

San Antonio Basin Water District

Board of Directors Regular Meeting

July 19, 2022, at 1:00 P.M.

Subject to the Board's approval of Resolution 22-08, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public.

Public participation is encouraged using the teleconference information referenced below.

You can join on your computer and/or call in.
Screen share at <https://us02web.zoom.us/j/5896878298>

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

Meeting and Agenda

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Review and Adopt Resolution 22-08; Authorizing Renewal of Remote Teleconference Meetings Under AB361**
- 4) **Public Comment:** This portion of the meeting is set aside to provide the public an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.
- 5) **Minutes**
 - a. June 2022 Board Meeting Minutes – **Board Approval Needed**
- 6) **Financial Report**
 - a. Review and Approve June Financial Statements
 - b. Assessments Status Report
 - c. Review June GSA Financial Statements
 - d. GSA Request for Funds
- 7) **2022-23 Budget and Assessment**
 - a. Review and Approve 2022-23 Budget
 - b. Consider Resolution Authorizing Levy and Collection of 2022-23 Assessment
 - c. Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll

- 8) Informational Items**
 - a. Management/Administration Report
 - b. Update on Election Process for 2 Director Positions
 - c. Director Training Report
 - d. Update on San Antonio Basin Groundwater Sustainability Agency
 - i. Well Registration and Metering Program
 - ii. LACSD Rescission of Withdrawal from the SABGSA
 - iii. Executive Order N-7-22
 - 1. Water Well Permitting/SABGSA Well Verification Framework
- 9) New Business**— requests for items to be placed on next agenda.
- 10) Next Meeting Date – August 16, 2022**
- 11) Adjournment**

In compliance with the American with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), if you need special assistance to access the meeting room or otherwise participate at this meeting, including auxiliary aids or services, please contact Donna Glass, admin@sanantoniobasinwd.org or 805-928-8349. Notifications of at least forty-eight (48) hours prior to the meeting will help enable reasonable arrangements to ensure accessibility to the meeting.

Copies of Meeting Documents can be found on our District Webpage <https://sanantoniobasinwd.org/> or requested by contacting Donna Glass, admin@sanantoniobasinwd.org or 805-928-8349.

SAN ANTONIO BASIN WATER DISTRICT

RESOLUTION 22-08

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that:

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

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

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

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

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

PASSED AND ADOPTED by the Board of Directors of San Antonio Basin Water District on July 19, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

ATTEST:

Craig Reade, Secretary of the Board of Directors

San Antonio Basin Water District

Board of Directors Regular Meeting

June 21, 2022, at 1:00 P.M.

Meeting Minutes

Subject to the Board's approval of Resolution 22-06, 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

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
Ken Hunter
Victor Schaff

Directors absent: Craig Reade

Others in attendance: Donna Glass - District Manager, Ginalisa Tamayo – Jackson Family Wines and Leta Spencer - Westchester Group Investment Management, Inc.

3) **Review and Adopt Resolution 22-06; Authorizing Renewal of Remote Teleconference Meetings Under AB361**

Motion was made by Director Hunter to Adopt Resolution 22-06 Authorizing Renewal of Remote Teleconference Meetings Under AB361 as presented. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

4) **Public Comment:** This portion of the meeting is set aside to provide the public an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of

the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.

No public comments were received.

5) **Minutes**

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

Motion was made by Director Schaff to approve the May 2022 Minutes as presented.

Motion seconded by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

6) **Financial Report**

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

The May statements were included in the packet. As of May 31, 2022, 92% of the year had elapsed. The SABWD collected \$744,720 or 93% of the Assessments. The expenses through May were \$333,894 or 41% of the budget. Net Income YTD was \$411,225. Checking balance is \$900,832, which included \$471,408 designated toward Reserves. More discussion about year-end designation toward Reserves under agenda item 7) b.

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

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

b. **Assessments Status Report**

As of May 15th, the District has received \$744,720 of the 2021-22 Assessments or 93%. The remaining balance is \$53,117. More discussion under agenda item 7) c.

c. **Review May GSA Financial Statements**

The May statement was included in the board packet for review only. As of May 31, 2021, 92% of the year had elapsed. The SABGSA bank accounts total \$53,745. The expenses YTD were \$415,504 or 97% of the budget. The GSA has received \$260,000 from the SABWD YTD or 77% of the Budget. As of May 31st, total remaining of Grant A and B, plus retention, was \$93,628.

7) **2022-23 Budget and Assessment**

a. **Review and Discuss Preliminary 2022-23 Budget and 2022-23 Assessment**

After review and discussion, a **Motion** was made by Director Merrill to approve the preliminary 2022/2023 Budget as presented with the Assessment Fee for 2022/2023 set at \$60.00 for Irrigated Acres and \$0.50 for Non-Irrigated Acres. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

b. Approve Designation to Reserves

After review and discussion of the projected net income for the fiscal year-end, a **Motion** was made by Director Hunter to approve designating the net income of approximately \$424,097 to reserves. **Motion seconded** by Director Schaff.

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

c. Discussion and Possible Action Regarding Delinquent 2021-22 Assessments

i. Resolution Authorizing Santa Barbara County to Collect 2021-22 Delinquent Assessments on the Santa Barbara County Tax Roll

After review and discussion of the remaining unpaid assessments of \$55,773, including the 5% penalty, for the 2021-22 tax year, a **Motion** was made by Director Schaff to approve the Resolution Authorizing Santa Barbara County to Collect the 2021-22 Delinquent Assessments on the Santa Barbara County Tax Roll. **Motion seconded** by Director Hunter.

A roll call vote was taken and the motion carried.

AYES: Director Hunter, Merrill, Sharer and Schaff

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

8) Other Business

a. Discussion Regarding the 2022 Election Process for 2 Board of Director Positions

Donna Glass provided the board with a brief overview of the of the Election process and timeline for the Notice to the County Election Official, publication in the Santa Maria Newspaper, availability of candidacy forms, deadline to file the form and process if they have/do not have the number of candidates to fill the 2 Board of Director Positions.

9) Informational Items

a. Management/Administration Report

Donna Glass provided most of the updates during the agenda items.

i. Annual Audit for FY 2020-21 – Completed

Audit has been completed and submitted.

b. Director Training Report

One board member needs to take or provide proof of his harassment training with his company.

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided a brief update and some discussion took place.

i. Well Registration and Metering Program

No ad-hoc meetings are scheduled and no update was provided.

ii. LACSD Withdrawal from the SABGSA

Director Sharer provided a brief update. It is on the GSA Agenda for the meeting tonight. GSA legal counsel will provide an update on the status of the Facilities Use and Support Services Agreement being negotiated between the SABGSA and LACSD. The Board may take action or provide specific direction related to these actions by the Los Alamos Community Services District.

iii. Executive Order N-7-22

1. Temporary Water Well Permitting Ordinance

Director Sharer provided a brief update. It is on the GSA Agenda for the meeting tonight. The Board will review and discuss the first DRAFT of SABGSA's conceptual Well Verification Framework and may take action or provide specific direction related to this item.

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

No new business was requested.

11) Next Meeting Date – July 19, 2022

The next meeting date will be July 19, 2022.

12) Adjournment

Meeting was adjourned by Director Merrill at 1:45 p.m.

San Antonio Basin Water District
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

100% of the year has elapsed	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Assessments	744,720.25	800,179.00	-55,458.75	93.07%
FSAWB Carry Over Funds	399.40	0.00	399.40	100.0%
Misc Payments	4.47	23,068.00	-23,063.53	0.02%
Total Income	<u>745,124.12</u>	<u>823,247.00</u>	<u>-78,122.88</u>	<u>90.51%</u>
Expense				
01 · General Manager	41,487.52	41,600.00	-112.48	99.73%
02 · Employment Taxes and Benefits	1,591.20	14,600.00	-13,008.80	10.9%
03 · Audit & Financial Reporting	7,800.00	10,800.00	-3,000.00	72.22%
04 · Contract Admin(Assesmt Billing)	18,426.29	28,000.00	-9,573.71	65.81%
05 · Legal Services	6,429.50	31,200.00	-24,770.50	20.61%
06 · Meeting Room Lease	149.90	1,200.00	-1,050.10	12.49%
07 · Web Page Support	294.92	1,200.00	-905.08	24.58%
08 · Conferences/Training	0.00	5,200.00	-5,200.00	0.0%
09 · Travel	0.00	3,600.00	-3,600.00	0.0%
10 · Insurance E&O; Board	2,577.00	3,300.00	-723.00	78.09%
11 · Office Supplies	370.50	2,100.00	-1,729.50	17.64%
12 · Postage/Printing	26.10	5,200.00	-5,173.90	0.5%
13 · Board Elections	0.00	2,100.00	-2,100.00	0.0%
14 · CSDA Membership	200.00	1,000.00	-800.00	20.0%
15 · LAFCO District Fees	0.00	1,000.00	-1,000.00	0.0%
16 · Telephone/Computer/Internet	0.00	3,100.00	-3,100.00	0.0%
17 · Contingency 10%	0.00	15,500.00	-15,500.00	0.0%
18 · GSA Budget	260,000.00	337,839.00	-77,839.00	76.96%
19 · Designation to District Reserve	405,771.19	314,708.00	91,063.19	128.94%
Total Expense	<u>745,124.12</u>	<u>823,247.00</u>	<u>-78,122.88</u>	<u>90.51%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

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

Jun 30, 22

ASSETS

Current Assets

Checking/Savings

Community Bank - Checking 896,069.73

Total Checking/Savings 896,069.73

Other Current Assets

Accounts Receivable 355.58

Total Other Current Assets 355.58

Total Current Assets 896,425.31

TOTAL ASSETS **896,425.31**

LIABILITIES & EQUITY

Equity

Board Designated Reserves 896,425.31

Total Equity 896,425.31

TOTAL LIABILITIES & EQUITY **896,425.31**

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	06/10/2022	5091	INV# 0622SABWD	Community Bank - Checking	-650.00
Donna Glass	Check	06/10/2022	5090	INV# 2205	Community Bank - Checking	-3,900.00
The Law Offices of Young Wooldridge	Check	06/10/2022	5093	CLIENT ID 21089 AFD	Community Bank - Checking	-476.00
Wallace Group	Check	06/10/2022	5092	1591-0002-00	Community Bank - Checking	-402.50

Donna Glass Administrative Services
 Santa Maria, CA 93454

Invoice

DATE	INVOICE #
6/2/2022	2205

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

DESCRIPTION	AMOUNT
<p>Basic Monthly Administrative Services - May 1 through May 31, 2022 Coordinate/attend board meetings, prepare agendas/board packets, review monthly financials/accounts receivable, prepare meeting minutes/follow-up, general admin duties, coordinate with accountant/legal counsel/assessment engineer, compile/ maintain records, update website and provide property owners with information regarding their groundwater interests. Attend SABGSA board/advisory committee meetings.</p>	3,900.00

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

Total	3,900.00
Balance Due	3,900.00



WALLACE GROUP

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

May 28, 2022
 Project No: 1591-0002-00
 Invoice No: 56293
Invoice Total \$402.50

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

Professional services rendered through April 30, 2022

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Principal	1.00	238.00	238.00	
Senior Project Analyst I	.50	147.00	73.50	
Senior Mechanical Engineer II	.50	182.00	91.00	
Totals	2.00		402.50	
Total Labor				402.50
				Total this Phase \$402.50

Budget	Current	Prior	To-Date	
Labor	402.50	40,223.25	40,625.75	
Limit			48,000.00	
Remaining			7,374.25	
				Total this Invoice \$402.50

Outstanding Invoices

Number	Date	Balance
54750	11/12/2021	29.75
Total		29.75

Billing Backup

Saturday, May 28, 2022

Wallace Group

Invoice 56293 Dated 5/28/2022

3:40:25 PM

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

			Hours	Rate	Amount	
Principal						
Wagner, Kari	4/6/2022		.25	238.00	59.50	
Follow Up with DG						
Wagner, Kari	4/12/2022		.50	238.00	119.00	
Change Request Summary						
Wagner, Kari	4/30/2022		.25	238.00	59.50	
Project Management						
Senior Project Analyst I						
Lepore, Lonnie	4/15/2022		.50	147.00	73.50	
A/R, Bank Dep						
Senior Mechanical Engineer II						
Lindahl, Nels	4/27/2022		.50	182.00	91.00	
Telecon w/ GSA;						
Totals			2.00		402.50	
Total Labor						402.50
				Total this Phase		\$402.50
				Total this Project		\$402.50
				Total this Report		\$402.50



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

May 31, 2022

Client ID 21089 AFD

Statement for period through May 31, 2022

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$118.00	-\$118.00	\$472.00	\$472.00
34	GROUNDWATER MANAGMENT PLAN	\$118.00	-\$118.00	\$0.00	\$0.00
100	COSTS	\$7.25	-\$7.25	\$4.00	\$4.00
PRIOR STATEMENT BALANCE					\$243.25
TOTAL PAYMENTS AND ADJUSTMENTS					-\$243.25
CURRENT CHARGES					\$476.00
PAY THIS AMOUNT					\$476.00

Any Payments Received After 05/31/22 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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

San Antonio Basin GSA
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

100% of the year has elapsed	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	93,908.70	37,379.00	56,529.70	251.23%
01 DWR Grant #2 Payments	106,286.70	92,005.00	14,281.70	115.52%
4-Interest Income	17.26			
Total Income	200,212.66	129,384.00	70,828.66	154.74%
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	51,718.15	70,400.00	-18,681.85	73.46%
02-Accountant	7,795.00	12,800.00	-5,005.00	60.9%
03-Comm Eng Grant Wrtnng NonGSP	0.00	25,000.00	-25,000.00	0.0%
04-Monitoring	50,054.13	45,048.00	5,006.13	111.11%
05-Legal Counsel	40,548.50	45,000.00	-4,451.50	90.11%
06-Insurance	1,734.00	2,300.00	-566.00	75.39%
07-Audit Fees	2,000.00	3,200.00	-1,200.00	62.5%
08-GSP Development(GSIcontract)	220,447.00	221,000.00	-553.00	99.75%
09-GSP Related Costs-Annual Rep	59,958.75			
10-GSP Implementation / PMAs	9,985.00			
Total Administration and Operation	444,240.53	424,748.00	19,492.53	104.59%
Total Expense	444,240.53	424,748.00	19,492.53	104.59%
Net Ordinary Income	-244,027.87	-295,364.00	51,336.13	82.62%
Other Income/Expense				
Other Income				
11 Operating Transfers	260,000.00	337,839.00	-77,839.00	76.96%
Total Other Income	260,000.00	337,839.00	-77,839.00	76.96%
Other Expense				
Contingency (10%)	0.00	42,475.00	-42,475.00	0.0%
Total Other Expense	0.00	42,475.00	-42,475.00	0.0%
Net Other Income	260,000.00	295,364.00	-35,364.00	88.03%
Net Income	15,972.13	0.00	15,972.13	100.0%

San Antonio Basin GSA

Balance Sheet

As of June 30, 2022

Jun 30, 22

ASSETS

Current Assets

Checking/Savings

Community Bank of Santa Maria 843.49

Community Bank of SM MMKT -2449 25,017.02

Total Checking/Savings 25,860.51

Other Current Assets

Prepaid Insurance 1,783.00

Total Other Current Assets 1,783.00

Total Current Assets 27,643.51

TOTAL ASSETS 27,643.51

LIABILITIES & EQUITY

Equity

Retained Earnings 11,671.38

Net Income 15,972.13

Total Equity 27,643.51

TOTAL LIABILITIES & EQUITY 27,643.51

**San Antonio Basin GSA
Transaction List by Vendor
June 2022**

	Type	Date	Num	Memo	Account	Split	Amount
BERTOUX & COMPANY	Check	06/30/2022	2315	INV# 22-006	Community Bank of Santa Maria	01Administrative Exp/Office	-5,000.00
Brownstein Hyatt Farber Schreck	Check	06/30/2022	2316	019867.0001	Community Bank of Santa Maria	05-Legal Counsel	-10,746.50
Cachuma Resource Conservation District	Check	06/30/2022	2317	INV# 5-2022	Community Bank of Santa Maria	01Administrative Exp/Office	-1,040.00
Carrie Troup, C.P.A.	Check	06/30/2022	2318	INV# 0622GSA	Community Bank of Santa Maria	02-Accountant	-655.00
GOLDEN STATE RISK MANAGEMENT AUTHORITY	Check	06/30/2022	2314	ACCT# SANANTO	Community Bank of Santa Maria	06-Insurance	-1,734.00
GSI WATER SOLUTIONS, INC.	Check	06/30/2022	2320	INV# 0748.005-4	Community Bank of Santa Maria	04-Monitoring	-8,560.87
MOSS, LEVY & HARTZHEIM LLP	Check	06/30/2022	2321	CLIENT 949	Community Bank of Santa Maria	07-Audit Fees	-1,000.00

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

Name	Total per agreement	Amount Invoiced	Amount Paid	Invoices Due	Retention Due
DWR Agreement A	300,000.00				
DWR 4600012675 Inv #1		16,690.68	16,690.68	-	1,854.52
DWR 4600012675 Inv #2		8,118.26	8,118.26	-	902.03
DWR 4600012675 Inv #3		3,312.97	3,312.97	-	368.11
DWR 4600012675 Inv #4		2,750.75	2,750.75	-	305.64
DWR 4600012675 Inv #5		1,968.90	1,968.90	-	218.77
DWR 4600012675 Inv #6		5,129.04	5,129.04	-	569.89
DWR 4600012675 Inv #7		34,047.11	34,047.11	-	3,783.01
DWR 4600012675 Inv #8A		30,533.31	30,533.31	-	3,392.59
DWR 4600012675 Inv #9A		28,065.35	28,065.35	-	3,118.37
DWR 4600012675 Inv #10A		34,725.16	34,725.16	-	3,858.35
DWR 4600012675 Inv #11A		35,988.84	35,988.84	-	3,998.76
DWR 4600012675 Inv #12A		46,747.57	46,747.58	(0.01)	5,194.16
DWR 4600012675 Inv #13A		10,321.78	10,321.78	-	1,146.86
DWR 4600012675 Inv #14A		850.50	850.50	-	94.50
Total Grant A	300,000.00				
		259,250.22	259,250.23	(0.01)	28,805.57
DWR Agreement B	249,400.00				
DWR 4600012675 Inv #8B		8,032.57	8,032.57	-	892.51
DWR 4600012675 Inv #9B		28,772.16	28,772.16	-	3,196.91
DWR 4600012675 Inv #10B		24,128.96	24,128.96	-	2,681.00
DWR 4600012675 Inv #11B		27,580.90	27,580.90	-	3,064.54
DWR 4600012675 Inv #12B		41,750.42	41,750.42	-	4,638.94
DWR 4600012675 Inv #13B		36,955.38	36,955.38	-	4,106.15
DWR 4600012675 Inv #14B		40,852.88	40,852.88	-	4,539.21
Total Grant B	249,400.00				
		208,073.27	208,073.27	-	23,119.25
				Invoices Due	Retention Due
				(0.01)	51,924.82
Total Due (Grants A and B)					51,924.81

San Antonio Basin Water District
DRAFT 2022-23 / 5 Year Actual/Proposed Budget as of 7/15/2022

Agenda Item 7) a.

Jul '20 - Jun '21	Jul '21 - Jun '22	Jul '22 - Jun '23	Jul '23 - Jun '24	Jul '24 - Jun '25
Actual Year End	Actual Year End	Proposed Budget	Proposed Budget	Proposed Budget

Ordinary Income						
Irrigated Acres - Prop 218 max = \$60.00			12,926 @ \$60.00	12,626 @ \$60.00	12,326 @ \$60.00	
Income from Irrigated Acres			\$775,560	\$757,560	\$739,560	
Non-Irrigated Acres - Prop 218 max = \$0.50			47,452 @ \$0.50	47,752 @ \$0.50	48,051 @ \$0.50	
Income from Non-Irrigated Acres			\$23,726	\$23,876	\$24,026	
Total Assessments	\$637,130	\$744,720	\$799,286	\$781,436	\$763,586	
FSAWB Carry Over Funds	\$261,524	\$399	\$0	\$0	\$0	
Interest Income	\$0	\$0	\$0	\$0	\$0	
Accounts Receivable						
Santa Barbara Co. Tax Bill 2021-22		\$22,717	\$351			
Santa Barbara Co. Tax Bill 2022-23			\$55,773			
Total Income	\$898,654	\$767,836	\$855,410	\$781,436	\$763,586	
Operating Expenses						
1	General Manager (part-time)	\$40,000	\$41,488	\$58,500	\$60,800	\$63,200
2	Employment taxes and benefits	\$3,550	\$1,591	\$0	\$0	\$0
3	Audit & Financial Reporting (Accountant)	\$7,500	\$7,800	\$12,000	\$12,480	\$12,979
4	Contract Administration (Assessment Billing)	\$40,615	\$18,426	\$20,000	\$20,800	\$21,632
5	Legal Services	\$17,005	\$6,430	\$20,000	\$20,800	\$21,632
6	Meeting Room Lease	\$150	\$150	\$1,300	\$1,400	\$1,500
7	Web Page Support	\$283	\$295	\$1,200	\$1,200	\$1,200
8	Conferences/Training	\$0	\$0	\$5,400	\$5,600	\$5,800
9	Travel	\$0	\$0	\$3,700	\$3,800	\$4,000
10	Insurance Errors and Omissions & Board	\$2,288	\$2,577	\$2,100	\$2,500	\$3,000
11	Office Supplies/Bank Charges	\$286	\$371	\$1,000	\$1,040	\$1,082
12	Postage/Printing	\$384	\$26	\$1,000	\$1,040	\$1,082
13	Board Elections	\$0	\$0	\$2,200	\$2,300	\$2,400
14	CSDA Membership	\$186	\$200	\$1,100	\$1,200	\$1,300
15	LAFCO District Fees	\$0	\$0	\$1,100	\$1,200	\$1,300
16	Telephone/Computer/Internet	\$0	\$0	\$1,000	\$1,040	\$1,082
SUBTOTAL		\$112,247	\$79,354	\$131,600	\$137,200	\$143,188
17	Contingency 10 %	\$0	\$0	\$13,160	\$13,720	\$14,319
SUBTOTAL		\$112,247	\$79,354	\$144,760	\$150,920	\$157,507
18	GSA Budget (Contingency Included)	\$315,000	\$260,000	\$762,300	\$765,200	\$714,300
19	Designation to/from District Reserve:					
	Approved Budget	\$471,407	\$314,708	-\$51,650	-\$134,684	-\$108,222
	Leftover GSA Funds	\$0	\$77,839	\$0	\$0	\$0
	Additional Net Income	\$0	\$35,936	\$0	\$0	\$0
	Total Designation to/from District Reserve	\$471,407	\$428,482	-\$51,650	-\$134,684	-\$108,222
Total Operating Expenses	\$898,654	\$767,836	\$855,410	\$781,436	\$763,585	
Net Income	\$0	\$0	\$0	\$0	\$0	
Reserve Account Balance						
Projected - Proposed Budget		\$471,407	\$899,889	\$848,239	\$713,555	\$605,334

San Antonio Basin Water District

DRAFT 2022-23 Budget @ \$60.00 per Irrigated Acre

Ordinary Income		
	Total Assessments	\$799,286
	Interest Income	\$0
	Accounts Receivable	
	Santa Barbara Co. Tax Bill 2021-22	\$351
	Santa Barbara Co. Tax Bill 2022-23	\$55,773
Total Income		\$855,410
Operating Expenses		
1	General Manager (part-time)	\$58,500
2	Employment taxes and benefits	\$0
3	Audit & Financial Reporting (Accountant)	\$12,000
4	Contract Administration (Assessment Billing)	\$20,000
5	Legal Services	\$20,000
6	Meeting Room Lease	\$1,300
7	Web Page Support	\$1,200
8	Conferences/Training	\$5,400
9	Travel	\$3,700
10	Insurance Errors and Omissions & Board	\$2,100
11	Office Supplies/Bank Charges	\$1,000
12	Postage/Printing	\$1,000
13	Board Elections	\$2,200
14	CSDA Membership	\$1,100
15	LAFCO District Fees	\$1,100
16	Telephone/Computer/Internet	\$1,000
SUBTOTAL		\$131,600
17	Contingency 10 %	\$13,160
SUBTOTAL		\$144,760
18	GSA Budget (Contingency Included)	\$762,300
19	Designation to/from District Reserve Account	-\$51,650
Total Operating Expenses		\$855,410
Net Income		
		\$0
Reserve Account Balance		
		\$848,239

SAN ANTONIO BASIN WATER DISTRICT

RESOLUTION 2022-09

RESOLUTION AUTHORIZING LEVY AND COLLECTION OF 2022-23 ASSESSMENT

WHEREAS, as authorized by Water Code Section 36550 *et seq.*, and pursuant to Proposition 218 (Article XIII D, Section 4 of the California Constitution), this Board has determined that it is necessary to adopt an assessment to cover certain of the District's estimated costs in order to confer special benefits to the assessed property; and

WHEREAS, on May 19, 2020, this Board of Directors passed and adopted a Resolution that, among other things, (1) outlined procedures to be used in an assessment ballot proceeding for adopting the proposed Assessment, (2) adopted the Engineer's Report and called for an assessment ballot proceeding, (3) scheduled the Assessment hearing, and (4) directed district personnel to prepare and send notices and ballots for the proceeding; and

WHEREAS, in furtherance of said Resolution, this Board received an Engineer's Report, entitled "Engineer's Report For the San Antonio Basin Water District," dated May 19, 2020, prepared for the District in compliance with Proposition 218 by the Wallace Group, which includes a detailed roll of the parcels within the District that would be subject to the proposed assessment; and

WHEREAS, the Engineer's Report discusses the District's anticipated costs and required revenues; and

WHEREAS, the Engineer's Report recommended splitting lands within the District into three classes: Irrigated Agriculture, Non-Irrigated Agriculture, and Non-Overlying as authorized by Water Code Section 36578; and

WHEREAS, Upon tabulating the votes at the conclusion of the assessment hearing conducted on July 20, 2020, the weighted ballots in favor of the proposed Assessment outweigh the weighted ballots in opposition, with the results being 590,401.03 votes in favor of the assessment and 50 votes in opposition; and

WHEREAS, the Assessment Ballot Proceeding was carried out in accordance with the Board of director's May 19, 2020 Resolution, including a hearing conducted on July 21, 2020; and

WHEREAS, Government Code Section 53753 of the Proposition 218 Omnibus Implementation Act provides that any agency that complies with the notice, protest, and hearing requirements of that Act is not required to comply with any other statutory notice, protest, and hearing requirements, and accordingly, these proceedings with respect to notice, protest, and hearing requirements have been conducted in accordance with the Omnibus Implementation Act, rather than the Water Code; and

WHEREAS, as provided by Water Code Section 36578(d), the proposed Assessment having been levied under the alternate provisions of Section 36577 through 36579, the proceedings for carrying out the Assessment shall be carried out by the Board and the Secretary of the District, rather than the clerk of the Board of Supervisors;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN ANTONIO BASIN WATER DISTRICT does hereby resolve, declare and order as follows:

- 1) Proceedings to Levy and Collect Assessment.** The following procedures shall be used by the District in levying and collecting the Assessment, as required by Division 13, Part 7 of the Water Code and Article XIII D, Section 4, of the California Constitution:
 - a. 2022-23 Assessment:** The Board determines that the amount of the Assessment for 2022-23, authorized by the Assessment Ballot Proceedings, shall be \$60.00 per acre for Irrigated Agriculture, \$0.50 per acre for Non-Irrigated Agriculture, and \$0.00 for Non-Overlying; provided, however, this Board determines that if the aggregate assessment of any owner of Irrigated Agriculture or Non-Irrigated Agriculture results in an assessment of less than \$50, that owner shall be subject to a minimum assessment of \$50.
 - b. Assessment Book:** The Secretary has caused to be prepared an integrated version of the roll and Assessment Book (the "Integrated Roll"). As provided by Water Code Section 36725, within 10 days, the President and Secretary shall sign duplicate copies of the following documents, which shall be attached to the Assessment Book:
 - 1.** A list of all parcels of land subject to the Assessment, that being the Integrated Roll. The list shall specify within each parcel the number of acres of Irrigated Agriculture, the number of acres of Non-Irrigated Agriculture, and the number of acres of Non-Overlying;
 - 2.** The order of the Board of Directors fixing the assessment, that being a copy of this Resolution; and

3. The annual estimate of the board of directors, that being the District's 2022-23 Budget.

- c. **Charging the Assessment:** Within 10 days after the obligations in the previous paragraph are completed, the Assessor and Tax Collector (since the offices of Treasurer, Assessor and Tax Collector may be combined as authorized by Water Code Section 34711) shall compute the assessment due on each parcel, and file the Assessment Book, that being the Integrated Roll which identifies by landowner and parcels of each landowner the acreage subject to the Assessment and the amount of the Assessment levied with respect to each parcel. Once the Assessment Book has been filed, the Assessment listed shall be due and payable to the Tax Collector of the District.
- d. **Lien:** Pursuant to Water Code Section 36825, upon filing the Assessment Book with the Tax Collector the assessment and any penalties for delinquencies shall constitute a lien on the lands that are the subject of the Assessment.
- e. **Notice of Assessment:** Within 10 days of the Assessment being due and payable, the Assessor shall publish a notice as specified by Water Code Section 36826, including the date the Assessments are due and payable, the time when Assessments are delinquent, which is six months from when they become due as provided by Water Code Section 36950, and that a delinquency penalty of five percent (5%) of the amount delinquent will be applicable; provided, however, landowners will be asked to make payment of Assessments within 60 days of the date due and payable.

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- f. **Other Matters:** The District's staff and officers are authorized and directed to do all things necessary to collect the assessments consist with applicable law.

All the foregoing being on motion of Director _____ seconded by Director _____ and authorized by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution is the resolution of said District as duly passed and adopted by said Board of Directors on July 19, 2022.

WITNESS my hand of said Board of Directors, July 19, 2022.

Craig Reade
Secretary of the Board of Directors

Kevin Merrill
President of the Board of Directors

CONTRACT AMENDMENT



Project Name: Tax Roll Preparation	CA No. 4
Client Name: San Antonio Basin Water District	Project/Phase No. 1591-0002
Attention: Donna Glass	Date: June 7, 2022
Address: 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 continues to provide San Antonio Basin Water District (SABWD) for their tax roll.

This includes:

- Responding to customer questions
- Updating the database with changes and updating Board as needed
- Prepare FY 2022/23 tax roll and invoice and distribute to property owners
- Continue receiving payment from property owners, maintaining records, and making bank deposits
- Attend meetings with SABWD BOD as requested
- On-call support as needed at SABWD’s request

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

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: **\$13,000**

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

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4294

LOS ALAMOS COMMUNITY SERVICES DISTRICT

82 North Saint Joseph St • (805) 344-4195 • Fax (805) 344-2908
Post Office Box 675
LOS ALAMOS, CALIFORNIA 93440

Agenda Item 8) d. ii.

July 5, 2022

Via Email: admin@sanantoniobasingsa.org

San Antonio Basin Groundwater
Sustainability Agency
Attn: Stephanie Bertoux, Executive Director

Via Email: admin@sanantoniobasingwd.org

San Antonio Basin Water District
Attn: Craig Reade, Board Secretary

Subject: Rescission of Withdrawal as Member of SABGSA

Dear Ms. Bertoux and Mr. Reade,

By letter dated May 3, 2022, the Board of Directors (the “Board”) of the Los Alamos Community Services District (“LACSD”) advised you of its decision to withdraw as a member of the San Antonio Basin Groundwater Sustainability Agency (“SABGSA”), effective as of June 2, 2022. The effective date of that withdrawal was subsequently extended until July 24, 2022. The purpose of this letter is to advise you that, at a special meeting on June 29, 2022, the Board voted to rescind its withdrawal as a member of SABGSA. Therefore, LACSD’s letter of withdrawal dated May 3, 2022 shall be of no force or effect and LACSD will be continuing in its role as a member of SABGSA.

The District will send to you by separate email(s) copies of a letter from Juan Ramon Gomez and a letter from Brad Vidro which rescind their resignations as a Director and an alternate Director, respectively, of SABGSA.

LACSD looks forward to its continued relationship with the San Antonio Basin Water District as the members of SABGSA.

Sincerely yours,



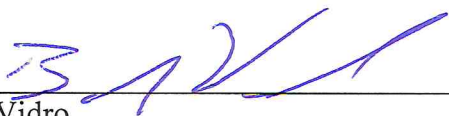
Leonard Bileti, President
LACSD Board of Directors

RESCISSION OF RESIGNATION

To: Board of Directors of the Los Alamos Community Services District

From: Brad Vidro

I hereby rescind my previous resignation as an alternate Director of the San Antonio Basin Groundwater Sustainability Agency, which resignation was to be effective as of July 24, 2022.



Brad Vidro


Date: July 5, 2022

RESCISSION OF RESIGNATION

To: Board of Directors of the Los Alamos Community Services District

From: Juan Ramon Gomez

I hereby rescind my previous resignation as a Director of the San Antonio Basin Groundwater Sustainability Agency, which resignation was to be effective as of July 24, 2022.



Juan Ramon Gomez

Date: July 5, 2022