00		\$ 50.00
0031	\$ 1,726.27	\$ 1,726.27	\$ -
0032	\$ 714.92	\$ 714.92	\$ -
0033	\$ 50.00	\$ 50.00	\$ -
0034	\$ 8,715.74	\$ 8,715.74	\$ -
0035	\$ 2,108.52		\$ 2,108.52
0036	\$ 50.00	\$ 50.00	\$ -
0037	\$ 1,999.88	\$ 1,999.88	\$ -
0038	\$ 538.54	\$ 538.54	\$ -
0039	\$ 2,420.45		\$ 2,420.45
0040	\$ 304.62	\$ 304.62	\$ -
0041	\$ 50.00		\$ 50.00
0042	\$ 375.43		\$ 375.43
0043	\$ 50.00		\$ 50.00
0044	\$ 238.00	\$ 238.00	\$ -

**San Antonio Basin Water District**  
**Transaction List by Customer**  
All Transactions as of 10-11-2023

Assessment No.	Invoiced	Paid	Balance
0045	\$ 50.00	\$ 50.00	\$ -
0046	\$ 50.00		\$ 50.00
0047	\$ 51.08		\$ 51.08
0048	\$ 1,758.16		\$ 1,758.16
0049	\$ 1,188.14		\$ 1,188.14
0050	\$ 1,136.59		\$ 1,136.59
0051	\$ 50.00	\$ 50.00	\$ -
0052	\$ 57,554.48	\$ 57,554.48	\$ -
0053	\$ 9,817.08	\$ 9,817.08	\$ -
0054	\$ 50.00	\$ 50.00	\$ -
0055	\$ 6,363.64	\$ 6,363.64	\$ -
0056	\$ 50.00	\$ 50.00	\$ -
0057	\$ 1,975.55	\$ 1,975.55	\$ -
0058	\$ 1,529.34	\$ 1,529.34	\$ -
0059	\$ 5,496.04		\$ 5,496.04
0060	\$ 935.63	\$ 935.63	\$ -
0062	\$ 50.00	\$ 50.00	\$ -
0064	\$ 388.42	\$ 388.42	\$ -
0065	\$ 7,726.05	\$ 7,726.05	\$ -
0066	\$ 845.52		\$ 845.52
0067	\$ 504.67	\$ 504.67	\$ -
0068	\$ 165.95		\$ 165.95
0070	\$ 3,728.24		\$ 3,728.24
0071	\$ 3,148.15		\$ 3,148.15
0072	\$ 3,472.71	\$ 3,472.71	\$ -
0073	\$ 2,406.11	\$ 2,406.11	\$ -
0074	\$ 50.00	\$ 50.00	\$ -
0075	\$ 250.00	\$ 125.00	\$ 125.00
0076	\$ 313.44	\$ 313.44	\$ -
0077	\$ 64.99		\$ 64.99
0078	\$ 50.00	\$ 50.00	\$ -
0079	\$ 1,618.41	\$ 1,618.41	\$ -
0080	\$ 3,395.00		\$ 3,395.00
0081	\$ 6,537.26		\$ 6,537.26
0082	\$ 114.98		\$ 114.98
0083	\$ 310.53		\$ 310.53
0084	\$ 7,890.04	\$ 5,451.30	\$ 2,438.74
0085	\$ 176.14	\$ 176.14	\$ -
0086	\$ 1,207.82	\$ 1,207.82	\$ -
0087	\$ 50.00		\$ 50.00
0088	\$ 50.00	\$ 50.00	\$ -
0089	\$ 1,229.74		\$ 1,229.74
0090	\$ 50.00		\$ 50.00
0091	\$ 3,539.72	\$ 3,539.72	\$ -

# San Antonio Basin Water District Transaction List by Customer

All Transactions as of 10-11-2023

Assessment No.	Invoiced	Paid	Balance
0092	\$ 140,279.80	\$ 140,279.80	\$ -
0093	\$ 234.53	\$ 234.53	\$ -
0094	\$ 4,164.08		\$ 4,164.08
0095	\$ 50.00		\$ 50.00
0097	\$ 490.90	\$ 490.90	\$ -
0098	\$ 8,027.76	\$ 8,027.76	\$ -
0099	\$ -		\$ -
0100	\$ 1,196.02	\$ 1,196.02	\$ -
0101	\$ 85.70		\$ 85.70
0102	\$ 1,901.62	\$ 1,901.62	\$ -
0103	\$ 50.00		\$ 50.00
0104	\$ 557.90		\$ 557.90
0105	\$ 5,838.96	\$ 5,838.96	\$ -
0106	\$ 495.25	\$ 495.25	\$ -
0107	\$ 12,001.41		\$ 12,001.41
0108	\$ 1,822.00		\$ 1,822.00
0109	\$ 36,749.82	\$ 36,749.82	\$ -
0110	\$ 333.86		\$ 333.86
0111	\$ 528.70	\$ 528.71	\$ (0.01)
0112	\$ 50.00	\$ 50.00	\$ -
0113	\$ 10,116.18	\$ 10,116.18	\$ -
0114	\$ 23,992.42	\$ 23,992.42	\$ -
0115	\$ 1,951.53		\$ 1,951.53
0116	\$ 5,933.10	\$ 5,933.10	\$ -
0124	\$ 1,515.44		\$ 1,515.44
0125	\$ 363.12	\$ 363.11	\$ 0.01
0126	\$ 4,530.72	\$ 4,530.72	\$ -
0127	\$ 236.80	\$ 236.79	\$ 0.01
0201	\$ 2,183.61	\$ 2,183.61	\$ -
0202	\$ 462.48	\$ 462.48	\$ -
0203	\$ 6,150.84		\$ 6,150.84
0204	\$ 50.00		\$ 50.00
0205	\$ 11,522.08		\$ 11,522.08
	<b>576,902.14</b>	<b>435,774.36</b>	<b>141,127.78</b>

**76% of the Assessments  
Collected for 2023-24**

**Profit & Loss Budget vs. Actual**  
**July through September 2023**

25% of the year has elapsed

	<u>Jul - Sep 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4-Interest Income	12.21			
<b>Total Income</b>	12.21			
<b>Expense</b>				
<b>Administration and Operation</b>				
01 Admininstrative Exp/Office Ex	10,445.34	76,000.00	-65,554.66	13.74%
02-Accountant	1,400.00	7,500.00	-6,100.00	18.67%
04-Monitoring	8,040.00	90,000.00	-81,960.00	8.93%
05-Legal Counsel	2,178.00	75,000.00	-72,822.00	2.9%
06-Insurance	1,733.00	3,000.00	-1,267.00	57.77%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	0.00	100,000.00	-100,000.00	0.0%
10-GSP Implementation / PMAs	2,380.00	142,500.00	-140,120.00	1.67%
11- Exec Order WellVerification	-197.50			
<b>Total Administration and Operation</b>	<u>25,978.84</u>	<u>498,000.00</u>	<u>-472,021.16</u>	<u>5.22%</u>
<b>Total Expense</b>	<u>25,978.84</u>	<u>498,000.00</u>	<u>-472,021.16</u>	<u>5.22%</u>
<b>Net Ordinary Income</b>	-25,966.63	-498,000.00	472,033.37	5.21%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	0.00	498,000.00	-498,000.00	0.0%
12 Carryover Funds	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Income</b>	<u>0.00</u>	<u>548,000.00</u>	<u>-548,000.00</u>	<u>0.0%</u>
<b>Other Expense</b>				
Contingency (10%)	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	0.00	498,000.00	-498,000.00	0.0%
<b>Net Income</b>	<u><u>-25,966.63</u></u>	<u><u>0.00</u></u>	<u><u>-25,966.63</u></u>	<u><u>100.0%</u></u>

**Balance Sheet**

As of September 30, 2023

Sep 30, 23

**ASSETS**

Current Assets

Checking/Savings

Community Bank of SM -ACCT 9006 29,244.36

Total Checking/Savings 29,244.36

Total Current Assets 29,244.36

**TOTAL ASSETS** 29,244.36

**LIABILITIES & EQUITY**

Equity

Retained Earnings 55,210.99

Net Income -25,966.63

Total Equity 29,244.36

**TOTAL LIABILITIES & EQUITY** 29,244.36

**San Antonio Basin GSA**

**Expenses by Vendor Detail**

September 2023

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
<b>BERTOUX &amp; COMPANY</b>						
	Check	09/18/2023	3049	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
Total BERTOUX & COMPANY						<u>5,000.00</u>
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	09/18/2023	3050	05-Legal Counsel	Community Bank of SM -ACCT 9006	1,758.00
Total Brownstein Hyatt Farber Schreck						<u>1,758.00</u>
<b>Cachuma Resource Conservation District</b>						
	Check	09/18/2023	3051	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	45.34
Total Cachuma Resource Conservation District						<u>45.34</u>
<b>Carrie Troup, C.P.A.</b>						
	Check	09/18/2023	3055	02-Accountant	Community Bank of SM -ACCT 9006	700.00
Total Carrie Troup, C.P.A.						<u>700.00</u>
<b>GSI WATER SOLUTIONS, INC.</b>						
	Check	09/18/2023	3052	04-Monitoring	Community Bank of SM -ACCT 9006	355.00
	Check	09/18/2023	3053	11- Exec Order WellVerification	Community Bank of SM -ACCT 9006	790.00
	Check	09/18/2023	3054	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	337.50
Total GSI WATER SOLUTIONS, INC.						<u>1,482.50</u>
<b>Los Alamos CSD</b>						
	Check	09/18/2023	3056	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						<u>200.00</u>
<b>WALLACE GROUP</b>						
	Check	09/18/2023	3057	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	585.00
Total WALLACE GROUP						<u>585.00</u>
<b>TOTAL</b>						<u><u><b>9,770.84</b></u></u>

**Fund Request - \$19,102.86**

**Agenda Item 5) e.**

Director SABGSA <admin@sanantoniobasingsa.org>

Wed 10/11/2023 1:42 PM

To: Donna Glass <admin@sanantoniobasinwd.org>

8 attachments (2 MB)

Bertoux & Co - Invoice 23-009 September 2023.pdf; BHFS Invoice #956703 10-04-23.pdf; GSI Invoice #748.012-9 GWL Monitoring 10-10-23.pdf; GSI Invoice #748.013-2 Barka Slough Veg Trim 10-10-23.pdf; GSI Invoice #748.015-2 On Call Services.pdf; LACSD Facilities Use Invoice for September 19, 2023.pdf; SABGSA September 2023 Invoices for Payment 10-10-23.xlsx; Wallace Group Invoice #0060393.pdf;

Hi Donna,

I'd like to request a fund transfer this month for \$19,102.86 . Invoices and spreadsheet attached for reference. Thanks!

Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
10-Oct	Bertoux & Co	\$5,000.00	23-009	01 - Administrative	Payroll
4-Oct	Brownstein, Hyatt, Farber & Schreck	\$787.50	956703	05 - Legal Counsel	Legal Counsel
10-Oct	GSI Water Solutions	\$740.00	0748.015-2	10 - GSP Implementation	On-Call Hydrogeological Consulting
10-Oct	GSI Water Solutions	\$3,591.12	0748.012-9	04 - Monitoring	Quarterly Monitoring & Reporting
10-Oct	GSI Water Solutions	\$6,914.24	0748.013-2	04 - Monitoring	Annual Maintenance - Barka Slough Veg Trimming
21-Sep	LACSD	\$200.00	2023-8	01 - Administrative	Facilities Use & Support Services
30-Sep	Troup CPA	\$700.00	Sep-23	02 - Accountant	Accounting
22-Sep	Wallace Group	\$1,170.00	60393	10 - GSP Implementation	Well Registration Program
	<b>Invoice Total</b>	<b>\$19,102.86</b>			

**Stephanie Bertoux**

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>