

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, March 18, 2025, 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) **Re-Evaluation of the Irrigated Versus Non-Irrigated Lands Update**
 - a. Discussion and Possible Action Regarding Non-Overlying Land Re-evaluation and Credit Due
 - b. Discussion and Possible Action Regarding Classification of Dry Farming
- 5) **Minutes**
 - a. January 21, 2025 Board Meeting Minutes – **Board Approval Needed**
- 6) **Financial Report**
 - a. Review and Consider Approval of January and February Financial Statements
 - b. Investment Report
 - c. Assessments Status Report
 - d. Review February GSA Financial Statements
 - e. Consider Approval of GSA Fund Request
- 7) **Informational Items**
 - a. Management/Administration Report
 - b. Director Training Report
 - c. Update on San Antonio Basin Groundwater Sustainability Agency
- 8) **New Business**— requests for items to be placed on the next agenda.

9) Next Meeting Date – April 15, 2025

10) 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 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 or 805-928-8349.



MEMORANDUM

San Antonio Basin Water District

Date: March 6, 2025

To: Donna Glass, District Manager

From: Kari Wagner, PE
Olivia Williams, EIT

Subject: Non-Overlying Land Re-evaluation and Credit Due

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

Wallace Group completed a re-assessment of all irrigated land within the San Antonio Basin in January 2025 and have since presented the re-assessed irrigated and non-irrigated acreage totals to the Board. Property owners also received the re-assessment data for their respective parcels. Since completing the re-assessment, it became evident that it was necessary to re-evaluate the total acreage for each property that was designated as non-overlying versus non-irrigated due to potential errors in the existing data. The non-overlying designation does not distinguish between irrigated or non-irrigated, as this is land that is not overlying the San Antonio groundwater basin and is therefore not designated as impacting the basin. Non-overlying land is not charged an assessment, whereas irrigated and non-irrigated overlying land is.

During our re-evaluation of overlying versus non-overlying land, multiple properties were discovered to have an incorrect designation for some or all of their non-overlying land. This was an error that transpired since the original assessment in 2020. A summary of the assessments affected, the total acreage incorrectly billed, and the total credit due is shown in the table below.

Summary of Credit Due by Assessment			
Assessment #	APN	Non-Overlying Acres Billed as Non-Irrigated	Credit Due
25	099-030-057	780.79	\$1,795.82
31	101-030-014	295.39	\$679.40
	101-060-002	6.07	\$13.96
34	133-110-049	13.46	\$30.95
53	101-060-060	31.81	\$73.16
84	133-110-061	357.63	\$822.55
94	133-080-036	81.20	\$186.77
100	101-020-080	17.15	\$39.45
111	133-100-063	1.45	\$3.34
Total Credit Due			\$3,645.39

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4294

www.wallacegroup.us



The total credit due on each assessment is a result of the historical assessment amounts charged per acre for non-irrigated land for the last 5 fiscal years. These previous billing rates are shown in the following table:

Year	Non-irrigated Assessment
FY 20-21	\$0.50 per acre
FY 21-22	\$0.50 per acre
FY 22-23	\$0.50 per acre
FY 23-24	\$0.40 per acre
FY 24-25	\$0.40 per acre

Credits to landowners can be issued during the annual tax roll preparation and mailing of invoices to landowners that will take place in August 2025. These credits can be removed from invoices at that time and would not need to be in the form of direct payment from the District.

San Antonio Basin Water District

Board of Directors Regular Meeting

Tuesday, January 21, 2025, at 1:00 p.m. at

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

Note: Public invited to join in person, or by videoconference

Draft Meeting Minutes

- 1) **Call to Order** - The meeting was called to order at 1:01 p.m. by President Merrill.
- 2) **Roll Call – Present: Directors** Kevin Merrill, Randy Sharer, Andrew Reade, Victor Schaff, and Ken Hunter. **Absent:** None. Board quorum present.

Others in Attendance: Donna Glass - District Manager, Carole Fornoff and Megan Harper-Nuveen Natural Capital, LLC, and GinaLisa Tamayo – Jackson Family Wines
- 3) **Announcement of Election Results for 3 Director Positions**
At the Special Board of Supervisors meeting on October 15, 2024 three (3) directors, Kevin Merrill, Randall Sharer and Andrew Read, were appointed to the Board of the San Antonio Basin Water District in lieu of election pursuant to California Elections Code Section 10515(a), with terms expiring in December, 2027.
 - a. **Appointment of Officers**
No changes were made. Director Merrill will continue as President and Director Sharer will continue as Vice-President.

After a brief discussion a **motion** was made by Director Sharer to appoint the District Manager, Donna Glass, as Secretary and continue with the appointment of Director Schaff as Assessor, Tax Collector and Treasurer. **Motion seconded** by Director Hunter. **The motion carried.**
AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** None
 - b. **Discussion and Possible Action Regarding Authorized Bank Signers for Operating Account**
After a brief discussion a **motion** was made by Director Sharer for Director Merrill, Sharer and Schaff to continue as authorized signers on the Operating Account at Community Bank of Santa Maria, to add Secretary, Donna Glass, as a new authorized signer and remove Director Craig Reade who is no longer a board member. **Motion seconded** by Director Schaff. **The motion carried.**
AYES: Director Merrill, Sharer, Schaff, Hunter, and Reade
NOES: None; **ABSTAIN:** None; **ABSENT:** None
- 4) **Public Comment** - No public comments received.
- 5) **Review and Discuss the Re-Evaluation of the Irrigated Versus Non-Irrigated Lands**

Kari Wagner and Olivia Williams, from the Wallace Group, joined the meeting via Zoom to review the memo included in the board packet regarding the re-evaluation of the irrigated versus the non-irrigated lands and addressed questions.

6) Review and Approve Contract Amendment with Wallace Group to Prepare Tax Roll

After a brief discussion a **motion** was made by Director Sharer to approve the contract amendment with Wallace Group to prepare the 2025-26 Tax Roll. **Motion seconded** by Director Schaff. **The motion carried.**

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

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

7) Minutes

a. September 17, 2024 Board Meeting Minutes – Board Approval Needed

A **motion** was made by Director Schaff to approve the September 2024 Minutes as presented. **Motion seconded** by Director Sharer **The motion carried.**

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

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

8) Financial Report

a. Review and Consider Approval of September, October, November & December Financial Statements

The September - December statements were included in the packet. As of December 31, 2024, 50% of the year had elapsed. The SABWD collected \$464,355 or 83% of the 2024-25 Assessments, received \$45,718 in interest and \$8.14 in Misc Payments from Santa Barbara County. The Operating Account balance is \$58,583. The expenses YTD were \$175,194 or 23% of the budget. Net Income was \$334,887 and \$1,663,793 is designated to Reserves. Total Assets are 1,998,680.

No withdrawals were made from California CLASS for Operating expenses or for any GSA Fund Requests for September through December. A Wire Transfer was made from the Operating account to California CLASS on September 19, 2024 in the amount of \$300,000 per the board's approval at the September 17, 2024 meeting.

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

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

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

b. Discussion and Possible Action Regarding Transfer of Funds from Operating Account to Investment Account

As of January 17, 2025, the Operating Account balance is \$68,993.93. After monthly WD expenses (\$4,655.) and GSA fund request (\$21,232.13) are paid the remaining Operating Balance will be \$43,106.70.

After some discussion a motion was made by Director Merrill to approve a Wire Transfer from the SABWD Operating Account to California CLASS in the amount of \$25,000. **Motion seconded** by Director Sharer. **The motion carried.**

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

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

c. Investment Report

September through December 2024 California CLASS statements were included in the packet. Interest earned for September through December 2024 was \$30,765. Interest earned FYTD has been \$45,718. Account balance as of December 31, 2024 was \$1,940,097. The Average Monthly Yield for September was 5.25%. December was 4.63%.

As noted above, no withdrawals from California CLASS for Operating expenses were made to cover the September through December WD expenses or GSA Fund Requests.

A Wire Transfer was made from the Operating account to California CLASS on September 19, 2024 in the amount of \$300,000, per the board's approval, at the September 17, 2024 meeting.

d. Assessments Status Report

As of January 16, 2025, \$472,977 or 84% of the 2024-25 Assessments have been collected. The remaining balance is \$87,074.

Payment reminders were sent out on January 3, 2025. Payments become delinquent on February 3, 2025.

e. Review September, October, November & December GSA Financial Statements

The December statement was included in the board packet for review only with the Vendor Details for September through December. As of December 31, 2024, 50% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$116,636 or 23% of the budget. Operating transfers from the WD were \$136,752 or 25% of the budget.

f. Consider Approval of GSA Fund Request

January invoices total \$21,232.13. To pay January invoices and maintain their minimum balance of \$25,000 the GSA is requesting a fund transfer of \$21,232.13.

Transfer requests for the following months were approved by the District Manager as authorized if no board meetings are held were:

- December in the amount of \$21,779.38 on December 16, 2024
- November in the amount of \$16,991.48 on November 12, 2024
- October in the amount of \$30,217.75 on October 8, 2024

A **motion** was made by Director Merrill to approve the accountant transferring funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$21,232.13. **Motion seconded** by Director Sharer. **The motion carried.**

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

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

9) Informational Items

a. Management/Administration Report

Updates provided during the agenda items.

b. Director Training Report

All Directors are up to date except one needs their Harassment and Ethics course.

c. Update on San Antonio Basin Groundwater Sustainability Agency

Director Sharer provided an update and addressed questions regarding the items on the GSA Agenda for discussion and/or action that included:

- a. Ordinance No. 25-001 to Adopt and Implement a Well Metering and Groundwater Extraction Reporting Program
- b. Election of Officers for 2025 Term
- c. Q4 2024 Quarterly Groundwater Level Monitoring Report
- d. Proposal from GSI Water Solutions to Provide Planning and Oversight of Vegetation Trimming Along Access Trails to Wells Near Barka Slough

10) New Business— No new business was requested.

11) Next Meeting Date – February 18, 2025

The next meeting is scheduled for February 18, 2025, if needed.

12) Adjournment - The meeting was adjourned by President Merrill at 2:40 p.m.

Please contact Donna Glass at admin@sanantoniobasingwd.org with any questions.

DRAFT

San Antonio Basin Water District
Profit & Loss Budget vs. Actual
 July 2024 through February 2025

Agenda Item 6) a.

67% of the year has elapsed	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
3380 Interest/Div Income	59,713.25	90,000.00	-30,286.75	66.35%
Assessments	518,912.13	557,900.00	-38,987.87	93.01%
Misc Payments	1,734.28	108,504.00	-106,769.72	1.6%
Total Income	<u>580,359.66</u>	<u>756,404.00</u>	<u>-176,044.34</u>	<u>76.73%</u>
Expense				
01 - General Manager	31,200.00	54,700.00	-23,500.00	57.04%
03 - Audit & Financial Reporting	5,800.00	13,000.00	-7,200.00	44.62%
04 - Contract Admin(Assesmt Billing)	7,411.44	30,000.00	-22,588.56	24.71%
05 - Legal Services	2,327.50	12,000.00	-9,672.50	19.4%
06 - Meeting Room Lease	0.00	150.00	-150.00	0.0%
07 - Web Page Support	0.00	500.00	-500.00	0.0%
10 - Insurance E&O; Board	3,419.00	3,500.00	-81.00	97.69%
11 - Office Supplies	328.00	450.00	-122.00	72.89%
12 - Postage/Printing	0.00	150.00	-150.00	0.0%
13 - Board Elections	140.90	250.00	-109.10	56.36%
14 - CSDA Membership	837.00	600.00	237.00	139.5%
15 - LAFCO District Fees	631.00	1,200.00	-569.00	52.58%
17 - Contingency 10%	0.00	11,650.00	-11,650.00	0.0%
18 - GSA Budget	182,980.55	550,000.00	-367,019.45	33.27%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
Total Expense	<u>235,075.39</u>	<u>756,404.00</u>	<u>-521,328.61</u>	<u>31.08%</u>
Net Ordinary Income	<u>345,284.27</u>	<u>0.00</u>	<u>345,284.27</u>	<u>100.0%</u>
Net Income	<u><u>345,284.27</u></u>	<u><u>0.00</u></u>	<u><u>345,284.27</u></u>	<u><u>100.0%</u></u>

San Antonio Basin Water District

Balance Sheet

As of February 28, 2025

Feb 28, 25

ASSETS

Current Assets

Checking/Savings

California Class 1,979,092.37

Community Bank - Checking 29,984.81

Total Checking/Savings 2,009,077.18

Total Current Assets 2,009,077.18

TOTAL ASSETS 2,009,077.18

LIABILITIES & EQUITY

Equity

Board Designated Reserves 1,663,792.91

Net Income 345,284.27

Total Equity 2,009,077.18

TOTAL LIABILITIES & EQUITY 2,009,077.18

**San Antonio Basin Water District
Transaction List by Vendor
February 2025**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	02/12/2025	5228	INV# 0125SABWD	Community Bank - Checking	-725.00
Donna Glass	Check	02/12/2025	5229	INV# 2501	Community Bank - Checking	-3,900.00
SAN ANTONIO BASIN GSA	Check	02/13/2025	EFT	PER DONNA	Community Bank - Checking	-24,996.81
The Law Offices of Young Wooldridge	Check	02/12/2025	5230	21089AFD	Community Bank - Checking	-97.50
Wallace Group	Check	02/12/2025	5227	PROJECT 1591-0002-00	Community Bank - Checking	-4,245.00

Donna Glass Administrative Services
 Santa Maria, CA 93454

Invoice

DATE	INVOICE #
2/4/2025	2501

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

DESCRIPTION	AMOUNT
<p>Basic Monthly Administrative Services - January 1 through January 31, 2025 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>Meeting with Wallace Group to discuss the 5-year full property re-evaluation of all properties within the district. New Director turnover checklist tasks.</p>	3,900.00

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

Total	3,900.00
Balance Due	3,900.00



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

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

January 27, 2025
 Project No: 1591-0002-00
 Invoice No: 64206
Invoice Total \$4,245.00

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

Professional services rendered through December 31, 2024

Phase 00100 Tax Roll Preparation

Labor

	Hours	Rate	Amount	
Principal	1.00	270.00	270.00	
Senior Project Analyst I	1.00	155.00	155.00	
Project Analyst II	.25	130.00	32.50	
Senior Mechanical Engineer II	.25	205.00	51.25	
Associate Engineer I	14.25	135.00	1,923.75	
Associate Engineer II	12.50	145.00	1,812.50	
Totals	29.25		4,245.00	
Total Labor				4,245.00
		Total this Phase		\$4,245.00

Budget	Current	Prior	To-Date	
Labor	4,245.00	88,712.50	92,957.50	
Limit			126,000.00	
Remaining			33,042.50	
		Total this Invoice		\$4,245.00

Billing Backup

Monday, January 27, 2025

Wallace Group

Invoice 64206 Dated 1/27/2025

9:46:15 AM

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	11/13/2024	.25	270.00	67.50
Project Management				
Wagner, Kari	11/26/2024	.25	270.00	67.50
Project Coordination				
Wagner, Kari	11/27/2024	.50	270.00	135.00
Mtg with DG				
Senior Project Analyst I				
Richardson, Lonnie	11/6/2024	1.00	155.00	155.00
A/R, Bank Dep				
Project Analyst II				
Metzger, Jennifer	12/31/2024	.25	130.00	32.50
Water co. admin.				
Senior Mechanical Engineer II				
Lindahl, Nels	12/6/2024	.25	205.00	51.25
Data Management; GIS Direction;				
Associate Engineer I				
Williams, Olivia	11/26/2024	.75	135.00	101.25
Assessment 0034: Response to Change Order				
Williams, Olivia	11/27/2024	.75	135.00	101.25
Re-Assessment Meeting and Assess. 0034 Response				
Williams, Olivia	12/5/2024	.25	135.00	33.75
Re-Assessment Resource Coord.				
Williams, Olivia	12/6/2024	1.75	135.00	236.25
2025 Property Re-Assessment				
Williams, Olivia	12/19/2024	1.50	135.00	202.50
2025 District Re-Assessment of Irrigated Area				
Williams, Olivia	12/20/2024	3.00	135.00	405.00
2025 District Re-Assessment of Irrigated Area				
Williams, Olivia	12/31/2024	6.25	135.00	843.75
2024-25 Delinquent Payment Letters; 2025 Re-Assessment				
Associate Engineer II				
Cass, Alexandra	12/6/2024	2.00	145.00	290.00
Tax Roll Reassessment				
Cass, Alexandra	12/9/2024	6.50	145.00	942.50
Tax Reassessment				
Cass, Alexandra	12/16/2024	2.00	145.00	290.00
Tax roll reassessment				
Cass, Alexandra	12/23/2024	2.00	145.00	290.00
Tax reassessment				
Totals		29.25		4,245.00
Total Labor				4,245.00
			Total this Phase	\$4,245.00

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP	Invoice	64206
			Total this Project	\$4,245.00
			Total this Report	\$4,245.00

Young Wooldridge LLP

10800 STOCKDALE HWY., STE. 202
BAKERSFIELD, CA 93311

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

CONFIDENTIAL

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

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

January 31, 2025

Client ID 21089 AFD

Statement for period through January 31, 2025

Summary by Matter

<u>Matter</u>	<u>Description</u>	<u>Prior Balance</u>	<u>Payments & Adjustments</u>	<u>Current Charges</u>	<u>Total Due</u>
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$0.00	\$0.00	\$97.50	\$97.50

PRIOR STATEMENT BALANCE \$0.00

CURRENT CHARGES \$97.50

PAY THIS AMOUNT \$97.50

Any Payments Received After 01/31/25 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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

San Antonio Basin Water District
Profit & Loss Budget vs. Actual
 July 2024 through January 2025

58% of the year has elapsed	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
3380 Interest/Div Income	53,034.62	90,000.00	-36,965.38	58.93%
Assessments	496,487.13	557,900.00	-61,412.87	88.99%
Misc Payments	1,734.28	108,504.00	-106,769.72	1.6%
Total Income	<u>551,256.03</u>	<u>756,404.00</u>	<u>-205,147.97</u>	<u>72.88%</u>
Expense				
01 - General Manager	27,300.00	54,700.00	-27,400.00	49.91%
03 - Audit & Financial Reporting	5,075.00	13,000.00	-7,925.00	39.04%
04 - Contract Admin(Assesmt Billing)	3,166.44	30,000.00	-26,833.56	10.56%
05 - Legal Services	2,230.00	12,000.00	-9,770.00	18.58%
06 - Meeting Room Lease	0.00	150.00	-150.00	0.0%
07 - Web Page Support	0.00	500.00	-500.00	0.0%
10 - Insurance E&O; Board	3,419.00	3,500.00	-81.00	97.69%
11 - Office Supplies	298.00	450.00	-152.00	66.22%
12 - Postage/Printing	0.00	150.00	-150.00	0.0%
13 - Board Elections	140.90	250.00	-109.10	56.36%
14 - CSDA Membership	837.00	600.00	237.00	139.5%
15 - LAFCO District Fees	631.00	1,200.00	-569.00	52.58%
17 - Contingency 10%	0.00	11,650.00	-11,650.00	0.0%
18 - GSA Budget	157,983.74	550,000.00	-392,016.26	28.72%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
Total Expense	<u>201,081.08</u>	<u>756,404.00</u>	<u>-555,322.92</u>	<u>26.58%</u>
Net Ordinary Income	<u>350,174.95</u>	<u>0.00</u>	<u>350,174.95</u>	<u>100.0%</u>
Net Income	<u><u>350,174.95</u></u>	<u><u>0.00</u></u>	<u><u>350,174.95</u></u>	<u><u>100.0%</u></u>

San Antonio Basin Water District
Balance Sheet
As of January 31, 2025

Jan 31, 25

ASSETS

Current Assets

Checking/Savings

California Class 1,972,413.74

Community Bank - Checking 41,554.12

Total Checking/Savings 2,013,967.86

Total Current Assets 2,013,967.86

TOTAL ASSETS 2,013,967.86

LIABILITIES & EQUITY

Equity

Board Designated Reserves 1,663,792.91

Net Income 350,174.95

Total Equity 2,013,967.86

TOTAL LIABILITIES & EQUITY 2,013,967.86

**San Antonio Basin Water District
Transaction List by Vendor
January 2025**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
CARRIE TROUP	Check	01/15/2025	5226	INV# 0125SABWD	Community Bank - Checking	-725.00
Donna Glass	Check	01/15/2025	5225	INV# 2413	Community Bank - Checking	-3,900.00
SAN ANTONIO BASIN GSA	Check	01/21/2025	EFT	PER BOARD	Community Bank - Checking	-21,232.13

Donna Glass Administrative Services
 Santa Maria, CA 93454

Invoice

DATE	INVOICE #
1/6/2025	2413

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

DESCRIPTION	AMOUNT
<p>Basic Monthly Administrative Services - December 1 through December 31, 2024 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>	3,900.00

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

Total	3,900.00
Balance Due	3,900.00



Summary Statement

February 28, 2025

Page 1 of 3

Investor ID: CA-0 [REDACTED]

0000067-0000286 PDF 752622

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

Agenda Item 6) b.

California CLASS

California CLASS

Average Monthly Yield: 4.4125%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-0 [REDACTED]	CA Class Fund	1,972,413.74	0.00	0.00	6,678.63	13,995.60	1,972,652.26	1,979,092.37
TOTAL		1,972,413.74	0.00	0.00	6,678.63	13,995.60	1,972,652.26	1,979,092.37



Account Statement

February 28, 2025

Page 2 of 3

Account Number: CA-0 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 4.4125%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,972,413.74	0.00	0.00	6,678.63	13,995.60	1,972,652.26	1,979,092.37

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
02/01/2025	Beginning Balance			1,972,413.74	
02/28/2025	Income Dividend Reinvestment	6,678.63			
02/28/2025	Ending Balance			1,979,092.37	



Summary Statement

January 31, 2025

Page 1 of 3

Investor ID: CA-██████████

0000067-0000277 PDF 742572

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

California CLASS

California CLASS

Average Monthly Yield: 4.4246%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-██████████	CA Class Fund	1,940,096.77	25,000.00	0.00	7,316.97	7,316.97	1,948,397.32	1,972,413.74
TOTAL		1,940,096.77	25,000.00	0.00	7,316.97	7,316.97	1,948,397.32	1,972,413.74

Tel: (877) 930-5213

www.californiaclass.com



Account Statement

January 31, 2025

Page 2 of 3

Account Number: CA-0 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 4.4246%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,940,096.77	25,000.00	0.00	7,316.97	7,316.97	1,948,397.32	1,972,413.74

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
01/01/2025	Beginning Balance			1,940,096.77	
01/22/2025	Contribution	25,000.00			8638
01/31/2025	Income Dividend Reinvestment	7,316.97			
01/31/2025	Ending Balance			1,972,413.74	

**San Antonio Basin Water District
Transaction List by Customer
All Transactions as of 3-12-2025**

Agenda Item 6) 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	\$ 33,221.98		\$ 33,221.98
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	\$ 14,322.56	\$ 14,322.56	\$ -
0027	\$ 931.00	\$ 931.00	\$ -
0028	\$ 651.76	\$ 651.76	\$ -
0029	\$ 1,338.24	\$ 1,338.24	\$ -
0030	\$ 50.00		\$ 50.00
0031	\$ 1,726.26	\$ 1,726.27	\$ (0.01)
0032	\$ 714.92	\$ 714.92	\$ -
0033	\$ 50.00	\$ 50.00	\$ -
0034	\$ 6,567.16	\$ 6,567.16	\$ -
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 3-12-2025**

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	\$ 57,554.49	\$ 57,554.48	\$ 0.01
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	\$ 3,472.70	\$ 0.01
0073	\$ 2,406.11	\$ 2,406.11	\$ -
0074	\$ 50.00	\$ 50.00	\$ -
0075	\$ 125.00	\$ 125.00	\$ -
0075	\$ 125.00	\$ 125.00	\$ -
0076	\$ 412.44	\$ 412.44	\$ -
0077	\$ 64.99	\$ 64.99	\$ -
0078	\$ 50.00	\$ 50.00	\$ -
0079	\$ 1,618.41	\$ 1,618.41	\$ -
0080	\$ 3,395.00	\$ 3,395.00	\$ -
0081	\$ 6,537.26	\$ 6,537.26	\$ -
0082	\$ 114.98	\$ 114.98	\$ -
0083	\$ 310.53	\$ 310.53	\$ -
0084	\$ 5,451.30	\$ 5,451.30	\$ -
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	\$ -

**San Antonio Basin Water District
Transaction List by Customer
All Transactions as of 3-12-2025**

Assessment No.	Invoiced	Paid	Balance
0091	\$ 3,539.72	\$ 3,539.72	\$ -
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	\$ 490.89	\$ 0.01
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	\$ 12,001.42	\$ 12,001.42	\$ -
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	\$ 2,347.53	\$ 2,347.53	\$ -
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	\$ 1,028.80	\$ 1,028.80	\$ -
0201	\$ 2,183.61	\$ 2,183.61	\$ -
0202	\$ 462.48	\$ 462.48	\$ -
0203	\$ 6,150.84	\$ 6,150.84	\$ -
0204	\$ 50.00	\$ 50.00	\$ -
0205	\$ 11,522.08	\$ 11,522.08	\$ -
	559,369.50	520,312.87	39,056.63

As of 3-12-2025 93% of the 2024-25 Assessments have been collected.

San Antonio Basin GSA
Profit & Loss Budget vs. Actual
 July 2024 through February 2025

Agenda Item 6) d.

67% of the year has elapsed	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	35,216.22	75,900.00	-40,683.78	46.4%
02-Accountant	5,075.00	9,000.00	-3,925.00	56.39%
03-Comm Eng Grant Wrtnng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	44,974.44	87,500.00	-42,525.56	51.4%
05-Legal Counsel	16,160.00	45,000.00	-28,840.00	35.91%
06-Insurance	1,765.00	1,800.00	-35.00	98.06%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	35,183.50	57,500.00	-22,316.50	61.19%
10-GSP Implementation / PMAs	24,490.81	185,000.00	-160,509.19	13.24%
Total Administration and Operation	<u>162,864.97</u>	<u>500,700.00</u>	<u>-337,835.03</u>	<u>32.53%</u>
Total Expense	<u>162,864.97</u>	<u>500,700.00</u>	<u>-337,835.03</u>	<u>32.53%</u>
Net Ordinary Income	-162,864.97	-500,700.00	337,835.03	32.53%
Other Income/Expense				
Other Income				
11 Operating Transfers	182,980.55	550,000.00	-367,019.45	33.27%
Total Other Income	<u>182,980.55</u>	<u>550,000.00</u>	<u>-367,019.45</u>	<u>33.27%</u>
Other Expense				
Contingency (10%)	0.00	49,300.00	-49,300.00	0.0%
Total Other Expense	<u>0.00</u>	<u>49,300.00</u>	<u>-49,300.00</u>	<u>0.0%</u>
Net Other Income	<u>182,980.55</u>	<u>500,700.00</u>	<u>-317,719.45</u>	<u>36.55%</u>
Net Income	<u><u>20,115.58</u></u>	<u><u>0.00</u></u>	<u><u>20,115.58</u></u>	<u><u>100.0%</u></u>

San Antonio Basin GSA

Balance Sheet

As of February 28, 2025

Feb 28, 25

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 4,884.42

Net Income 20,115.58

Total Equity 25,000.00

TOTAL LIABILITIES & EQUITY 25,000.00

San Antonio Basin GSA Expenses by Vendor Detail

February 2025

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
BERTOUX & COMPANY						
	Check	02/16/2025	3177	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
	Check	02/16/2025	3178	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	313.31
Total BERTOUX & COMPANY						<u>5,313.31</u>
Brownstein Hyatt Farber Schreck						
	Check	02/16/2025	3179	05-Legal Counsel	Community Bank of SM -ACCT 9006	2,181.00
Total Brownstein Hyatt Farber Schreck						<u>2,181.00</u>
Carrie Troup, C.P.A.						
	Check	02/16/2025	3182	02-Accountant	Community Bank of SM -ACCT 9006	725.00
Total Carrie Troup, C.P.A.						<u>725.00</u>
GSI WATER SOLUTIONS, INC.						
	Check	02/16/2025	3180	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	16,577.50
Total GSI WATER SOLUTIONS, INC.						<u>16,577.50</u>
Los Alamos CSD						
	Check	02/16/2025	3181	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						<u>200.00</u>
TOTAL						<u><u>24,996.81</u></u>

San Antonio Basin GSA Expenses by Vendor Detail

January 2025

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
BERTOUX & COMPANY						
	Check	01/15/2025	3171	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	3,125.00
Total BERTOUX & COMPANY						<u>3,125.00</u>
Brownstein Hyatt Farber Schreck						
	Check	01/15/2025	3172	05-Legal Counsel	Community Bank of SM -ACCT 9006	526.50
Total Brownstein Hyatt Farber Schreck						<u>526.50</u>
Carrie Troup, C.P.A.						
	Check	01/15/2025	3176	02-Accountant	Community Bank of SM -ACCT 9006	725.00
Total Carrie Troup, C.P.A.						<u>725.00</u>
GSI WATER SOLUTIONS, INC.						
	Check	01/15/2025	3173	04-Monitoring	Community Bank of SM -ACCT 9006	8,339.63
	Check	01/15/2025	3174	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	7,823.50
	Check	01/15/2025	3175	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	692.50
Total GSI WATER SOLUTIONS, INC.						<u>16,855.63</u>
TOTAL						<u>21,232.13</u>

Donna Glass

From: Director SABGSA <admin@sanantoniobasingsa.org>
Sent: Tuesday, March 11, 2025 1:26 PM
To: Donna Glass; Carrie Troup
Subject: SABGSA Fund Request + Invoices
Attachments: Bertoux & Co - Invoice 25-002 February 2025 03-10-25.pdf; Brownstein - Invoice #1025404 03-05-25.pdf; GSI - Invoice #748.018-7 On Call Services.pdf; GSI - Invoice #748.021-6 GSP Annual Report.pdf; GSI - Invoice #748.022-1 Quarterly Monitoring.pdf; LACSD - Invoice # 202434 02-19-25.pdf; Troup - Invoice for Feb 2025.pdf; GSI - Invoice #748.023-1 Veg Trimming.pdf; SABGSA Invoices for Payment 03-11-25.xlsx

**Agenda Item 6) e.
Action Required**

Hi Donna: SABGSA's invoices for this month total **\$52,397.10**. I'd like to request a fund transfer for that amount, please. The invoices and my spreadsheet are attached. Let me know if you have any questions. I'll send the GSA's February 2025 financials in a separate email.

Hi Carrie: I've uploaded these to your Dropbox folder - March 2025 under Invoices.

Thanks to you both!

Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>

Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
10-Mar	Bertoux & Co	\$5,000.00	25-002	01 - Administrative	Professional Administrative Services
5-Mar	Brownstein, Hyatt, Farber & Schreck	\$3,538.00	1025404	05 - Legal Counsel	Legal Counsel
10-Mar	GSI Water Solutions	\$19,735.75	0748.021-6	09 - GSP Related Costs	GSP Annual Report
10-Mar	GSI Water Solutions	\$965.00	0748.018-7	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
10-Mar	GSI Water Solutions	\$12,302.90	0748.022-1	04 - Monitoring	2025 Quarterly Monitoring & Reporting
10-Mar	GSI Water Solutions	\$9,930.45	0748.023-1	04 - Monitoring	Barka Slough Vegetation Trimming
19-Feb	LACSD	\$200.00	2024-34	01 - Administrative	Facilities Use and Support Services
28-Feb	Troup CPA	\$725.00	0225GSA	02 - Accountant	Accounting
	Invoice Total	\$52,397.10			

Donna Glass

From: Director SABGSA <admin@sanantoniobasingsa.org>
Sent: Wednesday, February 12, 2025 8:12 AM
To: Donna Glass
Cc: Carrie Troup
Subject: SABGSA Fund Request + Invoices
Attachments: Bertoux & Co - Invoice 25-001 January 2025.pdf; Brownstein - Invoice #1021401.pdf; GSI - Invoice #748.021-5 GSP Annual Report.pdf; LACSD - Inv #202433 01-22-25.pdf; SABGSA Invoices for Payment 02-10-25.xlsx; SB REimbursement - SM Times Metering Public Notice 01-15-25.pdf; Troup - Invoice for Jan 2025.pdf; GSA Financial Report 01 31 25.pdf

Hi Donna: SABGSA's invoices for this month total **\$24,996.81**. I'd like to request a fund transfer for that amount, please. The invoices and my spreadsheet are attached along with the GSAs financial report for January 2025. Let me know if you have any questions.

Hi Carrie: I've uploaded these to your Dropbox folder - February 2025 under Invoices.

Thanks to you both!

**Approved by District Manager
on Feb 12, 2025**

Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>

Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
10-Feb	Bertoux & Co	\$5,000.00	25-001	01 - Administrative	Professional Administrative Services
15-Jan	Bertoux & Co	\$313.31	Reimbursement - Receipt in File	10 - GSP Imp./PMAs	Legal Notice in SM Times re: Metering Ordinance/Public Hearing
6-Feb	Brownstein, Hyatt, Farber & Schreck	\$2,181.00	1021401	05 - Legal Counsel	Legal Counsel
6-Feb	GSI Water Solutions	\$16,577.50	0748.021-5	09 - GSP Related Costs	GSP Annual Report
22-Jan	LACSD	\$200.00	2024-33	01 - Administrative	Facilities Use and Support Services
31-Jan	Troup CPA	\$725.00	0125GSA	02 - Accountant	Accounting
	Invoice Total	\$24,996.81			