

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.

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 16, 2021 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
 - a. Review and Approve March Financial Statement
 - b. Review March GSA Financial Statement
 - c. Consider Approval of GSA Fund Request
- 6) **2021-22 Budget and Assessment**
 - a. Discussion and Possible Action on Change Order Requests and Other Changes to the 2021-22 Assessment Roll
- 7) **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 Sustainable Management Criteria – Summary from the March 2021 GSA Board Meeting

- 8) **Closed Session**
Potential Litigation -- Government Code Section 54956.9(d)(2)
- 9) **Report of Closed Session**
- 10) **New Business**— requests for items to be placed on next agenda.
- 11) **Next Meeting Date – May 18, 2021**
- 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 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
Profit & Loss Budget vs. Actual
 July 2020 through March 2021

75% of the year has elapsed

| | <u>Jul '20 - Mar 21</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---|--------------------------|--------------------|--------------------------|----------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Assessments | 637,077.55 | 658,054.00 | -20,976.45 | 96.81% |
| FSAWB Carry Over Funds | 261,524.42 | 225,000.00 | 36,524.42 | 116.23% |
| Total Income | <u>898,601.97</u> | <u>883,054.00</u> | <u>15,547.97</u> | <u>101.76%</u> |
| Expense | | | | |
| 01 · General Manager | 29,999.97 | 40,000.00 | -10,000.03 | 75.0% |
| 02 · Employment Taxes and Benefits | 2,785.00 | 14,000.00 | -11,215.00 | 19.89% |
| 03 · Audit & Financial Reporting | 5,625.00 | 7,500.00 | -1,875.00 | 75.0% |
| 04 · Contract Admin(Assesmt Billing) | 33,463.56 | 25,000.00 | 8,463.56 | 133.85% |
| 05 · Legal Services | 15,294.15 | 30,000.00 | -14,705.85 | 50.98% |
| 06 · Meeting Room Lease | 149.90 | 1,200.00 | -1,050.10 | 12.49% |
| 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 | 190.50 | 2,000.00 | -1,809.50 | 9.53% |
| 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 | 285,000.00 | 458,900.00 | -173,900.00 | 62.11% |
| 19 · Designation to District Reserve | 0.00 | 259,854.00 | -259,854.00 | 0.0% |
| Total Expense | <u>375,365.94</u> | <u>883,054.00</u> | <u>-507,688.06</u> | <u>42.51%</u> |
| Net Ordinary Income | <u>523,236.03</u> | <u>0.00</u> | <u>523,236.03</u> | <u>100.0%</u> |
| Net Income | <u><u>523,236.03</u></u> | <u><u>0.00</u></u> | <u><u>523,236.03</u></u> | <u><u>100.0%</u></u> |

San Antonio Basin Water District
Balance Sheet
As of March 31, 2021

| | <u>Mar 31, 21</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Community Bank - Checking | <u>523,236.03</u> |
| Total Checking/Savings | <u>523,236.03</u> |
| Total Current Assets | <u>523,236.03</u> |
| TOTAL ASSETS | <u><u>523,236.03</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Net Income | <u>523,236.03</u> |
| Total Equity | <u>523,236.03</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>523,236.03</u></u> |

**San Antonio Basin Water District
Transaction List by Vendor
March 2021**

| | <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Amount</u> |
|--|-----------------|-------------|------------|--|---------------------------|---------------|
| CARRIE TROUP | Check | 03/08/2021 | 5033 | INV# 0221SABWD | Community Bank - Checking | -625.00 |
| | Check | 03/17/2021 | 5036 | #0321SABWD | Community Bank - Checking | -625.00 |
| EDD | Liability Check | 03/19/2021 | E-pay | 136-2280-8 QB Tracking # 1059174450 | Community Bank - Checking | -126.41 |
| | Liability Check | 03/19/2021 | E-pay | 136-2280-8 QB Tracking # 1059397450 | Community Bank - Checking | -11.66 |
| QuickBooks Payroll Service | Liability Check | 03/24/2021 | | Created by Payroll Service on 03/19/2021 | Community Bank - Checking | -2,609.67 |
| The Law Offices of Young Wooldridge | Check | 03/08/2021 | 5034 | CLIENT ID 21089 AFD | Community Bank - Checking | -2,060.50 |
| United States Treasury | Liability Check | 03/19/2021 | E-pay | 85-1380283 QB Tracking # 1059133450 | Community Bank - Checking | -854.00 |
| Wallace Group | Check | 03/17/2021 | 5035 | # 1591-0002-00 | Community Bank - Checking | -2,160.80 |



THE LAW OFFICES OF

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

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

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

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

February 28, 2021
 Client ID 21089 AFD

Statement for period through February 28, 2021

Summary by Matter

| Matter | Description | Prior Balance | Payments & Adjustments | Current Charges | Total Due |
|--------------------------------|--|---------------|------------------------|-----------------|-------------------|
| 2 | ASSESSMENTS, TOLLS AND CHARGES | \$0.00 | \$0.00 | \$1,616.50 | \$1,616.50 |
| 4 | BOARD MEETINGS AND MATTERS (INCL. BROWN ACT) | \$0.00 | \$0.00 | \$442.50 | \$442.50 |
| 33 | GROUNDWATER MATTERS | \$88.50 | -\$88.50 | \$0.00 | \$0.00 |
| 100 | COSTS | \$0.00 | \$0.00 | \$1.50 | \$1.50 |
| PRIOR STATEMENT BALANCE | | | | | \$88.50 |
| TOTAL PAYMENTS AND ADJUSTMENTS | | | | | -\$88.50 |
| CURRENT CHARGES | | | | | \$2,060.50 |
| PAY THIS AMOUNT | | | | | \$2,060.50 |

Any Payments Received After 02/28/21 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

March 15, 2021
 Project No: 1591-0002-00
 Invoice No: 52791
Invoice Total \$2,160.80

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

Professional services rendered through January 31, 2021

Phase 00100 Tax Roll Preparation

Labor

| | Hours | Rate | Amount | |
|-------------------------------|--------------|-------------|---------------|-----------------|
| Principal | 2.00 | 230.00 | 460.00 | |
| Senior Project Analyst I | 2.00 | 145.00 | 290.00 | |
| Senior Mechanical Engineer II | 7.50 | 175.00 | 1,312.50 | |
| Project Assistant II | .50 | 95.00 | 47.50 | |
| Totals | 12.00 | | 2,110.00 | |
| Total Labor | | | | 2,110.00 |

Reimbursables

| | | | | |
|---------------------------------|--|--|--------------|--------------|
| Reimbursable Materials/Supplies | | | 50.80 | |
| Total Reimbursables | | | 50.80 | 50.80 |

Total this Phase \$2,160.80

Budget

| | Current | Prior | To-Date | |
|---------------------------|----------------|--------------|----------------|-------------------|
| Labor | 2,110.00 | 10,463.75 | 12,573.75 | |
| Limit | | | 20,000.00 | |
| Remaining | | | 7,426.25 | |
| Total this Invoice | | | | \$2,160.80 |

Billing Backup

Monday, March 15, 2021

Wallace Group

Invoice 52791 Dated 3/15/2021

5:47:46 PM

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

| | | |
|-------|-------|----------------------|
| Phase | 00100 | Tax Roll Preparation |
|-------|-------|----------------------|

Labor

| | | | Hours | Rate | Amount | |
|--|-----------|--|--------------|-------------|---------------|-----------------|
| Principal | | | | | | |
| Wagner, Kari | 1/12/2021 | | .75 | 230.00 | 172.50 | |
| Project Update with DG/Prepare Project Schedule | | | | | | |
| Wagner, Kari | 1/14/2021 | | .50 | 230.00 | 115.00 | |
| Project Management | | | | | | |
| Wagner, Kari | 1/15/2021 | | .50 | 230.00 | 115.00 | |
| Update with DG/Project Management | | | | | | |
| Wagner, Kari | 1/18/2021 | | .25 | 230.00 | 57.50 | |
| Prepare Delinquency Letter | | | | | | |
| Senior Project Analyst I | | | | | | |
| Lepore, Lonnie | 1/8/2021 | | .25 | 145.00 | 36.25 | |
| A/R, Bank Dep | | | | | | |
| Lepore, Lonnie | 1/18/2021 | | 1.00 | 145.00 | 145.00 | |
| Prepare delinquent invoices | | | | | | |
| Lepore, Lonnie | 1/20/2021 | | .50 | 145.00 | 72.50 | |
| A/R, Bank Dep | | | | | | |
| Lepore, Lonnie | 1/29/2021 | | .25 | 145.00 | 36.25 | |
| A/R, Bank Dep | | | | | | |
| Senior Mechanical Engineer II | | | | | | |
| Lindahl, Nels | 1/18/2021 | | 3.50 | 175.00 | 612.50 | |
| Delinquent Notices Letter and Invoices; | | | | | | |
| Lindahl, Nels | 1/19/2021 | | 4.00 | 175.00 | 700.00 | |
| Delinquent Notices Letter Modifications; Publication; QA; Mailing; | | | | | | |
| Project Assistant II | | | | | | |
| Castle, Kylie | 1/14/2021 | | .25 | 95.00 | 23.75 | |
| KEW project management assistance. | | | | | | |
| Castle, Kylie | 1/19/2021 | | .25 | 95.00 | 23.75 | |
| KEW project management assistance. | | | | | | |
| Totals | | | 12.00 | | 2,110.00 | |
| Total Labor | | | | | | 2,110.00 |

Reimbursables

| | | | | | | |
|---------------------------------|-----------|---------------------|--|--|--------------|--------------|
| Reimbursable Materials/Supplies | | | | | | |
| 41032 | 1/31/2021 | Chase Card Services | | | 50.80 | |
| Total Reimbursables | | | | | 50.80 | 50.80 |

Total this Phase \$2,160.80

Total this Project \$2,160.80

Total this Report \$2,160.80

CREDIT CARD RECORD SHEET



| | |
|--|-----------------------------------|
| Person Placing Order: Matt Valez | |
| Chase Cardholder Name: Matt Valez | Last 4 digits of Card #: 2549 |
| Date of Order: | 1/20/21 |
| Vendor Name: | STAPLES |
| Item Ordered: | ENVELOPES FOR MAILINGS |
| Amount of Order (\$): | \$ 44.17 |
| Job # <u>1591-0002</u> (if expenses or BD: 01-0012) | Phase # <u>100</u> (dept. no.) |
| G/L Account # _____ (call Accounting if not sure) | |
| Additional Info: _____ | |

Please attach copy of receipt



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

| 75% of the year has elapsed | <u>Jul '20 - Mar 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 | 6.64 | | | |
| Total Income | <u>129,457.15</u> | <u>396,453.00</u> | <u>-266,995.85</u> | <u>32.65%</u> |
| Expense | | | | |
| Administration and Operation | | | | |
| 01Administrative Exp/Office Ex | 28,161.41 | 68,600.00 | -40,438.59 | 41.05% |
| 02-Accountant | 5,500.00 | 12,600.00 | -7,100.00 | 43.65% |
| 03-Comm Eng Grant Wrtnng NonGSP | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| 04-Monitoring | 29,066.88 | 45,153.00 | -16,086.12 | 64.37% |
| 05-Legal Counsel | 2,970.00 | 42,000.00 | -39,030.00 | 7.07% |
| 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) | 275,342.47 | 579,181.00 | -303,838.53 | 47.54% |
| Total Administration and Operation | <u>342,800.50</u> | <u>777,634.00</u> | <u>-434,833.50</u> | <u>44.08%</u> |
| Total Expense | <u>342,800.50</u> | <u>777,634.00</u> | <u>-434,833.50</u> | <u>44.08%</u> |
| Net Ordinary Income | -213,343.35 | -381,181.00 | 167,837.65 | 55.97% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 11 Operating Transfers | 285,000.00 | 458,944.00 | -173,944.00 | 62.1% |
| Total Other Income | <u>285,000.00</u> | <u>458,944.00</u> | <u>-173,944.00</u> | <u>62.1%</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 | <u>285,000.00</u> | <u>381,181.00</u> | <u>-96,181.00</u> | <u>74.77%</u> |
| Net Income | <u><u>71,656.65</u></u> | <u><u>0.00</u></u> | <u><u>71,656.65</u></u> | <u><u>100.0%</u></u> |

San Antonio Basin GSA
Balance Sheet
As of March 31, 2021

Mar 31, 21

ASSETS

Current Assets

Checking/Savings

 Community Bank of Santa Maria 42,590.96

 Community Bank of SM MMKT -2449 24,996.64

Total Checking/Savings 67,587.60

Total Current Assets 67,587.60

TOTAL ASSETS 67,587.60

LIABILITIES & EQUITY

Equity

 Retained Earnings -4,069.05

 Net Income 71,656.65

Total Equity 67,587.60

TOTAL LIABILITIES & EQUITY 67,587.60

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

March 2021

| | <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Account</u> | <u>Split</u> | <u>Amount</u> |
|---|-------------|-------------|------------|---------------------------------|-------------------------------|--------------------------------|
| Brownstein Hyatt Farber Schreck | | | | | | |
| | Check | 03/31/2021 | 2232 | 05-Legal Counsel | Community Bank of Santa Maria | 42.00 |
| Total Brownstein Hyatt Farber Schreck | | | | | | <u>42.00</u> |
| Cachuma Resource Conservation District | | | | | | |
| | Check | 03/31/2021 | 2228 | 01Administrative Exp/Office Ex | Community Bank of Santa Maria | 2,600.00 |
| Total Cachuma Resource Conservation District | | | | | | <u>2,600.00</u> |
| Carrie Troup, C.P.A. | | | | | | |
| | Check | 03/31/2021 | 2230 | 02-Accountant | Community Bank of Santa Maria | 625.00 |
| Total Carrie Troup, C.P.A. | | | | | | <u>625.00</u> |
| GSI WATER SOLUTIONS, INC. | | | | | | |
| | Check | 03/31/2021 | 2229 | 08-GSP Development(GSIcontract) | Community Bank of Santa Maria | 50,126.80 |
| | Check | 03/31/2021 | 2231 | 04-Monitoring | Community Bank of Santa Maria | 1,869.50 |
| Total GSI WATER SOLUTIONS, INC. | | | | | | <u>51,996.30</u> |
| TOTAL | | | | | | <u><u>55,263.30</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) |

SAB GSA Funds Request

Anna Olsen <aolsen@sanantoniobasingsa.org>

Thu 4/15/2021 4:40 PM

To: Donna Glass <admin@sanantoniobasinwd.org>

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

Hi Donna,

I would like to request the transfer for \$30,000 to the San Antonio Basin GSA from the San Antonio Basin Water District.

Thanks!

Anna Olsen

Executive Director

San Antonio Basin Groundwater Sustainability Agency

920 East Stowell Rd

Santa Maria, CA 93454

805.868.4013

aolsen@sanantoniobasingsa.org

**San Antonio Basin Water District
DRAFT 5 Year Budget as of 4/16/2021**

| | Jul '20 - Jun '21 | | | Jul '21 - Jun '22 | Jul '22 - Jun '23 | Jul '23 - Jun '24 | Jul '24 - Jun '25 |
|--|-------------------|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|
| | Budget | YTD 3/21 | Projected Year End | Budget | Budget | Budget | Budget |
| Ordinary Income | \$48.00 | | | \$50.00 | \$55.00 | \$56.00 | \$56.00 |
| Assessments (Option 2) | \$658,054 | \$637,078 | \$637,078 | \$682,609 | \$750,580 | \$763,798 | \$763,798 |
| FSAWB Carry Over Funds | \$225,000 | \$261,524 | \$261,524 | \$0 | \$0 | \$0 | \$0 |
| Interest Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Misc. Payments 2020-2021 | | | | \$21,970 | | | |
| Total Income | \$883,054 | \$898,602 | \$898,602 | \$704,579 | \$750,580 | \$763,798 | \$763,798 |
| Operating Expenses | | | | | | | |
| 1 General Manager (part-time) | \$40,000 | \$30,000 | \$40,000 | \$41,600 | \$43,300 | \$45,000 | \$46,800 |
| 2 Employment taxes and benefits | \$14,000 | \$2,785 | \$3,713 | \$14,600 | \$15,200 | \$15,800 | \$16,400 |
| 3 Audit & Financial Reporting (Accountant) | \$7,500 | \$5,625 | \$7,500 | \$7,800 | \$8,100 | \$8,400 | \$8,700 |
| 4 Contract Administration (Assessment Billing) | \$25,000 | \$33,464 | \$44,619 | \$26,000 | \$27,000 | \$28,100 | \$29,200 |
| 5 Legal Services | \$30,000 | \$15,294 | \$30,000 | \$31,200 | \$32,400 | \$33,700 | \$35,000 |
| 6 Meeting Room Lease | \$1,200 | \$150 | \$150 | \$1,200 | \$1,300 | \$1,400 | \$1,500 |
| 7 Web Page Support | \$1,200 | \$0 | \$300 | \$1,200 | \$1,200 | \$1,200 | \$1,200 |
| 8 Conferences/Training | \$5,000 | \$0 | \$0 | \$5,200 | \$5,400 | \$5,600 | \$5,800 |
| 9 Travel | \$3,500 | \$0 | \$0 | \$3,600 | \$3,700 | \$3,800 | \$4,000 |
| 10 Insurance Errors and Omissions & Board | \$8,000 | \$2,888 | \$2,888 | \$8,300 | \$8,600 | \$8,900 | \$9,300 |
| 11 Office Supplies | \$2,000 | \$191 | \$255 | \$2,100 | \$2,200 | \$2,300 | \$2,400 |
| 12 Postage/Printing | \$5,000 | \$384 | \$512 | \$5,200 | \$5,400 | \$5,600 | \$5,800 |
| 13 Board Elections | \$2,000 | \$0 | \$0 | \$2,100 | \$2,200 | \$2,300 | \$2,400 |
| 14 CSDA Membership | \$1,000 | \$186 | \$186 | \$1,000 | \$1,100 | \$1,200 | \$1,300 |
| 15 LAFCO District Fees | \$1,000 | \$0 | \$0 | \$1,000 | \$1,100 | \$1,200 | \$1,300 |
| 16 Telephone/Computer/Internet | \$3,000 | \$0 | \$0 | \$3,100 | \$3,300 | \$3,600 | \$3,900 |
| SUBTOTAL | \$149,400 | \$90,967 | \$130,123 | \$155,200 | \$161,500 | \$168,100 | \$175,000 |
| 17 Contingency 10 % | \$14,900 | \$0 | \$13,012 | \$15,500 | \$16,150 | \$16,810 | \$17,500 |
| SUBTOTAL | \$164,300 | \$90,967 | \$143,135 | \$170,700 | \$177,700 | \$184,900 | \$192,500 |
| 18 GSA Budget (10% Contingency Included) | \$458,900 | \$285,000 | \$435,000 | \$214,600 | \$762,300 | \$765,200 | \$714,300 |
| Total Operating Expenses | \$623,200 | \$375,967 | \$578,135 | \$385,300 | \$940,000 | \$950,100 | \$906,800 |
| Net Income | \$259,854 | \$522,635 | \$320,467 | \$319,279 | -\$189,421 | -\$186,303 | -\$143,003 |
| Reserve Account Balance | \$259,854 | | \$320,467 | \$639,746 | \$450,325 | \$264,023 | \$121,020 |

MEMORANDUM

San Antonio Basin Water District



Date: April 16, 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 twelve (12) change order requests. Three of twelve requests were simply address changes. The remaining nine requests are 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 | 101-060-056 | 160.43 | 90.43 | Pending | |
| | 101-060-058 | 308.8 | 108.59 | Pending | |
| 015 | Multiple | 917 | 898.92 | Pending | |
| 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 |
| Unknown | | 6.45 | 0 | Pending | |
| Total Acreage Change | | | | | |

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

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