

# San Antonio Basin Water District

## Board of Directors Regular Meeting Tuesday, July 15, 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. June 2025 Board Meeting Minutes – **Board Approval Needed**
- 5) **Financial Report**
  - a. Review and Approve June Financial Statements
  - b. Investment Report
  - c. Review June GSA Financial Statements
  - d. Consider GSA Fund Request
- 6) **2025-26 Budget and Assessments**
  - a. Review and Approve 2025-26 Budget
  - b. Discussion and Possible Action Regarding Resolution Authorizing Levy and Collection of 2025-26 Assessment
- 7) **Discussion and Possible Action Regarding Response to Santa Barbara County Grand Jury Report Water Management in Santa Barbara County, Keep Up the Good Work**  
<https://sanantoniobasinwd.org/district-documents>
- 8) **Informational Items**
  - a. Management/Administration Report
  - b. Update on Election Process for 2 Director Positions

- c. Director Training Report
- d. Update on San Antonio Basin Groundwater Sustainability Agency

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

10) **Next Meeting Date – August 19, 2025**

11) **Adjournment**

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

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

# San Antonio Basin Water District

## Board of Directors Regular Meeting

Tuesday, June 17, 2025, at 1:00 p.m. at

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

**Agenda Item 4)**  
**ACTION REQUIRED**

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

### Draft Meeting Minutes

- 1) **Call to Order** - The meeting was called to order at 1:02 p.m. by President Merrill.
- 2) **Roll Call - Present: Directors** Kevin Merrill, Randy Sharer, Victor Schaff, and Andrew Reade.  
**Absent:.** Ken Hunter. Board quorum present.  
  
**Others in Attendance:** Donna Glass - District Manager, Kari Wagner and Olivia Williams - Wallace Group, and GinaLisa Tamayo – Jackson Family Wines.
- 3) **Public Comment:** No public comments.
- 4) **Minutes**
  - a. **March 2025 Board Meeting Minutes – Board Approval Needed**  
A **motion** was made by Director Sharer to approve the March 18, 2025 Minutes as presented. **Motion seconded** by Director Schaff. **The motion carried.**  
**AYES:** Director Merrill, Sharer, Schaff and Reade  
**NOES:** None; **ABSTAIN:** None; **ABSENT:** Hunter
- 5) **Discussion and Possible Action Regarding Amendments to the Policy for Evaluating Requests for Assessment Changes Adopted 7-16-2024**  
After a brief review of the proposed changes, a **motion** was made by Director Sharer to approve the Amendments to the Policy for Evaluating Requests for Assessment Changes as presented. **Motion seconded** by Director Reade. **The motion carried.**  
**AYES:** Director Merrill, Sharer, Schaff and Reade  
**NOES:** None; **ABSTAIN:** None; **ABSENT:** Hunter
- 6) **Discussion and Possible Action on Change Requests to the 2025-26 Assessment Roll**  
Kari Wagner and Olivia Williams joined the meeting and reviewed the change order memorandum with the board for the 2025-26 Assessment Roll. After a brief discussion, a **motion** was made by Director Sharer to approve the Change Order Requests for the 2025-26 Assessment Roll as recommended by the Wallace Group.  
**Motion seconded** by Director Merrill. **The motion carried.**  
**AYES:** Director Merrill, Sharer, and Reade  
**NOES:** None; **ABSTAIN:** Schaff; **ABSENT:** Hunter
- 7) **Discussion and Possible Action Regarding Past Change Verification and Assessment Back Charges**  
Following a review of the details provided by Kari Wagner and Olivia Williams regarding the inaccurate reporting by several property owners of their irrigated acres discovered during the re-assessment process, Director Schaff made a **motion** to approve the back charges as recommended by

the Wallace Group and to incorporate these back charges into the relevant invoices for Assessment numbers 44, 94, and 201 on the 2025-26 Tax Roll. **Motion seconded** by Director Sharer. **The motion carried.**

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

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

## 8) Financial Reports

### a. Review and Approve March, April and May Financial Statements

The March, April and May statements were included in the packet. As of May 31, 2025, 92% of the year had elapsed. The SABWD collected \$520,375 or 93% of the 2024-25 Assessments, \$80,933 in interest and \$60,080 in Misc Payments from Santa Barbara County. The Operating Account balance was \$19,942. The expenses YTD were \$454,932 or 47% of the budget. Net Income was \$306,245 and \$1,663,793 is designated toward Reserves. Total Assets are \$1,970,250.

On May 19, 2025, a transfer of \$50,000 from the Operating account to California CLASS was completed by the District Manager.

On April 10, 2025, the District Manager withdrew \$50,000 from California CLASS for Operating expenses, which included \$12,139 for April District expenses and \$20,781.95 for the GSA Fund Request.

#### Santa Barbara County Deposits:

- April 30, 2025: \$58,348 received
- May 31, 2025: \$2.94 received
- June 13, 2025: \$46,533 received
- An additional payment may be forthcoming in June 2025. As of now, only **\$1,554** remains outstanding for prior years' delinquent assessments submitted to the County.

Following payment of the June District invoices totaling \$8,268.32 and approval of the GSA fund request in the amount of \$18,220.50, the Operating account balance will be \$39,986.22.

A **motion** was made by Director Schaff to approve March, April and May Financial Statements as presented. **Motion seconded** by Director Reade. **The motion carried.**

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

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

### b. Investment Report

The March, April and May California CLASS statements were included in the packet. Interest earned for the fiscal year to date was \$80,933. As of May 31, 2025, the account balance was \$1,950,308. The average monthly yield for May 2025 was 4.35%. Withdrawals and contributions are detailed in the financial statements report.

### c. Review March, April and May GSA Financial Statements

The May statement was included in the board packet with the Vendor Details for March, April and May for review only. As of May 31, 2025, 93% of the year had elapsed. The GSA checking account balance was \$25,000. The expenses YTD were \$249,760 or 50% of the budget. Operating transfers from the District were \$269,875 or 40% of the budget.

**d. Consider GSA Fund Request**

May invoices total **\$18,220.50**. To pay May invoices and maintain their minimum balance of \$25,000, the GSA is requesting a fund transfer of \$18,220.50.

The GSA fund request for May 2025 in the amount of \$13,715.50 and April in the amount of \$20,781.95 was approved by the District Manager as authorized if no board meeting is held.

A **motion** was made by Director Merrill to approve the accountant transferring funds from the SABWD Operating Account to the SABGSA Operating Account in the amount of \$18,220.50. **Motion seconded** by Director Reade. **The motion carried.**

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

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

**9) 2025-26 Preliminary Budget and Assessments**

**a. Review and Discuss Preliminary 2025-26 Budget and 2025-26 Assessment**

The District Manager provided the preliminary budget and went through each line item, proposing a reduction in the 2025-26 Irrigated/Non-Irrigated Assessment to \$30/\$0.30, respectively. Following discussion, the Board decided to bring the final draft budget with the revised assessment fee to the July 15, 2025 meeting for approval.

**b. Approve Designation to Reserves**

Following a brief discussion, Director Schaff made a **motion** to approve the designation of 100% of the 2024-25 Net Income (approximately \$333,496) to Reserves. **Motion seconded** by Director Reade. **The motion carried.**

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

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

**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**

The outstanding balance of unpaid assessments for 2024-25 is \$39,056.61. Including a 5% penalty, a total amount of \$41,009.44 will be submitted to the Santa Barbara County Tax Roll.

A **motion** was made by Director Merrill to approve the Resolution Authorizing Santa Barbara County to Collect the 2024-25 Delinquent Assessments on the Santa Barbara County Tax Roll. **Motion seconded** by Director Sharer. **The motion carried.**

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

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

**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**

After a brief review and discussion about the election process a **motion** was made by Director Sharer to approve a Resolution announcing the November 2025 District Election and Procedures for 2 Board of Director Positions. **Motion seconded** by Director Schaff. **The motion carried.**

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

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

**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**

This item was included on the agenda at the request of LAFCO to determine if any SABWD board member wished to seek election to the LAFCO board. **No action was taken.**

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

After a brief discussion, Director Merrill **moved** to authorize the District Manager to cast an online vote for candidate J. Brett Marymee for CSDA Board of Directors, Term 2026 - 2028; Seat B - Coastal Network, as selected by the District. **Motion seconded** by Director Schaff. **The motion carried.**

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

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

**12) Informational Items**

**a. Management/Administration Report**

Most updates were addressed during the agenda items.

The Grand Jury Report has been published and is available on the Grand Jury website. Legal counsel is currently conducting a review and will provide a proposed response at the July meeting.

**i. Annual Audit For FY 2023-24 – Completed**

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

The 2023-24 audit has been completed and uploaded to the Website.

**ii. LAFCO Approved 2025-2026 Budget/Notice of Invoice**

The budget has been received, but the invoice is still pending.

**b. Director Training Report**

The list of members required to complete the training and their respective due dates was reviewed and discussed.

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

Director Sharer provided an update and address questions.

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

- Presentation from Geoff Cromwell, the U.S. Geological Survey (USGS), Regarding the Simulated Effects of Future Water Availability and Protected Species Habitat in the San Antonio Creek Valley Watershed
- Presentation from Matt Scrudato, Santa Barbara County Water Agency, Regarding The Well Metering Assistance Program
- Consider Adoption of SABGSA Priorities and Budget for Fiscal Year 2025-26

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

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

Next meeting date is scheduled for July 15, 2025.

**15) Adjournment** The meeting was adjourned by President Merrill at 2:14 p.m.

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

**Agenda Item 5)a.**  
**ACTION REQUIRED**

100% of the year has elapsed	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3380 Interest/Div Income	88,037.14	90,000.00	-1,962.86	97.82%
Assessments	565,112.86	557,900.00	7,212.86	101.29%
Misc Payments	60,106.51	108,504.00	-48,397.49	55.4%
<b>Total Income</b>	<b>713,256.51</b>	<b>756,404.00</b>	<b>-43,147.49</b>	<b>94.3%</b>
<b>Expense</b>				
01 · General Manager	46,800.00	54,700.00	-7,900.00	85.56%
03 · Audit & Financial Reporting	9,200.00	13,000.00	-3,800.00	70.77%
04 · Contract Admin(Assesmt Billing)	25,896.32	30,000.00	-4,103.68	86.32%
05 · Legal Services	3,742.50	12,000.00	-8,257.50	31.19%
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	448.00	450.00	-2.00	99.56%
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	288,095.60	550,000.00	-261,904.40	52.38%
19 · Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>379,625.24</b>	<b>756,404.00</b>	<b>-376,778.76</b>	<b>50.19%</b>
<b>Net Ordinary Income</b>	<b>333,631.27</b>	<b>0.00</b>	<b>333,631.27</b>	<b>100.0%</b>
<b>Net Income</b>	<b>333,631.27</b>	<b>0.00</b>	<b>333,631.27</b>	<b>100.0%</b>

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

**Corrected Copy**

100% of the year has elapsed	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3380 Interest/Div Income	88,037.14	90,000.00	-1,962.86	97.82%
Assessments	518,579.55	557,900.00	-39,320.45	92.95%
Misc Payments	106,639.82	108,504.00	-1,864.18	98.28%
<b>Total Income</b>	<b>713,256.51</b>	<b>756,404.00</b>	<b>-43,147.49</b>	<b>94.3%</b>
<b>Expense</b>				
01 · General Manager	46,800.00	54,700.00	-7,900.00	85.56%
03 · Audit & Financial Reporting	9,200.00	13,000.00	-3,800.00	70.77%
04 · Contract Admin(Assesmt Billing)	25,896.32	30,000.00	-4,103.68	86.32%
05 · Legal Services	3,742.50	12,000.00	-8,257.50	31.19%
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	448.00	450.00	-2.00	99.56%
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	288,095.60	550,000.00	-261,904.40	52.38%
19 · Designation to District Reserve	0.00	78,254.00	-78,254.00	0.0%
<b>Total Expense</b>	<b>379,625.24</b>	<b>756,404.00</b>	<b>-376,778.76</b>	<b>50.19%</b>
<b>Net Ordinary Income</b>	<b>333,631.27</b>	<b>0.00</b>	<b>333,631.27</b>	<b>100.0%</b>
<b>Net Income</b>	<b>333,631.27</b>	<b>0.00</b>	<b>333,631.27</b>	<b>100.0%</b>



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

**Jun 30, 25**

**ASSETS**

**Current Assets**

**Checking/Savings**

**California Class** 1,957,274.13

**Community Bank - Checking** 40,150.05

**Total Checking/Savings** 1,997,424.18

**Total Current Assets** 1,997,424.18

**TOTAL ASSETS** 1,997,424.18

**LIABILITIES & EQUITY**

**Equity**

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

**Net Income** 333,631.27

**Total Equity** 1,997,424.18

**TOTAL LIABILITIES & EQUITY** 1,997,424.18

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>Carrari Family Trust 2/28/02</b>						
	Check	06/10/2025	5244	2025-26 Assessment Credit	Community Bank - Checking	-1,795.82
<b>CARRIE TROUP</b>						
	Check	06/10/2025	5248	INV# 0625SABWD	Community Bank - Checking	-725.00
<b>Donna Glass</b>						
	Check	06/10/2025	5246	INV# 2505	Community Bank - Checking	-3,900.00
<b>Moss, Levy &amp; Hartzheim LLP</b>						
	Check	06/10/2025	5243	INV# I-8162 SABWD	Community Bank - Checking	-500.00
<b>SAN ANTONIO BASIN GSA</b>						
	Check	06/30/2025		PER DONNA	Community Bank - Checking	-18,220.50
<b>The Law Offices of Young Wooldridge</b>						
	Check	06/10/2025	5247	CLIENT 21089 AFD	Community Bank - Checking	-667.50
<b>Wallace Group</b>						
	Check	06/10/2025	5245	PROJECT 1591-0002-00	Community Bank - Checking	-650.00

Donna Glass Administrative Services  
 Santa Maria, CA 93454

# Invoice

DATE	INVOICE #
6/2/2025	2505

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

DESCRIPTION	AMOUNT
<b>Basic Monthly Administrative Services - May 1 through May 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.  Collaborate with the Wallace Group to finalize the review of the re-evaluation of the Irrigated and Non-Irrigated acres, landowner change requests, and address landowner back charges.	3,900.00

Due On Reciept  
 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

May 22, 2025

Project No: 1591-0002-00

Invoice No: 65150

**Invoice Total \$650.00**

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

**Professional services rendered through April 30, 2025**

Phase 00100 Tax Roll Preparation

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	1.25	280.00	350.00	
Associate Engineer II	2.00	150.00	300.00	
Totals	3.25		650.00	
<b>Total Labor</b>				<b>650.00</b>
		<b>Total this Phase</b>		<b>\$650.00</b>

<b>Budget</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	650.00	110,630.75	111,280.75	
Limit			126,000.00	
Remaining			14,719.25	
		<b>Total this Invoice</b>		<b>\$650.00</b>

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
64908	4/21/2025	2,797.00
<b>Total</b>		<b>2,797.00</b>

Project	1591-0002-00	SAN ANTONIO BASIN WTR TAX ROLL PREP	Invoice	65150
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## Billing Backup

Thursday, May 22, 2025

Wallace Group

Invoice 65150 Dated 5/22/2025

9:16:41 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	4/13/2025	.25	280.00	70.00	
Project Management					
Wagner, Kari	4/22/2025	.25	280.00	70.00	
Project Management					
Wagner, Kari	4/24/2025	.25	280.00	70.00	
Response to Change Request					
Wagner, Kari	4/24/2025	.25	280.00	70.00	
Response to Change Request					
Wagner, Kari	4/29/2025	.25	280.00	70.00	
Update with DG Re. Change Requests and Upcoming Meeting					
Associate Engineer II					
Williams, Olivia	4/24/2025	.25	150.00	37.50	
Assess 0034 Change Request					
Williams, Olivia	4/29/2025	1.75	150.00	262.50	
Contact Info Updates; Review of special cases and change request policy; 2025					
Change Request Summary and Memo					
Totals		3.25		650.00	
<b>Total Labor</b>					<b>650.00</b>
			<b>Total this Phase</b>		<b>\$650.00</b>
			<b>Total this Project</b>		<b>\$650.00</b>
			<b>Total this Report</b>		<b>\$650.00</b>

# 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

May 31, 2025

Client ID 21089 AFD

### Statement for period through May 31, 2025

#### Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
22	ELECTION MATTERS	\$195.00	-\$195.00	\$667.50	\$667.50
PRIOR STATEMENT BALANCE					\$195.00
TOTAL PAYMENTS AND ADJUSTMENTS					-\$195.00
CURRENT CHARGES					\$667.50
PAY THIS AMOUNT					\$667.50

Any Payments Received After 05/31/25 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



Summary Statement

June 30, 2025

Page 1 of 3

Investor ID: CA [REDACTED]

0000067-0000287 PDF 797062

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

Agenda Item 5) b.

California CLASS

California CLASS

Average Monthly Yield: 4.3433%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01 [REDACTED]	CA Class Fund	1,950,308.04	0.00	0.00	6,966.09	42,177.36	1,950,540.24	1,957,274.13
TOTAL		1,950,308.04	0.00	0.00	6,966.09	42,177.36	1,950,540.24	1,957,274.13



Account Statement

June 30, 2025

Page 2 of 3

Account Number: CA-01 [REDACTED]

CA Class Fund

Account Summary

Average Monthly Yield: 4.3433%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,950,308.04	0.00	0.00	6,966.09	42,177.36	1,950,540.24	1,957,274.13

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
06/01/2025	Beginning Balance			1,950,308.04	
06/30/2025	Income Dividend Reinvestment	6,966.09			
06/30/2025	Ending Balance			1,957,274.13	



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

**Agenda Item 5) c.**  
~~**ACTION REQUIRED**~~

100% of the year has elapsed	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
<b>Administration and Operation</b>				
01Admininstrative Exp/Office Ex	57,582.58	75,900.00	-18,317.42	75.87%
02-Accountant	7,975.00	9,000.00	-1,025.00	88.61%
03-Comm Eng Grant Wrtnng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	80,809.69	87,500.00	-6,690.31	92.35%
05-Legal Counsel	25,944.00	45,000.00	-19,056.00	57.65%
06-Insurance	1,765.00	1,800.00	-35.00	98.06%
07-Audit Fees	1,000.00	4,000.00	-3,000.00	25.0%
09-GSP Related Costs-Annual Rep	57,453.00	57,500.00	-47.00	99.92%
10-GSP Implementation / PMAs	35,742.11	185,000.00	-149,257.89	19.32%
<b>Total Administration and Operation</b>	<b>268,271.38</b>	<b>500,700.00</b>	<b>-232,428.62</b>	<b>53.58%</b>
<b>Total Expense</b>	<b>268,271.38</b>	<b>500,700.00</b>	<b>-232,428.62</b>	<b>53.58%</b>
<b>Net Ordinary Income</b>	<b>-268,271.38</b>	<b>-500,700.00</b>	<b>232,428.62</b>	<b>53.58%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	288,095.60	550,000.00	-261,904.40	52.38%
<b>Total Other Income</b>	<b>288,095.60</b>	<b>550,000.00</b>	<b>-261,904.40</b>	<b>52.38%</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>288,095.60</b>	<b>500,700.00</b>	<b>-212,604.40</b>	<b>57.54%</b>
<b>Net Income</b>	<b>19,824.22</b>	<b>0.00</b>	<b>19,824.22</b>	<b>100.0%</b>

# San Antonio Basin GSA

## Balance Sheet

As of June 30, 2025

Jun 30, 25

### ASSETS

#### Current Assets

##### Checking/Savings

Community Bank of SM -ACCT 9006	24,708.64
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Total Checking/Savings	24,708.64
------------------------	-----------

Total Current Assets	24,708.64
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TOTAL ASSETS	<u>24,708.64</u>
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### LIABILITIES & EQUITY

#### Equity

Retained Earnings	4,884.42
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Net Income	19,824.22
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Total Equity	24,708.64
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TOTAL LIABILITIES & EQUITY	<u>24,708.64</u>
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# San Antonio Basin GSA Expenses by Vendor Detail

June 2025

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	06/12/2025	3205	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
	Check	06/12/2025	3206	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	650.00
Total BERTOUX & COMPANY						5,650.00
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	06/12/2025	3207	05-Legal Counsel	Community Bank of SM -ACCT 9006	793.00
Total Brownstein Hyatt Farber Schreck						793.00
<b>Carrie Troup, C.P.A.</b>						
	Check	06/12/2025	3212	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	06/12/2025	3208	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	3,265.00
	Check	06/12/2025	3209	04-Monitoring	Community Bank of SM -ACCT 9006	4,281.25
Total GSI WATER SOLUTIONS, INC.						7,546.25
<b>Los Alamos CSD</b>						
	Check	06/12/2025	3210	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>MOSS, LEVY &amp; HARTZHEIM LLP</b>						
	Check	06/12/2025	3211	07-Audit Fees	Community Bank of SM -ACCT 9006	1,000.00
Total MOSS, LEVY & HARTZHEIM LLP						1,000.00
<b>Safeguard Check Supply</b>						
	Check	06/18/2025	EFT	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	291.36
Total Safeguard Check Supply						291.36
<b>WALLACE GROUP</b>						
	Check	06/12/2025	3213	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	2,306.25
Total WALLACE GROUP						2,306.25
<b>TOTAL</b>						<b>18,511.86</b>

## Donna Glass

**From:** Director SABGSA <admin@sanantoniobasingsa.org>  
**Sent:** Friday, July 11, 2025 11:57 AM  
**To:** Donna Glass; Carrie Troup  
**Subject:** SABGSA Fund Request + Invoices  
**Attachments:** SABGSA Invoices for Payment 07-11-25.xlsx

**Agenda Item 5) d.  
ACTION REQUIRED**

Hi Donna: SABGSA's invoices for this month total \$25,872.90. I'd like to request a fund transfer for that amount, please. The spreadsheet is attached. [REDACTED] There are a few more than usual so I thought a link might be easier. Let me know if you have any questions or issues accessing the folder.

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

Thanks to you both!

## Stephanie Bertoux

Executive Director, San Antonio Basin GSA



(805) 451-0841

<https://sanantoniobasingsa.org/>

1	Date	Vendor/Consultant	Amount	Invoice #	Budget Category	Line Item
2	8-Jul	Bertoux & Co	\$5,000.00	25-006	01 - Administrative	1A. Professional Administrative Services
3	22-Jun	Bertoux & Co	\$239.88	Receipt in File	01 - Administrative	1B. Website - Microsoft 365 Email Account Renewal
4	3-Jul	Brownstein	\$122.00	1041821	05 - Legal Counsel	Legal Counsel
		Golden State Risk				
5	2-Jun	Management Authority	\$1,755.00	INV-004420	06 - Insurance	Premium for FY 25-26 Policy
6	11-Jul	GSI Water Solutions	\$2,616.25	0748.018-11	10 - GSP Implementation	On-Call Hydrogeological Consulting FY 24-25 Contract
7	11-Jul	GSI Water Solutions	\$13,816.95	0748.022-5	04 - Monitoring	2025 Quarterly Monitoring & Reporting
8	18-Jun	LACSD	\$200.00	2025-05	01 - Administrative	1C. Facilities Use and Support Services
9	18-Jun	Safeguard Check Supply	\$291.36		01 - Administrative	1D. Office Supplies
10	30-Jun	Troup CPA	\$725.00	0625GSA	02 - Accountant	Accounting
11	23-Jun	Wallace Group	\$416.00	65400	10 - GSP Implementation	10B. Well Registration & Metering Program
12	23-Jun	Wallace Group	\$690.46	65401	10 - GSP Implementation	10B. Well Registration & Metering Program
13		Invoice Total	\$25,872.90			

**San Antonio Basin Water District**  
**DRAFT 2025-26 / 4 Year Proposed Budget as of 7-6-2025**

**Agenda Item 6) a.**  
**ACTION REQUIRED**

Jul '20 - Jun '21	Jul '21 - Jun '22	Jul '22 - Jun '23	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	Actual Year End	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget

Ordinary Income									
Irrigated Acres - Prop 218 max = \$60.00	13,218 @ \$48.00	12,941 @ \$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	\$634,464	\$776,460.0	\$775,560	\$528,800	\$533,200	\$415,140	\$415,140	\$415,140	\$415,140
Non-Irrigated Acres - Prop 218 max = \$0.50	47,179 @ \$0.50	47,437 @ \$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	\$23,580	\$23,719	\$23,726	\$18,850	\$18,806	\$14,084	\$14,084	\$14,084	\$14,084
Annual Assessments	\$658,044	\$744,720	\$799,286	\$547,650	\$552,006	\$429,224	\$429,224	\$429,224	\$429,224
Past Assessments Verification	\$0	\$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	\$429,224
Interest Income	\$0	\$0	\$5,861	\$83,799	\$87,900	\$75,000	\$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)					\$65,970	\$1,390			
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>\$713,253</b>	<b>\$622,593</b>	<b>\$504,224</b>	<b>\$504,224</b>	<b>\$504,224</b>
Operating Expenses									
1 General Manager (part-time)	\$40,000	\$41,488	\$46,900	\$42,900	\$46,800	\$54,700	\$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	\$15,208
4 Contract Administration (Assessment Billing)	\$40,615	\$18,426	\$15,835	\$14,687	\$25,896	\$20,000	\$20,800	\$21,632	\$22,497
5 Legal Services	\$17,005	\$6,430	\$4,252	\$700	\$3,743	\$6,500	\$6,760	\$7,030	\$7,312
6 Meeting Room Lease	\$150	\$150	\$0	\$0	\$0	\$150	\$150	\$150	\$150
7 Web Page Support	\$283	\$295	\$295	\$336	\$415	\$600	\$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	\$2,990
11 Office Supplies/Bank Charges	\$286	\$371	\$385	\$658	\$448	\$600	\$624	\$649	\$675
12 Postage/Printing	\$384	\$26	\$20	\$0	\$0	\$100	\$104	\$108	\$112
13 Board Elections	\$0	\$0	\$114	\$0	\$141	\$260	\$270	\$281	\$292
14 CSDA Membership	\$186	\$200	\$215	\$567	\$837	\$904	\$976	\$1,054	\$1,139
15 LAFCO District Fees	\$0	\$0	\$0	\$813	\$631	\$753	\$783	\$814	\$847

**San Antonio Basin Water District**  
**DRAFT 2025-26 / 4 Year Proposed Budget as of 7-6-2025**

Jul '20 - Jun '21	Jul '21 - Jun '22	Jul '22 - Jun '23	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	Actual 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>\$100,745</b>	<b>\$102,593</b>	<b>\$104,518</b>	<b>\$106,523</b>
17	Contingency 10 %	\$0	\$0	\$0	\$0	\$0	\$10,074	\$10,259	\$10,452	\$10,652
<b>SUBTOTAL</b>		<b>\$112,247</b>	<b>\$79,344</b>	<b>\$78,598</b>	<b>\$70,344</b>	<b>\$91,530</b>	<b>\$110,819</b>	<b>\$112,852</b>	<b>\$114,969</b>	<b>\$117,175</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	-\$38,227	-\$158,628	-\$160,746	-\$162,951
	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	\$71,723	\$0	\$0	\$0	\$0
	Total Designation to/from District Reserve	\$471,407	\$428,497	\$447,975	\$352,720	\$333,627	-\$38,227	-\$158,628	-\$160,746	-\$162,951
<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>\$622,592</b>	<b>\$504,224</b>	<b>\$504,223</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>\$2,021,984</b>	<b>\$1,983,757</b>	<b>\$1,825,129</b>	<b>\$1,664,383</b>	<b>\$1,501,432</b>

# San Antonio Basin Water District

**DRAFT - 2025-26 Budget @ \$30.00 per Irrigated Acre**

Ordinary Income		
	Total Assessments	\$505,194
	Interest Income	\$75,000
	Misc Income	
	Santa Barbara Co. Tax Bill 2021-22	
	Santa Barbara Co. Tax Bill 2022-23	
	Santa Barbara Co. Tax Bill 2023-24	
	Santa Barbara Co. Tax Bill 2024-25	\$1,390
	Santa Barbara Co. Tax Bill 2025-26	\$41,009
<b>Total Income</b>		<b>\$622,593</b>
Operating Expenses		
1	General Manager (part-time)	\$54,700
3	Audit & Financial Reporting (Accountant)	\$13,520
4	Contract Administration (Assessment Billing)	\$20,000
5	Legal Services	\$6,500
6	Meeting Room Lease	\$150
7	Web Page Support	\$600
10	Insurance Errors and Omissions & Board	\$2,658
11	Office Supplies/Bank Charges	\$600
12	Postage/Printing	\$100
13	Board Elections	\$260
14	CSDA Membership	\$904
15	LAFCO District Fees	\$753
<b>SUBTOTAL</b>		<b>\$100,745</b>
17	Contingency 10 %	\$10,074
<b>SUBTOTAL</b>		<b>\$110,819</b>
18	GSA Budget (Contingency Included)	\$550,000
19	Designation to/used from District Reserve Account	-\$38,227
<b>Total Operating Expenses</b>		<b>\$622,592</b>
<b>Net Income</b>		<b>\$0</b>
<b>Reserve Account Balance</b>		<b>\$1,983,757</b>

\_\_\_\_\_  
Donna Glass, Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Merrill, President

\_\_\_\_\_  
Date

# San Antonio Basin Water District

**DRAFT 2025-26 / 4 Year Proposed Budget as of 7-7-2025**

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

*The final Budget will be approved at the July 15, 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 – June 17, 2025 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 requested their refund of \$1,795.82 and a check was 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 \$1,390.

### **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 - \$753** –Invoice for 2025-26 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 \$38,227 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 (\$71,723) did not use from their 2024-25 budget, will be approved for allocation towards the Reserves, amounting to an estimated total of \$333,627.

## **SAN ANTONIO BASIN WATER DISTRICT**

### **RESOLUTION 2025-03**

#### **RESOLUTION AUTHORIZING LEVY AND COLLECTION OF 2025-26 ASSESSMENT**

**WHEREAS**, as authorized by Water Code Section 36550 *et seq.*, and pursuant to Proposition 218 (Article XIII D, Section 4 of the California Constitution), this Board has determined that it is necessary to adopt 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 passed and adopted a Resolution that, among other things, (1) outlined procedures to be used in an assessment ballot proceeding for adopting the proposed Assessment, (2) adopted the Engineer's Report and called for an assessment ballot proceeding, (3) scheduled the Assessment hearing, and (4) directed district personnel to prepare and send notices and ballots for the proceeding; and

**WHEREAS**, in furtherance of said Resolution, this Board received an Engineer's Report, entitled "Engineer's Report For the San Antonio Basin Water District," dated May 19, 2020, 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**, the Engineer's Report discusses the District's anticipated costs and required revenues; and

**WHEREAS**, the Engineer's Report recommended splitting lands within the District into three classes: Irrigated Agriculture, Non-Irrigated Agriculture, and Non-Overlying as authorized by Water Code Section 36578; and

**WHEREAS**, Upon tabulating the votes at the conclusion of the assessment hearing conducted on July 20, 2020, the weighted ballots in favor of the proposed Assessment outweigh the weighted ballots in opposition, with the results being 590,401.03 votes in favor of the assessment and 50 votes in opposition; and

**WHEREAS**, the Assessment Ballot Proceeding was carried out in accordance with the Board of director's May 19, 2020 Resolution, including a hearing conducted on July 21, 2020; 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, these proceedings with respect to notice, protest, and hearing requirements have been conducted in accordance with the Omnibus Implementation Act, rather than the Water Code; and

**WHEREAS**, as provided by Water Code Section 36578(d), the proposed Assessment having been levied under the alternate provisions of Section 36577 through 36579, the proceedings for carrying out the Assessment shall be carried out by the Board and the Secretary of the District, rather than the clerk of the Board of Supervisors;

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

- 1) Proceedings to Levy and Collect Assessment.** The following procedures shall be used by the District in levying and collecting the Assessment, as required by Division 13, Part 7 of the Water Code and Article XIID, Section 4, of the California Constitution:
  - a. 2025-26 Assessment:** The Board determines that the amount of the Assessment for 2025-26, authorized by the Assessment Ballot Proceedings, shall be \$30.00 per acre for Irrigated Agriculture, \$0.30 per acre for Non-Irrigated Agriculture, and \$0.00 for Non-Overlying; provided, however, this Board determines that if the aggregate assessment of any owner of Irrigated Agriculture or Non-Irrigated Agriculture results in an assessment of less than \$50, that owner shall be subject to a minimum assessment of \$50.
  - b. Assessment Book:** The Secretary has caused to be prepared an integrated version of the roll and Assessment Book (the "Integrated Roll"). As provided by Water Code Section 36725, within 10 days, the President and Secretary shall sign duplicate copies of the following documents, which shall be attached to the Assessment Book:
    - 1.** A list of all parcels of land subject to the Assessment, that being the Integrated Roll. The list shall specify within each parcel the number of acres of Irrigated Agriculture, the number of acres of Non-Irrigated Agriculture, and the number of acres of Non-Overlying;
    - 2.** The order of the Board of Directors fixing the assessment, that being a copy of this Resolution; and

3. The annual estimate of the board of directors, that being the District's 2025-26 Budget.

- c. **Charging the Assessment:** Within 10 days after the obligations in the previous paragraph are completed, the Assessor and Tax Collector (since the offices of Treasurer, Assessor and Tax Collector may be combined as authorized by Water Code Section 34711) shall compute the assessment due on each parcel, and file the Assessment Book, that being the Integrated Roll which identifies by landowner and parcels of each landowner the acreage subject to the Assessment and the amount of the Assessment levied with respect to each parcel. Once the Assessment Book has been filed, the Assessment listed shall be due and payable to the Tax Collector of the District.
- d. **Lien:** Pursuant to Water Code Section 36825, upon filing the Assessment Book with the Tax Collector the assessment and any penalties for delinquencies shall constitute a lien on the lands that are the subject of the Assessment.
- e. **Notice of Assessment:** Within 10 days of the Assessment being due and payable, the Assessor shall publish a notice as specified by Water Code Section 36826, including the date the Assessments are due and payable, the time when Assessments are delinquent, which is six months from when they become due as provided by Water Code Section 36950, and that a delinquency penalty of five percent (5%) of the amount delinquent will be applicable; provided, however, landowners will be asked to make payment of Assessments within 60 days of the date due and payable.

**[This Space Left Intentionally Blank]**

- f. **Other Matters:** The District's staff and officers are authorized and directed to do all things necessary to collect the assessments consistent with applicable law.

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 July 15, 2025.

WITNESS my hand of said Board of Directors, July 15, 2025.

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

\_\_\_\_\_  
Kevin Merrill  
President of the Board of Directors

County Courthouse  
1100 Anacapa Street  
Santa Barbara, CA 93101



**Grand Jury  
Santa Barbara County**

805 568-2291  
[sbcgj@sbcourts.org](mailto:sbcgj@sbcourts.org)  
<http://www.sbcgj.org>

**Agenda Item 7)  
ACTION REQUIRED**

June 10, 2025

San Antonio Basin Water District  
Donna Glass, District Manager/Secretary

[Admin@sanantoniobasinwd.org](mailto:Admin@sanantoniobasinwd.org)

On behalf of the 2024-25 Santa Barbara County Grand Jury, I am enclosing a copy of the following report for your review and response:

**WATER MANAGEMENT IN SANTA BARBARA COUNTY  
Keep Up the Good Work**

The Grand Jury, County Counsel, and Presiding Judge of the Superior Court Patricia Kelly have approved this report. Pertinent sections of the California Penal Code §933 and §933.05 require the following:

- You are receiving this report two working days prior to its release to the public; you shall not disclose this report prior to its public release.
- Each entity or individual named in the report must respond to each relevant Finding and Recommendation in this report, within the specific statutory time limit.
- As a governing body of a public agency subject to the reviewing authority of the Grand Jury, the response time is no later than 90 days following receipt of the report.
- Responses to Findings shall be either:
  - Agree
  - Disagree with an explanation
  - Disagree partially with an explanation
- Responses to Recommendations shall be one of the following:
  - “Has been implemented” with a summary of the implementation action(s) taken
  - “Will be implemented” with an implementation schedule
  - “Requires Further Analysis” with an analysis completion schedule which shall not exceed six months from the report publication date
  - “Will not be implemented” with an explanation of why

➤ You must submit your original response to Presiding Judge of the Superior Court Patricia Kelly at [pkelly@sbcourts.org](mailto:pkelly@sbcourts.org) and to the Grand Jury at [sbcgj@sbcourts.org](mailto:sbcgj@sbcourts.org).

Once received, your response will be publicly posted on the Grand Jury website at [www.sbcgj.org](http://www.sbcgj.org).

I thank you for your attention to this matter, and for your service on behalf of the citizens of Santa Barbara County.

Respectfully yours,

*Dale Kunkel*

Dale Kunkel  
Foreperson  
2024-2025 Santa Barbara County Grand Jury

County Courthouse  
1100 Anacapa Street  
Santa Barbara, CA 93101



805 568-2291  
[sbcgj@sbcourts.org](mailto:sbcgj@sbcourts.org)  
<http://www.sbcgj.org>

**Grand Jury  
Santa Barbara County  
FOR IMMEDIATE RELEASE**

June 12, 2025

For more info, contact:

Dale Kunkel, Foreperson  
Phone: (805) 448-5892  
Email: [dkunkel24@sbcourts.org](mailto:dkunkel24@sbcourts.org)

**WATER MANAGEMENT IN SANTA BARBARA COUNTY**

**Keep Up the Good Work**

Water availability has been a concern in the region of Santa Barbara County since the earliest settlements of the Chumash. The most recent drought, ending in 2023, refocused attention on the need to both conserve water and to seek new sources. Water scarcity is an ongoing fact of life in the County. The unique geography of the South Coast makes it particularly susceptible to drought; however, the entire county faces a scarcity of both ground and surface water.

Historically, groundwater resources have been depleted by both agricultural and urban uses, without regard for sustainability. Seawater intrusion into our aquifers due to overuse of the groundwater is a real threat.

The last three winters have seen heavy precipitation across Santa Barbara County leading to full reservoirs and somewhat replenished aquifers. Nevertheless, complacency is not a luxury County residents can afford. As another drought is inevitable, the 2024-25 Santa Barbara County Grand Jury (Jury) undertook an investigation to determine whether Santa Barbara County as a whole is adequately prepared.

The Jury reviewed ongoing concerns about water availability, particularly in light of state mandated increases in housing in the County. The Jury considered the recommendations of past Grand Juries regarding the water management situation throughout the County and found that circumstances have substantially improved since the issuance of these previous reports. The professionalism and commitment of all individuals interviewed as well as the high degree of



constructive coordination among the County Water Agency, local water districts, and local groundwater sustainability agencies impressed the Jury.

#####

The Honorable Patricia Kelly, Presiding Judge  
Santa Barbara County Superior Court  
1100 Anacapa Street  
Santa Barbara, CA 93101

Subject: Santa Barbara County Grand Jury Report — “Water Management in Santa Barbara County: Keep up the Good Work”

Judge Kelly:

Please find below San Antonio Basin Water District’s response to the findings and recommendations of the Grand Jury Report referenced above.

### **Findings**

The District was instructed to respond to Finding 1 and Finding 2, and does so as follows.

**Finding 1: Despite community concerns about water scarcity, all of the public entities the Jury investigated that provide and manage water in Santa Barbara County have made proactive plans to fortify against future droughts and provide sufficient water necessary to support future housing growth and commerce.**

**Response:** Agree.

**Finding 2 Despite a 2016-17 Grand Jury finding that limitations exist in coordinating water management, the Jury finds that coordination among different water management entities in the County has improved significantly.**

**Response:** Agree.

### **Recommendations**

The Report contains no recommendations.

This concludes the District’s comments on the Finding and Recommendations of Santa Barbara County Grand Jury Report, “Water Management in Santa Barbara County: Keep up the Good Work”

Sincerely,

Kevin Merrill  
District President

## 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> <small><u>Company Training Allowed</u></small> <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](#)