

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, April 16, 2024, at 1:00 p.m. at

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

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

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

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

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

## Meeting and Agenda

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Public Comment:** This portion of the meeting is set aside to provide the public with an opportunity to bring to the attention of the Board members matters that are within the jurisdiction of the Board and that are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited to no more than 3 minutes per speaker.
- 4) **Minutes**
  - a. February 2024 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
  - a. Review and Approve February and March Financial Statements
    - i. Consider Fund Transfer from Investment Account to Operating Account
  - b. Investment Report
  - c. Assessments Status Report
  - d. Review February and March GSA Financial Statements
  - e. Consider GSA Fund Request
- 6) **Informational Items**
  - a. Management/Administration Report
  - b. Director Training Report
  - c. Update on San Antonio Basin Groundwater Sustainability Agency
- 7) **New Business**— requests for items to be placed on the next agenda.
- 8) **Next Meeting Date – May 21, 2024**

## 9) Adjournment

**Note:** In compliance with the American with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), if you need special assistance to access the meeting room or otherwise participate at this meeting, including auxiliary aids or services, please contact Donna Glass, [admin@sanantoniobasinwd.org](mailto:admin@sanantoniobasinwd.org) or 805-928-8349, 1005 S. Broadway, Santa Maria, CA 93454. Notifications of at least forty-eight (48) hours prior to the meeting will help enable reasonable arrangements to ensure accessibility to the meeting.

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

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, February 20, 2024, at 1:00 p.m. at

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

### DRAFT Meeting Minutes

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

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

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio.

Call +1 - 408-638-0968 or +1 - 669-900-6833 and enter ID: 589 687 8298

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

1) **Call to Order**

The meeting was called to order at 1:03 p.m. by President Merrill

2) **Roll Call**

Kevin Merrill  
Randy Sharer  
Craig Reade

**Directors Absent:** Victor Schaff and Ken Hunter

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

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

There were no comments.

4) **Minutes**

a. **January 2024 Board Meeting Minutes – Board Approval Needed**

A **motion** was made by Director Sharer to approve the January 2024 Minutes as amended.

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

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

5) **Financial Report**

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

The January statement was included in the packet. As of January 31, 2024, 58% of the year had elapsed. The SABWD collected \$505,249 or 88% of the 2023-24 Assessments, \$46,286 in interest and \$3,615 in payments from Santa Barbara County Property Tax. The

expenses YTD were \$91,880 or 14% of the budget. Net Income was \$463,271 and \$1,321,102 is designated toward Reserves. The total of the checking and investment accounts was \$1,784,373. More information on California CLASS given during Agenda Item 5) b.

A **motion** was made by Director Sharer to approve the January Financial Statements as presented. **Motion seconded** by Director Merrill. The motion carried.

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**i. Consider Fund Transfer from Investment Account to Operating Account**

The District Manager reported that as of February 14, 2024, the operating account balance was \$34,314.75. February invoices for the Water District total \$4,817 and the GSA fund request is \$41,594.85. After paying the February invoices and approving the GSA fund request it would have left a negative balance of \$12,097.10. A fund transfer in the amount of \$35,000 from California CLASS to the operating account was made on February 14, 2024. After the invoices are paid the operating account will be \$22,902.90. The GSA is estimating a fund request of \$30k-35k for next month.

After some discussion the Board decided to leave the advance of the meeting fund transfer approved at the February meeting in place. It allows a fund transfer from the Investment Account to the Operating Account by the District Manager, not to exceed \$50,000, as needed before the next meeting.

**b. Investment Report**

The January California CLASS statement was included in the packet. Interest earned for January was \$7,651 and the account balance as of January 31, 2024, was \$1,751,866. The Average Monthly Yield was 5.49%.

**c. Assessments Status Report**

As of February 14, 2024, the SABWD collected \$507,056, or 88% of the 2023-24 Assessments. Balance remaining is \$69,845. Payment reminders were sent out on January 12, 2024, and payments became delinquent on February 4, 2024

Change Order Requests were mailed out on February 9, 2024. The deadline is April 1, 2024, for landowners to request any changes. The cover letter, policy and change request forms were mailed to all landowners and are available on the website.

To date we've received requests for address, ownership and/or manager changes and some increase in irrigated acres. All of the change requests will be brought to the board at the April or May meeting for review and approval.

**d. Review January GSA Financial Statements**

The January statement was included in the board packet for review only. As of January 31, 2024, 58% of the year had elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$52,144 or 10% of the budget. Operating transfers from the Water District to the GSA were \$52,144 or 10% of the budget.

**e. Consider GSA Fund Request**

As reported, the GSA account balance is \$25,000. Their February invoices total \$41,594.85. To pay this month's invoices and maintain their minimum balance of \$25,000 the GSA is requesting a fund transfer of \$41,594.85 this month.

A **motion** was made by Director Merrill to approve the SABGSA request and authorize the accountant to transfer \$41,594.85 from the SABWD operating account to the SABGSA account. **Motion seconded** by Director Sharer **The motion carried.**

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**6) Review And Approve Contract Amendment With Wallace Group To Prepare Tax Roll**

The District Manager reported that this contract amendment will add \$15,000 to the existing contract with a remaining balance of \$3,230.00. The new contract limit will be \$18,230. We budget \$20,000 for this expense.

A **motion** was made by Director Sharer to approve the Contract Amendment with the Wallace Group to Prepare Tax Roll. **Motion seconded** by Director Reade. The motion carried.

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

**NOES:** None; **ABSTAIN:** None; **ABSENT:** Director Hunter and Schaff

**7) Informational Items**

**a. Management/Administration Report**

The Financial Transaction Report was electronically submitted on January 27, 2024, by the Auditor. The Cover Letter was signed and mailed to the State Controller's office on January 29, 2024. Other updates were included during agenda items.

**b. Director Training Report**

All Directors are up to date on Harassment, one needs their Ethics course and one is due in March. Reminder was provided that the Form 700's are due April 1, 2024. Everyone should have received an email from the County.

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

Director Sharer provided a brief update on the agenda items for the evening meeting. The Items on the GSA Agenda for discussion and/or action are:

- Groundwater Sustainability Plan (GSP) Approval. The San Antonio Creek Valley Groundwater Basin's GSP was approved by the Department of Water Resources on January 18, 2024. The Board will review and discuss the recommendations and potential corrective actions outlined in the Staff Report.
- Groundwater Sustainability Plan Annual Report for Water Year 2023. The Board will receive a presentation from GSI Water Solutions on the first draft of the Groundwater Sustainability Plan Annual Report for Water Year 2023 for the San Antonio Creek Valley Groundwater Basin.

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

No new business was requested.

**9) Next Meeting Date – March 19, 2024**

The next meeting date is February 20, 2024.

**10) Adjournment**

The meeting was adjourned by President Merrill at 1:30 p.m.

Please contact Donna Glass at [admin@sanantoniobasingwd.org](mailto:admin@sanantoniobasingwd.org) with any questions.

DRAFT

**San Antonio Basin Water District**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through February 2024

**Agenda Item 5) a.**

67% of the year has elapsed	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>3380 Interest/Div Income</b>	53,758.97	40,000.00	13,758.97	134.4%
<b>Assessments</b>	512,635.50	572,344.00	-59,708.50	89.57%
<b>Misc Payments</b>	3,615.07	50,441.00	-46,825.93	7.17%
<b>Total Income</b>	<u>570,009.54</u>	<u>662,785.00</u>	<u>-92,775.46</u>	<u>86.0%</u>
<b>Expense</b>				
<b>01 - General Manager</b>	27,300.00	60,800.00	-33,500.00	44.9%
<b>03 - Audit &amp; Financial Reporting</b>	5,600.00	12,480.00	-6,880.00	44.87%
<b>04 - Contract Admin(Assesmt Billing)</b>	8,449.01	20,000.00	-11,550.99	42.25%
<b>05 - Legal Services</b>	466.00	20,000.00	-19,534.00	2.33%
<b>06 - Meeting Room Lease</b>	0.00	150.00	-150.00	0.0%
<b>07 - Web Page Support</b>	567.00	500.00	67.00	113.4%
<b>10 - Insurance E&amp;O; Board</b>	1,123.00	1,150.00	-27.00	97.65%
<b>11 - Office Supplies</b>	265.00	350.00	-85.00	75.71%
<b>12 - Postage/Printing</b>	0.00	150.00	-150.00	0.0%
<b>13 - Board Elections</b>	0.00	250.00	-250.00	0.0%
<b>14 - CSDA Membership</b>	0.00	500.00	-500.00	0.0%
<b>15 - LAFCO District Fees</b>	813.00	1,200.00	-387.00	67.75%
<b>17 - Contingency 10%</b>	0.00	11,753.00	-11,753.00	0.0%
<b>18 - GSA Budget</b>	93,738.85	498,000.00	-404,261.15	18.82%
<b>19 - Designation to District Reserve</b>	0.00	35,502.00	-35,502.00	0.0%
<b>Total Expense</b>	<u>138,321.86</u>	<u>662,785.00</u>	<u>-524,463.14</u>	<u>20.87%</u>
<b>Net Ordinary Income</b>	<u>431,687.68</u>	<u>0.00</u>	<u>431,687.68</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>431,687.68</u></u>	<u><u>0.00</u></u>	<u><u>431,687.68</u></u>	<u><u>100.0%</u></u>

**San Antonio Basin Water District**  
**Balance Sheet**  
As of February 29, 2024

Feb 29, 24

**ASSETS**

Current Assets

Checking/Savings

California Class 1,724,338.71

Community Bank - Checking 28,450.81

Total Checking/Savings 1,752,789.52

Total Current Assets 1,752,789.52

**TOTAL ASSETS 1,752,789.52**

**LIABILITIES & EQUITY**

Equity

Board Designated Reserves 1,321,101.84

Net Income 431,687.68

Total Equity 1,752,789.52

**TOTAL LIABILITIES & EQUITY 1,752,789.52**



**San Antonio Basin Water District  
Transaction List by Vendor  
February 2024**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>	Check	02/01/2024	5179	INV # 0224SABWD	Community Bank - Checking	-700.00
<b>Donna Glass</b>	Check	02/02/2024	5180	inv # 2402	Community Bank - Checking	-3,900.00
<b>SAN ANTONIO BASIN GSA</b>	Check	02/20/2024	EFT		Community Bank - Checking	-41,594.85
<b>Wallace Group</b>	Check	02/13/2024	5181	PROJECT 1591-0002-00	Community Bank - Checking	-217.50

Donna Glass Administrative Services  
 Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
2/2/2024	2402

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

DESCRIPTION	AMOUNT
<p><b>Basic Monthly Administrative Services - January 1 through January 31, 2024</b></p> <p>Coordinate/attend board meetings, prepare agendas/board packets, review monthly financials, investments, accounts receivable, prepare meeting minutes, follow-up, general admin duties, coordinate with accountant/legal counsel/assessment engineer, compile/maintain records, update website and provide property owners with information regarding their groundwater interests. Attend SABGSA board/advisory committee meetings, if held.</p> <p>Worked on GSA Well Registration Project. Review, compare and create excel file with landowner returns listed with inactive wells to WD Irrigated/Non-Irrigated acres per APN. Update file of APN's that have not returned their well registration form.</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**  
**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

January 22, 2024  
 Project No: 1591-0002-00  
 Invoice No: 61444  
**Invoice Total \$217.50**

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

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

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Senior Project Analyst I	.50	150.00	75.00	
Project Analyst II	.50	125.00	62.50	
Senior Mechanical Engineer II	.25	190.00	47.50	
Associate Engineer I	.25	130.00	32.50	
Totals	1.50		217.50	
<b>Total Labor</b>				<b>217.50</b>

**Total this Phase \$217.50**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	217.50	72,552.50	72,770.00	
Limit			76,000.00	
Remaining			3,230.00	
				<b>Total this Invoice \$217.50</b>

# Billing Backup

Monday, January 22, 2024

Wallace Group

Invoice 61444 Dated 1/22/2024

3:55:26 PM

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

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Senior Project Analyst I					
Richardson, Lonnie	11/8/2023		.50	150.00	75.00
A/R, Bank Dep, QB Updates					
Project Analyst II					
Metzger, Jennifer	11/2/2023		.50	125.00	62.50
Process deposit					
Senior Mechanical Engineer II					
Lindahl, Nels	11/3/2023		.25	190.00	47.50
Address Change;					
Associate Engineer I					
Williams, Olivia	11/3/2023		.25	130.00	32.50
Assessment No. 111: Name and Mailing Address Update					
<b>Totals</b>			1.50		217.50
<b>Total Labor</b>					<b>217.50</b>
<b>Total this Phase</b>					<b>\$217.50</b>
<b>Total this Project</b>					<b>\$217.50</b>
<b>Total this Report</b>					<b>\$217.50</b>

**San Antonio Basin Water District**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through March 2024

75% of the year has elapsed

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>3380 Interest/Div Income</b>	61,543.26	40,000.00	21,543.26	153.86%
<b>Assessments</b>	512,635.50	572,344.00	-59,708.50	89.57%
<b>Misc Payments</b>	3,615.07	50,441.00	-46,825.93	7.17%
<b>Total Income</b>	<b>577,793.83</b>	<b>662,785.00</b>	<b>-84,991.17</b>	<b>87.18%</b>
<b>Expense</b>				
<b>01 · General Manager</b>	31,200.00	60,800.00	-29,600.00	51.32%
<b>03 · Audit &amp; Financial Reporting</b>	6,460.00	12,480.00	-6,020.00	51.76%
<b>04 · Contract Admin(Assesmt Billing)</b>	10,339.01	20,000.00	-9,660.99	51.7%
<b>05 · Legal Services</b>	596.00	20,000.00	-19,404.00	2.98%
<b>06 · Meeting Room Lease</b>	0.00	150.00	-150.00	0.0%
<b>07 · Web Page Support</b>	0.00	500.00	-500.00	0.0%
<b>10 · Insurance E&amp;O; Board</b>	1,123.00	1,150.00	-27.00	97.65%
<b>11 · Office Supplies</b>	295.00	350.00	-55.00	84.29%
<b>12 · Postage/Printing</b>	0.00	150.00	-150.00	0.0%
<b>13 · Board Elections</b>	0.00	250.00	-250.00	0.0%
<b>14 · CSDA Membership</b>	567.00	500.00	67.00	113.4%
<b>15 · LAFCO District Fees</b>	813.00	1,200.00	-387.00	67.75%
<b>17 · Contingency 10%</b>	0.00	11,753.00	-11,753.00	0.0%
<b>18 · GSA Budget</b>	136,904.65	498,000.00	-361,095.35	27.49%
<b>19 · Designation to District Reserve</b>	0.00	35,502.00	-35,502.00	0.0%
<b>Total Expense</b>	<b>188,297.66</b>	<b>662,785.00</b>	<b>-474,487.34</b>	<b>28.41%</b>
<b>Net Ordinary Income</b>	<b>389,496.17</b>	<b>0.00</b>	<b>389,496.17</b>	<b>100.0%</b>
<b>Net Income</b>	<b>389,496.17</b>	<b>0.00</b>	<b>389,496.17</b>	<b>100.0%</b>

**San Antonio Basin Water District**  
**Balance Sheet**  
As of March 31, 2024

Mar 31, 24

**ASSETS**

Current Assets

Checking/Savings

California Class 1,682,123.00

Community Bank - Checking 28,475.01

Total Checking/Savings 1,710,598.01

Total Current Assets 1,710,598.01

**TOTAL ASSETS 1,710,598.01**

**LIABILITIES & EQUITY**

Equity

Board Designated Reserves 1,321,101.84

Net Income 389,496.17

Total Equity 1,710,598.01

**TOTAL LIABILITIES & EQUITY 1,710,598.01**

**San Antonio Basin Water District  
Transaction List by Vendor  
March 2024**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>	Check	03/15/2024	5182	INV # 0324SABWD	Community Bank - Checking	-700.00
<b>Donna Glass</b>	Check	03/15/2024	5183	inv # 2403	Community Bank - Checking	-3,900.00
<b>JERI D. ROSA</b>	Check	03/15/2024	5184	INV # 23550	Community Bank - Checking	-160.00
<b>SAN ANTONIO BASIN GSA</b>	Check	03/19/2024	EFT		Community Bank - Checking	-43,165.80
<b>The Law Offices of Young Wooldridge</b>	Check	03/15/2024	5186	CLIENT 21089 AFD	Community Bank - Checking	-130.00
<b>Wallace Group</b>	Check	03/15/2024	5185	PROJECT 1591-0002-00	Community Bank - Checking	-1,890.00

Donna Glass Administrative Services  
 Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
3/4/2024	2403

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - February 1 through February 29, 2024</b> Coordinate/attend board meetings, prepare agendas/board packets, review monthly financials, investments, accounts receivable, prepare meeting minutes, follow-up, general admin duties, coordinate with accountant/legal counsel/assessment engineer, compile/maintain records, update website and provide property owners with information regarding their groundwater interests. Attend SABGSA board/advisory committee meetings, if held.	3,900.00

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

Total	3,900.00
Balance Due	3,900.00





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

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

February 26, 2024  
 Project No: 1591-0002-00  
 Invoice No: 61673  
**Invoice Total \$1,890.00**

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

**Professional services rendered through January 31, 2024**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	1.50	270.00	405.00	
Senior Project Analyst I	2.75	155.00	426.25	
Project Analyst I	.75	120.00	90.00	
Senior Mechanical Engineer II	3.00	205.00	615.00	
Associate Engineer I	2.00	135.00	270.00	
Project Assistant II	.50	125.00	62.50	
Totals	10.50		1,868.75	
<b>Total Labor</b>				<b>1,868.75</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery	21.25			
<b>Total Reimbursables</b>			<b>21.25</b>	<b>21.25</b>

**Total this Phase \$1,890.00**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	1,868.75	72,770.00	74,638.75	
Limit			76,000.00	
Remaining			1,361.25	
				<b>Total this Invoice \$1,890.00</b>

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
61444	1/22/2024	217.50
<b>Total</b>		<b>217.50</b>

# Billing Backup

Tuesday, February 27, 2024

Wallace Group

Invoice 61673 Dated 2/26/2024

11:09:33 AM

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

	Hours	Rate	Amount
Principal			
Wagner, Kari	1/4/2024	.25	270.00
Respond to ██████████ Question			67.50
Wagner, Kari	1/15/2024	.25	270.00
Project Management			67.50
Wagner, Kari	1/22/2024	.25	270.00
Project Management			67.50
Wagner, Kari	1/24/2024	.50	270.00
Project Management			135.00
Wagner, Kari	1/29/2024	.25	270.00
Review Change Request Letter			67.50
Senior Project Analyst I			
Richardson, Lonnie	1/3/2024	.25	155.00
A/R, Bank Dep			38.75
Richardson, Lonnie	1/10/2024	.25	155.00
A/R, Bank Dep			38.75
Richardson, Lonnie	1/18/2024	.50	155.00
Rapid remote set up			77.50
Richardson, Lonnie	1/24/2024	1.00	155.00
Scanner update, A/R, Bank Dep			155.00
Richardson, Lonnie	1/31/2024	.75	155.00
Banking Call re: check scanner, A/R, Bank Dep, updates to DGlass			116.25
Project Analyst I			
Valez, Matthew	1/12/2024	.75	120.00
Project assistance per ONW.			90.00
Senior Mechanical Engineer II			
Lindahl, Nels	1/4/2024	1.00	205.00
Info for Delinquent Letters;			205.00
Lindahl, Nels	1/5/2024	.75	205.00
Questions;			153.75
Lindahl, Nels	1/12/2024	.25	205.00
Donna Late Notice Status;			51.25
Lindahl, Nels	1/24/2024	1.00	205.00
Ownership Change - New Address Research; Setup Calendar schedule for year;			205.00
Associate Engineer I			
Williams, Olivia	1/4/2024	1.25	135.00
2023-24 Delinquent Payment Letters- Preparation, Mail Merge and Printing			168.75
Williams, Olivia	1/5/2024	.75	135.00
2023-24 Delinquent Payment Letters- Sran (0013) and 0075 Invoices and Letters			101.25
Project Assistant II			
Mendoza Pacheco, Gabriela	1/22/2024	.25	125.00
KEW Project Management Assistance.			31.25
Mendoza Pacheco, Gabriela	1/24/2024	.25	125.00
KEW Project Management Assistance.			31.25
Totals	10.50		1,868.75
<b>Total Labor</b>			<b>1,868.75</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery

0012024	1/31/2024	Postage January 2024 / 1/12/2024 ONW	21.25
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<b>Total Reimbursables</b>			<b>21.25</b>	<b>21.25</b>
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<b>Total this Phase</b>	<b>\$1,890.00</b>
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<b>Total this Project</b>	<b>\$1,890.00</b>
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<b>Total this Report</b>	<b>\$1,890.00</b>
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A LIMITED LIABILITY PARTNERSHIP • EST. 1939  
 1800 30TH STREET, FOURTH FLOOR  
 BAKERSFIELD . CA. 93301

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

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

**CONFIDENTIAL**

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

February 29, 2024

Client ID 21089 AFD

Statement for period through February 29, 2024

**Summary by Matter**

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
8	CONFLICT OF INTEREST	\$0.00	\$0.00	\$130.00	\$130.00
				PRIOR STATEMENT BALANCE	\$0.00
				CURRENT CHARGES	\$130.00
				<b>PAY THIS AMOUNT</b>	<b>\$130.00</b>

Any Payments Received After 02/29/24 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

**Jeri D. Rosa C.P.A.**  
 900 East Main St., Suite 104  
 Santa Maria, CA 93454  
 805-925-8246  
 805-925-9589fax

Invoice No. 21417  
 Date 2/29/2024

Client No. 23550

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

*Sent via email to: [admin@sanantoniobasinwd.org](mailto:admin@sanantoniobasinwd.org)*

**Current Professional Services:**

Prepare and review non-profit entity income tax returns.

1/10/2024 Review IRS notices received requesting 2021 &  
 2022 Form 990 for Friends of the San Antonio  
 Water Basin; email with Kevin Merrill & Donna  
 Glass for signature on response; draft fax to submit  
 to IRS

Rosa

		\$	160.00
	Current Amount Due		160.00
<b>Prior Balance as of 2/1/2024</b>			0.00
	Total Amount Due	\$	160.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
160.00	0.00	0.00	0.00	0.00	160.00



Summary Statement

February 29, 2024

Page 1 of 3

Investor ID: CA-01 [REDACTED]

0000067-0000269 PDF 623465

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

**Agenda Item 5) b.**

California CLASS

California CLASS

Average Monthly Yield: 5.4395%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01 [REDACTED] CA Class Fund	1,751,866.12	0.00	35,000.00	7,472.59	15,592.08	1,732,813.45	1,724,338.71
<b>TOTAL</b>	<b>1,751,866.12</b>	<b>0.00</b>	<b>35,000.00</b>	<b>7,472.59</b>	<b>15,592.08</b>	<b>1,732,813.45</b>	<b>1,724,338.71</b>



Account Statement

February 29, 2024

Page 2 of 3

Account Number: CA-01 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 5.4395%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,751,866.12	0.00	35,000.00	7,472.59	15,592.08	1,732,813.45	1,724,338.71

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
02/01/2024	Beginning Balance			1,751,866.12	
02/14/2024	Withdrawal		35,000.00		3398
02/29/2024	Income Dividend Reinvestment	7,472.59			
02/29/2024	Ending Balance			1,724,338.71	



0000067-0000269 PDF 633405

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

California CLASS

California CLASS

Average Monthly Yield: 5.4210%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0071-0001 CA Class Fund	1,724,338.71	0.00	50,000.00	7,784.29	23,376.37	1,694,697.97	1,682,123.00
<b>TOTAL</b>	<b>1,724,338.71</b>	<b>0.00</b>	<b>50,000.00</b>	<b>7,784.29</b>	<b>23,376.37</b>	<b>1,694,697.97</b>	<b>1,682,123.00</b>





CA Class Fund

Account Summary

Average Monthly Yield: 5.4210%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,724,338.71	0.00	50,000.00	7,784.29	23,376.37	1,694,697.97	1,682,123.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2024	Beginning Balance			1,724,338.71	
03/13/2024	Withdrawal		50,000.00		3747
03/31/2024	Income Dividend Reinvestment	7,784.29			
03/31/2024	Ending Balance			1,682,123.00	

**San Antonio Basin Water District  
Transaction List by Customer  
All Transactions as of 3-13-2024**

**Agenda Item 5) c.**

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

**San Antonio Basin Water District  
Transaction List by Customer  
All Transactions as of 3-13-2024**

Assessment No.	Invoiced	Paid	Balance
0045	\$ 50.00	\$ 50.00	\$ -
0046	\$ 50.00		\$ 50.00
0047	\$ 51.08	\$ 51.08	\$ -
0048	\$ 1,758.16	\$ 1,758.16	\$ -
0049	\$ 1,188.14	\$ 1,188.14	\$ -
0050	\$ 1,136.59		\$ 1,136.59
0051	\$ 50.00	\$ 50.00	\$ -
0052	\$ 57,554.48	\$ 57,554.48	\$ -
0053	\$ 9,817.08	\$ 9,817.08	\$ -
0054	\$ 50.00	\$ 50.00	\$ -
0055	\$ 6,363.64	\$ 6,363.64	\$ -
0056	\$ 50.00	\$ 50.00	\$ -
0057	\$ 1,975.55	\$ 1,975.55	\$ -
0058	\$ 1,529.34	\$ 1,529.34	\$ -
0059	\$ 5,496.04	\$ 5,496.04	\$ -
0060	\$ 935.63	\$ 935.63	\$ -
0062	\$ 50.00	\$ 50.00	\$ -
0064	\$ 388.42	\$ 388.42	\$ -
0065	\$ 7,726.05	\$ 7,726.05	\$ -
0066	\$ 845.52	\$ 845.52	\$ -
0067	\$ 504.67	\$ 504.67	\$ -
0068	\$ 165.95	\$ 165.95	\$ -
0070	\$ 3,728.24	\$ 3,728.24	\$ -
0071	\$ 3,148.15	\$ 3,148.15	\$ -
0072	\$ 3,472.71	\$ 3,472.71	\$ -
0073	\$ 2,406.11	\$ 2,406.11	\$ -
0074	\$ 50.00	\$ 50.00	\$ -
0075	\$ 250.00	\$ 250.00	\$ -
0076	\$ 313.44	\$ 313.44	\$ -
0077	\$ 64.99		\$ 64.99
0078	\$ 50.00	\$ 50.00	\$ -
0079	\$ 1,618.41	\$ 1,618.41	\$ -
0080	\$ 3,395.00	\$ 3,395.00	\$ -
0081	\$ 6,537.26	\$ 6,537.27	\$ (0.01)
0082	\$ 114.98		\$ 114.98
0083	\$ 310.53	\$ 310.53	\$ -
0084	\$ 7,890.04	\$ 7,890.04	\$ -
0085	\$ 176.14	\$ 176.14	\$ -
0086	\$ 1,207.82	\$ 1,207.82	\$ -
0087	\$ 50.00		\$ 50.00
0088	\$ 50.00	\$ 50.00	\$ -
0089	\$ 1,229.74	\$ 1,229.74	\$ -
0090	\$ 50.00		\$ 50.00
0091	\$ 3,539.72	\$ 3,539.72	\$ -

**San Antonio Basin Water District  
Transaction List by Customer  
All Transactions as of 3-13-2024**

Assessment No.	Invoiced	Paid	Balance
0092	\$ 140,279.80	\$ 140,279.80	\$ -
0093	\$ 234.53	\$ 234.53	\$ -
0094	\$ 4,164.08	\$ 4,164.08	\$ -
0095	\$ 50.00	\$ 50.00	\$ -
0097	\$ 490.90	\$ 490.90	\$ -
0098	\$ 8,027.76	\$ 8,027.76	\$ -
0099	\$ -		\$ -
0100	\$ 1,196.02	\$ 1,196.02	\$ -
0101	\$ 85.70	\$ 85.70	\$ -
0102	\$ 1,901.62	\$ 1,901.62	\$ -
0103	\$ 50.00	\$ 50.00	\$ -
0104	\$ 557.90	\$ 557.90	\$ -
0105	\$ 5,838.96	\$ 5,838.96	\$ -
0106	\$ 495.25	\$ 495.25	\$ -
0107	\$ 12,001.41	\$ 12,001.42	\$ (0.01)
0108	\$ 1,822.00		\$ 1,822.00
0109	\$ 36,749.82	\$ 36,749.82	\$ -
0110	\$ 333.86	\$ 333.86	\$ -
0111	\$ 528.70	\$ 528.71	\$ (0.01)
0112	\$ 50.00	\$ 50.00	\$ -
0113	\$ 10,116.18	\$ 10,116.18	\$ -
0114	\$ 23,992.42	\$ 23,992.42	\$ -
0115	\$ 1,951.53	\$ 1,951.53	\$ -
0116	\$ 5,933.10	\$ 5,933.10	\$ -
0124	\$ 1,515.44	\$ 1,515.44	\$ -
0125	\$ 363.12	\$ 363.11	\$ 0.01
0126	\$ 4,530.72	\$ 4,530.72	\$ -
0127	\$ 236.80	\$ 236.79	\$ 0.01
0201	\$ 2,183.61	\$ 2,183.61	\$ -
0202	\$ 462.48	\$ 462.48	\$ -
0203	\$ 6,150.84	\$ 6,150.84	\$ -
0204	\$ 50.00	\$ 50.00	\$ -
0205	\$ 11,522.08	\$ 11,522.05	\$ 0.03
	<b>576,902.14</b>	<b>512,635.47</b>	<b>64,266.67</b>

**89% of the Assessments have  
been Collected for 2023-24**

**Profit & Loss Budget vs. Actual**  
July 2023 through February 2024

**Agenda Item 5) d.**

	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
67% of the year has elapsed				
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4-Interest Income	12.21			
<b>Total Income</b>	<u>12.21</u>			
<b>Expense</b>				
<b>Administration and Operation</b>				
01 Adminstrative Exp/Office Ex	34,745.34	76,000.00	-41,254.66	45.72%
02-Accountant	4,900.00	7,500.00	-2,600.00	65.33%
04-Monitoring	27,712.36	90,000.00	-62,287.64	30.79%
05-Legal Counsel	12,196.50	75,000.00	-62,803.50	16.26%
06-Insurance	1,733.00	3,000.00	-1,267.00	57.77%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	32,049.85	100,000.00	-67,950.15	32.05%
10-GSP Implementation / PMAs	10,822.50	142,500.00	-131,677.50	7.6%
11- Exec Order WellVerification	-197.50			
<b>Total Administration and Operation</b>	<u>123,962.05</u>	<u>498,000.00</u>	<u>-374,037.95</u>	<u>24.89%</u>
<b>Total Expense</b>	<u>123,962.05</u>	<u>498,000.00</u>	<u>-374,037.95</u>	<u>24.89%</u>
<b>Net Ordinary Income</b>	<u>-123,949.84</u>	<u>-498,000.00</u>	<u>374,050.16</u>	<u>24.89%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	93,738.85	498,000.00	-404,261.15	18.82%
12 Carryover Funds	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Income</b>	<u>93,738.85</u>	<u>548,000.00</u>	<u>-454,261.15</u>	<u>17.11%</u>
<b>Other Expense</b>				
Contingency (10%)	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	<u>93,738.85</u>	<u>498,000.00</u>	<u>-404,261.15</u>	<u>18.82%</u>
<b>Net Income</b>	<u><u>-30,210.99</u></u>	<u><u>0.00</u></u>	<u><u>-30,210.99</u></u>	<u><u>100.0%</u></u>

**Balance Sheet**

As of February 29, 2024

Feb 29, 24

**ASSETS**

Current Assets

Checking/Savings

Community Bank of SM -ACCT 9006 25,000.00

Total Checking/Savings 25,000.00

Total Current Assets 25,000.00

**TOTAL ASSETS 25,000.00**

**LIABILITIES & EQUITY**

Equity

Retained Earnings 55,210.99

Net Income -30,210.99

Total Equity 25,000.00

**TOTAL LIABILITIES & EQUITY 25,000.00**

**San Antonio Basin GSA**  
**Expenses by Vendor Detail**  
February 2024

Type	Date	Num	Memo	Account	Amount
<b>BERTOUX &amp; COMPANY</b>					
Check	02/12/2024	3095	INVOICE # 24-001	01Administrative Exp/Office Ex	5,000.00
Total BERTOUX & COMPANY					5,000.00
<b>Brownstein Hyatt Farber Schreck</b>					
Check	02/05/2024	3091	INVOICE # 972255	05-Legal Counsel	5,032.50
Total Brownstein Hyatt Farber Schreck					5,032.50
<b>Carrie Troup, C.P.A.</b>					
Check	02/05/2024	3090	INV # 0124GSA	02-Accountant	700.00
Total Carrie Troup, C.P.A.					700.00
<b>GSI WATER SOLUTIONS, INC.</b>					
Check	02/08/2024	3092	INV# 0748.015-6	10-GSP Implementation / PMAs	1,516.25
Check	02/08/2024	3093	INV# 0748.017-2	04-Monitoring	1,726.25
Check	02/08/2024	3094	INV# 0748.016-2	09-GSP Related Costs-Annual Rep	27,419.85
Total GSI WATER SOLUTIONS, INC.					30,662.35
<b>Los Alamos CSD</b>					
Check	02/13/2024	3096	INV # 2023-11	01Administrative Exp/Office Ex	200.00
Total Los Alamos CSD					200.00
<b>TOTAL</b>					<b>41,594.85</b>

## Profit & Loss Budget vs. Actual

July 2023 through March 2024

75% of the year has elapsed	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4-Interest Income	12.21			
<b>Total Income</b>	12.21			
<b>Expense</b>				
<b>Administration and Operation</b>				
01 Adminstrative Exp/Office Ex	39,945.34	76,000.00	-36,054.66	52.56%
02-Accountant	5,600.00	7,500.00	-1,900.00	74.67%
04-Monitoring	37,869.67	90,000.00	-52,130.33	42.08%
05-Legal Counsel	12,588.50	75,000.00	-62,411.50	16.79%
06-Insurance	1,733.00	3,000.00	-1,267.00	57.77%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	52,091.34	100,000.00	-47,908.66	52.09%
10-GSP Implementation / PMAs	17,497.50	142,500.00	-125,002.50	12.28%
11- Exec Order WellVerification	-197.50			
<b>Total Administration and Operation</b>	167,127.85	498,000.00	-330,872.15	33.56%
<b>Total Expense</b>	167,127.85	498,000.00	-330,872.15	33.56%
<b>Net Ordinary Income</b>	-167,115.64	-498,000.00	330,884.36	33.56%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	136,904.65	498,000.00	-361,095.35	27.49%
12 Carryover Funds	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Income</b>	136,904.65	548,000.00	-411,095.35	24.98%
<b>Other Expense</b>				
Contingency (10%)	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Expense</b>	0.00	50,000.00	-50,000.00	0.0%
<b>Net Other Income</b>	136,904.65	498,000.00	-361,095.35	27.49%
<b>Net Income</b>	<b>-30,210.99</b>	<b>0.00</b>	<b>-30,210.99</b>	<b>100.0%</b>



# San Antonio Basin GSA

## Balance Sheet

As of March 31, 2024

Mar 31, 24

### ASSETS

#### Current Assets

##### Checking/Savings

Community Bank of SM -ACCT 9006 25,000.00

Total Checking/Savings 25,000.00

Total Current Assets 25,000.00

**TOTAL ASSETS 25,000.00**

### LIABILITIES & EQUITY

#### Equity

Retained Earnings 55,210.99

Net Income -30,210.99

Total Equity 25,000.00

**TOTAL LIABILITIES & EQUITY 25,000.00**

## San Antonio Basin GSA Expenses by Vendor Detail

March 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
<b>BERTOUX &amp; COMPANY</b>						
	Check	03/15/2024	3097	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
Total BERTOUX & COMPANY						5,000.00
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	03/15/2024	3098	05-Legal Counsel	Community Bank of SM -ACCT 9006	392.00
Total Brownstein Hyatt Farber Schreck						392.00
<b>Carrie Troup, C.P.A.</b>						
	Check	03/15/2024	3102	02-Accountant	Community Bank of SM -ACCT 9006	700.00
Total Carrie Troup, C.P.A.						700.00
<b>GSI WATER SOLUTIONS, INC.</b>						
	Check	03/15/2024	3099	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	6,675.00
	Check	03/15/2024	3100	04-Monitoring	Community Bank of SM -ACCT 9006	10,157.31
	Check	03/15/2024	3101	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	20,041.49
Total GSI WATER SOLUTIONS, INC.						36,873.80
<b>Los Alamos CSD</b>						
	Check	03/15/2024	3103	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b><u>43,165.80</u></b>

## Donna Glass

**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Tuesday, March 12, 2024 1:57 PM  
**To:** Donna Glass  
**Subject:** Fund Transfer Request  
**Attachments:** Bertoux & Co - Invoice 24-002 February 2024 03-06-24.pdf; BHFS - Invoice #976555 03-06-24.pdf; GSI - Invoice #748.016-3 GSP Annual Report 03-12-24.pdf; GSI - Invoice #748.017-3 Quarterly Monitoring 03-12-24.pdf; GSI Invoice #748.015-7 On Call Services 03-12-24.pdf; LACSD - Facilities Use Invoice for 02-20-24.pdf; SABGSA February 2024 Invoices for Payment 03-12-24.xlsx; Troup - Invoice Feb 2024 03-01-24.pdf; GSA Financial Report 02 29 24.pdf

**Agenda Item 5) e.**

Hi Donna,

Our invoices for this month total \$43,165.80 so I'd like to request a fund transfer for that amount, please. After paying these, that will leave the GSA with \$25,000 in the checking account. The February financial report, invoices, and my spreadsheet are attached. Let me know if you have any questions.

Thanks so much,  
Stephanie

## Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>

1	Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
2	6-Mar	Bertoux & Co	\$5,000.00	24-002	01 - Administrative	Payroll
3	6-Mar	Brownstein, Hyatt, Farber & Schreck	\$392.00	976555	05 - Legal Counsel	Legal Counsel
4	12-Mar	GSI Water Solutions	\$6,675.00	0748.015-7	10 - GSP Implementation	On-Call Hydrogeological Consulting
5	12-Mar	GSI Water Solutions	\$10,157.31	0748.017-3	04 - Monitoring	2024 Quarterly Monitoring & Reporting
6	12-Mar	GSI Water Solutions	\$20,041.49	0748.016-3	09 - GSP Related Costs	GSP Annual Report
7	29-Feb	Troup CPA	\$700.00	0224GSA	02 - Accountant	Accounting
8	28-Feb	LACSD	\$200.00	2023-12	01 - Administrative	Facilities Use & Support Services
9		<b>Invoice Total</b>	<b>\$43,165.80</b>			

## Donna Glass

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**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Tuesday, April 9, 2024 4:32 PM  
**To:** Donna Glass  
**Subject:** SABGSA Fund Request, Invoices + Financial Report  
**Attachments:** Bertoux & Co - Invoice 24-003 March 2024.pdf; BHFS - Invoice #980954 04-09-24.pdf; GSI Invoice #748.015-8 On-Call Services.pdf; GSI Invoice #748.016-4 GSP Annual Report.pdf; GSI Invoice #748.017-4 Qtrly GWL Monitoring.pdf; Invoice March 2024 Troup.pdf; LACSD 3-19-2024 Facilities Use Fee Invoice.pdf; SABGSA March 2024 Invoices for Payment 04-10-24.xlsx; GSA Financial Report 03 31 24.pdf

Hi Donna,

Our invoices for this month total \$19,933.00 so I'd like to request a fund transfer for that amount, please. After paying these, that will leave the GSA with \$25,000 in the checking account. The March financial report, invoices, and my spreadsheet are attached. Let me know if you have any questions.

Thanks,  
Stephanie

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Executive Director, San Antonio Basin GSA



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Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
9-Apr	Bertoux & Co	\$5,000.00	24-003	01 - Administrative	Payroll
9-Apr	Brownstein, Hyatt, Farber & Schreck	\$1,053.00	980954	05 - Legal Counsel	Legal Counsel
9-Apr	GSI Water Solutions	\$6,205.00	0748.015-8	10 - GSP Implementation	On-Call Hydrogeological Consulting
9-Apr	GSI Water Solutions	\$3,673.75	0748.017-4	04 - Monitoring	2024 Quarterly Monitoring & Reporting
9-Apr	GSI Water Solutions	\$3,101.25	0748.016-4	09 - GSP Related Costs	GSP Annual Report
1-Apr	Troup CPA	\$700.00	0324GSA	02 - Accountant	Accounting
9-Apr	LACSD	\$200.00	2023-14	01 - Administrative	Facilities Use & Support Services
	<b>Invoice Total</b>	<b>\$19,933.00</b>			