

# San Antonio Basin Water District

## Board of Directors Regular Meeting

**Tuesday, September 17, 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. August 2024 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
  - a. Review and Approve August Financial Statements
  - b. Consider Funds Transfer from Operating Account to Investment Account
  - c. Investment Report
  - d. Assessments Status Report
  - e. Review August GSA Financial Statements
  - f. Consider GSA Fund Request
- 6) **Informational Items**
  - a. Management/Administration Report
  - b. Update on Election Process for 3 Director Positions
  - c. Director Training Report
  - d. 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 – October 15, 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

**Agenda Item 4)**

**Tuesday, August 20, 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>

### Draft Meeting Minutes

**1) Call to Order**

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

**2) Roll Call**

Kevin Merrill  
Randy Sharer  
Craig Reade  
Victor Schaff  
Ken Hunter

**Directors Absent:** None

**Others in Attendance:** Donna Glass - District Manager, Carole Fornoff and Megan Harper - Nuveen Natural Capital, LLC, Tina Burr and Ginalisa Tamayo - Jackson Family Estate

**3) Public Comment:**

No public comments.

**4) Minutes**

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

A **motion** was made by Director Sharer to approve the July 2024 Minutes as presented.

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

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

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

**5) Financial Report**

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

The July statement was included in the packet. As of July 31, 2024, 8% of the year had elapsed. The SABWD collected none of the 2024-25 Assessments, received \$7,522 in interest and no Misc. Payments from Santa Barbara County. The Operating Account balance is \$11,639.

The expenses YTD were \$32,805 or 4% of the budget. Net Income was \$-25,282 because at the June meeting the board approved 100% of the year-end net income to be transferred to the Reserves. Designation to Reserves is now \$1,673,823.

Withdrawal from California CLASS and transfer to the Operating Account was made to cover the August District Monthly expenses (\$10,201) and the GSA Fund Request (\$23,506.75) on August 16, 2024, for \$35,000. After expenses the operating balance will be \$12,931.32.

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

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

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

**b. Investment Report**

The July California CLASS statement was included in the packet. Interest earned for July was \$7,522. Interest earned FYTD was \$7,522. Account balance as of July 31, 2024, was \$1,636,901. The Average Monthly Yield was 5.40%.

A withdrawal and transfer to the Operating Account was made to cover District Monthly expenses and the GSA Fund Requests on August 16, 2024, for \$35,000.

**c. Assessments Status Report**

The 2024-25 Assessment was approved at the July 18, 2024, meeting. The Assessment Book was filed on August 5, 2024, with the Treasurer.

The District picked up an additional 120 Irrigated Acres for 2024-25 tax roll.

	Gross Acreage	Non- Overlying Acres	Irrigated Acres Within Basin (\$40.00)	Non-Irrigated Acres (\$0.40)	Assessment
<b>Totals:</b>	<b>86,451.60</b>	<b>26,105.87</b>	<b>13,339.86</b>	<b>47,005.86</b>	<b>\$ 553,475.82</b>

Total Parcels = 236/Total Assessments #'s = 132

- August 8, 2024 - Notice was publish in the Santa Maria Times
- August 2, 2024 – Wallace Group sent out the invoices
- October 4, 2024 – Assessment due date (60 days after filing date)
- February 3, 2025 -Delinquent Date (4 months after due date)

**d. Review July GSA Financial Statements**

The July statement was included in the board packet for review only. As of July 31, 2024, 8% of the year had elapsed. The GSA checking account balance is \$25,000. The expenses YTD were \$20,116 or 4% of the budget. Operating transfers from the Water District was \$20,881 or 4% of the budget.

**e. Consider GSA Fund Request**

July invoices totaled \$23,506.75. To pay July invoices and maintain their minimum balance of \$25,000 the GSA is requesting a fund transfer of \$23,506.75.

A **motion** was made by Director Merrill to approve the accountant to transfer funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$23,506.75. **Motion seconded** by Director Hunter. **The motion carried.**

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

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

6) **Informational Items**

**a. Management/Administration Report**

Updates were provided during agenda items.

**b. Update on Election Process for 3 Director Positions**

The District received only three filings for three available spots so there will be no contested election. Next step is to notify the Board of Supervisors to request to be added to their Agenda before December 2, 2024, for them to appoint Kevin Merrill, Randy Sharer and Andrew Reade.

**c. 2024 Conflict of Interest Biennial Review Notice**

The completed 2024 Biennial Notice form for the San Antonio Basin Water District was filed with Santa Barbara County Board of Supervisors. District's legal counsel reviewed the District's code and determined no amendment was required.

**d. Director Training Report**

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

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

Director Sharer provided an update and addressed some questions.

The Items on the GSA Agenda for discussion and/or action were:

**a. Consider a Proposal from GSI Water Solutions to Provide Planning and Oversight of Vegetation Trimming Along Access Trails to Wells Near Barka Slough**

The Board will review and discuss the proposed scope of work and associated fees for GSI Water Solutions to provide planning and oversight of vegetation trimming along access trails to wells near Barks Slough that are included in SABGSA's Groundwater Level Monitoring Network. The Board may take action and/or provide specific direction to SABGSA staff and/or GSI Water Solutions related to this item.

**b. Consider a Proposal from GSI Water Solutions to Purchase and Install Transducers**

The Board will review and discuss the proposed scope of work and associated fees for GSI Water Solutions to purchase and install five continuous water level data logging devices called pressure transducers (transducers) in five Representative Monitoring Site wells in SABGSA's Groundwater Level Monitoring Network. The Board may take action and/or provide specific direction to SABGSA staff and/or GSI Water Solutions related to this item.

**c. SABGSA Metering Program Stakeholder Workshop**

The Board of Directors will review and discuss a recommendation from the Ad Hoc Committee regarding the timing, format, content, and communications plan for the

Metering Program Stakeholder Workshop. The Board may take action or provide specific direction to the Ad Hoc Committee, staff and/or SABGSA's legal counsel related to this item.

- 7) **New Business**— requests for items to be placed on the next agenda.  
No new business was requested.

8) **Next Meeting Date – September 17, 2024**

A brief discussion took place regarding the continuing need for monthly meetings. District Manager explained that legal counsel had previously suggested making the call on a month-to-month basis instead of changing the bylaws to provide the board more flexibility when a board meeting would be held or canceled on an as needed basis.

9) **Adjournment**

The meeting was adjourned by President Merrill at 1:46 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 through August 2024

**Agenda Item 5) a.**

17% of the year has elapsed	<b>Jul - Aug 24</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3380 Interest/Div Income	14,952.60	90,000.00	-75,047.40	16.61%
Assessments	252,814.61	557,900.00	-305,085.39	45.32%
Misc Payments	0.00	108,504.00	-108,504.00	0.0%
<b>Total Income</b>	<b>267,767.21</b>	<b>756,404.00</b>	<b>-488,636.79</b>	<b>35.4%</b>
<b>Expense</b>				
01 - General Manager	7,800.00	54,700.00	-46,900.00	14.26%
03 - Audit & Financial Reporting	4,730.00	13,000.00	-8,270.00	36.39%
04 - Contract Admin(Assesmt Billing)	2,972.74	30,000.00	-27,027.26	9.91%
05 - Legal Services	2,002.50	12,000.00	-9,997.50	16.69%
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	60.00	450.00	-390.00	13.33%
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	0.00	600.00	-600.00	0.0%
15 - LAFCO District Fees	0.00	1,200.00	-1,200.00	0.0%
17 - Contingency 10%	0.00	11,650.00	-11,650.00	0.0%
18 - GSA Budget	45,387.33	550,000.00	-504,612.67	8.25%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>66,512.47</b>	<b>756,404.00</b>	<b>-689,891.53</b>	<b>8.79%</b>
<b>Net Ordinary Income</b>	<b>201,254.74</b>	<b>0.00</b>	<b>201,254.74</b>	<b>100.0%</b>
<b>Net Income</b>	<b>201,254.74</b>	<b>0.00</b>	<b>201,254.74</b>	<b>100.0%</b>

# San Antonio Basin Water District

## Balance Sheet

As of August 31, 2024

Aug 31, 24

### ASSETS

#### Current Assets

##### Checking/Savings

California Class 1,609,331.72

Community Bank - Checking 265,745.93

Total Checking/Savings 1,875,077.65

Total Current Assets 1,875,077.65

**TOTAL ASSETS 1,875,077.65**

### LIABILITIES & EQUITY

#### Equity

Board Designated Reserves 1,673,822.91

Net Income 201,254.74

Total Equity 1,875,077.65

**TOTAL LIABILITIES & EQUITY 1,875,077.65**

### **Agenda Item 5) b. Consider Funds Transfer from Operating Account to Investment Account**

As of September 11, 2024 the Operating Account balance is \$365,800.51. After WD monthly expences (\$8,553.75) and GSA fund request (\$23,375.67) are paid the remaining Operating Balance will be \$333,871.09.

To transfer more than \$75,000 per month from the Operating Account to the Investment Account a Wire Transfer is required.



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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>						
	Check	08/18/2024	5208	INV # 0824SABWD	Community Bank - Checking	-725.00
<b>Donna Glass</b>						
	Check	08/18/2024	5203	PUBLISH NOTICE OF 2024 ELECTION REIMBURS	Community Bank - Checking	-97.40
	Check	08/18/2024	5205	inv # 2408	Community Bank - Checking	-3,900.00
	Check	08/18/2024	5207	PUBLISH ASSESSMENT NOTICE REIMBURSEME	Community Bank - Checking	-43.50
<b>Moss, Levy &amp; Hartzheim LLP</b>						
	Check	08/18/2024	5202	CLIENT# 428	Community Bank - Checking	-3,280.00
<b>SAN ANTONIO BASIN GSA</b>						
	Check	08/20/2024	EFT	PER BOARD	Community Bank - Checking	-23,506.75
<b>The Law Offices of Young Wooldridge</b>						
	Check	08/18/2024	5206	CLIENT 21089 AFD	Community Bank - Checking	-97.50
<b>Wallace Group</b>						
	Check	08/18/2024	5204	PROJECT 1591-0002-00	Community Bank - Checking	-2,027.74

Donna Glass Administrative Services  
Santa Maria, CA 93454

Invoice

DATE	INVOICE #
8/1/2024	2408

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - July 1 through July 31, 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 Reciept  
Please remit to above address.  
Thank you!!

Total	3,900.00
Balance Due	3,900.00

San Antonio Basin Water District District  
Expense Reimbursement Request

Name: Donna Glass  
Address: [REDACTED]  
Santa Maria, CA 93454

7/22/2024

Santa Maria, CA 93454+9:49

From: 7/20/2024 To: 7/20/2024

Purpose: Publish Notice of 2024 Election

Date(s): 7/20/2024

Miscellaneous Expenses:

(Describe) Publish Notice of 2024 Election in Santa Maria Times

\$ 97.40

Total Expenses \$ 97.40

I certify that the above is a true accounting of expenses allowed for reimbursement under District Policy. I understand that corresponding receipts must be attached to receive payment.

Signed Donna Glass



Column Software PBC  
PO Box 208098  
Dallas, TX 75320-8098  
[help.column.us](http://help.column.us)  
  
Paid by  
San Antonio Basin Water District

Receipt number  
Invoice number E9CBE4AF-0004  
Invoice id in\_1PfNtWHmcZCnOTsLKp6WnisP  
Notice ID nz8PKndTgGAGLjn92gDr  
Publisher Santa Maria Times  
Date paid Jul 22, 2024  
Payment method VISA - 1701

Description	Qty	Unit price	Amount
07/20/2024: Other Notice	1	84.00	84.00

=== Notes ===  
Notice Name: Notice of Election  
Order Number: 363352

Net Subtotal	\$84.00
Tax	0.00
Processing Fee	13.40
Amount paid	\$97.40

AFFIDAVIT OF PUBLICATION

CCP § 2015.5

**Santa Maria Times**  
**3200 Skyway Dr**  
**(805) 925-2691**

I, Emmie Atwood, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Santa Maria Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Santa Maria, for the County of Santa Barbara, in the state of California, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

**PUBLICATION DATES:**

Jul. 20, 2024

**Notice ID:** nz8PKndTgGAGLJn92gDr

**Publisher ID:** 363352

**Notice Name:** Notice of Election

**PUBLICATION FEE:** \$97.40

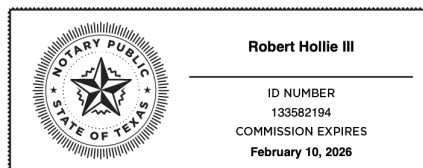
I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct

*Emmie Atwood*

Agent

**VERIFICATION**

State of Texas  
County of Bexar



Signed or attested before me on this: 07/23/2024

*[Signature]*

Notary Public  
Electronically signed and notarized online using the Proof platform.

**NOTICE OF ELECTION**

NOTICE IS HEREBY GIVEN that a general election is scheduled to be held in **SAN ANTONIO BASIN WATER DISTRICT** ("District") on November 5, 2024 for the office of Director. There are three four-year terms to be filled. To be qualified, a candidate must be over the age of 18 years and either a holder of title to land within the District or the legal representative of a holder of title to land within the District.

Official declaration of candidacy forms for eligible candidates desiring to file for these offices may be obtained from the office of the District's Manager at 82 North St. Joseph Street, Los Alamos, CA 93440. The forms are available beginning July 15, 2024 and must be filed in the District office no later than August 9, 2024, at 5:00 p.m. This election shall be at large, rather than by divisions.

Appointment to each elective office will be made as prescribed by Section 10515 of the Elections Code in the event there are no nominees or an insufficient number of nominees for such office and a petition for an election is not filed within the time prescribed by Section 10515 of the Elections Code.

Anyone desiring further information regarding filing for these elective District offices should contact the District at 805-928-8349.  
**SAN ANTONIO BASIN WATER DISTRICT**

Donna Glass, District Manager  
Pub dates: Jul 20, 2024  
Legal 363352

**San Antonio Basin Water District District  
Expense Reimbursement Request**

Name: Donna Glass  
Address: [REDACTED]  
Santa Maria, CA 93454

8/7/2024

Santa Maria, CA 93454+9:49

From: 8/7/2024 To: 8/7/2024

Purpose: Publish Assessment Notice

Date(s): 8/7/2024

**Miscellaneous Expenses:**

(Describe) Publish Annual Assessment Notice in Santa Maria Times  
\$ 43.50

**Total Expenses** \$ **43.50**

I certify that the above is a true accounting of expenses allowed for reimbursement under District Policy. I understand that corresponding receipts must be attached to receive payment.

Signed Donna Glass



Column Software PBC  
PO Box 208098  
Dallas, TX 75320-8098  
[help.column.us](http://help.column.us)  
  
Paid by  
San Antonio Basin Water District

Receipt number  
Invoice number  
Notice ID  
Publisher  
Date paid  
Payment method  
  
E9CBE4AF-0005  
E7RP5D0i4ViqN7kK5NvI  
Santa Maria Times  
Aug 7, 2024  
VISA - 1701

Description	Qty	Unit price	Amount
08/07/2024: Other Notice	1	35.00	35.00

=== Notes ===  
Notice Name: Notice of Assessment - 2024-25  
Order Number: 369326

Net Subtotal	\$35.00
Tax	0.00
Processing Fee	8.50
Amount paid	\$43.50

# SANTA MARIA TIMES

## AFFIDAVIT OF PUBLICATION

CCP § 2015.5

**Santa Maria Times**  
**3200 Skyway Dr**  
**(805) 925-2691**

I, Laquansay Nickson Watkins, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Santa Maria Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Santa Maria, for the County of Santa Barbara, in the state of California, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

### PUBLICATION DATES:

Aug. 7, 2024

**Notice ID:** E7RP5D0i4ViqN7kK5NvI

**Publisher ID:** 369326

**Notice Name:** Notice of Assessment - 2024-25

**PUBLICATION FEE:** \$43.50

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct

Laquansay Nickson Watkins

Agent

### VERIFICATION

State of Pennsylvania  
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal  
Nicole Burkholder, Notary Public  
Lancaster County  
My commission expires March 30, 2027  
Commission Number 1342120

Signed or attested before me on this: 08/07/2024

Nicole Burkholder

Notary Public  
Notarized remotely online using communication technology via Proof.

## SAN ANTONIO BASIN WATER DISTRICT NOTICE OF ASSESSMENT

**NOTICE IS HEREBY GIVEN** that on July 16, 2024, an assessment levied by the San Antonio Basin Water District (the "District") on lands within the District became due and payable. Payment is requested by October 4, 2024. The assessment will be delinquent if not paid by February 3, 2025. Upon delinquency, a penalty of 5 percent of the amount delinquent will be added thereto and the delinquent property sold to the District.

Pub dates: Aug 7, 2024  
Legal 369326



**Moss, Levy & Hartzheim LLP**  
 2400 Professional Parkway, Suite 205  
 Santa Maria, CA 93455  
 805-925-2579

Invoice to:

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

May 31, 2024

Inv #: I-4875  
 ID #: SABWD

For Professional Services Rendered:

2023 Audit	3,280.00
<b>Invoice Total</b>	<b>\$3,280.00</b>
Prior Balance	
Payments Received – Thank You	
<b>Total Due</b>	<b>\$3,280.00</b>

AR Summary Aging

Current	Over 30	Over 60	Over 90	Over 120	Total AR
3,280.00	0.00	0.00	0.00	0.00	3,280.00



WALLACE GROUP

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

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

July 22, 2024

Project No: 1591-0002-00

Invoice No: 62823

**Invoice Total \$2,027.74**

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

**Professional services rendered through June 30, 2024**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	4.25	270.00	1,147.50	
Senior Project Analyst I	.25	155.00	38.75	
Associate Engineer I	6.00	135.00	810.00	
Totals	10.50		1,996.25	
<b>Total Labor</b>				<b>1,996.25</b>

**Reimbursables Units**

Mileage

**31.49**

**Total this Phase \$2,027.74**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Labor	1,996.25	79,931.25	81,927.50
Limit			91,000.00
Remaining			9,072.50

**Total this Invoice \$2,027.74**

# Billing Backup

Tuesday, July 23, 2024

Wallace Group

Invoice 62823 Dated 7/22/2024

9:00:26 AM

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

## Labor

			Hours	Rate	Amount
Principal					
Wagner, Kari	6/6/2024		1.00	270.00	270.00
Mtg with [REDACTED]					
Wagner, Kari	6/7/2024		.25	270.00	67.50
Follow up on Change Requests					
Wagner, Kari	6/12/2024		.50	270.00	135.00
Update Change Request memo					
Wagner, Kari	6/13/2024		.25	270.00	67.50
Finalize Change Request Memo					
Wagner, Kari	6/18/2024		1.50	270.00	405.00
Board Meeting					
Wagner, Kari	6/20/2024		.25	270.00	67.50
Follow Up on Porperty Requests					
Wagner, Kari	6/25/2024		.50	270.00	135.00
Follow up re. [REDACTED] Change Request					
Senior Project Analyst I					
Richardson, Lonnie	6/26/2024		.25	155.00	38.75
A/R, Bank Deposit, Updatges to DG					
Associate Engineer I					
Williams, Olivia	6/6/2024		2.25	135.00	303.75
Assessment No 0034 Change Requests-[REDACTED] Property Meeting and Follow-Up Discussion; Assessment No. 0026 Change Request, updating Irrigated Area GIS Shapefiles					
Williams, Olivia	6/7/2024		2.25	135.00	303.75
Assessment No. 0026 Change Request; Data Request from [REDACTED] for GIS and Excel data					
Williams, Olivia	6/20/2024		.75	135.00	101.25
[REDACTED] Property Assessment: Comparison of GIS Files					
Williams, Olivia	6/25/2024		.75	135.00	101.25
Assessment 0034- GIS Shapefile Comparison					
Totals			10.50		1,996.25
<b>Total Labor</b>					<b>1,996.25</b>

## Reimbursables Units

Mileage					
6/18/2024	Board Meeting, KEW, 16 Escape		47.0 Mileage @ 0.67		31.49
					<b>31.49</b>
			<b>Total this Phase</b>		<b>\$2,027.74</b>
			<b>Total this Project</b>		<b>\$2,027.74</b>
			<b>Total this Report</b>		<b>\$2,027.74</b>



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

July 31, 2024

Client ID 21089 AFD

Statement for period through July 31, 2024

**Summary by Matter**

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$0.00	\$0.00	\$97.50	\$97.50
22	ELECTION MATTERS	\$1,905.00	-\$1,905.00	\$0.00	\$0.00

PRIOR STATEMENT BALANCE	\$1,905.00
TOTAL PAYMENTS AND ADJUSTMENTS	-\$1,905.00
CURRENT CHARGES	\$97.50
<b>PAY THIS AMOUNT</b>	<b>\$97.50</b>

Any Payments Received After 07/31/24 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



# Summary Statement

August 31, 2024

Page 1 of 3

Investor ID: CA-01[REDACTED]

0000067-0000275 PDF 687163

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

Agenda Item 5) c.

## California CLASS

### California CLASS

Average Monthly Yield: 5.4075%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01[REDACTED]	CA Class Fund	1,636,901.49	0.00	35,000.00	7,430.23	60,585.09	1,619,316.34	1,609,331.72
TOTAL		1,636,901.49	0.00	35,000.00	7,430.23	60,585.09	1,619,316.34	1,609,331.72



# Account Statement

August 31, 2024

Page 2 of 3

Account Number: CA-01 [REDACTED]

## CA Class Fund

### Account Summary

Average Monthly Yield: 5.4075%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,636,901.49	0.00	35,000.00	7,430.23	60,585.09	1,619,316.34	1,609,331.72

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
08/01/2024	Beginning Balance			1,636,901.49	
08/16/2024	Withdrawal		35,000.00		5955
08/31/2024	Income Dividend Reinvestment	7,430.23			
08/31/2024	Ending Balance			1,609,331.72	

# San Antonio Basin Water District Transaction List by Customer

**All Transactions as of 9-11-2024**

**Agenda Item 5) d.**

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	\$ 58.64		\$ 58.64
0023	\$ 50.00	\$ 50.00	\$ -
0024	\$ 50.00	\$ 50.00	\$ -
0025	\$ 16,894.24		\$ 16,894.24
0026	\$ 7,746.65		\$ 7,746.65
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	\$ 7,249.35		\$ 7,249.35
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 9-11-2024

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	\$ 57,554.49	\$ 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	\$ 1,681.41	\$ (63.00)
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 9-11-2024

Assessment No.	Invoiced	Paid	Balance
0091	\$ 3,539.72	\$ 3,539.72	\$ -
0092	\$ 140,279.80	\$ 140,279.80	\$ -
0093	\$ 234.53	\$ 216.31	\$ 18.22
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	\$ 12,001.41		\$ 12,001.41
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
553,475.72	352,869.19	200,606.53	

**As of 9-11-2024 \$352,869 or 64% of the 2024-25 Assesments has been collected.**

**San Antonio Basin GSA**  
**Profit & Loss Budget vs. Actual**  
 July through August 2024

**Agenda Item 5) e.**

17% of the year has elapsed	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
Administration and Operation				
01Admininstrative Exp/Office Ex	11,264.88	75,900.00	-64,635.12	14.84%
02-Accountant	1,425.00	9,000.00	-7,575.00	15.83%
03-Comm Eng Grant Wrtnng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	10,974.20	87,500.00	-76,525.80	12.54%
05-Legal Counsel	8,954.50	45,000.00	-36,045.50	19.9%
06-Insurance	0.00	1,800.00	-1,800.00	0.0%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	0.00	57,500.00	-57,500.00	0.0%
10-GSP Implementation / PMAs	11,003.75	185,000.00	-173,996.25	5.95%
Total Administration and Operation	<u>43,622.33</u>	<u>500,700.00</u>	<u>-457,077.67</u>	<u>8.71%</u>
Total Expense	<u>43,622.33</u>	<u>500,700.00</u>	<u>-457,077.67</u>	<u>8.71%</u>
Net Ordinary Income	-43,622.33	-500,700.00	457,077.67	8.71%
Other Income/Expense				
Other Income				
11 Operating Transfers	<u>45,387.33</u>	<u>550,000.00</u>	<u>-504,612.67</u>	<u>8.25%</u>
Total Other Income	<u>45,387.33</u>	<u>550,000.00</u>	<u>-504,612.67</u>	<u>8.25%</u>
Other Expense				
Contingency (10%)	<u>0.00</u>	<u>49,300.00</u>	<u>-49,300.00</u>	<u>0.0%</u>
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>45,387.33</u>	<u>500,700.00</u>	<u>-455,312.67</u>	<u>9.07%</u>
Net Income	<u><u>1,765.00</u></u>	<u><u>0.00</u></u>	<u><u>1,765.00</u></u>	<u><u>100.0%</u></u>

# San Antonio Basin GSA

## Balance Sheet

As of August 31, 2024

Aug 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	<u>25,000.00</u>
--------------	------------------

### LIABILITIES & EQUITY

#### Equity

Retained Earnings	23,235.00
-------------------	-----------

Net Income	1,765.00
------------	----------

Total Equity	25,000.00
--------------	-----------

TOTAL LIABILITIES & EQUITY	<u>25,000.00</u>
----------------------------	------------------

# San Antonio Basin GSA Expenses by Vendor Detail

August 2024

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	08/18/2024	3131	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,625.00
Total BERTOUX & COMPANY						5,625.00
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	08/18/2024	3132	05-Legal Counsel	Community Bank of SM -ACCT 9006	6,503.00
Total Brownstein Hyatt Farber Schreck						6,503.00
<b>Carrie Troup, C.P.A.</b>						
	Check	08/18/2024	3136	02-Accountant	Community Bank of SM -ACCT 9006	725.00
Total Carrie Troup, C.P.A.						725.00
<b>GSI WATER SOLUTIONS, INC.</b>						
	Check	08/18/2024	3133	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	5,647.50
	Check	08/18/2024	3134	04-Monitoring	Community Bank of SM -ACCT 9006	412.50
	Check	08/18/2024	3135	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	4,393.75
Total GSI WATER SOLUTIONS, INC.						10,453.75
<b>Los Alamos CSD</b>						
	Check	08/18/2024	3137	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b>23,506.75</b>

## Donna Glass

**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Wednesday, September 11, 2024 11:26 AM  
**To:** Donna Glass  
**Cc:** Carrie Troup  
**Subject:** SABGSA Fund Request + Invoices  
**Attachments:** Bertoux & Co - Invoice 24-008 Aug 2024.pdf; BHFS Invoice #1001574 - 09-10-24.pdf; CRCD Reimbursement - Domain Names 08-15-24.pdf; GSI Invoice #748.017-9 Monitoring 09-10-24.pdf; GSI Invoice #748.018-2 On-Call Services 09-10-24.pdf; GSI Invoice #748.019-1 Veg Trimming 09-10-24.pdf; LACSD - Invoice #202324 08-21-24.pdf; SABGSA Invoices for Payment 09-10-24.xlsx; GSA Financial Report 08 31 24.pdf

**Agenda Item 5) f.**

Hi Donna: SABGSA's invoices for this month total **\$23,375.67**. I'd like to request a fund transfer for that amount, please. The invoices and my spreadsheet are attached except for Carrie's which I'll forward in a separate email. Let me know if you have any questions. I've also attached the 08/31 SABGSA financial report for your agenda packet.

Hi Carrie: I've uploaded these to your Dropbox folder - September 2024 under Invoices.

Thanks,  
Stephanie

## Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>

Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
10-Sep	Bertoux & Co	\$4,500.00	24-008	01 - Administrative	Professional Administrative Services
10-Sep	Brownstein, Hyatt, Farber & Schreck	\$380.00	1001574	05 - Legal Counsel	Legal Counsel
18-Aug	CRCD	\$45.34	Receipt in File	01 - Administrative	Website - Reimbursement for Domain Renewal
10-Sep	GSI Water Solutions	\$5,742.20	0748.019-1	04 - Monitoring	Barka Slough Veg Trimming
10-Sep	GSI Water Solutions	\$4,907.50	0748.018-2	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
10-Sep	GSI Water Solutions	\$5,875.63	0748.017-9	04 - Monitoring	2024 Quarterly Monitoring & Reporting
31-Aug	Troup CPA	\$725.00	0724GSA	02 - Accountant	Accounting
21-Aug	LACSD	\$200.00	2023-24	01 - Administrative	Facilities Use & Support Services
	<b>Invoice Total</b>	<b>\$22,375.67</b>			