



# SHANDON-SAN JUAN WATER DISTRICT

## SHANDON-SAN JUAN GSA

### Secretary/Treasurer's Report: September 19, 2025 – December 5, 2025

Date: December 5, 2025

To: Shandon-San Juan Water District Board of Directors

From: Stephanie Bertoux, District Secretary/Treasurer/Assessor

#### **Assessments and Income:**

SSJWD levied assessments for FY 2025-26 totaling \$401,140.26 that are due on February 13, 2026. Income for the period totaled \$74,766.63. The remaining balance is \$326,374.23.

#### **Expenses:**

Expenses for the period totaled \$93,979.12.

- SSJWD Expenses - \$30,979.12
- PRAGA – Member GSAs made financial contributions to PRAGA to support continued operations through December 2025. SSJGSA's share of the contribution was \$63,000.

#### **FY 2025-26 Budget Summary**

See attached budget summary.

#### **District Assets as of December 5, 2025:**

Total Cash Position: \$697,725.62

- Bank Balance: After paying expenses noted above (\$93,979.12), the District has a cash position of \$129,888.02
- Investment Account Balance: \$549,837.60
  - \$400,000 – initial investment authorized by SSJWD Board on July 1, 2024.
  - \$120,000 – investment authorized by SSJWD Board on January 22, 2025.
  - \$29,837.60 – earned July 1, 2024 – November 30, 2025 (reinvested)

#### **LAFCO Municipal Service Review**

LAFCO is responsible for conducting Municipal Service Reviews (MSRs) on a routine basis for all districts within the County. In alignment with LAFCO's approved FY 2025–26 workplan, the MSR process for the Shandon-San Juan Water District is available for public comment. The LAFCO Public Hearing is scheduled for December 18, 2025 at 9am.

#### **Board Training & Certifications**

- Form 700s (Conflict of Interest Statements) are due April 1 of each year. Directors must file with the County of SLO and the FPPC.
  - County of SLO – file electronically with Netfile. Each Director should have received an email from the County. <https://www.netfile.com/filer> Select Local Filer Log In from the white, pull down Log-In Button in top right corner.
  - With SB1156 now in effect (as of January 1, 2025), Board members are required to file Form 700s with the Fair Political Practices Commission (FPPC) in addition to the County of SLO. The

SSJWD account is set up. Each Director should have received an email from FPPC with log-in information. <https://form700.fppc.ca.gov/>

- Ethics Training is required every two years. <https://localethics.fppc.ca.gov/login.aspx>.
- Anti-Sexual Harassment Training is required every two years. <https://calcivilrights.ca.gov/shpt/>

Director	COI – Form 700 FPPC (Due by April 1, 2025)	COI – Form 700 County of SLO (Due by April 1, 2025)	Ethics Training (Required Every 2 Years)	Anti-Sexual Harassment Training (Required Every 2 Years)
Willy Cunha	DONE	DONE	Next Due Date 03/18/27	Next Due Date 03/18/27
Marshall Miller	DONE	DONE	<b>NEED TO COMPLETE</b>	<b>NEED TO COMPLETE</b>
Ray Shady	DONE	DONE	<b>NEED TO COMPLETE</b>	Next Due Date 09/23/26
Steve Sinton	DONE	DONE	Next Due Date 06/24/27	<b>NEED TO COMPLETE</b>
Matt Turrentine	DONE	DONE	Next Due Date 05/07/27	Next Due Date 05/07/27

# SHANDON-SAN JUAN WATER DISTRICT

## BUDGET V. ACTUAL YTD

December 5, 2025

INCOME	2025-26 BUDGET	2025-26 YTD ACTUAL	BUDGET REMAINING
Assessments (Collected)	\$401,140.26	\$74,766.63	\$326,373.63
<b>Total Income</b>	<b>\$401,140.26</b>	<b>\$74,766.63</b>	<b>\$326,373.63</b>
ANNUAL EXPENSES	2025-26 BUDGET	2025-26 YTD ACTUALS	BUDGET REMAINING
Accounting / Annual Audit	\$6,200.00	\$0.00	\$6,200.00
Administration / Contract Labor			
Stephanie Bertoux	\$17,500.00	\$5,968.75	\$11,531.25
Randy Diffenbaugh	\$25,000.00	\$9,525.00	\$15,475.00
Bank Fees	\$30.00	\$0.00	\$30.00
Board Training	\$0.00	\$0.00	\$0.00
Checks/Stamps/QBO	\$105.00	\$0.00	\$105.00
District General Election	\$0.00	\$0.00	\$0.00
Insurance	\$2,600.00	\$2,478.84	\$121.16
LAFCO Fees for Special Districts	\$910.00	\$0.00	\$910.00
Legal Fees	\$25,000.00	\$11,726.32	\$13,273.68
P.O. Box Fees	\$0.00	\$0.00	\$0.00
Public Notices	\$108.00	\$120.00	(\$12.00)
Taxes Withheld (Bank Account)	\$10.00	\$1.51	\$8.49
Website Fees/Email Accounts/Domain Name	\$1,067.70	\$0.00	\$1,067.70
<b>TOTAL OPERATING</b>	<b>\$78,530.70</b>	<b>\$29,820.42</b>	<b>\$48,710.28</b>
GSP IMP., STUDIES, AND PROJECTS	2025-26 BUDGET	2025-26 YTD ACTUALS	BUDGET REMAINING
Applications to SWRCB	\$0.00	\$0.00	\$0.00
Project Consulting	\$50,000.00	\$963.75	\$49,036.25
Flood Water Capture & Recharge Study	\$0.00	\$0.00	\$0.00
GSP Economic Impact Study	\$0.00	\$0.00	\$0.00
Monitoring Network	\$55,000.00	\$39,263.75	\$15,736.25
On-Call Hydrogeologic Services	\$30,000.00	\$9,840.00	\$20,160.00
PRAGA Budget - SSJGSA Share	\$0.00	\$63,000.00	(\$63,000.00)
PRAGA - Rural Domestic/De Minimis Users	\$2,500.00	\$0.00	\$2,500.00
Public Outreach	\$12,882.50	\$2,682.50	\$10,200.00
Public Funding Consultant	\$0.00	\$0.00	\$0.00
<b>TOTAL PMAs AND STUDIES</b>	<b>\$150,382.50</b>	<b>\$115,750.00</b>	<b>\$34,632.50</b>
TOTAL	2025-26 BUDGET	2025-26 YTD ACTUALS	BUDGET REMAINING
Total Income	\$401,140.26	\$74,766.63	\$326,373.63
Expenses	\$228,913.20	\$145,570.42	\$83,342.78
Contingency (10% of Expenses)	\$22,891.32	\$0.00	\$22,891.32