

San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

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

Board of Directors Regular Meeting

October 20, 2020 at 1:00 P.M.

Dial-in-number - 1-602-580-9349

Access Code – 6982471

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public. Public participation is encouraged using the teleconference information referenced above.

Meeting and Agenda

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Public Comment:** This portion of the meeting is set aside to provide the public an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.
- 1) **Committee Report**
 - a. Discussion and Possible Action on Policy to Changes to Finalized Assessment Roll
 - b. Discussion on Landowner Correspondence Regarding Assessment Change Requests
- 2) **Discussion and Possible Action on Process for Appointing Directors and Alternate Directors to the San Antonio Basin GSA Board of Directors**
- 3) **Minutes**
 - a. September 15, 2020 Board Meeting Minutes – **Board Approval Needed**
- 4) **Financial Report**
 - a. Review and Approve September Financial Statement
 - b. Assessments Status Report
 - c. Review September GSA Financial Statement
 - d. GSA Fund Request
- 5) **Informational Items**
 - a. Management/Administration Report
 - b. Director Training Report
 - c. Update on San Antonio Basin Groundwater Sustainability Agency

- 6) **New Business**— requests for items to be placed on next agenda.
- 7) **Next Meeting Date – November 17, 2020**
- 8) **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 805-928-8349, 1005 S. Broadway, Santa Maria, CA 93454. Notifications of at least forty-eight (48) hours prior to the meeting will help enable reasonable arrangements to ensure accessibility to the meeting.

Copies of Meeting Documents can be found on our District Webpage <https://sanantoniobasinwd.org/> or requested by contracting Donna Glass, admin@sanantoniobasinwd.org 805-928-8349, 1005 S. Broadway, Santa Maria, CA 93454.

San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

Committee Meeting Report

September 25, 2020 at 1:30 P.M.

An ad hoc Committee meeting was called to order at 1:32 p.m. by Kevin Merrill, Committee Chair, via teleconference.

The following Committee Members were present: Kevin Merrill and Randy Sharer.

Absent: None

Others in attendance were staff members and recognized as attending in an advisory position only: Kari Wagner - Wallace Group, Alan Doud - YoungWooldridge and Donna Glass - District Manager.

Objective

At the San Antonio Basin Water District meeting held on September 15, 2020 a Committee was formed to make a recommendation to the board regarding change order requests received after the 2020/21 Assessment Roll was finalized and invoices were mailed to landowners.

Background

At the September 15, 2020 Board meeting, Kari Wagner provided an update on the calls and/or emails from landowners she had received that didn't agree with their assessment invoice. She explained that landowners were informed that the District sent several written communications to every property owner discussing the irrigated lands and provided opportunities to make corrections if they had any. In addition, the Board had set their fiscal year budget based on the irrigated acres and the anticipated funds that they would receive based on those numbers. The Landowners were provided a change request form and informed they would need to fill out a form and provide documentation/proof of the reduction of the irrigated land to be placed on the upcoming board agenda.

The Landowners were not added to the board agenda unless Kari Wagner heard back from them. In addition, they were informed that going to the Board for this reduction request would not necessarily be approved. It would be up to the Board to approve or not approve as all property owners were given multiple opportunities to make changes. They would have an opportunity in January/February 2021 to reduce their acreage for the next fiscal year budget.

Discussion Topics

- Landowners requesting reduction/increase of irrigated acres after receiving their 2020/21 Assessment invoices.
 - Property owner claims the irrigated land is less than what is being assessed.
 - Property owner claims the property has no well and therefore cannot be irrigated and should not be assessed for any irrigated acreage.
- Landowner reduced their irrigated acres by removing lawn around the house and road/alleyways between crops/pasture. Sent a check for only the remaining acreage

however the balance is still due and collectable according to legal counsel. Any unpaid balance becomes a lien against the property.

- Questions from landowners with the minimum \$50 charge with no well or dwelling on small parcels (i.e. 1.5 acres).
- Ongoing costs associated with irrigated acre verification and the option to switch to pumping fees down the road. This was a discussion for a later time as it was not part of this committee's task.

Recommendation

After discussion between the Committee Members and advisory staff about accepting change orders after the Assessment Roll had been finalized and the impact any changes would have to the budget the Committee is recommending:

- No change orders will be accepted after the Assessment Roll has been finalized. Landowners will be given an opportunity to reduce/increase their acreage before each fiscal year budget in a January/February timeframe. With the following exception:
 - Property owners that can demonstrate non-irrigated land and no well on the property will be corrected to all non-irrigated and re-assessed accordingly.
- Any Landowner that sends in a payment based on recalculating and reducing their irrigated acres will be sent a letter with an updated invoice crediting the partial payment and showing the remaining balance as still due. (draft letter attached)
- Waving the minimum \$50 charge on small parcels (i.e. 1.5 acres) with no well/irrigation/dwellings.

Meeting was adjourned by Kevin Merrill, Committee Chair, at 1:58 p.m.

Respectfully submitted,

Kevin Merrill, Committee Chair

October ____, 2020



WALLACE GROUP®

Subject: San Antonio Basin Water District: 2020-2021 Assessment Payment for APN _____

Dear _____,

Wallace Group was in receipt of your payment for the 2020-2021 Assessment to the San Antonio Basin Water District (District) on September 10, 2020, for your property designated as APN _____. Your payment in the amount of \$_____ does not cover the full amount of the Assessment the District levied on your property consistent with the tax roll prepared and approved by the Board for San Antonio Basin Water District. The full amount of your Assessment is \$_____, meaning that \$_____ remains outstanding.

We also acknowledge receipt of the documentation you submitted noting a discrepancy in the irrigated versus non-irrigated acreage on your property. The District made several attempts to confirm the irrigated and non-irrigated acreage on your property prior to and in connection with the District's assessment ballot proceeding. The District did not receive a response from you correcting the information that District had on file. The District's Board has taken your updated information under consideration and has determined that it cannot now adjust its budget and the amount of the Assessment, those items having been duly noticed, approved, levied based on the information in the record. You will have the opportunity to modify your acreage information for the 2021-2022 Assessment Roll when the District Board sends out new requests for any property corrections, which will occur sometime in early 2021.

Please note that the full amount of the Assessment constitutes a lien on your property and the difference of \$_____ remains due and payable. Please submit payment as soon as possible, and in any event no later than February 8, 2021, to prevent the Assessment from becoming delinquent.

If you have any questions, please feel free to contact me at kariw@wallacegroup.us or at (805) 544-4011. Thank you!

Sincerely,

WALLACE GROUP

Kari Wagner, PE
Principal

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

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SAN LUIS OBISPO
CALIFORNIA 93401

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CONFIDENTIAL MEMORANDUM

Attorney-Client Privileged Communication

(Evidence Code § 950, et seq.)

TO: San Antonio Basin Water District Board of Directors

CC: Donna Glass, District Manager

FROM: Alan F. Doud

DATE: September 29, 2020

RE: Appointment of Directors to the San Antonio Basin GSA Board

I. QUESTION PRESENTED

What is the manner in which members are appointed to the Board of Directors of the San Antonio Basin Groundwater Water Sustainability Agency (“GSA”)?

II. SHORT ANSWER

The Board of Directors of the San Antonio Basin Water District (the “District”) has the exclusive authority to appoint seven (7) directors to the GSA Board and the Los Alamos Community Services District (“LACSD”) has the exclusive authority to appoint one director to the GSA Board.

III. DISCUSSION

The GSA was formed pursuant to that certain “Joint Exercise of Powers Agreement by and between Cachuma Resource Conservation District and Los Alamos Community Services District creating the San Antonio Basin Groundwater Sustainability Agency” (the “JPA”).

Article 7.1 provides that the GSA Board “shall consist of a total of eight (8) Directors.”

Article 7.1.1 provides that seven (7) Directors are to be “appointed by a majority vote of the governing board of the CRCDC [Cachuma Resource Conservation District].” The seven CRCDC appointees are to represent various segments of the agricultural community specified in the JPA. Those segments and the number of representative directors of each can be modified by a unanimous vote of the CRCDC governing board.

CONFIDENTIAL MEMORANDUM

Attorney-Client Privileged Communication

(Evidence Code § 950, et seq.)

Article 7.1.2 provides that the eighth Director shall be “appointed by a majority vote of the governing board of the LACSD.”

Article 6.1 of the JPA vests the appointment powers described above in the CRCD and the LACSD as the Members of the JPA. Article 6.2 provides that upon its formation, the San Antonio Basin Water District is “to be substituted for the CRCD as the Member of the [GSA].” Article 6.2 further provides that upon the substitution of the District for the CRCD, the District “shall stand in the place and stead of the CRCD.”

The substitution of the District for the CRCD as a Member of the GSA was formalized and acknowledged by the District, the GSA, and the CRCD shortly after the District’s formation in May, 2020. As a result, the District now stands in the place of CRCD for all purposes under the JPA, including with regard to the authority to appoint Directors. Article 7.1.1 of the JPA is now to be read as follows: “Seven (7) Directors appointed by a majority vote of the governing board of the Water District.” (Emphasis added.)

IV. CONCLUSION

For the foregoing reasons, the District’s Board of Directors has the authority and the obligation to appoint Directors to the GSA Board. Under the express terms of the JPA, any such Director can only be appointed by a majority vote of the District’s Board.

San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

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

Meeting Minutes

Board of Directors Regular Meeting

September 15, 2020 at 1:00 P.M.

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

Access Code – 186891

Consistent with Executive Order N-29-20 suspending provisions of the Brown Act to allow for public meetings to be conducted remotely, the District will hold its regular Board of Directors meeting by teleconference. There will be no meeting site open to the public. Public participation is encouraged using the teleconference information referenced above.

1) Call to Order

The meeting was called to order at 1:02 p.m. by President Merrill.

2) Roll Call

The following directors were present, constituting a quorum for the transaction of business.

Directors Present:

Kevin Merrill

Randy Sharer

Craig Reade

Ken Hunter – arrived about 1:10 pm

Victor Schaff

Craig Reade

Members absent: None

Others in attendance: Kari Wagner, Wallace Group, LLC, Donna Glass, District Manager and Peter Nolan.

- 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 one public comment from Peter Nolan. He asked about the agenda item for reducing the irrigated acres on the assessment invoice he received. The board moved agenda item 9) a. Consider Amending the 2020 Assessment Roll up to discuss first.

4) Minutes

- a. August 18, 2020 Board Meeting Minutes – Board Approval Needed**

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

A roll call vote was taken and the motion carried.

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

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

5) Financial Report

a. Review and Approve August Financial Statement

Donna Glass reported on the Financials. As of August 31, 2020 the SABWD account has \$128,366 in the account. The expenses YTD for July-August were \$96,684. This included the \$75k transferred to the GSA. Net Income YTD was \$225,050.00

Donna Glass also reported that on September 3rd a deposit for \$25,448 was made that will show up on our September statements and there have been a few requests for the SABWD W-9. One landowner sent a check with their ballot and also sent a check with the invoice. A refund will be issued. On September 14th another deposit was made for \$15,871.82.

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

A roll call vote was taken and the motion carried.

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

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

b. Review and Approve August GSA Financial Statement

Donna Glass reported on the GSA Financials. As of July 31, 2020 the SABGSA account has \$12,577.68 and \$-10.00 in a MMKT account for a total of \$12,567.68. The expenses for August were \$27,919.53. There was no income for August. The District board pre-approved \$40,000.00, if requested, until a request for funds procedure is approved.

Director Sharer questioned why the Board was approving the GSA Financials. Donna Glass explained that SABGSA Executive Director, Anna Olsen, had instructed us to include them on the agenda for approval. After a brief discussion a **Motion** was made by Director Merrill to table the approval until the District is provided an explanation about why they were asked to approve them. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

c. Review GSA Draft Fund Request Procedure

i. Discuss and Provide Feedback to the GSA on the Procedure for the GSA to Request Funds from the SABWD

After a brief review and discussion a **Motion** was made by Director Sharer to accept the Fund Request Procedure pending SABGSA changes/approval. **Motion seconded** by Director Merrill.

A roll call vote was taken and the motion carried.

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

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

6) **Informational items**

a. **Management/Administration Report**

Donna Glass reported that informational items would be covered during each agenda item.

b. **Director Training Report**

Donna Glass reported that the District will be responsible for the Director training. She had attended two administrator trainings sessions with Target Solutions for the use of the website. Each board member was sent a link to set up their training account. The training courses for each Director are now available for them to take. Director Merrill and Sharer are current with both of their courses through the SABGSA, also provided by Target Solutions.

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

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

7) **Consideration of Appointment of Director and Alternate Director to the San Antonio Basin GSA Board of Directors**

A discussion took place about appointing a Director to fill one Director position for Brandy Branquinho. It was vacated because she is no longer an owner of a parcel in the District. Director Sharer suggested appointing her Alternate, Dan Chabot, for the vacant cattle position. Director Hunter and Schaff questioned if this was a District responsibility that maybe more time should be taken to review the potential Directors qualifications before appointment.

Motion was made by Director Sharer to table any Director or Alternate Director appointment for the SABGSA until more information is provided by potential candidates for the position. **Motion seconded** by Director Schaff.

A roll call vote was taken and the motion carried.

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

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

8) **Consideration of Resolution No. 20-08 Approving San Antonio Basin Water District's Conflict of Interest Code**

Motion was made by Director Schaff to approve Resolution No. 20-08 approving the San Antonio Basin Water District's Conflict of Interest Code. **Motion seconded** by Director Sharer.

A roll call vote was taken and the motion carried.

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

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

9) **Other Business Matters**

a. **Consider Amending the 2020 Assessment Roll**

This agenda item was moved up to the beginning of the meeting to accommodate an attending landowner. Kari Wagner, Wallace Group, provided an update on the calls and/or emails from landowners received that don't agree with their assessment invoice. She explained that landowners were informed that the District sent several written communications to every property owner discussing the irrigated lands and provided opportunities to make corrections if they had any. In addition, the Board had set their fiscal year budget based on the irrigated acres and the anticipated funds that they would receive based on those numbers. They were provided a change request form and informed they would need to fill out a form and provide documentation/proof of the reduction of the irrigated land to be placed on the agenda.

They were not added to the board agenda unless she heard back from them. In addition, they were informed that going to the board for this reduction request would not necessarily be approved. It would be up to the Board to approve or not approve as all property owners were given multiple opportunities to make changes. They would have an opportunity in January/February to reduce their acreage for the next fiscal year budget.

i. Consider Change Order Requests

A lengthy discussion took place between the board members and Peter Nolan regarding accepting change orders after the Assessment Roll had been finalized and the impact any changes would have to the budget.

Motion was made by Director Sharer to table the discussion for this meeting and to form a committee to come up with a recommendation for change order requests after the Assessment Roll had been finalized. The Committee members will be Director Merrill and Sharer, with Kari Wagner, Alan Doud and Donna Glass to attend in an advisory position only. **Motion seconded** by Director Hunter.

A roll call vote was taken and the motion carried.

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

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

b. Review and Approve Amended Contract with Wallace Group to Prepare Tax Roll

After a brief review of the contract and discussion a **Motion** was made by Director Hunter to approve the amended contract with Wallace Group to Prepare the Tax Roll. **Motion seconded** by Director Merrill.

c. Approve the California State Mandated Sick Time Accrual Calculation

A **Motion** was made by Director Sharer to approve the California State Mandated Sick Time Accrual Calculation for 40 hours per month at the rate required for part-time employees to earn a minimum of 1 hour of sick leave for every 30 hours worked. **Motion seconded** by Director Reade.

A roll call vote was taken and the motion carried.

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

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

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

A request was made to put the recommendation from the Committee formed for the change requests on the next agenda.

11) Next Meeting Date – October 20, 2020

Motion was made and seconded to set the next meeting date for October 20, 2020.

12) Adjournment

Meeting was adjourned by Director Merrill at 2:13 p.m.

Respectfully submitted,

Craig Reade, Secretary

Accepted:

Kevin Merrill, President

Date

DRAFT

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

25% of the year has elapsed	<u>Jul - Sep 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Assessments	123,298.47	626,236.00	-502,937.53	19.69%
FSAWB Carry Over Funds	225,000.00	225,000.00	0.00	100.0%
Total Income	<u>348,298.47</u>	<u>851,236.00</u>	<u>-502,937.53</u>	<u>40.92%</u>
Expense				
01 · General Manager	9,999.99	40,000.00	-30,000.01	25.0%
02 · Employment Taxes and Benefits	3,578.00	14,000.00	-10,422.00	25.56%
03 · Audit & Financial Reporting	1,875.00	7,500.00	-5,625.00	25.0%
04 · Contract Admin(Assesmt Billing)	27,001.31	25,000.00	2,001.31	108.01%
05 · Legal Services	9,328.55	30,000.00	-20,671.45	31.1%
06 · Meeting Room Lease	0.00	1,200.00	-1,200.00	0.0%
07 · Web Page Support	0.00	1,200.00	-1,200.00	0.0%
08 · Conferences/Training	0.00	5,000.00	-5,000.00	0.0%
09 · Travel	0.00	3,500.00	-3,500.00	0.0%
10 · Insurance E&O; Board	2,288.00	8,000.00	-5,712.00	28.6%
11 · Office Supplies	0.00	2,000.00	-2,000.00	0.0%
12 · Postage/Printing	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	0.00	1,000.00	-1,000.00	0.0%
15 · LAFCO District Fees	0.00	1,000.00	-1,000.00	0.0%
16 · Telephone/Computer/Internet	0.00	3,000.00	-3,000.00	0.0%
17 · Contingency 10%	0.00	14,900.00	-14,900.00	0.0%
18 · GSA Budget	115,000.00	458,900.00	-343,900.00	25.06%
19 · Designation to District Reserve	0.00	228,036.00	-228,036.00	0.0%
Total Expense	<u>169,454.71</u>	<u>851,236.00</u>	<u>-681,781.29</u>	<u>19.91%</u>
Net Ordinary Income	<u>178,843.76</u>	<u>0.00</u>	<u>178,843.76</u>	<u>100.0%</u>
Net Income	<u><u>178,843.76</u></u>	<u><u>0.00</u></u>	<u><u>178,843.76</u></u>	<u><u>100.0%</u></u>

**San Antonio Basin Water District
Balance Sheet**

As of September 30, 2020
Sep 30, 20

ASSETS

Current Assets

Checking/Savings

Community Bank - Checking 182,021.54

Total Checking/Savings 182,021.54

Total Current Assets 182,021.54

TOTAL ASSETS 182,021.54

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

24000 - Payroll Liabilities 3,177.78

Total Other Current Liabilities 3,177.78

Total Current Liabilities 3,177.78

Total Liabilities 3,177.78

Equity

Net Income 178,843.76

Total Equity 178,843.76

TOTAL LIABILITIES & EQUITY 182,021.54

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

September 2020

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	09/16/2020	5014	#0820SABW	Community Bank - Checking	-625.00
	Check	09/28/2020	5020	#0920SABW	Community Bank - Checking	-625.00
IRS	Check	09/21/2020	EFT		Community Bank - Checking	-856.00
	Check	09/21/2020	EFT		Community Bank - Checking	-1,712.00
Matthew D Kizziah	Check	09/16/2020	5015	Reimbursed Assessment double paid	Community Bank - Checking	-50.00
SAFEGUARD BUSINESS SYSTEMS	Check	09/30/2020	EFT	# R0TRRC	Community Bank - Checking	-284.49
SAN ANTONIO BASIN GSA	Check	09/17/2020	5016	Transfer	Community Bank - Checking	-40,000.00
The Law Offices of Young Wooldridge	Check	09/10/2020	5009	CLIENT ID 21089AFD	Community Bank - Checking	-310.50
	Check	09/28/2020	5019	CLIENT ID 21089	Community Bank - Checking	-1,349.95
Wallace Group	Check	09/10/2020	5010	PROJECT 1591-0001-00	Community Bank - Checking	-7,876.64
	Check	09/28/2020	5017	1591-0001-00	Community Bank - Checking	-1,775.00
	Check	09/28/2020	5018	1591-0002-00	Community Bank - Checking	-6,346.14



THE LAW OFFICES OF

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

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

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

August 31, 2020
 Client ID 21089 AFD

Statement for period through August 31, 2020

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$4,604.00	\$0.00	\$177.00	\$4,781.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$1,504.50	\$0.00	\$0.00	\$1,504.50
8	CONFLICT OF INTEREST	\$110.50	\$0.00	\$132.00	\$242.50
100	COSTS	\$0.35	\$0.00	\$1.50	\$1.85

PRIOR STATEMENT BALANCE	\$6,219.35
CURRENT CHARGES	\$310.50
PAY THIS AMOUNT	\$6,529.85

Any Payments Received After 08/31/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



THE LAW OFFICES OF

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

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

August 31, 2020

Client ID 21089-2 AFD
 Invoice No. 68708

Statement for period through August 31, 2020

LEGAL SERVICES REGARDING: ASSESSMENTS, TOLLS AND CHARGES

Fees	T.K.	Hours	Amount
08/07/20 RESPOND TO INQUIRIES FROM D. GLASS REGARDING COLLECTION OF ASSESSMENT.	AFD	0.30	\$88.50
08/18/20 REVIEW DRAFT COVER LETTER TO ACCOMPANY ASSESSMENT INVOICE AND PROVIDE GUIDANCE TO D. GLASS REGARDING SAME.	AFD	0.30	\$88.50

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	0.60	\$295.00	\$177.00

TOTAL FEES **\$177.00**

PRIOR STATEMENT BALANCE	\$4,604.00
CURRENT CHARGES	\$177.00
PAY THIS AMOUNT	\$4,781.00

Any Payments Received After 08/31/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



A LIMITED LIABILITY PARTNERSHIP · EST. 1939
1800 30TH STREET, FOURTH FLOOR
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SAN ANTONIO BASIN WATER DISTRICT
1005 S. BROADWAY
SANTA MARIA, CA 93454

August 31, 2020

Client ID 21089-4 AFD

Statement for period through August 31, 2020

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

PRIOR STATEMENT BALANCE	\$1,504.50
PAY THIS AMOUNT	\$1,504.50

Any Payments Received After 08/31/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



THE LAW OFFICES OF

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

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

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

August 31, 2020

Client ID 21089-8 AFD
 Invoice No. 68710

Statement for period through August 31, 2020

LEGAL SERVICES REGARDING: CONFLICT OF INTEREST

Fees	T.K.	Hours	Amount
08/19/20 DRAFTED TRANSMITTAL LETTER AND PREPARED PACKET FOR COUNTY BOARD OF SUPERVISORS	IJS	0.60	\$132.00

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
IJS	INDERRAJ SINGH	0.60	\$220.00	\$132.00

TOTAL FEES **\$132.00**

PRIOR STATEMENT BALANCE \$110.50

CURRENT CHARGES \$132.00

PAY THIS AMOUNT **\$242.50**

Any Payments Received After 08/31/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



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

August 31, 2020

Client ID 21089-100 AFD
Invoice No. 68711

Statement for period through August 31, 2020

LEGAL SERVICES REGARDING: COSTS

COSTS AND EXPENSES

08/31/20 BLACK & WHITE PRINTING

Amount

\$0.50

COLOR PRINTING

\$1.00

TOTAL COSTS AND EXPENSES

\$1.50

PRIOR STATEMENT BALANCE \$0.35

CURRENT CHARGES \$1.50

PAY THIS AMOUNT \$1.85

Any Payments Received After 08/31/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



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

September 30, 2020

Client ID 21089 AFD

Statement for period through September 30, 2020

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$4,781.00	-\$4,781.00	\$236.00	\$236.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$1,504.50	-\$1,504.50	\$817.00	\$817.00
8	CONFLICT OF INTEREST	\$242.50	-\$242.50	\$295.00	\$295.00
100	COSTS	\$1.85	-\$1.85	\$1.95	\$1.95

PRIOR STATEMENT BALANCE	\$6,529.85
TOTAL PAYMENTS AND ADJUSTMENTS	-\$6,529.85
CURRENT CHARGES	\$1,349.95
PAY THIS AMOUNT	\$1,349.95

Any Payments Received After 09/30/20 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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



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

September 30, 2020

Client ID 21089-2 AFD
 Invoice No. 69959

Statement for period through September 30, 2020

LEGAL SERVICES REGARDING: ASSESSMENTS, TOLLS AND CHARGES

Fees	T.K.	Hours	Amount
09/25/20 CALL WITH AD HOC COMMITTEE TO DISCUSS OPTIONS FOR ADJUSTING ASSESSMENTS BASED ON CHANGES IN LAND USE.	AFD	0.40	\$118.00
09/28/20 REVIEW AND REVISE DRAFT AD HOC COMMITTEE REPORT AND CORRESPOND WITH D. GLASS REGARDING SAME.	AFD	0.40	\$118.00

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	0.80	\$295.00	\$236.00

TOTAL FEES **\$236.00**

PRIOR STATEMENT BALANCE	\$4,781.00
TOTAL PAYMENTS AND ADJUSTMENTS	-\$4,781.00
CURRENT CHARGES	\$236.00
PAY THIS AMOUNT	\$236.00

Any Payments Received After 09/30/20 Will Appear on Your Next Statement

Detail of Payments and Adjustments

Date	Check No.	Description	Amount
09/04/20	5007	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$4,604.00
09/21/20	5009	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$177.00

Visa, MasterCard and Discover accepted

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



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

September 30, 2020

Client ID 21089-4 AFD
 Invoice No. 69960

Statement for period through September 30, 2020

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

Fees	T.K.	Hours	Amount
09/16/20 CALL WITH D. GLASS TO ADDRESS MATTERS RAISED DURING 9/15 BOARD MEETING.	AFD	0.50	\$147.50
09/17/20 CALL WITH ALAN REGARDING DRAFTING OF MEMORANDUM OUTLINING THE APPOINTMENT AUTHORITY OF SABWD.	IJS	0.10	\$22.00
09/18/20 REVIEWED GSA JPA AGREEMENT AUTHORIZING THE APPOINTMENT AUTHORITY OF SABWD.	IJS	0.80	N/C
DRAFTED MEMORANDUM OUTLINING THE AUTHORITY OF SABWD TO APPOINT DIRECTORS TO THE GSA.	IJS	1.20	\$264.00
09/26/20 REVIEW AND REVISE DRAFT MEMORANDUM FROM ATTORNEY SINGH REGARDING APPOINTMENT OF DIRECTORS TO GSA BOARD.	AFD	1.00	\$295.00
09/29/20 FINALIZE MEMORANDUM REGARDING APPOINTMENT OF DIRECTORS TO GSA BOARD AND TRANSMIT TO D. GLASS.	AFD	0.30	\$88.50
REVIEWED, REVISED, AND FINALIZED MEMORANDUM REGARDING SABWD'S AUTHORITY TO APPOINT DIRECTORS TO GSA.	IJS	0.20	N/C

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	1.80	\$295.00	\$531.00
IJS	INDERRAJ SINGH	1.00	\$220.00	N/C
IJS	INDERRAJ SINGH	1.30	\$220.00	\$286.00

TOTAL FEES

\$817.00

PRIOR STATEMENT BALANCE	\$1,504.50
TOTAL PAYMENTS AND ADJUSTMENTS	-\$1,504.50

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



THE LAW OFFICES OF

A LIMITED LIABILITY PARTNERSHIP · EST. 1939
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SAN ANTONIO BASIN WATER DISTRICT

September 30, 2020

CURRENT CHARGES \$817.00
PAY THIS AMOUNT \$817.00

Any Payments Received After 09/30/20 Will Appear on Your Next Statement

Detail of Payments and Adjustments

Date	Check No.	Description	Amount
09/04/20	5007	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$1,504.50

Visa, MasterCard and Discover accepted

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



THE LAW OFFICES OF

A LIMITED LIABILITY PARTNERSHIP • EST. 1939
 1800 30TH STREET, FOURTH FLOOR
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SAN ANTONIO BASIN WATER DISTRICT
 1005 S. BROADWAY
 SANTA MARIA, CA 93454

September 30, 2020

Client ID 21089-8 AFD
 Invoice No. 69961

Statement for period through September 30, 2020

LEGAL SERVICES REGARDING: CONFLICT OF INTEREST

Fees	T.K.	Hours	Amount
09/10/20 CALL WITH COUNTY OF SANTA BARBARA REGARDING PROPOSED CONFLICT OF INTEREST CODE. CALL WITH D. GLASS TO PROVIDE UPDATE REGARDING SAME. REVISE CODE PER COUNTY'S INSTRUCTIONS AND DRAFT RESOLUTION OF ADOPTION FOR UPCOMING BOARD MEETING.	AFD	1.00	\$295.00

Timekeeper Recap

T.K.	Name	Hours	Rate	Amount
AFD	ALAN DOUD	1.00	\$295.00	\$295.00

TOTAL FEES **\$295.00**

PRIOR STATEMENT BALANCE	\$242.50
TOTAL PAYMENTS AND ADJUSTMENTS	-\$242.50
CURRENT CHARGES	\$295.00
PAY THIS AMOUNT	\$295.00

Any Payments Received After 09/30/20 Will Appear on Your Next Statement

Detail of Payments and Adjustments

Date	Check No.	Description	Amount
09/04/20	5007	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$110.50
09/21/20	5009	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$132.00

Visa, MasterCard and Discover accepted

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



THE LAW OFFICES OF

A LIMITED LIABILITY PARTNERSHIP · EST. 1939
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SAN ANTONIO BASIN WATER DISTRICT
 1005 S. BROADWAY
 SANTA MARIA, CA 93454

September 30, 2020

Client ID 21089-100 AFD
 Invoice No. 69962

Statement for period through September 30, 2020

LEGAL SERVICES REGARDING: COSTS

COSTS AND EXPENSES	Amount
09/30/20 BLACK & WHITE PRINTING	\$1.70
COLOR PRINTING	\$0.25
TOTAL COSTS AND EXPENSES	\$1.95
PRIOR STATEMENT BALANCE	\$1.85
TOTAL PAYMENTS AND ADJUSTMENTS	-\$1.85
CURRENT CHARGES	\$1.95
PAY THIS AMOUNT	\$1.95

Any Payments Received After 09/30/20 Will Appear on Your Next Statement

Detail of Payments and Adjustments

Date	Check No.	Description	Amount
09/04/20	5007	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$0.35
09/21/20	5009	Payment Received-SAN ANTONIO BASIN WATER DISTRICT	\$1.50

Visa, MasterCard and Discover accepted

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



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 31, 2020
 Project No: 1591-0001-00
 Invoice No: 51595
Invoice Total \$7,876.64

Project 1591-0001-00 San Antonio Basin Water District, Prop 218 Support

Professional services rendered through July 31, 2020

Phase 00100 Water District Formation Support

Labor

	Hours	Rate	Amount	
Principal	17.75	230.00	4,082.50	
Senior Mechanical Engineer II	16.75	175.00	2,931.25	
GIS Technical Specialist	5.00	135.00	675.00	
Project Assistant II	.25	95.00	23.75	
Project Assistant III	.50	100.00	50.00	
Totals	40.25		7,762.50	
Total Labor				7,762.50

Reimbursables

Reimbursable Mileage/Travel			59.51	
Total Reimbursables			59.51	59.51

Reimbursables Units

Mileage				54.63
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Total this Phase \$7,876.64

Budget

	Current	Prior	To-Date	
Total Billings	7,876.64	11,003.53	18,880.17	
Limit			20,660.00	
Remaining			1,779.83	
Total this Invoice				\$7,876.64

Billing Backup

Tuesday, September 1, 2020

Wallace Group

Invoice 51595 Dated 8/31/2020

7:28:31 AM

Project	1591-0001-00	San Antonio Basin WaterDistrict, Prop 218 Support
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Phase	00100	Water District Formation Support
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Labor

		Hours	Rate	Amount
Principal				
Miller, Robert	7/27/2020	.25	230.00	57.50
	Final conformed assessment roll, process			
Wagner, Kari	7/7/2020	1.00	230.00	230.00
	Follow Up with Change Requests			
Wagner, Kari	7/9/2020	1.00	230.00	230.00
	Follow Up - Call with Jackson Vineyards			
Wagner, Kari	7/10/2020	1.00	230.00	230.00
	Jackson Family Vineyard Follow Up			
Wagner, Kari	7/13/2020	.50	230.00	115.00
	Follow Up			
Wagner, Kari	7/15/2020	2.75	230.00	632.50
	Jackson FV/Meeting with Donna and Alan			
Wagner, Kari	7/16/2020	1.50	230.00	345.00
	Jackson FV Questions			
Wagner, Kari	7/17/2020	.50	230.00	115.00
	Update Numbers			
Wagner, Kari	7/20/2020	1.50	230.00	345.00
	Follow Up with Property Owners			
Wagner, Kari	7/21/2020	7.25	230.00	1,667.50
	Mtg Prep/SABWD Prop 218 Hearing			
Wagner, Kari	7/22/2020	.50	230.00	115.00
	Follow Up/Project Management			
Senior Mechanical Engineer II				
Lindahl, Nels	7/15/2020	1.25	175.00	218.75
	Vote Count Prep (dB work)			
Lindahl, Nels	7/16/2020	4.50	175.00	787.50
	DB Update and Ballot 0052 Reissue (with Ballot 0117 Combine); Voting Day Query;			
Lindahl, Nels	7/17/2020	1.00	175.00	175.00
	New Ballot 0094; Summary AC and Revenue for KEW;			
Lindahl, Nels	7/21/2020	5.50	175.00	962.50
	218 Vote Support;			
Lindahl, Nels	7/27/2020	3.50	175.00	612.50
	Corrections; Integrated Roll Begin; Technicalities w/ RM;			
Lindahl, Nels	7/28/2020	1.00	175.00	175.00
	Integrated Roll Finalize;			
GIS Technical Specialist				
LeNay, Jeffrey	7/10/2020	3.00	135.00	405.00
	Review and calculation of irrigated/non-irrigated lands revisions submitted by JFW.			
LeNay, Jeffrey	7/14/2020	2.00	135.00	270.00
	JFW maps showing updated watered acreage.			
Project Assistant II				
Castle, Kylie	7/2/2020	.25	95.00	23.75
	KEW project management assistance.			

Project	1591-0001-00	SAN ANTONIO BASIN WATER PROP 218 SUPPRT			Invoice	51595
Project Assistant III						
Valez, Matthew		7/22/2020	.50	100.00	50.00	
Project assistance per KEW.						
Totals			40.25		7,762.50	
Total Labor						7,762.50
Reimbursables						
Reimbursable Mileage/Travel						
0006843	7/21/2020	Lindahl, Nels / 218 Vote Support / 90.00 miles @ 0.575			59.51	
Total Reimbursables					59.51	59.51
Reimbursables Units						
Mileage						
7/21/2020	ESLO Board Mtg, KEW 16 Ford Escape		95.0 Mileage @ 0.575		54.63	
						54.63
Total this Phase						\$7,876.64
Total this Project						\$7,876.64
Total this Report						\$7,876.64



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

September 30, 2020

Project No: 1591-0001-00

Invoice No: 51722

Invoice Total \$1,775.00

Project 1591-0001-00 San Antonio Basin Water District, Prop 218 Support

Professional services rendered through August 31, 2020

Phase 00100 Water District Formation Support

Labor

	Hours	Rate	Amount	
Principal	7.50	230.00	1,725.00	
Project Assistant III	.50	100.00	50.00	
Totals	8.00		1,775.00	
Total Labor				1,775.00
				Total this Phase \$1,775.00

Budget

	Current	Prior	To-Date	
Total Billings	1,775.00	18,880.17	20,655.17	
Limit			20,660.00	
Remaining			4.83	
				Total this Invoice \$1,775.00

Billing Backup

Wednesday, September 30, 2020

Wallace Group

Invoice 51722 Dated 9/30/2020

7:47:29 AM

Project	1591-0001-00	San Antonio Basin WaterDistrict, Prop 218 Support
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Phase	00100	Water District Formation Support
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Labor

			Hours	Rate	Amount	
Principal						
Wagner, Kari	8/4/2020	Discuss Updated Invoices	.50	230.00	115.00	
Wagner, Kari	8/4/2020	Assessment Roll Follow Up	.50	230.00	115.00	
Wagner, Kari	8/7/2020	Review Invoice to Property Owners	.75	230.00	172.50	
Wagner, Kari	8/10/2020	Preparation of Billing Invoice	.25	230.00	57.50	
Wagner, Kari	8/11/2020	Review Sample Invoices	1.00	230.00	230.00	
Wagner, Kari	8/13/2020	Invoice Coordination	.50	230.00	115.00	
Wagner, Kari	8/17/2020	Review Draft Invoice to Property Owners	.50	230.00	115.00	
Wagner, Kari	8/18/2020	Prep for Meeting Re. Change Request Options/Board Meeting	1.25	230.00	287.50	
Wagner, Kari	8/19/2020	Invoice Coord	.25	230.00	57.50	
Wagner, Kari	8/27/2020	Customer Questions	1.00	230.00	230.00	
Wagner, Kari	8/28/2020	Customer Questions/Follow Up	1.00	230.00	230.00	
Project Assistant III						
Valez, Matthew	8/20/2020	Project assistance per LEL.	.50	100.00	50.00	
		Totals	8.00		1,775.00	
		Total Labor				1,775.00
				Total this Phase		\$1,775.00
				Total this Project		\$1,775.00
				Total this Report		\$1,775.00



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

September 30, 2020
 Project No: 1591-0002-00
 Invoice No: 51723
Invoice Total \$6,346.14

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

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

Professional services rendered through August 31, 2020

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Senior Project Analyst I	7.25	145.00	1,051.25	
Senior Mechanical Engineer II	29.00	175.00	5,075.00	
Project Assistant I	.75	90.00	67.50	
Project Assistant II	.25	95.00	23.75	
Totals	37.25		6,217.50	
Total Labor				6,217.50

Reimbursables

Reimbursable Materials/Supplies	61.94			
Reimbursable Postage/Shipping/Delivery	66.70			
Total Reimbursables			128.64	128.64

Total this Phase \$6,346.14

Budget

	Current	Prior	To-Date	
Labor	6,217.50	0.00	6,217.50	
Limit			10,000.00	
Remaining			3,782.50	
Total this Invoice				\$6,346.14

Billing Backup

Wednesday, September 30, 2020

Wallace Group

Invoice 51723 Dated 9/30/2020

7:49:34 AM

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

		Hours	Rate	Amount
Senior Project Analyst I				
Lepore, Lonnie	8/7/2020	1.50	145.00	217.50
Draft Invoice for team review , follow up db discussion				
Lepore, Lonnie	8/11/2020	1.00	145.00	145.00
Invoice/Banking coord				
Lepore, Lonnie	8/14/2020	.50	145.00	72.50
Banking Coord, Inv Rev				
Lepore, Lonnie	8/20/2020	1.50	145.00	217.50
Mail Invoices				
Lepore, Lonnie	8/24/2020	.50	145.00	72.50
A/R Process - QB File				
Lepore, Lonnie	8/26/2020	.25	145.00	36.25
Coord w/Bank re: electronic deposits				
Lepore, Lonnie	8/28/2020	2.00	145.00	290.00
Upload invoices into QB				
Senior Mechanical Engineer II				
Lindahl, Nels	8/5/2020	1.50	175.00	262.50
dB migration; New \$48 Tax Roll;				
Lindahl, Nels	8/7/2020	5.00	175.00	875.00
Access Invoice Report;				
Lindahl, Nels	8/10/2020	6.75	175.00	1,181.25
Invoice Construction;				
Lindahl, Nels	8/11/2020	5.50	175.00	962.50
Invoice Comments;				
Lindahl, Nels	8/12/2020	.50	175.00	87.50
Updates;				
Lindahl, Nels	8/13/2020	.25	175.00	43.75
Updates;				
Lindahl, Nels	8/14/2020	2.50	175.00	437.50
Final Invoice Tweaking;				
Lindahl, Nels	8/17/2020	2.50	175.00	437.50
Invoices - Donna Comments Incorp;				
Lindahl, Nels	8/18/2020	.75	175.00	131.25
Assessment Letter;				
Lindahl, Nels	8/19/2020	.25	175.00	43.75
Mailing Strategy;				
Lindahl, Nels	8/20/2020	2.00	175.00	350.00
Invoice Mailing;				
Lindahl, Nels	8/21/2020	.50	175.00	87.50
Billing Discussion; Questions;				
Lindahl, Nels	8/24/2020	1.00	175.00	175.00
Update and db Export for Quickbooks;				
Project Assistant I				
Mendoza Pacheco, Gabriela	7/24/2020	.75	90.00	67.50
KEW Project Management Assistant				

Project	1591-0002-00	SAN ANTONIO WTR BASIN TAX ROLL PREP			Invoice	51723
Project Assistant II						
Castle, Kylie		7/31/2020	.25	95.00	23.75	
KEW project management assistance.						
Totals			37.25		6,217.50	
Total Labor						6,217.50
Reimbursables						
Reimbursable Materials/Supplies						
40155	8/31/2020	Chase Card Services			61.94	
Reimbursable Postage/Shipping/Delivery						
0083120	8/31/2020	Postage August 2020 / 8202020 LEL			66.70	
Total Reimbursables					128.64	128.64
					Total this Phase	\$6,346.14
					Total this Project	\$6,346.14
					Total this Report	\$6,346.14

CREDIT CARD RECORD SHEET



Person Placing Order: Matt Valez		
Chase Cardholder Name: Matt Valez		Last 4 digits of Card #: 2549
Date of Order:	8/19/20	
Vendor Name:	STAPLES	
Item Ordered:	Box of Envelopes	
Amount of Order (\$):	\$ 53.86	
Job # <u>1591-0002</u> (if expenses or BD: 01-0012)	Phase # _____ (dept. no.)	G/L Account # _____ (call Accounting if not sure)
Additional Info: _____		

Please attach copy of receipt



2950 Broad Street
 SAN LUIS OBISPO, CA 93401
 (805) 782-9881

SALE 1956289 9 002 05399
 0361 08/19/20 08:51
 QTY SKU PRICE

REWARDS NUMBER 0181305350
 1 #9 ENV DBL WDW REV 718103146630 49.99
 SUBTOTAL 49.99
 Standard Tax 7.7500% 3.87
 TOTAL \$53.86

CHASE VISA USD\$53.86
 Card No.: XXXXXXXXXXXX2549 [C]
 Chip Read
 Auth No.: 03101G
 AID.: A0000000031010

**San Antonio Basin Water District
Transaction List by Customer
All Transactions**

Assessment No.	Invoiced	Paid	Balance	Notes
0001	\$ 4,488.26	\$ 4,488.26	\$ -	
0002	\$ 240.12	\$ -	\$ 240.12	
0003	\$ 6,498.14	\$ -	\$ 6,498.14	
0004	\$ 50.00	\$ 50.00	\$ -	
0005	\$ 50.00	\$ 50.00	\$ -	
0006	\$ 50.00	\$ 50.00	\$ -	
0007	\$ 788.36	\$ 650.16	\$ 138.20	Partial Pay
0008	\$ 4,986.83	\$ 4,986.83	\$ -	
0009	\$ 251.14	\$ 251.14	\$ -	
0010	\$ 50.00	\$ 50.00	\$ -	
0011	\$ 214.95	\$ -	\$ 214.95	
0012	\$ 110.05	\$ 110.05	\$ -	
0013	\$ 42,272.47	\$ -	\$ 42,272.47	
0014	\$ 50.00	\$ -	\$ 50.00	
0015	\$ 44,626.43	\$ -	\$ 44,626.43	
0016	\$ 1,711.55	\$ -	\$ 1,711.55	
0017	\$ 50.00	\$ 50.00	\$ -	
0018	\$ 50.00	\$ 50.00	\$ -	
0019	\$ 50.00	\$ -	\$ 50.00	
0020	\$ 1,939.85	\$ 1,939.85	\$ -	
0021	\$ 50.00	\$ 50.00	\$ -	
0022	\$ 73.37	\$ -	\$ 73.37	
0023	\$ 312.19	\$ -	\$ 312.19	
0024	\$ 50.00	\$ 50.00	\$ -	
0025	\$ 20,309.49	\$ -	\$ 20,309.49	
0026	\$ 3,847.34	\$ -	\$ 3,847.34	
0027	\$ 525.00	\$ 525.00	\$ -	
0028	\$ 814.70	\$ 814.70	\$ -	
0029	\$ 1,606.23	\$ 1,606.23	\$ -	
0030	\$ 50.00	\$ -	\$ 50.00	
0031	\$ 2,084.44	\$ -	\$ 2,084.44	
0032	\$ 908.48	\$ 908.48	\$ -	
0033	\$ 50.08	\$ 50.00	\$ 0.08	
0034	\$ 10,466.51	\$ -	\$ 10,466.51	
0035	\$ 2,533.13	\$ -	\$ 2,533.13	
0036	\$ 54.30	\$ -	\$ 54.30	
0037	\$ 2,401.32	\$ 2,401.32	\$ -	
0038	\$ 646.48	\$ 646.48	\$ -	
0039	\$ 2,905.49	\$ 2,905.49	\$ -	
0040	\$ 380.78	\$ 380.78	\$ -	
0041	\$ 50.00	\$ -	\$ 50.00	
0042	\$ 469.30	\$ -	\$ 469.30	
0043	\$ 50.00	\$ -	\$ 50.00	
0044	\$ 2,163.75	\$ -	\$ 2,163.75	

**San Antonio Basin Water District
Transaction List by Customer
All Transactions**

Assessment No.	Invoiced	Paid	Balance	Notes
0045	\$ 50.00	\$ 50.00	\$ -	
0046	\$ 50.00	\$ 50.00	\$ -	
0047	\$ 63.85	\$ -	\$ 63.85	
0048	\$ 2,110.92	\$ 2,110.92	\$ -	
0049	\$ 1,427.24	\$ 1,427.24	\$ -	
0050	\$ 1,375.31	\$ -	\$ 1,375.31	
0051	\$ 50.00	\$ 50.00	\$ -	
0052	\$ 69,028.85	\$ 69,028.85	\$ -	
0053	\$ 11,788.32	\$ -	\$ 11,788.32	
0054	\$ 50.00	\$ -	\$ 50.00	
0055	\$ 8,435.48	\$ -	\$ 8,435.48	
0056	\$ 50.00	\$ 50.00	\$ -	
0057	\$ 2,378.12	\$ -	\$ 2,378.12	
0058	\$ 2,119.98	\$ 2,119.98	\$ -	
0059	\$ 6,595.39	\$ -	\$ 6,595.39	
0060	\$ 1,313.54	\$ 1,313.54	\$ -	
0061	\$ -	\$ -	\$ -	
0062	\$ 53.17	\$ 53.17	\$ -	
0063	\$ 50.00	\$ -	\$ 50.00	
0064	\$ 482.42	\$ 482.42	\$ -	
0065	\$ 9,296.56	\$ 9,296.56	\$ -	
0066	\$ 1,014.76	\$ -	\$ 1,014.76	
0067	\$ 612.32	\$ -	\$ 612.32	
0068	\$ 199.16	\$ 199.16	\$ -	
0069	\$ -	\$ -	\$ -	
0070	\$ 4,486.89	\$ 4,486.89	\$ -	
0071	\$ 3,777.95	\$ -	\$ 3,777.95	
0072	\$ 4,176.73	\$ -	\$ 4,176.73	
0073	\$ 2,887.58	\$ -	\$ 2,887.58	
0074	\$ 50.00	\$ 50.00	\$ -	
0075	\$ 311.75	\$ -	\$ 311.75	
0076	\$ 170.18	\$ -	\$ 170.18	
0077	\$ 79.98	\$ -	\$ 79.98	
0078	\$ 53.30	\$ 53.30	\$ -	
0079	\$ 1,942.19	\$ -	\$ 1,942.19	
0080	\$ 6,523.27	\$ 6,523.27	\$ -	
0081	\$ 7,859.19	\$ -	\$ 7,859.19	
0082	\$ 141.96	\$ -	\$ 141.96	
0083	\$ 372.83	\$ 372.83	\$ -	
0084	\$ 8,105.28	\$ 6,318.81	\$ 1,786.47	Partial Pay
0085	\$ 220.18	\$ 220.18	\$ -	
0086	\$ 1,525.83	\$ 1,525.83	\$ -	
0087	\$ 50.00	\$ 50.00	\$ -	
0088	\$ 50.00	\$ 50.00	\$ -	
0089	\$ 1,475.73	\$ -	\$ 1,475.73	

**San Antonio Basin Water District
Transaction List by Customer
All Transactions**

Assessment No.	Invoiced	Paid	Balance	Notes
0090	\$ 50.00	\$ -	\$ 50.00	
0091	\$ 4,248.41	\$ 4,248.41	\$ -	
0092	\$ 182,199.56	\$ 182,199.56	\$ -	
0093	\$ 292.25	\$ 292.25	\$ -	
0094	\$ 5,027.70	\$ 5,027.70	\$ -	Two (1/2) payments
0095	\$ 50.00	\$ 50.00	\$ -	
0096	\$ -	\$ -	\$ -	
0097	\$ 594.13	\$ 594.13	\$ -	
0098	\$ 9,693.05	\$ 9,693.05	\$ -	
0099	\$ -	\$ -	\$ -	
0100	\$ 1,466.21	\$ 1,466.21	\$ -	
0101	\$ 102.86	\$ 102.86	\$ -	
0102	\$ 2,283.77	\$ -	\$ 2,283.77	
0103	\$ 50.00	\$ 50.00	\$ -	
0104	\$ 697.38	\$ -	\$ 697.38	
0105	\$ 7,082.21	\$ -	\$ 7,082.21	
0106	\$ 599.06	\$ 599.06	\$ -	
0107	\$ 14,427.40	\$ 14,427.40	\$ -	
0108	\$ 2,763.68	\$ -	\$ 2,763.68	
0109	\$ 44,104.98	\$ 44,104.98	\$ -	
0110	\$ 435.83	\$ -	\$ 435.83	
0111	\$ 654.33	\$ 654.33	\$ -	
0112	\$ 50.00	\$ 50.00	\$ -	
0113	\$ 12,139.92	\$ -	\$ 12,139.92	
0114	\$ 28,818.91	\$ 28,818.91	\$ -	
0115	\$ 2,007.53	\$ -	\$ 2,007.53	
0116	\$ 7,120.65	\$ 7,120.65	\$ -	
0117	\$ -	\$ -	\$ -	Unknown Owner - removed
0118	\$ -	\$ -	\$ -	Invoice Not Sent
0119	\$ -	\$ -	\$ -	Invoice Not Sent
0120	\$ -	\$ -	\$ -	Invoice Not Sent
0121	\$ -	\$ -	\$ -	Invoice Not Sent
0122	\$ -	\$ -	\$ -	Invoice Not Sent
0123	\$ -	\$ -	\$ -	Unknown Owner - removed
0124	\$ 1,825.75	\$ -	\$ 1,825.75	
0125	\$ 442.62	\$ 442.62	\$ -	
0126	\$ 5,438.84	\$ 5,438.84	\$ -	
0127	\$ 296.00	\$ -	\$ 296.00	
	659,149.77	434,328.68	224,821.09	

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

25% of the year has elapsed	<u>Jul - Sep 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	0.00	196,453.00	-196,453.00	0.0%
01 DWR Grant #2 Payments	0.00	200,000.00	-200,000.00	0.0%
4-Interest Income	0.41			
Total Income	<u>0.41</u>	<u>396,453.00</u>	<u>-396,452.59</u>	<u>0.0%</u>
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	9,782.00	68,600.00	-58,818.00	14.26%
02-Accountant	1,800.00	12,600.00	-10,800.00	14.29%
03-Comm Eng Grant Wrtnng NonGSP	0.00	25,000.00	-25,000.00	0.0%
04-Monitoring	8,021.38	45,153.00	-37,131.62	17.77%
05-Legal Counsel	948.00	42,000.00	-41,052.00	2.26%
06-Insurance	0.00	2,100.00	-2,100.00	0.0%
07-Audit Fees	0.00	3,000.00	-3,000.00	0.0%
08-GSP Development(GSIcontract)	73,343.32	579,181.00	-505,837.68	12.66%
Total Administration and Operation	<u>93,894.70</u>	<u>777,634.00</u>	<u>-683,739.30</u>	<u>12.07%</u>
Total Expense	<u>93,894.70</u>	<u>777,634.00</u>	<u>-683,739.30</u>	<u>12.07%</u>
Net Ordinary Income	-93,894.29	-381,181.00	287,286.71	24.63%
Other Income/Expense				
Other Income				
11 Operating Transfers	115,000.00	458,944.00	-343,944.00	25.06%
Total Other Income	<u>115,000.00</u>	<u>458,944.00</u>	<u>-343,944.00</u>	<u>25.06%</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>115,000.00</u>	<u>381,181.00</u>	<u>-266,181.00</u>	<u>30.17%</u>
Net Income	<u><u>21,105.71</u></u>	<u><u>0.00</u></u>	<u><u>21,105.71</u></u>	<u><u>100.0%</u></u>

San Antonio Basin GSA
Balance Sheet
As of September 30, 2020

Sep 30, 20

ASSETS

Current Assets

Checking/Savings

Community Bank of Santa Maria -9,713.49

Community Bank of SM MMKT -2449 24,990.41

Total Checking/Savings 15,276.92

Total Current Assets 15,276.92

TOTAL ASSETS 15,276.92

LIABILITIES & EQUITY

Equity

Retained Earnings -5,828.79

Net Income 21,105.71

Total Equity 15,276.92

TOTAL LIABILITIES & EQUITY 15,276.92

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
Brownstein Hyatt Farber Schreck						
	Check	09/30/2020	2198	05-Legal Counsel	Community Bank of Santa Maria	<u>355.50</u>
Total Brownstein Hyatt Farber Schreck						355.50
Cachuma Resource Conservation District						
	Check	09/30/2020	2196	01Administrative Exp/Office Ex	Community Bank of Santa Maria	<u>3,510.00</u>
Total Cachuma Resource Conservation District						3,510.00
Carrie Troup, C.P.A.						
	Check	09/30/2020	2199	02-Accountant	Community Bank of Santa Maria	<u>600.00</u>
Total Carrie Troup, C.P.A.						600.00
COMMUNITY BANK OF SANTA MARIA						
	Deposit	09/02/2020		Administration and Operation	Community Bank of SM MMKT -2449	<u>-10.00</u>
Total COMMUNITY BANK OF SANTA MARIA						-10.00
GSI WATER SOLUTIONS, INC.						
	Check	09/30/2020	2195	04-Monitoring	Community Bank of Santa Maria	6,704.63
	Check	09/30/2020	2197	08-GSP Development(GSIcontract)	Community Bank of Santa Maria	<u>26,121.04</u>
Total GSI WATER SOLUTIONS, INC.						<u>32,825.67</u>
TOTAL						<u><u>37,281.17</u></u>

Fund request

Anna Olsen <aolsen@sanantoniobasingsa.org>

Fri 10/16/2020 11:50 AM

To: Donna Glass <admin@sanantoniobasinwd.org>

Cc: Carrie Troup <carrie@troupcpa.com>

Hi Donna,

I would like to request the transfer for \$50,000 to the San Antonio Basin GSA from the San Antonio Basin Water District.

Thank you,

Anna Olsen

Executive Director

San Antonio Basin Groundwater Sustainability Agency

920 East Stowell Rd

Santa Maria, CA 93454

805-868-4013

aolsen@sanantoniobasingsa.org