

# San Antonio Basin Water District

## Board of Directors Regular Meeting

**Tuesday, June 17, 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) **Minutes**
  - a. March 2025 Board Meeting Minutes – **Board Approval Needed**
- 5) **Discussion and Possible Action Regarding Amendments to the Policy for Evaluating Requests for Assessment Changes Adopted 7-16-2024**
- 6) **Discussion and Possible Action on Change Requests to the 2025-26 Assessment Roll**
- 7) **Discussion and Possible Action Regarding Past Change Verification and Assessment Back Charges**
- 8) **Financial Reports**
  - a. Review and Approve March, April and May Financial Statements
  - b. Investment Report
  - c. Review March, April and May GSA Financial Statements
  - d. Consider GSA Fund Request
- 9) **2025-26 Preliminary Budget and Assessments**
  - a. Review and Discuss Preliminary 2025-26 Budget and 2025-26 Assessment
  - b. Approve Designation to Reserves
  - c. Discussion and Possible Action Regarding Delinquent 2024-25 Assessments

- i. Resolution Authorizing Santa Barbara County to Collect 2024-25 Delinquent Assessments on the Santa Barbara County Tax Roll

**10) Discussion and Possible Action on 2025 Election Process for 2 Board of Director Positions**

- a. Resolution Announcing the November 2025 District Election And Procedures

**11) Other Business – Discussion and Possible Action**

- a. Call for Nominations of One Regular Special District Member to Serve the Unexpired Term as the Special District Member on LAFCO
- b. CSDA Board of Directors Election Ballot - Term 2026 - 2028; Seat B - Coastal Network

**12) Informational Items**

- a. Management/Administration Report
  - i. Annual Audit For FY 2023-24 – Completed  
<https://sanantoniobasinwd.org/district-documents>
  - ii. LAFCO Approved 2025-2026 Budget/Notice of Invoice
- b. Director Training Report
- c. Update on San Antonio Basin Groundwater Sustainability Agency

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

**14) Next Meeting Date – July 15, 2025**

**15) 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

**Agenda Item 4) a.**  
**ACTION REQUIRED**

## 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

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

### **Draft Meeting Minutes**

- 1) **Call to Order** - The meeting was called to order at 1:00 p.m. by President Merrill.
- 2) **Roll Call – Present: Directors** Kevin Merrill, Randy Sharer, Victor Schaff, and Ken Hunter. **Absent:** Andrew Reade. Board quorum present.  
  
**Others in Attendance:** Donna Glass - District Manager, Kari Wagner and Olivia Williams - Wallace Group, Alan Doud – Young Wooldridge, Doug Zigler, GinaLisa Tamayo – Jackson Family Wines and Tina Burr.
- 3) **Public Comment:** Public comments and questions regarding required water meters for the GSA, charges for Non-Irrigated acres and future credit for retention ponds.
- 4) **Re-Evaluation of the Irrigated Versus Non-Irrigated Lands Update**  
Kari Wagner, Olivia Williams and Alan Doud joined the meeting via Zoom to review the Wallace Group Memorandum included in the packet and address any questions.
  - a. **Discussion and Possible Action Regarding Non-Overlying Land Re-evaluation/Credit Due**  
After some discussion a **motion** was made by Director Merrill to approve the Non-Overlying Land Re-evaluation Credit Due in the amount of \$3,645.39 to Landowners as presented in the Wallace Group Memorandum. **Motion seconded** by Director Schaff. **The motion carried.**  
**AYES:** Director Merrill, Sharer, Schaff and Hunter  
**NOES:** None; **ABSTAIN:** None; **ABSENT:** Reade
  - b. **Discussion and Possible Action Regarding Classification of Dry Farming**  
Kari Wagner reported that during the recent re-evaluation process, a landowner requested their Irrigated acres be reclassified as Non-Irrigated acres due to actual dry farming practices. The latest satellite imagery makes it challenging to determine if the crop is being irrigated. After discussing whether to categorize dry farming as Irrigated or Non-Irrigated, and how to verify if landowners' claims of no irrigation for specific agricultural parcels, it was decided to update the Policy for Evaluating Requests for Assessment Changes to include dry farming. Dry farming will be classified as Non-Irrigated if the landowner can provide documentation demonstrating substantial changes to the water distribution systems serving the subject parcels, ensuring these parcels are not likely to return to irrigated status within five years. The proposed updated policy will be considered for approval at the next board meeting.
- 5) **Minutes**
  - a. **January 21, 2025 Board Meeting Minutes – Board Approval Needed**  
A **motion** was made by Director Sharer to approve the January 21, 2025 Minutes as presented. **Motion seconded** by Director Hunter. **The motion carried.**

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

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

**6) Financial Report**

**a. Review and Consider Approval of January and February Financial Statements**

The January and February statements were included in the packet. As of February 28, 2025 67% of the year had elapsed. The SABWD collected \$518,912 or 93% of the 2024-25 Assessments, \$59,713 in interest and \$1,734 in Misc Payments from Sandta Barbara County. The Operating Account balance is \$29,985. The expenses YTD were \$235,075 or 31% of the budget. Net Income was \$345,284 and \$1,663,793 is designated toward Reserves. Total Assets are 2,009,077.

A contribution was made from the Operating account to California CLASS on January 22, 2025 in the amount of \$25,000 that the board approved at the January 21, 2025 meeting.

A withdrawal of \$50,000 from California CLASS for Operating expenses was made on March 12, 2025 to cover the March District expenses (\$12,763) and GSA Fund Request (\$52,174).

The Operating account balance will be \$16,289.43 after March invoices are paid and the GSA fund request approved.

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

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

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

**b. Investment Report**

The January and February California CLASS statements were included in the packet. Interest earned for January and February was \$13,996. Interest earned FYTD has been \$59,713. The account balance as of February 28, 2025 was \$1,979,092. The Average Monthly Yield for February was 4.41%. As previously noted, a contribution was made from the Operating account to California CLASS on January 22, 2025 in the amount of \$25,000 that the board approved at the January 21, 2025 meeting. A withdrawal of \$50,000 from California CLASS for Operating expenses was made on March 12, 2025 to cover the March District expenses (\$12,763) and GSA Fund Request (\$52,174).

**c. Assessments Status Report**

As of March 12, 2025, \$520,313 or 93% of the 2024-25 Assessments have been collected. The balance remaining is \$39,057.

Payment reminders were sent out on January 3, 2025. Payments became delinquent on February 3, 2025. If not paid by June, the delinquent accounts will be added to the Property Taxes with a 5% penalty.

Annual Change Order Requests were mailed out on February 15, 2025. The deadline to request any changes is March 31, 2025. The cover letter, policy and change request forms were mailed to all landowners and are available on the website. Any request will be brought to the board at the May meeting for review and considered for approval.

**d. Review February GSA Financial Statements**

The February statement was included in the board packet with the Vendor Details for January and February for review only. As of February 28, 2025, 67% of the year has elapsed. The GSA checking account balance is \$25,000. The expenses YTD are \$162,865 or 33% of the budget. Operating transfers from the WD have been \$182,981 or 33% of the budget.

**e. Consider Approval of GSA Fund Request**

March invoices total \$52,397.10. To pay March invoices and maintain their minimum balance of \$25,000, the GSA requested a fund transfer of \$52,397.10. A transfer request for January 2025 in the amount of \$24,996.81 was approved by the District Manager as authorized if there is no board meeting.

A **motion** was made by Director Sharer to approve the accountant transferring funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$52,397.10. **Motion seconded** by Director Schaff. **The motion carried.**

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

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

**7) Informational Items**

**a. Management/Administration Report**

Updates provided during the agenda items.

**b. Director Training Report**

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

Form 700 filings are due by April 1, 2025

**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. Second Reading (by Title only) and Adoption of Ordinance No. 25-001 Establishing SABGSA Rules and Regulations Requiring Well Owners to Install Meters and Report Monthly Groundwater Extraction Readings to the SABGSA on a Twice-a-Year Basis and Making Related Findings for an Exemption from the California Environmental Quality Act.
- b. SABGSA Administrative Enforcement Policy
- c. Submission of the Groundwater Sustainability Plan Annual Report for Water Year 2024 to the California Department of Water Resources (DWR)
- d. Q1 2025 Quarterly Groundwater Level Monitoring Report

**8) New Business—** No new business was requested.

**9) Next Meeting Date – April 15, 2025**

The next meeting is tentatively scheduled for April 15, 2025, if needed.

**10) Adjournment -** The meeting was adjourned by President Merrill at 2:52 p.m.

# Policy for Evaluating Requests for Assessment Changes

## Proposed Changes – Agenda Item 5)

3. A landowner can demonstrate that the subject parcels that were previously Irrigated have been fallowed and are no longer being maintained for potential crop production, and that substantial changes to the water distribution systems serving the subject parcels have ~~become altered~~ been made in a manner such that the subject parcels are not likely to return to Irrigated status within 5 years.
4. A landowner can demonstrate a change in zoning regulations that would preclude the use of the subject parcels in a manner that would qualify them for designation as Irrigation Agriculture for purposes of the Assessment.

Property owner shall provide visual documentation of any modifications or changes in land uses to qualify for any reduction in irrigated land assessments. In the absence of a demonstrable showing that the subject parcels have become and will remain Non-Irrigated for an extended period of time, the Board will not grant a request for a reduction in the Assessment. ~~In no event will the~~ The Board has authorized ~~reductions-exclusion of the following features from the assessed Irrigated area~~ Assessments to account for: internal roads, ditches, landscape/internal small oak preserves, dry farming, and similar uses of land that occur within and among parcels properly designated as Irrigated Agriculture. Drainage basins are excluded from the acreage.

# San Antonio Basin Water District

1005 S. Broadway - Santa Maria, California 93454

## Policy for Evaluating Requests for Assessment Changes

Adopted November 17, 2020

Amended and Adopted July 18, 2023

Amended and Adopted July 16, 2024

Amended and Adopted       , 2025

### PURPOSE

This *Policy for Evaluating Requests for Assessment Changes* (this “Policy”) is intended to provide guidelines for the Board of Directors of the District when considering requests from District landowners for a change in the amount of the District’s Assessment levied on a landowner’s property. The District has developed this policy in the interest of maintaining fair, consistent and orderly administration of District finances.

### BACKGROUND

Upon its formation the District adopted and levied a special benefit assessment (the “Assessment”). The District landowners approved the Assessment pursuant to the Assessment Ballot Proceeding that the District conducted consistent with the requirements of Proposition 218. The purpose of the Assessment is to fund the District’s operations and activities, which mostly pertain to the implementation and enforcement of the Sustainable Groundwater Management Act through the District’s participation in the San Antonio Basin Groundwater Sustainability Agency.

The District Board commissioned and approved an “Engineer’s Report” in connection with its adoption and levy of the Assessment. The Engineer’s Report explained the various categories of parcels within the District and how the parcels in each category would be assessed. Two of those categories are Irrigated Agriculture and Non-Irrigated Agriculture. Lands within each category are assessed at different rates. The Engineer’s Report provides that the Board will develop a process to adjust assessments from time to time based on variations in land use on particular parcels (i.e. land brought into agricultural production or taken out of agricultural production).

### POLICY GUIDELINES

The District will re-evaluate all parcels within the District to verify Irrigated versus Non-Irrigated lands, based on the most current, readily available aerial imagery every 5 years.

Landowners may also request an Assessment adjustment, up or down, based on variations in land use on particular parcels no later than March 31<sup>st</sup> of each year. The Board will evaluate and render a decision on such requests prior to issuing any assessments for the upcoming assessment year. The Board shall give full consideration to requests and take into account the facts and circumstances related to the subject parcels. The Board intends to grant reductions in Assessments based on change in land use from Irrigated Agriculture to Non-Irrigated Agriculture where the requesting landowner can demonstrate that the subject parcel either (i) (a) has not

been irrigated or maintained for potential crop production within the past assessment year or (b) has recently been fallowed during the past assessment year and will not be maintained for production or brought back into production within 5 years. The irrigated acreage is considered irrigated if the parcel or portion of the parcel is irrigated or has been maintained for potential irrigation for crop production at any time within the assessment year. By way of example only, and without committing the Board to a determination regarding a particular request, the Board will consider granting requests for Assessment reductions in the following cases:

1. A landowner can demonstrate that parcels subject to Irrigated Agriculture Assessments are non-irrigated and were improperly designated by the District based on faulty data such as inaccurate satellite imagery, inaccurate Assessor Parcel Map boundaries, well location, and the like.
2. A landowner can demonstrate that the landowner recently purchased the subject parcels, and can further demonstrate actions taken to substantially alter the land use on a long-term basis from Irrigated to Non-Irrigated.
3. A landowner can demonstrate that the subject parcels that were previously Irrigated have been fallowed and are no longer being maintained for potential crop production, and that substantial changes to the water distribution systems serving the subject parcels have been made in a manner such that the subject parcels are not likely to return to Irrigated status within 5 years.
4. A landowner can demonstrate a change in zoning regulations that would preclude the use of the subject parcels in a manner that would qualify them for designation as Irrigation Agriculture for purposes of the Assessment.

Property owner shall provide visual documentation of any modifications or changes in land uses to qualify for any reduction in irrigated land assessments. In the absence of a demonstrable showing that the subject parcels have become and will remain Non-Irrigated for an extended period of time, the Board will not grant a request for a reduction in the Assessment. The Board has authorized exclusion of the following features from the assessed Irrigated area: internal roads, ditches, landscape/internal small oak preserves, dry farming, and similar uses of land that occur within and among parcels properly designated as Irrigated Agriculture. Drainage basins are excluded from the acreage.

The District will invoice the requesting landowner for the actual costs of work performed by the District's Assessment Engineer consultant to verify requests and make adjustments to the District's Assessment Roll. The requesting landowner must remit payment to the District for such costs before the District will grant a request for an Assessment reduction.

In the event that the District grants a request for a reduction in the Assessment and the subject parcels are later returned to Irrigated Agriculture, the District will reinstate the Irrigated Agriculture Assessment retroactive to the beginning of the Assessment year in which the land use conversion occurs and the landowner will be responsible for any costs incurred by the District to verify the assessment.



## MEMORANDUM

### San Antonio Basin Water District

**Date:** June 6, 2025

**To:** Donna Glass, District Manager

**From:** Kari Wagner, PE  
Olivia Williams, EIT

**Subject:** Assessment Roll Change Requests for 2025-26 Tax Roll

CIVIL AND  
TRANSPORTATION  
ENGINEERING

CONSTRUCTION  
MANAGEMENT

LANDSCAPE  
ARCHITECTURE

MECHANICAL  
ENGINEERING

PLANNING

PUBLIC WORKS  
ADMINISTRATION

SURVEYING /  
GIS SOLUTIONS

WATER RESOURCES

Wallace Group mailed out a letter in February 2025 to all property owners in the San Antonio Basin Water District to provide opportunity to make corrections to the assessment database for the upcoming 2025-26 Tax Roll. The requests were due by March 31, 2025, to be included in the upcoming Tax Roll. Based on the mailing, Wallace Group received responses from six (6) property owners affecting nine (9) properties. Additional requests were submitted but were simply ownership or address changes and were handled administratively. The six (6) requests and the recommendation for approval or denial that affect the irrigated lands and the overall assessment roll are as follows:

Assmnt #	APN	Current Irrigated	Proposed Irrigated	Comments	Recommendation
0004	101-090-018; 101-090-023	2.17	0	Assessed area outlined is horse pasture, has never been irrigated.	Approve
0034	133-110-040	88.87	69.5	Property owner has removed irrigation and will be removing some vineyard. Pictures provided.	Approve
0083	099-020-010	7.35	12	The property owner will be replanting some vineyard.	Approve
0093	133-130-036	3.03	0.06	Majority of area outlined is dry farmed oats, no irrigation. They do have a small lawn irrigated in the summer.	Approve
0106	133-100-051	29.5	10	Property owner irrigates 10 acres of grapes. All other outlined areas are dry farmed (did not clarify what crop).	Approve
0107	101-090-001; 101-480-005; 101-480-019	286.14	762.03	Requested increase to match total potentially irrigatable acreage (row crop and vineyard).	Approve
Total Acreage Change Approved				Increase of 436.53 acres	

WALLACE GROUP  
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Note, the increase of 436.53 irrigated acres will decrease the non-irrigated acreage by 436.53 acres. If approved, these changes would bring the total irrigated acres to 13,837.5 acres, and the total non-irrigated acres to 46,946.4 acres.

During the re-assessment that Wallace Group completed in early 2025, it became evident that some properties were not being charged the correct assessment for their irrigated acreage due to a lack of accurate reporting from the property owners. These assessments will receive a back charge for the remainder of the assessment that is owed.

### **Assessment 0094**

A back-charge is necessary for Assessment 0094 to correct improper reporting of irrigated acreage going back to FY 2020-21. The draft Prop 218 ballot that was sent to property owners had data from the original assessment which assessed APN 133-080-042 as having 181.07 acres of irrigated area. Prior to the final ballots being published in July 2020, Wallace Group received and recommended approval of a change request from the property owner to reduce the acreage to zero acres. In subsequent years, no change requests were made by the property owner to correct the acreage discrepancy, although the 2025 assessment found that the property still contained similar irrigated area, 188.99 acres.

APN	2025 Assessment-Irrigated Acres	Original Assessment-Irrigated Acres	Billed Assessment-Irrigated Acres	Billing Discrepancy
133-080-036	76.34	88.7	88.7	0 acres
133-080-042	188.99	181.07	0	<b>181.07 acres</b>

The total back charges due to the District from Assessment 0094 are \$44,488.90, as shown in the following table:

	Irrigated Assessment	Non-Irrigated Assessment	Charge Paid	Actual Charge Owed	Remainder Owed
FY 24-25	\$40	\$0.40	\$4,164.08	\$11,334.45	\$7,170.37
FY 23-24	\$40	\$0.40	\$4,164.08	\$11,334.45	\$7,170.37
FY 22-23	\$60	\$0.50	\$6,092.10	\$16,865.76	\$10,773.67
FY 21-22	\$60	\$0.50	\$6,092.10	\$16,865.76	\$10,773.67
FY 20-21	\$48	\$0.50	\$5,027.70	\$13,628.52	\$8,600.83
<b>TOTAL</b>			\$25,540.04	\$70,028.94	<b>\$44,488.90</b>

### **Assessment 0201**

Assessment 0201 was formed in FY2021-22 after these three parcels changed ownership. The initial assessment of the parcels was adjusted from the 2020 GIS assessment performed by Wallace Group using data and GIS shapefiles provided by the original landowner. The parcels were sold to the current owner in November 2020, and planting on the previously “non-irrigated” acres became visible in aerial imagery by



February 2021. No change requests were submitted for this Assessment to report the increase in irrigated acreage.

Back charges are owed to the District for the assessment years in which the property owner did not report the increased in irrigated acres. The 2025 re-assessment was used to calculate the discrepancy in acreage reporting, as assessments of actual irrigated area were not completed in the years that the property owner was planting new areas.

APN	2025 Assessment-Irrigated Acres	Billed Assessment-Irrigated Acres	Billing Discrepancy
099-010-043	77.15	34.60	42.55 acres
099-020-009	80.27	18.29	61.98 acres
099-020-017	39.41	0	39.41 acres

The total back charges owed to the District for this assessment are \$28,529.16, as shown in the following table:

	Irrigated Assessment	Non-Irrigated Assessment	Charge Paid	Actual Charge Owed	Remainder Owed
FY 24-25	\$40	\$0.40	\$2,183.61	\$7,883.64	\$5,700.02
FY 23-24	\$40	\$0.40	\$2,183.61	\$7,883.64	\$5,700.02
FY 22-23	\$60	\$0.50	\$3,258.16	\$11,822.85	\$8,564.69
FY 21-22	\$60	\$0.50	\$3,258.42	\$11,822.85	\$8,564.43
FY 20-21	\$48	\$0.50	Property under different ownership and not irrigated		
<b>TOTAL</b>			<b>\$10,883.80</b>	<b>\$39,412.96</b>	<b>\$28,529.16</b>

#### **Assessment 0044**

Property owners for Assessment 0044 submitted a change request dated 03/03/2021 requesting a decrease in irrigated acreage from 44.5 acres down to 5 acres, which Wallace Group recommended for approval. During the 2025 re-assessment, the "irrigated" area on this parcel was found to be 29.23 acres. Wallace Group attempted to contact the property owner multiple times to confirm if these areas were irrigated, and did not receive a response.

APN	2025 Assessment-Irrigated Acres	Original Assessment-Irrigated Acres	Billed Assessment-Irrigated Acres	Billing Discrepancy
133-100-046	29.23	44.50	5	24.23 acres

The re-assessment found that the irrigated acreage was not reduced as originally stated, and as such, a remainder is owed on the assessment not paid for the past four fiscal years.



	Irrigated Assessment	Non-Irrigated Assessment	Charge Paid	Actual Charge Owed	Remainder Owed
FY 24-25	\$40	\$0.40	\$238.00	\$1,197.51	\$959.51
FY 23-24	\$40	\$0.40	\$238.00	\$1,197.51	\$959.51
FY 22-23	\$60	\$0.50	\$347.50	\$1,789.19	\$1,441.69
FY 21-22	\$60	\$0.50	\$347.50	\$1,789.19	\$1,441.69
<b>TOTAL</b>			<b>\$1,171.00</b>	<b>\$5,973.39</b>	<b>\$4,802.39</b>

Total back charges owed to the District on these three assessments are equal to **\$77,820.45**. In the past, Wallace Group has added back charges as a separate line item on the invoices sent out as part of the Tax Roll in July of each year. **With the Board's approval, the above back charges will be added to the applicable invoices in July 2025.**

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

**Agenda Item 8)a.**  
**ACTION REQUIRED**

92% of the year has elapsed	Jul '24 - May 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3380 Interest/Div Income	80,933.46	90,000.00	-9,066.54	89.93%
Assessments	520,375.37	557,900.00	-37,524.63	93.27%
Misc Payments	60,080.26	108,504.00	-48,423.74	55.37%
<b>Total Income</b>	<b>661,389.09</b>	<b>756,404.00</b>	<b>-95,014.91</b>	<b>87.44%</b>
<b>Expense</b>				
01 - General Manager	42,900.00	54,700.00	-11,800.00	78.43%
03 - Audit & Financial Reporting	7,975.00	13,000.00	-5,025.00	61.35%
04 - Contract Admin(Assesmt Billing)	25,246.32	30,000.00	-4,753.68	84.15%
05 - Legal Services	3,075.00	12,000.00	-8,925.00	25.63%
06 - Meeting Room Lease	0.00	150.00	-150.00	0.0%
07 - Web Page Support	414.92	500.00	-85.08	82.98%
10 - Insurance E&O; Board	3,419.00	3,500.00	-81.00	97.69%
11 - Office Supplies	418.00	450.00	-32.00	92.89%
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	269,875.10	550,000.00	-280,124.90	49.07%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>354,932.24</b>	<b>756,404.00</b>	<b>-401,471.76</b>	<b>46.92%</b>
<b>Net Ordinary Income</b>	<b>306,456.85</b>	<b>0.00</b>	<b>306,456.85</b>	<b>100.0%</b>
<b>Net Income</b>	<b>306,456.85</b>	<b>0.00</b>	<b>306,456.85</b>	<b>100.0%</b>

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

**May 31, 25**

**ASSETS**

**Current Assets**

**Checking/Savings**

**California Class** 1,950,308.04

**Community Bank - Checking** 19,941.72

**Total Checking/Savings** 1,970,249.76

**Total Current Assets** 1,970,249.76

**TOTAL ASSETS** 1,970,249.76

**LIABILITIES & EQUITY**

**Equity**

**Board Designated Reserves** 1,663,792.91

**Net Income** 306,456.85

**Total Equity** 1,970,249.76

**TOTAL LIABILITIES & EQUITY** 1,970,249.76

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>						
	Check	05/09/2025	5241	INV# 0525SABWD	Community Bank - Checking	-725.00
<b>Donna Glass</b>						
	Check	05/09/2025	5240	INV# 2504	Community Bank - Checking	-3,900.00
<b>SAN ANTONIO BASIN GSA</b>						
	Check	05/14/2025	EFT	PER DONNA	Community Bank - Checking	-13,715.50
<b>The Law Offices of Young Wooldridge</b>						
	Check	05/09/2025	5242	CLIENT 21089AFD	Community Bank - Checking	-195.00
<b>Wallace Group</b>						
	Check	05/09/2025	5239	PROJECT 1591-0002-00	Community Bank - Checking	-2,797.00

Donna Glass Administrative Services  
Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
5/2/2025	2504

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - April 1 through April 30, 2025</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. GSA Metering Program and Registration support.	3,900.00

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

Total	3,900.00
Balance Due	3,900.00

# 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

April 30, 2025

Client ID 21089 AFD

### Statement for period through April 30, 2025

#### Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$130.00	-\$130.00	\$0.00	\$0.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$422.50	-\$422.50	\$0.00	\$0.00
22	ELECTION MATTERS	\$0.00	\$0.00	\$195.00	\$195.00
PRIOR STATEMENT BALANCE					\$552.50
TOTAL PAYMENTS AND ADJUSTMENTS					-\$552.50
CURRENT CHARGES					\$195.00
PAY THIS AMOUNT					\$195.00

Any Payments Received After 04/30/25 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



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

April 21, 2025

Project No: 1591-0002-00

Invoice No: 64908

**Invoice Total \$2,797.00**

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

**Professional services rendered through March 31, 2025**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Principal	3.75	280.00	1,050.00
Senior Project Analyst I	.50	160.00	80.00
Senior Mechanical Engineer II	.25	218.00	54.50
Associate Engineer II	10.75	150.00	1,612.50
Totals	15.25		2,797.00
<b>Total Labor</b>			<b>2,797.00</b>

**Total this Phase \$2,797.00**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Labor	2,797.00	107,833.75	110,630.75
Limit			126,000.00
Remaining			15,369.25

**Total this Invoice \$2,797.00**

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP	Invoice	64908
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# Billing Backup

Monday, April 21, 2025

Wallace Group

Invoice 64908 Dated 4/21/2025

4:27:44 PM

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

## Labor

		Hours	Rate	Amount
Principal				
Wagner, Kari	3/4/2025	.25	280.00	70.00
Follow Up/Project Management				
Wagner, Kari	3/6/2025	.25	280.00	70.00
Review Memo to Board				
Wagner, Kari	3/12/2025	.25	280.00	70.00
Customer Change Requests				
Wagner, Kari	3/18/2025	1.75	280.00	490.00
Project Management/Board Mtg				
Wagner, Kari	3/19/2025	.25	280.00	70.00
Property Owner Request Follow up				
Wagner, Kari	3/20/2025	.50	280.00	140.00
Follow up on Customer Question				
Wagner, Kari	3/24/2025	.50	280.00	140.00
Customer follow up				
Senior Project Analyst I				
Richardson, Lonnie	3/12/2025	.50	160.00	80.00
A/R, Bank Dep, updates to donna				
Senior Mechanical Engineer II				
Lindahl, Nels	3/31/2025	.25	218.00	54.50
San Antonio dB Discussion;				
Associate Engineer II				
Williams, Olivia	3/4/2025	.25	150.00	37.50
Assess 0093 Change Request				
Williams, Olivia	3/5/2025	1.50	150.00	225.00
Assess 0004 Data Change request; Non-overlying credit memo				
Williams, Olivia	3/6/2025	.25	150.00	37.50
Non-overlying credit memo				
Williams, Olivia	3/12/2025	.25	150.00	37.50
Assessment 0070 and 107 Change Requests				
Williams, Olivia	3/13/2025	1.25	150.00	187.50
Re-sending returned change request; dry farming property investigation				
Williams, Olivia	3/17/2025	1.00	150.00	150.00
Historical Change Request Review				
Williams, Olivia	3/18/2025	1.75	150.00	262.50
March Board Meeting, prep, follow-up				
Williams, Olivia	3/19/2025	.75	150.00	112.50
Assess 0052- Neighbor property investigation				
Williams, Olivia	3/20/2025	.50	150.00	75.00
Assess 0052- Neighbor property investigation; Review of minutes/agenda				
Williams, Olivia	3/24/2025	1.75	150.00	262.50
██████████ parcel investigation; Re-assessment credit area calculations				
Williams, Olivia	3/31/2025	1.50	150.00	225.00

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP	Invoice	64908
2025 Change Requests Summary, Overview of data management strategy with Bill, Contact information sharepoint file				
	Totals	15.25	2,797.00	
	<b>Total Labor</b>			<b>2,797.00</b>
		<b>Total this Phase</b>		<b>\$2,797.00</b>
		<b>Total this Project</b>		<b>\$2,797.00</b>
		<b>Total this Report</b>		<b>\$2,797.00</b>

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

83% of the year has elapsed	Jul '24 - Apr 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
3380 Interest/Div Income	73,860.57	90,000.00	-16,139.43	82.07%
Assessments	520,375.37	557,900.00	-37,524.63	93.27%
Misc Payments	60,080.26	108,504.00	-48,423.74	55.37%
<b>Total Income</b>	<b>654,316.20</b>	<b>756,404.00</b>	<b>-102,087.80</b>	<b>86.5%</b>
Expense				
01 - General Manager	39,000.00	54,700.00	-15,700.00	71.3%
03 - Audit & Financial Reporting	7,250.00	13,000.00	-5,750.00	55.77%
04 - Contract Admin(Assesmt Billing)	22,449.32	30,000.00	-7,550.68	74.83%
05 - Legal Services	2,880.00	12,000.00	-9,120.00	24.0%
06 - Meeting Room Lease	0.00	150.00	-150.00	0.0%
07 - Web Page Support	414.92	500.00	-85.08	82.98%
10 - Insurance E&O; Board	3,419.00	3,500.00	-81.00	97.69%
11 - Office Supplies	388.00	450.00	-62.00	86.22%
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	256,159.60	550,000.00	-293,840.40	46.57%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>333,569.74</b>	<b>756,404.00</b>	<b>-422,834.26</b>	<b>44.1%</b>
<b>Net Ordinary Income</b>	<b>320,746.46</b>	<b>0.00</b>	<b>320,746.46</b>	<b>100.0%</b>
<b>Net Income</b>	<b>320,746.46</b>	<b>0.00</b>	<b>320,746.46</b>	<b>100.0%</b>

**San Antonio Basin Water District**  
**Balance Sheet**  
**As of April 30, 2025**

**Apr 30, 25**

**ASSETS**

**Current Assets**

**Checking/Savings**

**California Class** 1,893,238.09

**Community Bank - Checking** 91,301.28

**Total Checking/Savings** 1,984,539.37

**Total Current Assets** 1,984,539.37

**TOTAL ASSETS** 1,984,539.37

**LIABILITIES & EQUITY**

**Equity**

**Board Designated Reserves** 1,663,792.91

**Net Income** 320,746.46

**Total Equity** 1,984,539.37

**TOTAL LIABILITIES & EQUITY** 1,984,539.37

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

	<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
<b>CARRIE TROUP</b>						
	Check	04/10/2025	5235	INV# 0425SABWD	Community Bank - Checking	-725.00
<b>Donna Glass</b>						
	Check	04/10/2025	5234	INV # 2503	Community Bank - Checking	-3,900.00
	Check	04/14/2025	5238	GoDaddy.com Website & Email renewal	Community Bank - Checking	-414.92
<b>SAN ANTONIO BASIN GSA</b>						
	Check	04/11/2025	EFT	PER DONNA	Community Bank - Checking	-20,781.95
<b>The Law Offices of Young Wooldridge</b>						
	Check	04/10/2025	5237	CLIENT 21089AFD	Community Bank - Checking	-552.50
<b>Wallace Group</b>						
	Check	04/10/2025	5236	PROJECT 1591-0002-00	Community Bank - Checking	-6,931.36

Donna Glass Administrative Services

# Invoice

DATE	INVOICE #
4/2/2025	2503

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - March 1 through March 31, 2025</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.  Attend Wallace Group meeting with SABGSA ED regarding wrap up of well registration and hand that off to GSI Water Solutions, proposal for mailing notices to landowners regarding GSA newly adopted metering program and assisting GSA with inputting/managing the well metering data. After meeting follow up with SABGSA ED to strategize on mailing material to landowners of metering program, timing, etc.  Respond to landowner questions regarding WD re-evaluation of Irrigated/Non Irrigated acres, change order requests, GSA metering program and future forecast of GSA allocations as it pertains to WD irrigated acres.	3,900.00

Due On Receipt  
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

4/12/2025

Address

[REDACTED]

S

[REDACTED]

Santa Maria, CA 93454

From: 4/12/2025 To: 4/12/2026

Purpose: GoDaddy.Com - Website and email

Date(s): 4/12/2024

### Miscellaneous Expenses:

(Describe) Website, Domain and Email Renewal - 1 year - See Receipts

\$ 414.92

### Total Expenses

\$ 414.92

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



# Receipt

No 3530166659

DATE:  
4/12/2025

CUSTOMER #:  
270510424

BILL TO:  
Donna Glass

United States  
San Antonio Basin Water District  
+1.8055983626

PAYMENT:  
Visa •••• 1701 \$319.04

**Previous Balance** \$319.04

**Received Payment** (\$319.04)

**Balance Due (USD)** \$0.00

Term	Product	Amount
1 yr	.ORG Domain Renewal SANANTONIOBASINWD.org <sup>1</sup>	\$22.99

1 yr	Full Domain Privacy and Protection - Renewal SANANTONIOBASINWD.org	\$19.99
1 yr	Websites + Marketing Standard Renewal sanantoniobasinwd.org	\$275.88
<b>Subtotal</b>		<b>\$318.86</b>
	Taxes	\$0.00
	Fees	\$0.18
<b>Total (USD)</b>		<b>\$319.04</b>

#### REFERENCE

	Taxes	\$0.00
	GoDaddy.com, LLC 2155 E GoDaddy Way, Tempe, Arizona 85284, United States	\$0.00
	Fees	\$0.18
1.	ICANN	\$0.18
	SANANTONIOBASINWD.org	\$0.18

Universal Terms of Service

# Receipt

No 3703540226

DATE:  
4/12/2025

CUSTOMER #:  
270510424

BILL TO:  
Donna Glass

United States  
San Antonio Basin Water District  
+1.805-598-3626

PAYMENT:  
Visa •••• 1701 \$95.88

Previous Balance \$95.88

Received Payment (\$95.88)

Balance Due (USD) \$0.00

Term	Product	Amount
1 yr	Microsoft 365 Email Essentials Renewal admin@sanantoniobasinwd.org	\$95.88

**Total (USD)**

**\$95.88**

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**REFERENCE**

Taxes

\$0.00

GoDaddy.com, LLC  
2155 E GoDaddy Way,  
Tempe, Arizona 85284,  
United States

\$0.00

---

Fees

\$0.00

[Universal Terms of Service](#)

# 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

March 31, 2025

Client ID 21089 AFD

### Statement for period through March 31, 2025

#### Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
2	ASSESSMENTS, TOLLS AND CHARGES	\$0.00	\$0.00	\$130.00	\$130.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$0.00	\$0.00	\$422.50	\$422.50
PRIOR STATEMENT BALANCE					\$0.00
CURRENT CHARGES					\$552.50
PAY THIS AMOUNT					\$552.50

Any Payments Received After 03/31/25 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



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

March 26, 2025

Project No: 1591-0002-00

Invoice No: 64685

**Invoice Total \$6,931.36**

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

**Professional services rendered through February 28, 2025**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Principal	3.00	280.00	840.00
Senior Project Analyst I	1.00	160.00	160.00
Project Analyst II	2.50	135.00	337.50
Associate Engineer I	39.00	140.00	5,460.00
Totals	45.50		6,797.50
<b>Total Labor</b>			<b>6,797.50</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery	133.86
<b>Total Reimbursables</b>	<b>133.86</b>

**Total this Phase \$6,931.36**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Labor	6,797.50	101,036.25	107,833.75
Limit			126,000.00
Remaining			18,166.25
<b>Total this Invoice</b>			<b>\$6,931.36</b>

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
64431	2/28/2025	8,106.52
<b>Total</b>		<b>8,106.52</b>

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP	Invoice	64685
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# Billing Backup

Wednesday, March 26, 2025

Wallace Group

Invoice 64685 Dated 3/26/2025

2:19:04 PM

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

## Labor

		Hours	Rate	Amount
Principal				
Wagner, Kari	2/11/2025	.50	280.00	140.00
QA/QC Letter				
Wagner, Kari	2/19/2025	.50	280.00	140.00
Change Request Follow Up with Customers				
Wagner, Kari	2/20/2025	.25	280.00	70.00
Customer Calls/Coordination				
Wagner, Kari	2/24/2025	.25	280.00	70.00
Review Database with OW				
Wagner, Kari	2/26/2025	.75	280.00	210.00
Follow Up on Property Requests				
Wagner, Kari	2/27/2025	.25	280.00	70.00
Follow Up on Property Requests				
Wagner, Kari	2/28/2025	.50	280.00	140.00
Follow up with DG Re. Dry Farming/Response to Property Owners				
Senior Project Analyst I				
Richardson, Lonnie	2/14/2025	.50	160.00	80.00
A/R, Bank Dep, updates to Donna				
Richardson, Lonnie	2/19/2025	.50	160.00	80.00
A/R, Bank Dupdates				
Project Analyst II				
Valez, Matthew	2/13/2025	1.50	135.00	202.50
Project assistancer per ONW.				
Valez, Matthew	2/14/2025	1.00	135.00	135.00
Project assistancer per ONW.				
Associate Engineer I				
Williams, Olivia	2/3/2025	2.50	140.00	350.00
Assessment 0126 Property Owner Communication for Invoice Request; Re-Assessment Map PDFs for Data Change Request Mailing				
Williams, Olivia	2/4/2025	1.50	140.00	210.00
Re-Assessment PDF Maps for property owners				
Williams, Olivia	2/5/2025	3.50	140.00	490.00
Re-Assessment PDF Maps for property owners				
Williams, Olivia	2/7/2025	1.00	140.00	140.00
Re-Assessment PDF Maps for property owners				
Williams, Olivia	2/10/2025	4.75	140.00	665.00
Updating acreages and assessments for Data Change Request mail out				
Williams, Olivia	2/11/2025	3.50	140.00	490.00
Updating acreages and assessments for Data Change Request mail out; Data Change Request Mail Out				
Williams, Olivia	2/12/2025	7.25	140.00	1,015.00
Change Order Request Mail Out; Map Exhibits				
Williams, Olivia	2/13/2025	2.00	140.00	280.00
Change Order Request Mail Out				
Williams, Olivia	2/14/2025	2.50	140.00	350.00
Historical change request overview; Change Request Mail Out				

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP			Invoice	64685
Williams, Olivia		2/19/2025	2.75	140.00	385.00	
	Non-Overlying acreage confirmation/re-assessment					
Williams, Olivia		2/20/2025	4.25	140.00	595.00	
	Non-Overlying acreage confirmation/re-assessment; Client/Property owner communications/map requests					
Williams, Olivia		2/24/2025	.75	140.00	105.00	
	Non-overlying area re-calculation discussion					
Williams, Olivia		2/25/2025	.50	140.00	70.00	
	[REDACTED] Maps					
Williams, Olivia		2/26/2025	2.00	140.00	280.00	
	[REDACTED] map production (Assess. 0092, 0109) and communications; Map/re-assessment info requests					
Williams, Olivia		2/28/2025	.25	140.00	35.00	
	Call re [REDACTED] Irrigated Land Designation & follow-up					
	Totals		45.50		6,797.50	
	Total Labor					6,797.50
Reimbursables						
Reimbursable Postage/Shipping/Delivery						
0022825	2/28/2025	PostageLogFebruary2025 / 2/14/2025 MAV			91.47	
0022825	2/28/2025	PostageLogFebruary2025 / 2/14/2025 MAV			42.39	
	Total Reimbursables				133.86	133.86
Total this Phase						\$6,931.36
Total this Project						\$6,931.36
Total this Report						\$6,931.36

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

75% of the year has elapsed	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
3380 Interest/Div Income	66,986.67	90,000.00	-23,013.33	74.43%
Assessments	520,375.37	557,900.00	-37,524.63	93.27%
Misc Payments	1,734.28	108,504.00	-106,769.72	1.6%
<b>Total Income</b>	<b>589,096.32</b>	<b>756,404.00</b>	<b>-167,307.68</b>	<b>77.88%</b>
Expense				
01 - General Manager	35,100.00	54,700.00	-19,600.00	64.17%
03 - Audit & Financial Reporting	6,525.00	13,000.00	-6,475.00	50.19%
04 - Contract Admin(Assesmt Billing)	15,517.96	30,000.00	-14,482.04	51.73%
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	358.00	450.00	-92.00	79.56%
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	235,377.65	550,000.00	-314,622.35	42.8%
19 - Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>300,234.01</b>	<b>756,404.00</b>	<b>-456,169.99</b>	<b>39.69%</b>
<b>Net Ordinary Income</b>	<b>288,862.31</b>	<b>0.00</b>	<b>288,862.31</b>	<b>100.0%</b>
<b>Net Income</b>	<b>288,862.31</b>	<b>0.00</b>	<b>288,862.31</b>	<b>100.0%</b>

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

**Mar 31, 25**

**ASSETS**

**Current Assets**

**Checking/Savings**

**California Class** 1,936,365.79

**Community Bank - Checking** 16,289.43

**Total Checking/Savings** 1,952,655.22

**Total Current Assets** 1,952,655.22

**TOTAL ASSETS** 1,952,655.22

**LIABILITIES & EQUITY**

**Equity**

**Board Designated Reserves** 1,663,792.91

**Net Income** 288,862.31

**Total Equity** 1,952,655.22

**TOTAL LIABILITIES & EQUITY** 1,952,655.22

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>CARRIE TROUP</b>						
	Check	03/11/2025	5233	INV# 0325SABWD	Community Bank - Checking	-725.00
<b>Donna Glass</b>						
	Check	03/11/2025	5231	INV # 2502	Community Bank - Checking	-3,900.00
<b>SAN ANTONIO BASIN GSA</b>						
	Check	03/18/2025	EFT	PER DONNA	Community Bank - Checking	-52,397.10
<b>Wallace Group</b>						
	Check	03/11/2025	5232	PROJECT 1591-0002-00	Community Bank - Checking	-8,106.52

Donna Glass Administrative Services

Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
3/5/2025	2502

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 28, 2025</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.  Meetings with Wallace Group (WG) to discuss/review landowner re-evaluation irrigated vs non-irrigated. Review cover letter and packet to be mailed to landowners. Respond to landowner questions.  Attend SYV EMA GSA Teams meeting with SABGSA Ex Director regarding SABGSA well registration, metering program and SABWD Prop 218 process.  Review and provide contact updates to WG Master Data File.	3,900.00

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

Total	3,900.00
Balance Due	3,900.00



WALLACE GROUP

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

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

February 28, 2025

Project No: 1591-0002-00

Invoice No: 64431

**Invoice Total \$8,106.52**

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

**Professional services rendered through January 31, 2025**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	2.00	280.00	560.00	
Senior Project Analyst I	1.50	160.00	240.00	
Project Analyst I	.50	125.00	62.50	
Associate Engineer I	31.75	140.00	4,445.00	
Associate Engineer II	17.75	150.00	2,662.50	
Project Assistant III	.75	145.00	108.75	
Totals	54.25		8,078.75	
<b>Total Labor</b>				<b>8,078.75</b>

**Reimbursables**

Reimbursable Postage/Shipping/Delivery	27.77	
<b>Total Reimbursables</b>	<b>27.77</b>	<b>27.77</b>

**Total this Phase \$8,106.52**

**Budget**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	8,078.75	92,957.50	101,036.25	
Limit			126,000.00	
Remaining			24,963.75	
<b>Total this Invoice</b>				<b>\$8,106.52</b>

# Billing Backup

Friday, February 28, 2025

Wallace Group

Invoice 64431 Dated 2/28/2025

10:53:03 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	1/6/2025	.25	280.00	70.00
Review Delinquent Letter/Project Update				
Wagner, Kari	1/14/2025	.50	280.00	140.00
Review Parcel Boundary Changes				
Wagner, Kari	1/20/2025	.25	280.00	70.00
Project Management				
Wagner, Kari	1/21/2025	1.00	280.00	280.00
Attend Board Meeting				
Senior Project Analyst I				
Richardson, Lonnie	1/8/2025	.50	160.00	80.00
A/R, Bank Dep				
Richardson, Lonnie	1/16/2025	.50	160.00	80.00
A/R, Bank Dep				
Richardson, Lonnie	1/29/2025	.50	160.00	80.00
A/R, Bank Dep				
Project Analyst I				
Johnson, Heather	1/3/2025	.50	125.00	62.50
Admin. Assist For OW, KEW.				
Associate Engineer I				
Williams, Olivia	1/2/2025	3.75	140.00	525.00
Delinquent Payment Letters, 2025 Re-Assessment				
Williams, Olivia	1/3/2025	1.50	140.00	210.00
Delinquent Payment Letters; 2025 Re-Assessment				
Williams, Olivia	1/6/2025	2.75	140.00	385.00
Delinquent Payment Letters; 2025 Re-Assessment				
Williams, Olivia	1/7/2025	1.75	140.00	245.00
2025 Re-Assessment				
Williams, Olivia	1/8/2025	2.50	140.00	350.00
2025 Re-Assessment				
Williams, Olivia	1/10/2025	.50	140.00	70.00
2025 Re-Assessment				
Williams, Olivia	1/13/2025	7.25	140.00	1,015.00
Returned Mailer (Assess No. 0030); 2025 Re-Assessment				
Williams, Olivia	1/14/2025	2.50	140.00	350.00
2025 Re-Assessment Acreage Calcs				
Williams, Olivia	1/15/2025	3.00	140.00	420.00
Re-Assessment Linework and Memo				
Williams, Olivia	1/16/2025	3.00	140.00	420.00
2025 Re-Assessment Calcs and Memo				
Williams, Olivia	1/17/2025	.75	140.00	105.00
2025 Re-Assessment Memo				
Williams, Olivia	1/20/2025	.25	140.00	35.00
Assessment 0087 Water Payment Assistance				
Williams, Olivia	1/21/2025	1.00	140.00	140.00
Board Meeting Presentation for Re-Assessment				

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP			Invoice	64431
Williams, Olivia	1/23/2025	.75	140.00		105.00	
Assessment 0087 property owner communication for assessment payment						
Williams, Olivia	1/28/2025	.50	140.00		70.00	
Assess No. 0011 Address Change, Property owner communications						
Associate Engineer II						
Cass, Alexandra	1/7/2025	2.00	150.00		300.00	
Tax Reassessment						
Cass, Alexandra	1/8/2025	1.50	150.00		225.00	
Tax Reassessment						
Cass, Alexandra	1/9/2025	7.25	150.00		1,087.50	
Tax Reassessment						
Cass, Alexandra	1/10/2025	7.00	150.00		1,050.00	
Tax Reassessment						
Project Assistant III						
diCicco, Bria	1/22/2025	.50	145.00		72.50	
Project management assistance						
Mendoza Pacheco, Gabriela	1/23/2025	.25	145.00		36.25	
KEW Project Management Assistance.						
Totals			54.25		8,078.75	
<b>Total Labor</b>						<b>8,078.75</b>
<b>Reimbursables</b>						
Reimbursable Postage/Shipping/Delivery						
0013125	1/31/2025	PostageLogJanuary2025 / 1/3/2025 HLJ			27.77	
<b>Total Reimbursables</b>					<b>27.77</b>	<b>27.77</b>
<b>Total this Phase</b>						<b>\$8,106.52</b>
<b>Total this Project</b>						<b>\$8,106.52</b>
<b>Total this Report</b>						<b>\$8,106.52</b>



Summary Statement

May 31, 2025

Page 1 of 3

Investor ID: CA-01[REDACTED]

0000067-0000287 PDF 786605

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

Agenda Item 8) b.

California CLASS

California CLASS

Average Monthly Yield: 4.3524%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01[REDACTED]	CA Class Fund	1,893,238.09	50,000.00	0.00	7,069.95	35,211.27	1,914,661.96	1,950,308.04
TOTAL		1,893,238.09	50,000.00	0.00	7,069.95	35,211.27	1,914,661.96	1,950,308.04

Tel: (877) 930-5213

www.californiaclass.com



Account Statement

May 31, 2025

Page 2 of 3

Account Number: CA-0 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 4.3524%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,893,238.09	50,000.00	0.00	7,069.95	35,211.27	1,914,661.96	1,950,308.04

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
05/01/2025	Beginning Balance			1,893,238.09	
05/19/2025	Contribution	50,000.00			10987
05/31/2025	Income Dividend Reinvestment	7,069.95			
05/31/2025	Ending Balance			1,950,308.04	



0000067-0000287 PDF 775175

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

California CLASS

California CLASS

Average Monthly Yield: 4.3934%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-██████████	CA Class Fund	1,936,365.79	0.00	50,000.00	6,872.30	28,141.32	1,901,594.87	1,893,238.09
TOTAL		1,936,365.79	0.00	50,000.00	6,872.30	28,141.32	1,901,594.87	1,893,238.09



# Account Statement

April 30, 2025

Page 2 of 3

Account Number: CA- [REDACTED]

## CA Class Fund

## Account Summary

Average Monthly Yield: 4.3934%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,936,365.79	0.00	50,000.00	6,872.30	28,141.32	1,901,594.87	1,893,238.09

## Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
04/01/2025	Beginning Balance			1,936,365.79	
04/10/2025	Withdrawal		50,000.00		10339
04/30/2025	Income Dividend Reinvestment	6,872.30			
04/30/2025	Ending Balance			1,893,238.09	



0000067-0000287 PDF 763882

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

California CLASS

California CLASS		Average Monthly Yield: 4.3961%						
		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA [REDACTED]	CA Class Fund	1,979,092.37	0.00	50,000.00	7,273.42	21,269.02	1,947,068.93	1,936,365.79
TOTAL		1,979,092.37	0.00	50,000.00	7,273.42	21,269.02	1,947,068.93	1,936,365.79



# Account Statement

March 31, 2025

Page 2 of 3

Account Number: CA- [REDACTED]

## CA Class Fund

## Account Summary

Average Monthly Yield: 4.3961%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,979,092.37	0.00	50,000.00	7,273.42	21,269.02	1,947,068.93	1,936,365.79

## Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			1,979,092.37	
03/12/2025	Withdrawal		50,000.00		9738
03/31/2025	Income Dividend Reinvestment	7,273.42			
03/31/2025	Ending Balance			1,936,365.79	

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

**Agenda Item 8) d.**

92% of the year has elapsed

	Jul '24 - May 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
<b>Administration and Operation</b>				
01Admininstrative Exp/Office Ex	51,441.22	75,900.00	-24,458.78	67.78%
02-Accountant	7,250.00	9,000.00	-1,750.00	80.56%
03-Comm Eng Grant Wrtnng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	76,528.44	87,500.00	-10,971.56	87.46%
05-Legal Counsel	25,151.00	45,000.00	-19,849.00	55.89%
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	57,453.00	57,500.00	-47.00	99.92%
10-GSP Implementation / PMAs	30,170.86	185,000.00	-154,829.14	16.31%
<b>Total Administration and Operation</b>	<b>249,759.52</b>	<b>500,700.00</b>	<b>-250,940.48</b>	<b>49.88%</b>
<b>Total Expense</b>	<b>249,759.52</b>	<b>500,700.00</b>	<b>-250,940.48</b>	<b>49.88%</b>
<b>Net Ordinary Income</b>	<b>-249,759.52</b>	<b>-500,700.00</b>	<b>250,940.48</b>	<b>49.88%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	269,875.10	550,000.00	-280,124.90	49.07%
<b>Total Other Income</b>	<b>269,875.10</b>	<b>550,000.00</b>	<b>-280,124.90</b>	<b>49.07%</b>
<b>Other Expense</b>				
Contingency (10%)	0.00	49,300.00	-49,300.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>49,300.00</b>	<b>-49,300.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>269,875.10</b>	<b>500,700.00</b>	<b>-230,824.90</b>	<b>53.9%</b>
<b>Net Income</b>	<b>20,115.58</b>	<b>0.00</b>	<b>20,115.58</b>	<b>100.0%</b>

# San Antonio Basin GSA

## Balance Sheet

As of May 31, 2025

May 31, 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  
May 2025**

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	05/13/2025	3199	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	05/13/2025	3200	05-Legal Counsel	Community Bank of SM -ACCT 9006	2,463.00
Total Brownstein Hyatt Farber Schreck						2,463.00
<b>Carrie Troup, C.P.A.</b>						
	Check	05/13/2025	3204	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	05/13/2025	3201	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	2,065.00
	Check	05/13/2025	3202	04-Monitoring	Community Bank of SM -ACCT 9006	2,637.50
Total GSI WATER SOLUTIONS, INC.						4,702.50
<b>Los Alamos CSD</b>						
	Check	05/13/2025	3203	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b>13,715.50</b>

# San Antonio Basin GSA Expenses by Vendor Detail

April 2025

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	04/14/2025	3195	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
	Check	04/14/2025	3198	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	123.80
Total BERTOUX & COMPANY						5,123.80
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	04/14/2025	3194	05-Legal Counsel	Community Bank of SM -ACCT 9006	2,990.00
Total Brownstein Hyatt Farber Schreck						2,990.00
<b>Carrie Troup, C.P.A.</b>						
	Check	04/14/2025	3197	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	04/14/2025	3191	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	2,526.25
	Check	04/14/2025	3192	04-Monitoring	Community Bank of SM -ACCT 9006	6,683.15
	Check	04/14/2025	3193	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	2,533.75
Total GSI WATER SOLUTIONS, INC.						11,743.15
<b>Los Alamos CSD</b>						
	Check	04/14/2025	3196	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b>20,781.95</b>

# San Antonio Basin GSA Expenses by Vendor Detail

March 2025

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	03/11/2025	3183	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	03/11/2025	3184	05-Legal Counsel	Community Bank of SM -ACCT 9006	3,538.00
Total Brownstein Hyatt Farber Schreck						3,538.00
<b>Carrie Troup, C.P.A.</b>						
	Check	03/11/2025	3189	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	03/11/2025	3185	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	965.00
	Check	03/11/2025	3186	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	19,735.75
	Check	03/11/2025	3187	04-Monitoring	Community Bank of SM -ACCT 9006	12,302.90
	Check	03/11/2025	3190	04-Monitoring	Community Bank of SM -ACCT 9006	9,930.45
Total GSI WATER SOLUTIONS, INC.						42,934.10
<b>Los Alamos CSD</b>						
	Check	03/11/2025	3188	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b>52,397.10</b>

**Donna Glass**

**From:** Director SABGSA <admin@sanantoniobasinga.org>  
**Sent:** Thursday, June 12, 2025 11:52 AM  
**To:** Donna Glass; Carrie Troup  
**Subject:** SABGSA Fund Request + Financials  
**Attachments:** Bertoux & Co - Invoice 25-005 May 2025.pdf; Bertoux Reimbursement - Everywhere Right Now - Invoice #4369.pdf; Brownstein - Invoice #1038659.pdf; GSI - Invoice #748.018-10 On Call.pdf; GSI - Invoice #748.022-4 Qtrly Monitoring.pdf; LACSD - Invoice #202504.pdf; Moss Levy Hartzheim - Invoice #I-8163.pdf; SABGSA Invoices for Payment 06-10-25.xlsx; Troup - Invoice #0525GSA.pdf; Wallace Group - Invoice #0065151.pdf; GSA Financial Report 05 31 25.pdf

Hi Donna: SABGSA's invoices for this month total **\$18,220.50**. I'd like to request a fund transfer for that amount, please. The invoices and my spreadsheet are attached along with the GSA's financial report for May. Let me know if you have any questions.

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

Thanks to you both!

**Stephanie Bertoux**

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasinga.org/>

Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
10-Jun	Bertoux & Co	\$5,000.00	25-005	01 - Administrative	1A. Professional Administrative Services
11-Jun	Bertoux & Co	\$650.00	4369	01 - Administrative	1B. Website - Reimbursement for Website Hosting & Troubleshoot Errors (Everywhere Right Now)
9-Jun	Brownstein	\$793.00	1038659	05 - Legal Counsel	Legal Counsel
12-Jun	GSI Water Solutions	\$3,265.00	0748.018-10	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
12-Jun	GSI Water Solutions	\$4,281.25	0748.022-4	04 - Monitoring	2025 Quarterly Monitoring & Reporting
21-May	LACSD	\$200.00	2025-04	01 - Administrative	1C. Facilities Use and Support Services
31-Mar	Moss Levy Hartzheim	\$1,000.00	I-8163	07 - Audit Fees	FY 2023-24 Audit
31-May	Troup CPA	\$725.00	0525GSA	02 - Accountant	Accounting
22-May	Wallace Group	\$2,306.25	65151	10 - GSP Implementation	10B. Well Registration & Metering Program
	<b>Invoice Total</b>	<b>\$18,220.50</b>			

## Donna Glass

**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Tuesday, May 13, 2025 10:49 AM  
**To:** Donna Glass; Carrie Troup  
**Subject:** SABGSA Fund Request + Invoices  
**Attachments:** Bertoux & Co - Invoice #25-004 05-10-25.pdf; Brownstein - Invoice #1034402 05-08-25.pdf; GSI - Invoice #748.018-9R On-Call 05-12-25.pdf; GSI - Invoice #748.022-3 Qtrly Monitoring.pdf; LACSD - Invoice #202503 04-16-25.pdf; Troup - Invoice for April 2025.pdf; GSA Financial Report 04 30 25.pdf; SABGSA Invoices for Payment 05-13-25.xlsx

**Approved by District Manager**

Hi Donna: SABGSA's invoices for this month total \$13,715.50. I'd like to request a fund transfer for that amount, please. The invoices and my spreadsheet are attached along with the GSA's financial report for April. Let me know if you have any questions.

Hi Carrie: I've uploaded these to your Dropbox folder - May 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-May	Bertoux & Co	\$5,625.00	25-004	01 - Administrative	Professional Administrative Services
8-May	Brownstein, Hyatt, Farber & Schreck	\$2,463.00	1034402	05 - Legal Counsel	Legal Counsel
12-May	GSI Water Solutions	\$2,065.00	0748.018-9	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
12-May	GSI Water Solutions	\$2,637.50	0748.022-3	04 - Monitoring	2025 Quarterly Monitoring & Reporting
16-Apr	LACSD	\$200.00	2025-03	01 - Administrative	Facilities Use and Support Services
30-Apr	Troup CPA	\$725.00	0425GSA	02 - Accountant	Accounting
	Invoice Total	\$13,715.50			

## Donna Glass

**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Friday, April 11, 2025 10:10 AM  
**To:** Donna Glass **Approved by District Manager**  
**Cc:** Carrie Troup  
**Subject:** SABGSA Fund Request + Invoices  
**Attachments:** Bertoux & Co - Invoice 25-003 March 2025.pdf; Brownstein - Invoice #1029938 04-08-25.pdf; Brownstein Receipt - NOE Filing with County.pdf; GSI Invoice #748.021-7 for GSP Annual Report.pdf; GSI Invoice #748.022-2 for Monitoring.pdf; GSI Invoice#748.018-8 for On-Call Services.pdf; LACSD - Invoice #202502 03-19-25.pdf; SABGSA Invoices for Payment 04-10-25.xlsx; SB Reimbursement - Legal Notice in SM Times.pdf; Troup Invoice - March 2025.pdf

Hi Donna: SABGSA's invoices for this month total \$20,781.95. 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 March 2025 financials in a separate email.

Hi Carrie: I've uploaded these to your Dropbox folder - April 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-Apr	Bertoux & Co	\$5,000.00	25-003	01 - Administrative	Professional Administrative Services
25-Mar	Bertoux & Co	\$123.80	Receipt attached	10 - GSP Implementation	Well Registration and Metering - Reimbursement for Legal Notice re: Metering Ordinance adoption
8-Apr	Brownstein, Hyatt, Farber & Schreck	\$2,990.00	1029938	05 - Legal Counsel	Legal Counsel
11-Apr	GSI Water Solutions	\$2,533.75	00748.021 - 7	09 - GSP Related Costs	GSP Annual Report
11-Apr	GSI Water Solutions	\$2,526.25	00748.018 - 8	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
11-Apr	GSI Water Solutions	\$6,683.15	0748.022-2	04 - Monitoring	2025 Quarterly Monitoring & Reporting
19-Mar	LACSD	\$200.00	2025-02	01 - Administrative	Facilities Use and Support Services
31-Mar	Troup CPA	\$725.00	0325GSA	02 - Accountant	Accounting
	<b>Invoice Total</b>	<b>\$20,781.95</b>			

**San Antonio Basin Water District**  
**DRAFT 2025-26 / 4 Year Proposed Budget as of 6-13-2025**

**Agenda Item 9)**  
**Review Only**  
**Approve July Meeting**

Jul '20 - Jun '21	Jul '21 - Jun '22	Jul '23 - Jun '24	Jul '23 - Jun '24	Jul '24 - Jun '25	Jul '25 - Jun '26	Jul '26 - Jun '27	Jul '27 - Jun '28	Jul '28 - Jun '29
Actual Year End	Actual Year End	Actual Year End	Actual Year End	Projected Year End	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget

<b>Ordinary Income</b>								
Irrigated Acres - Prop 218 max = \$60.00		12,926 @ \$60.00	13,220 @ \$40.00	13,330 @ \$40.00	13,838 @ \$30.00	13,838 @ \$30.00	13,838 @ \$30.00	13,838 @ \$30.00
Income from Irrigated Acres		\$775,560	\$528,800	\$533,200	\$415,140	\$415,140	\$415,140	\$415,140
Non-Irrigated Acres - Prop 218 max = \$0.50		47,452 @ \$0.50	47,126 @ \$0.40	47,016 @ \$0.40	46,946 @ \$0.30	46,946 @ \$0.30	46,946 @ \$0.30	46,946 @ \$0.30
Income from Non-Irrigated Acres		\$23,726	\$18,850	\$18,806	\$14,084	\$14,084	\$14,084	\$14,084
Annual Assessments	\$744,720	\$799,286	\$547,650	\$552,006	\$429,224	\$429,224	\$429,224	\$429,224
Past Assessments Verification	\$0	\$0	\$0	-\$1,796	\$75,970	\$0	\$0	\$0
Total Assessments	\$637,130	\$744,720	\$754,766	\$512,750	\$520,375	\$505,194	\$429,224	\$429,224
Interest Income	\$0	\$0	\$5,861	\$83,799	\$87,933	\$75,000	\$75,000	\$75,000
Misc Income		\$4						
Santa Barbara Co. Tax Bill 2020-21 (\$23,121)		\$22,717	\$71	\$26	\$71			
Santa Barbara Co. Tax Bill 2021-22 (\$55,773)			\$52,875	\$49	\$2,778			
Santa Barbara Co. Tax Bill 2022-23 (\$47,490)				\$9,501	\$37,955			
Santa Barbara Co. Tax Bill 2023-24 (\$67,480)					\$65,806	\$1,554		
Santa Barbara Co. Tax Bill 2024-25 (\$41,009)						\$41,009		
<b>Total Income</b>	<b>\$898,654</b>	<b>\$767,840</b>	<b>\$813,573</b>	<b>\$606,125</b>	<b>\$713,122</b>	<b>\$622,757</b>	<b>\$504,224</b>	<b>\$504,224</b>
<b>Operating Expenses</b>								
1 General Manager (part-time)	\$40,000	\$41,488	\$46,900	\$42,900	\$46,800	\$54,700	\$54,700	\$54,700
3 Audit & Financial Reporting (Accountant)	\$7,500	\$7,800	\$8,600	\$8,560	\$9,200	\$13,520	\$14,061	\$14,623
4 Contract Administration (Assessment Billing)	\$40,615	\$18,426	\$15,835	\$14,687	\$25,896	\$20,000	\$20,800	\$21,632
5 Legal Services	\$17,005	\$6,430	\$4,252	\$700	\$3,743	\$6,500	\$6,760	\$7,030
6 Meeting Room Lease	\$150	\$150	\$0	\$0	\$0	\$150	\$150	\$150
7 Web Page Support	\$283	\$295	\$295	\$336	\$415	\$600	\$600	\$600
10 Insurance Errors and Omissions & Board	\$2,288	\$2,577	\$1,982	\$1,123	\$3,419	\$2,658	\$2,764	\$2,875
11 Office Supplies/Bank Charges	\$286	\$371	\$385	\$658	\$448	\$600	\$624	\$649
12 Postage/Printing	\$384	\$26	\$20	\$0	\$0	\$100	\$104	\$108
13 Board Elections	\$0	\$0	\$114	\$0	\$141	\$260	\$270	\$281
14 CSDA Membership	\$186	\$200	\$215	\$567	\$837	\$904	\$976	\$1,054
15 LAFCO District Fees	\$0	\$0	\$0	\$813	\$631	\$870	\$905	\$942

**San Antonio Basin Water District**  
**DRAFT 2025-26 / 4 Year Proposed Budget as of 6-13-2025**

Jul '20 - Jun '21	Jul '21 - Jun '22	Jul '23 - Jun '24	Jul '23 - Jun '24	Jul '24 - Jun '25	Jul '25 - Jun '26	Jul '26 - Jun '27	Jul '27 - Jun '28	Jul '28 - Jun '29
Actual Year End	Actual Year End	Actual Year End	Actual Year End	Projected Year End	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget

<b>SUBTOTAL</b>		<b>\$112,247</b>	<b>\$79,344</b>	<b>\$78,598</b>	<b>\$70,344</b>	<b>\$91,530</b>	<b>\$100,862</b>	<b>\$102,715</b>	<b>\$104,645</b>	<b>\$106,655</b>
17	Contingency 10 %	\$0	\$0	\$0	\$0	\$0	\$10,086	\$10,272	\$10,464	\$10,665
<b>SUBTOTAL</b>		<b>\$112,247</b>	<b>\$79,344</b>	<b>\$78,598</b>	<b>\$70,344</b>	<b>\$91,530</b>	<b>\$110,949</b>	<b>\$112,987</b>	<b>\$115,109</b>	<b>\$117,320</b>
18	GSA Budget (Contingency Included)	\$315,000	\$260,000	\$287,000	\$183,061	\$288,096	\$550,000	\$550,000	\$550,000	\$550,000
19	Designation to/from District Reserve:									
	Approved Budget	\$427,247	\$314,708	\$0	\$0	\$0	-\$38,192	-\$158,763	-\$160,885	-\$163,096
	Leftover GSA Funds	\$0	\$77,839	\$424,346	\$314,939	\$261,904	\$0	\$0	\$0	\$0
	Additional Net Income	\$44,160	\$35,950	\$23,629	\$37,781	\$71,592	\$0	\$0	\$0	\$0
	Total Designation to/from District Reserve	\$471,407	\$428,497	\$447,975	\$352,720	\$333,496	-\$38,192	-\$158,763	-\$160,885	-\$163,096
<b>Total Operating Expenses</b>		<b>\$898,654</b>	<b>\$767,841</b>	<b>\$813,573</b>	<b>\$606,125</b>	<b>\$379,626</b>	<b>\$622,757</b>	<b>\$504,224</b>	<b>\$504,224</b>	<b>\$504,224</b>
<b>Net Income</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reserve Account Balance</b>										
<b>Actual / Projected Reserve Balance</b>		<b>\$471,407</b>	<b>\$887,662</b>	<b>\$1,335,637</b>	<b>\$1,688,357</b>	<b>\$2,021,853</b>	<b>\$1,983,661</b>	<b>\$1,824,898</b>	<b>\$1,664,013</b>	<b>\$1,500,917</b>

# San Antonio Basin Water District

**DRAFT 2025-26 / 4 Year Proposed Budget as of 6-12-2025**

## **Descriptions and Notes of Budget Items**

*The final Budget will be approved at the July 16, 2025, Board Meeting.*

### **Budget Summary by Category**

**Total Assessments - \$505,194** -This includes the projected Irrigated/Non-Irrigated acreage after the re-evaluation and approval of the recommended change order requests for 2025-26 included in the packet from the Wallace Group. Income is based on **13,838** Irrigated Acres and **46,946** Non-Irrigated Acres and Past Assessments Verification.

- Due to inaccurate reporting from property owners, the Assessment Income will include the Back Charges amounting to \$77,820. (See Wallace Group Memorandum for details – Agenda Items 6 and 7).
- Refunds approved at the March 2025 meeting totaling \$3,645.39 for errors in the original assessment categorized as Non-Irrigated instead of Non-Overlying have been accounted for. The credits will be applied to their 2025-26 Assessment invoice.
- One landowner has requested their refund of \$1,795.82 and a check has been issued with the June 2025 invoices.
- The remaining balance of refunds will result in a credit of \$1,849.57 for 2025-26, leaving a balance of Past Assessment Verification Income of \$75,970 for 2025-26.
- Although the previous 5-year budget forecast indicated a decline in irrigated acres, historical data and the re-evaluation for 2025-26 have shown otherwise. Consequently, the projection for the next three years anticipates that the irrigated acres will remain consistent with those of 2025-26.
- The proposed budget indicates a reduction in the Irrigated and Non-Irrigated fees by \$10.00 and \$0.10 respectively, resulting in new fees of \$30 per Irrigated Acre and \$0.30 per Non-Irrigated Acre.

**Interest Income - \$75,000** – This is the interest income from California CLASS. This forecast assumes that the District maintains an average balance of \$1,900,000 in the account and earns \$6,250 per month. The current interest rate is 4.35%. The four-year forecasted budget estimates that the average balance will remain around \$1,900,000; however, it acknowledges the potential for interest rate changes.

**Misc. Income - \$41,009** – The 2024-25 delinquent assessments, if approved, will be submitted to the 2025-26 Santa Barbara County Property Tax Bill. The outstanding balance from previous years' delinquent assessments amounts to \$1,554.

### **Operating Expenses**

**1 - General Manager (part-time) - \$54,700** – Administrative Monthly Fixed Fee according to contract and some projected overtime hours to support the GSA, if needed. Reduced budget amount by \$6,100 in 2023-24 budget. Extra applied to Contract Administration.

**3 - Audit & Financial Reporting (Accountant) - \$13,520** – CPA - Currently \$725 per month. Increase to \$750 per contract. Also includes the annual audit, as required, with a separate accounting firm. Estimate for audit is \$4,000.

**4 - Contract Administration (Assessment Billing) - \$20,000** – This is for the routine Assessment Engineer services that include the annual change order requests, acreage verification, accounting, assessment billing, mailing, check deposits, etc.

**5 - Legal Services - \$6,500** – General Counsel for the District. The budget was reduced from \$12,000 to \$8,500 in the last budget cycle and has been further reduced by \$2000 to \$6,500 for the 2025-26 budget. Not anticipating any out-of-the-ordinary legal costs.

**6 - Meeting Room Lease - \$150** - Original item in budget. Originally included Zoom membership during Covid, however when General Manager changed from employee to independent contractor, Zoom costs are now included in the independent contractor's monthly fee.

**7 - Web Page Support - \$600** – GoDaddy webpage, domain & email address.

**10 - Insurance Errors and Omissions & Board - \$2,658** – The reduction is attributed to a lower annual budget and a decrease in the General Manager's budget allocation.

**11 - Office Supplies/Bank Charges - \$600** - Includes \$30 per month bank charge for rapid deposit for Wallace Group deposits.

**12 - Postage/Printing - \$100** – Typically included in Contract Administration budget item. If the District were required to hold an election, there could be additional expenses incurred.

**13 - Board Elections - \$260** - If the District were required to hold an election, there could be additional expenses incurred.

**14 - CSDA Membership - \$904** – California Special Districts Association Membership. The fee is based on annual income after the initial introductory membership fee. This amount is an estimate, as no invoice has been received.

**15 - LAFCO District Fees - \$870** – This is an estimate as the invoice for 2025-26 has not been received.

**17 - Contingency 10 % - \$10,086** – 10% of the budget to cover any budget items that might go over budgeted amount.

**18 - GSA Budget (Contingency Included) - \$550,000** – Operational transfers to the GSA. It is anticipated that the SABGSA's budget will not exceed \$550,00 including a 10% contingency.

**19 – Designation to/used from District Reserves** – An estimated \$38,192 is projected to be drawn from the Reserves for the fiscal year 2025-26, assuming full expenditure of the budget. For the fiscal year 2024-25, any remaining balance that the GSA (\$261,904) did not utilize from their 2024-25 budget, as well as the remaining balance that the District (\$71,592) did not use from their 2024-25 budget, will be approved for allocation towards the Reserves, amounting to an estimated total of \$379,626.

# Designation to Reserves

Agenda Item 9) b.

Action Required

## Budget Distribution for Reserves 2024-25

- GSA's remaining budget balance: \$261,904
- District's remaining budget balance: \$71,592
- Total projected allocation: \$379,626
- 100% of the Net Income generated in 2024-25

San Antonio Basin Water District - 2024-25 Delinquent Assessments Prop Tax List				
Assessment Number	APN	OWNER	Delinquent Balance Due	Balance due with 5% Penalty
0002	101-100-035		\$ 192.09	\$ 201.69
0013	101-060-059		\$ 6,651.93	\$ 6,984.52
0013	101-100-034		\$ 7,537.83	\$ 7,914.72
0013	101-060-056		\$ 6,539.31	\$ 6,866.28
0013	101-060-055		\$ 1,903.37	\$ 1,998.54
0013	101-060-058		\$ 10,589.54	\$ 11,119.02
0014	101-120-029		\$ 50.00	\$ 52.50
0030	099-050-005		\$ 50.00	\$ 52.50
0035	133-110-039		\$ 2,108.52	\$ 2,213.95
0042	101-060-057		\$ 108.78	\$ 114.22
0042	101-060-054		\$ 116.30	\$ 122.12
0042	101-060-053		\$ 150.35	\$ 157.87
0043	133-110-045		\$ 50.00	\$ 52.50
0046	101-270-046		\$ 50.00	\$ 52.50
0050	099-030-048		\$ 1,103.10	\$ 1,158.26
0050	101-480-010		\$ 33.49	\$ 35.17
0108	101-300-008		\$ 1,822.00	\$ 1,913.10
Total Parcels		17	\$ 39,056.61	\$ 41,009.44

**RESOLUTION OF THE  
BOARD OF DIRECTORS OF  
THE SAN ANTONIO BASIN WATER DISTRICT**

**RESOLUTION AUTHORIZING  
COLLECTION OF 2024-25  
DELINQUENT ASSESSMENTS  
BY COUNTY TAX COLLECTORS** )  
)  
)  
)  
)  
)

**RESOLUTION NO. 2025-01**

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

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

**WHEREAS**, an Assessment Ballot Proceeding was carried out in accordance with the Board of Directors' May 19, 2020, Resolution, including a hearing conducted July 21, 2020, at which the weighted ballots in favor of the proposed Assessment outweighed the weighted ballots in opposition; and

**WHEREAS**, Government Code section 53753 of the Proposition 218 Omnibus Implementation Act provides that any agency that complies with the notice, protest, and hearing requirements of that Act is not required to comply with any other statutory notice, protest, and hearing requirements, and accordingly, the proceedings conducted in 2020 were conducted in accordance with the Omnibus Implementation Act, rather than the Water Code, with respect to notice, protest, and hearing requirements; and

**WHEREAS**, certain parcels are delinquent for 2024-25 assessments as of the date of this resolution.

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

- 1) Election to Proceed Under Part 7.5.** The District hereby elects to proceed under Division 13, Part 7.5 of the Water Code only for the collection and enforcement of delinquent 2023-24 assessments, as authorized by Water Code section 37203, subdivision (b).
- 2) Procedures for Collection.** Pursuant to Water Code section 37212, the delinquent assessments shall be collected in the following manner.
  - A. Delinquency List.** The Secretary shall prepare lists of the delinquent parcels in Santa Barbara County for which 2024-25 assessments remain unpaid, certify that the lists are true and correct, and transmit a copy of each list to the County auditor of the appropriate county along with a certified copy of this resolution.

B. **Lien.** Pursuant to Water Code section 37212, subdivision (b), the unpaid charges shall be a special assessment and lien on the parcel upon receipt of the list and resolution by the County auditor.

C. **Collection.** The assessment shall be collected at the same time and in the same manner as ordinary municipal ad valorem taxes are collected, and shall be subject to the same penalties, and the same procedure and sale in case of delinquency as provided for those taxes.

D. **Remittance.** The County shall deduct from the charges an amount sufficient to compensate the County for the costs incurred in collecting the delinquent assessments following the same policies as applicable to similar collections with County ad valorem taxes. The remaining funds shall be remitted to the District.

2. **Other Matters.** The District's staff and officers are authorized and directed to do all thing necessary to collect the assessments consistent with applicable law, including the District Manager signing any forms or agreements which the respective County may require to facilitate collection of the 2024-25 assessment, consistent with the foregoing.

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

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution is the resolution of said District as duly passed and adopted by said Board of Directors on June 17, 2025.

WITNESS my hand of said Board of Directors, June 17, 2025.

---

Donna Glass  
Secretary of the Board of Directors

**BEFORE THE BOARD OF DIRECTORS OF THE**  
**SAN ANTONIO BASIN WATER DISTRICT**

IN THE MATTER OF:

Resolution No. 2025-02

**RESOLUTION ANNOUNCING THE NOVEMBER 2025 DISTRICT ELECTION AND**  
**PROCEDURES RELATED THERETO**

**WHEREAS**, Water Code section 34025 provides that the District is required to conduct its election on the first Tuesday after the first Monday in November in each odd-numbered year, which will be November 4, 2025.

**WHEREAS**, Water Code section 35100 provides that the District's elections are to be conducted in conformity with the Uniform District Election Law ("UDEL") (Elections Code sections 10500 et seq.). Under Elections Code section 10502(a), as a landowner voting district, the District is to conduct its own election under the UDEL.

**WHEREAS**, Directors **Victor Schaff** and **Ken Hunter** currently occupy and hold seats on the District's Board of Directors, and their terms are set to expire on November 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the District shall utilize the following schedule and procedures for implementing and carrying out the November 4, 2025 election

1. The District shall carry out this election to the fullest extent possible, and the District's Secretary shall serve as the Election Official.

2. On July 2, 2025, the District's Secretary shall cause to be delivered a Notice to the County Elections Official in substantially the form attached hereto.

3. No earlier than July 7, 2025, but no later than August 6, 2025, the District's Secretary shall cause a Notice of Election to be published in a newspaper of general circulation published in the District or, if none exists, in a newspaper having general circulation within the District that is published in any affected County in the District, in substantially the form attached hereto.

4. The District's Secretary shall ensure that Official Declaration of Candidacy Forms are available in the District office between July 14, 2025 and August 8, 2025. Official Declaration of Candidacy Forms shall be filed by no later than 5 p.m. on August 8, 2025 (the "Filing Deadline"), the 88<sup>th</sup> day prior to the election. The Official Declaration of Candidacy Forms may be filed in the District's office during regular hours prior to the Filing Deadline, or filed by certified mail so long as the candidate ensures that it reaches the District's Secretary by no later than the Filing Deadline. Candidates are not permitted to withdraw their candidacy after 5 p.m. on August 8, 2025, the 88<sup>th</sup> day prior to the election. However, if the incumbent does not file an Official Declaration of Candidacy Form by the Filing Deadline, any person other than the incumbent shall have until 5 p.m. on August 13, 2025 to file an Official Declaration of Candidacy Form for the incumbent's elective office, and the deadline to withdraw an Official Declaration of Candidacy Form for that office shall also extend to 5 p.m. on August 13, 2025.

5. If, by 5 p.m. on August 13, 2025, the 83<sup>rd</sup> day prior to the election, only one person, or no person, has filed a declaration of candidacy for any elective office to be filled at that election, no election shall be held unless a petition signed by 10 percent of the voters, or 50 voters, whichever is smaller, requesting that the election be held has not been presented to the Board. If no election is to be held, the District Secretary shall prepare and submit a certificate of these facts to the County Board of Supervisors as provided in Elections Code section 10515.

6. In the event it is necessary to hold an election, the District shall enact another resolution setting forth the requirements and procedures for holding such an election. Should any activity be required to be performed prior to the date the District will meet and adopt such a resolution, the District's Secretary is authorized to perform such steps and acts as are necessary to ensure compliance with California elections law.

7. The District's officers, employees and consultants are authorized and directed to do all things necessary and appropriate to carry out the foregoing.

**ALL THE FOREGOING**, being on motion of Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ was authorized by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**I HEREBY CERTIFY** that the foregoing is the resolution of said District as duly passed and adopted by said Board of Directors at a meeting thereof duly called and held on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

WITNESS my hand and seal of said Board of Directors this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Donna Glass,  
Secretary of the Board of Directors

**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/568-2249  
www.sblafco.org ♦ lafco@sblafco.org

May 12, 2025

TO: Members of the Independent Special District Selection Committee

SUBJECT: Nominations for one Regular Special District Member to Santa Barbara LAFCO;

**CALL FOR NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO**

**REGULAR SPECIAL DISTRICT MEMBERS**

This is a Call for Nominations of one Regular Special District Member to serve the unexpired term as the special district members on LAFCO. It is recommended that this be placed on your Board's Agenda. The Committee is made up of the presiding officer of each district; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place, a copy of the meeting minutes showing the appointment needs to be presented along with your nomination form.

A Nomination Form is attached and must be filled out and signed by the presiding officer of a district or, if that person is unable to participate, then by his or her alternate as designated by the district board. (See GC § 56332.) Nominations are requested by no later than July 11, 2025.

1. **Nominations for one LAFCO Regular Special District Member.** The current term of office of the current Regular Special District Member ends on March 1, 2026. The newly elected member will serve the remaining term of office or until the appointment and qualification of his or her successor. The unexpired term of office ends on March 1, 2026.
2. **Voting Requirements.** The Independent Special District Selection Committee consist of the presiding officer of the legislative body of each independent special district. If the presiding officer of an independent special district is unable to participate in the nomination process or an election, the legislative body of the district may appoint one of its members as an alternate to participate in the presiding officer's

place. A copy of the meeting minutes showing the appointment needs to be presented along with your nomination form and future ballot.

3. **Nomination Period and Voting Period.** The Nomination Period will end on July 11, 2025. Following the nomination period, unless there is only one nominee for a seat, ballots containing the names of qualified nominees will be mailed to each eligible special district. The voting period will be up to 30-days.
4. **Quorum; Majority Vote; Possible Runoff Election.** There are 39 special districts. For the election to be valid, at least 20 valid votes must be received. Election shall be by a majority of those voting, and not by plurality. In the event that a nominee does not receive a majority of votes cast, a runoff election shall be held between the two nominees receiving the highest number of votes.

**Notice:** There will be no election if pursuant to Government Code section 56332(c)(2), “[at] the end of the nomination period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed” to the Commission.

Nominations for one Regular Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed by **July 11, 2025**. Nomination Forms are attached to this notice.

Santa Barbara Local Agency Formation Commission  
105 East Anapamu Street, Santa Barbara CA 93101  
FAX 805/568-2249  
Email Address: [lafco@sblafco.org](mailto:lafco@sblafco.org)

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater  
Executive Officer

Enc.

**SANTA BARBARA  
LOCAL AGENCY FORMATION COMMISSION**

<p style="text-align: center;"><b>NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</b></p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to <a href="mailto:lafco@sblafco.org">lafco@sblafco.org</a></p>	<p style="text-align: center;">LAFCO STAFF USE</p>  <p>Date Received: _____</p>
<b>Please print in ink or type</b>	
<p><b>POSITION SOUGHT:</b>                      Regular Special District Member</p>	
<p>NAME OF NOMINEE: _____</p> <p>NOMINEE'S DISTRICT: _____</p> <p>MAILING ADDRESS:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>π Phone: Bus. _____ . Cell: _____</p>	
<p><b>SIGNATURE OF NOMINATOR:</b></p> <p>_____</p> <p>Name of Independent Special District</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Print Name</p> <p><b>Nominator Title (please check one)</b></p> <p><input type="checkbox"/>     Presiding Officer of the Special District Board</p> <p><input type="checkbox"/>     Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)</p> <p><b>Date:</b> _____</p>	

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Regular Special District Member: This information will be distributed to all independent special districts.

**CSDA Board of Directors Election Ballot - Term 2026 - 2028; Seat B - Coastal Network**

**Please vote for your choice**

Choose **one** of the following candidates:

- Scott Duffield, General Manager, Heritage Ranch Community Services District (Incumbent)
- Brad Imamura, Director, Marina Coast Water District
- J. Brett Marymee, Director, Santa Ynez River Water Conservation District

☐

**Scott Duffield**    [\[view details\]](#)

☐

**Brad Imamura**    [\[view details\]](#)

☐

**J. Brett Marymee**    [\[view details\]](#)



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2026-2028 TERM CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Scott Duffield

**District/Company:** Heritage Ranch Community Services District

**Title:** General Manager

**Elected/Appointed/Staff:** Staff

**Length of Service with District:** Eight years

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

I am currently on the CSDA Board of Directors representing one of the three Coastal Network seats. I am also on the Member Services Committee and the Professional Development Committee for 2025. At the local level, I am currently the Vice President of the San Luis Obispo County Chapter of the CSDA.

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

I am a registered civil engineer in California and was previously a member of the American Society of Engineers (ASCE). I am a current member of the American Water Works Association (AWWA).

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

I previously served as staff for County government including the County of Riverside for sixteen years and the County of San Luis Obispo for twelve years. During the time as staff for the County of San Luis Obispo, I was involved in numerous advisory committees including the Nacimiento Water Project Commission, the Paso Basin Advisory Committee, and the Water Resources Advisory Committee to name a few (and still involved in the latter in my current role).

- 4. List civic organization involvement:**

I attend and contribute to the community senior citizens organization meetings and events, sharing information and looking for opportunities to further our partnership as they lease, operate and maintain one of our District buildings as their community center.

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

### **Scott Duffield Candidate Statement for CSDA Board (2026-2028 Term)**

I am honored to seek re-election to the CSDA Board of Directors, representing the Coastal Network. With eight years of service as General Manager of Heritage Ranch Community Services District and over two decades of experience in county government, I bring a strong foundation in public service, infrastructure management, and collaborative leadership.

Currently serving on the CSDA Board, as well as the Member Services and Professional Development Committees, I am deeply committed to advancing the mission of CSDA and strengthening resources for special districts across California. In addition, my role as Vice President of the San Luis Obispo County Chapter allows me to engage even more directly with local agencies to promote education, advocacy, and support for public service professionals.

My career as a registered civil engineer and now General Manager, has given me extensive experience in water management, community planning, and intergovernmental partnerships. From participating in statewide associations like the American Water Works Association to serving on advisory committees for key water resource projects, I have consistently worked toward sustainable solutions that benefit local communities.

I am dedicated to ensuring CSDA continues to thrive as an essential advocate for special districts, equipping them with the tools to navigate challenges and drive innovation. I look forward to the opportunity to continue serving and collaborating with fellow leaders in strengthening our collective impact.

My family and I live in the community of Templeton in San Luis Obispo County in this most beautiful Coastal Network.

Thank you for your consideration.

-scott



California Special  
Districts Association  
*Districts Stronger Together*

## 2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Brad Imamura

District/Company: Marina Coast Water District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 2 years 4 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attended the annual CSDA conference in Monterey.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

City of Marina budget workshops.

4. List civic organization involvement:

Monterey County elections office - volunteer poll worker.

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special  
Districts Association  
*Districts Stronger Together*

## 2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: J. Brett Mangmee

District/Company: Santa Ynez River Water Conservation District & SYCSD

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: SYRWCD - 10 1/4 years; SYCSD - 1st term

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Santa Barbara Chapter & SLDA

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Urban Water Institute

CAGOP Delegate

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Santa Barbara County Central Committee

Eastern Management Area Groundwater Sustainability Agency

4. List civic organization involvement:

Santa Ynez Chamber of Commerce

BPOE (EIK's)

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

## Brett Marymee Candidate Statement for the Coastal Network CSDA Seat B

I seek to represent the CSDA Coastal Network Seat B, bringing a unique and diverse professional background that combines expertise in aerospace and government.

As an engineering executive, systems engineer, manager, and rocket scientist, I have a strong technical foundation that has equipped me with the problem-solving skills and leadership experience needed to succeed in this role. My career in the aerospace industry has refined my ability to tackle large-scale, high-stakes projects—skills that are essential in effective governance with the CSDA board.

Besides my technical background, I have extensive elected board experience in local and county government. I am currently Vice-President of the Santa Ynez River Water Conservation District (SYRWCD), having been elected to my third four-year term. I served as Chair of the Santa Barbara County Eastern Management Area Groundwater Sustainability Agency (GSA) for six years, where I played a key role in the development and approval of the Groundwater Sustainability Plan (GSP) by the state. Through these roles, I have successfully collaborated with various member agencies, including the City of Solvang and the County of Santa Barbara, to navigate complex, multi-stakeholder processes.

My dedication to public service is evident in my commitment to the governance of water resources and community services in the Santa Ynez Valley. If elected, I will focus on expanding the CSDA's reach, specifically by working to add chapters in Santa Cruz and San Benito counties, ensuring that the needs of these communities are well represented.

I appreciate your consideration and respectfully solicit your vote. With your support, I will bring my experience, leadership, and commitment to public service to the CSDA Board and continue working toward effective and sustainable solutions for California.

Learn more at [www.jbrettmarymee.com](http://www.jbrettmarymee.com) and LinkedIn: <https://www.linkedin.com/in/j-b-marymee-1101b3101/>



Moss, Levy & Hartzheim LLP  
Certified Public Accountants

<https://sanantoniobasinwd.org/district-documents>

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors  
San Antonio Basin Water District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of San Antonio Basin Water District (the District), as of and for the fiscal year ended June 30, 2024, and the related notes to the financial statements, and have issued our report thereon dated May 28, 2025.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose

*Moss, Levy & Hartzheim LLP*

Santa Maria, California  
May 28, 2025

2400 Professional Parkway, Suite 205 Santa Maria, CA 93455 Tel 805.925.2579 Fax 805.925.2147 mlhpcas.com  
BEVERLY HILLS · CULVER CITY · SANTA MARIA

# LAFCO MEMORANDUM

## *SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION*

105 East Anapamu Street • Santa Barbara CA 93101 • (805) 568-3391 + Fax (805) 568-2249

May 9, 2025

TO: Each City Manager  
Each Special District Manager  
Board of Supervisors (Clerk of the Board)  
County Administrator's Office

FROM: Mike Prater  
Executive Officer

SUBJECT: TRANSMITTAL OF ADOPTED FISCAL YEAR 2025-26 LAFCO BUDGET

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Attached is a copy of the Final Fiscal Year 2025-26 LAFCO Budget adopted by the Commission in May 2025. The Commission considered and approved the budget at its regular meeting on May 8, 2025. The County Auditor will prepare an invoice for each agency based on the revenues reported in the State Controllers latest annual report.

Please contact me at 805-568-3391 if you have any questions. Thank you.

Enc.

cc. LAFCO Commissioners  
Betsy Schaffer, Auditor, Santa Barbara County  
Amber Holderness, LAFCO Legal Counsel

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**  
**Operating Fund #5320, Santa Barbara LAFCO, Department # 815**

ADOPTED FINAL 2025-2026 BUDGET - MAY 8, 2025

Final 5/8/2025

Account Name and Number	2024-25 Final Budget	As of 3/31/25	Projected Year-End	2025-26 Recommended Budget	Inc/Dec	% Inc/Dec
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**REVENUES**

Interest Income - 3380	3,000	6,219	10,431	6,000	3,000	100%
Unrealized Gain/Loss - 3381	0	0	0	0	0	0.0%
Other Gov't Agencies - 4840	560,000	559,921	559,921	603,704	43,704	7.8%
Planning Studies Service - 5738	20,000	31,880	34,630	20,000	0	0.0%
Misc. Revenue - 5909	9,000	1,920	6,441	6,100	-2,900	-32%
<b>Total Revenues</b>	<b>592,000</b>	<b>599,940</b>	<b>611,423</b>	<b>635,804</b>	<b>43,804</b>	<b>7.4%</b>

**EXPENDITURES**

**Salaries and Benefits**

Commissioner Stipends - 6210	22,000	10,707	17,122	22,000	0	0%
Regular Salary - 6100	293,078	195,289	283,908	303,652	10,574	4%
FICA Contribution - 6500	15,826	12,107	18,872	19,130	3,304	21%
FICA/Medicare - 6550	6,448	3,088	4,660	6,680	232	4%
Retirement-Employer Contribution - 6400	25,581	16,800	25,581	29,104	3,523	14%
Retirement - Employee Contribution - 5771	25,581	16,800	25,581	29,104	3,523	14%
Unemployment Insurance - 6700	3,466	3,947	4,537	7,490	4,024	116%
Fed Unemploy Tax-Employer Cont - 6700	550	290	350	550	0	0%
<b>Fixed Costs (\$):</b>						
Health Plan/Contribution - 6600	33,680	25,336	36,427	35,100	1,420	4%
Life/Disability Insurance - 6610	3,000	1,976	2,965	3,000	0	0%
Def Comp - EO Employer - 6100	4,200	3,150	4,200	4,200	0	0%
Phone/Cash Allowance - 7811	2,450	1,624	2,436	2,450	0	0%
Auto Allowance - 7326	7,000	4,666	7,000	7,000	0	0%
<b>Total Salaries and Benefits</b>	<b>417,279</b>	<b>278,980</b>	<b>408,058</b>	<b>440,356</b>	<b>23,077</b>	<b>6%</b>

**Services and Supplies**

Audit Fees - 7324	12,900	12,800	15,800	13,090	190	1%
Memberships - 7430	9,750	10,287	10,287	10,567	817	8%
Office Expense - 7450	1,500	445	625	1,500	0	0%
Equipment Maintenance - 7120	0	0	0	0	0	0%
Copier Expense - 7453	1,000	127	700	1,000	0	0%
Prof & Special Services - 7460	50,000	1,840	33,222	70,000	20,000	40%
Payroll Fees - 7507	2,400	1,697	2,116	2,400	0	0%
Legal Services -7508	65,000	13,601	60,000	65,000	0	0%
Pubs & Legal Notices - 7530	3,000	1,836	2,232	3,000	0	0%
Postage - 7451	1,000	186	269	1,000	0	0%
Gen Fund Cost Allocation - 7669	19,051	10,225	19,051	8,505	-10,546	-55%
Training and Travel - 7732	26,000	14,839	22,512	26,000	0	0%
<b>Total Services and Supplies</b>	<b>191,601</b>	<b>67,883</b>	<b>166,814</b>	<b>202,062</b>	<b>10,461</b>	<b>5%</b>

**Other Charges**

Electricity - 7801	500	516	649	650	150	30%
Natural Gas - 7802	175	124	175	175	0	0%
Water - 7803	150	95	150	150	0	0%
Refuse - 7804	200	89	200	200	0	0%
Utility Services - 7806	100	25	100	100	0	0%
Liability Insurance - 6900	1,545	38	1,661	1,661	116	0%
Telephone Services - 7897	450	344	450	450	0	0%
<b>Total Other Charges</b>	<b>3,120</b>	<b>1,231</b>	<b>3,385</b>	<b>3,386</b>	<b>266</b>	<b>9%</b>

<b>Contingency Reserve - 9600</b>	<b>-20,000</b>		<b>0</b>	<b>-10,000</b>	<b>0</b>	<b>0</b>
<b>Total Contingency Reserve</b>	<b>293,441</b>		<b>326,607</b>	<b>0</b>	<b>316,607</b>	<b>7.9%</b>
<b>Total Exp/Appropriations</b>	<b>592,000</b>	<b>348,094</b>	<b>578,257</b>	<b>635,804</b>	<b>43,804</b>	<b>7.4%</b>
<b>Net Financial Impact</b>	<b>0</b>	<b>251,846</b>	<b>33,166</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

\*\$33,000 contingency is estimated to be added into reserves in FY 25/26. While \$10,000 of contingency will also be deducted from reserves

## San Antonio Basin Water District

### TRAINING / CERTIFICATIONS

	<i>Required Biannually</i>	<i>Required Annually</i>	<i>Required Biannually</i>
	<b><u>Harassment Training</u></b> <b><u>Company Training Allowed</u></b> <b><u>SB1343/AB1825)</u></b>	<b><u>Conflict of Interest</u></b> <b><u>Form 700</u></b> <b><u>Annual</u></b>	<b><u>Public Service Ethics</u></b> <b><u>AB1234</u></b>
	<b>Next Due</b>	<b>Next Due</b>	<b>Next Due</b>
Kevin Merrill	February 29,2026	April 1, 2026	April 2, 2026
Randy Sharer	November 28, 2025	April 1, 2026	November 27, 2025
Andrew Reade	Need	April 1, 2026	December 6,2025
Ken Hunter	Need	April 1, 2026	Need
Victor Schaff	June 3, 2027	April 1, 2026	Need
Donna Glass	November 18, 2026	April 1, 2026	September 16, 2026
Alan Doud		April 1, 2026	

**Link to take courses**

[TargetSolutions](#)