



SHANDON-SAN JUAN WATER DISTRICT

SHANDON-SAN JUAN GSA

MEETING AGENDA

July 24, 2024

The Board of Directors of the Shandon-San Juan Water District/Shandon-San Juan Groundwater Sustainability Agency will hold a regularly scheduled meeting at **9:00 A.M.** on **Wednesday, July 24, 2024**, at the Illy Lodge at Illy Sunnyslope Farms located at 3385 Truesdale Rd., Shandon, CA 93461. Virtual options are available for public participation.¹

Alternate Location: Director Miller will participate in the meeting via teleconference from 132 E. Carrillo Street, Santa Barbara, 93101.

Virtual Options for Public Participation:

<https://us06web.zoom.us/j/88510055315?pwd=Y0hpazl2NWZsU2dvSGZsREwydUgvdz09>

Meeting ID: 885 1005 5315 **Passcode:** 095610 **Dial:** (669) 900-6833

To view supporting documents, go to: <https://www.ssjwd.org/agendas-minutes>

1. **Call to Order**
2. **Roll Call**
3. **Public Comment**
4. **Consent Agenda**
 - a. Meeting Minutes – May 22, 2024 Joint Meeting with EPCWD and May 22, 2024 SSJWD Regular Meeting
 - b. Secretary/Treasurer’s Report – July 18, 2024
5. **Director’s Reports**
 - a. WRAC
6. **Paso Basin Cooperative Committee Updates on SGMA/GSP Implementation**
 - a. July 24, 2024 @ 4pm - Paso Robles Council Chambers, 1000 Spring Street, Paso Robles, CA 93446
7. **Applications to State Water Resources Control Board (SWRCB) for Supplemental Water**
 - a. Update from Subcommittee
 - b. Consider Approving SSJWD Letter to the State Water Resources Control Board (SRWCB)
 - c. Consider Adopting Resolution 24-002 Regarding Actions to Obtain Access to Facilities Necessary to Support District Water Rights Applications
8. **Consider Approving Resolution 24-001 Authorizing Levy and Collection of 2024 Assessment for Fiscal Year 2024/2025**
9. **Review and Consider Approving SSJWD Budget for FY 24-25**
10. **Next Regularly Scheduled Meeting – Wednesday, September 25, 2024 @ 9am. No August meeting.**
11. **Adjourn**

¹ SSJGSA/SSJWD will make reasonable efforts to make the meeting accessible virtually; however, if one of the virtual options are unavailable due to technological issues, you are invited to take advantage of the other options, including in-person attendance.

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 Bertoux & Co. 930 Nysted Dr. St. A Solvang, CA 93463 805-451-0841 admin@ssjwd.org. Notification of at least forty-eight (48) hours prior to the meeting will help enable reasonable arrangements to ensure accessibility to the meeting. Copies of Meeting Documents can be found on our District Website <https://www.ssjwd.org/> or requested by contacting Bertoux & Co. 930 Nysted Dr. St. A Solvang, CA 93463 805-451-0841 admin@ssjwd.org.



SHANDON-SAN JUAN WATER DISTRICT SHANDON-SAN JUAN GSA

UNAPPROVED MEETING MINUTES May 24, 2024 Regular Meeting

The Board of Directors of the Shandon-San Juan Water District (SSJWD) and Shandon-San Juan Groundwater Sustainability Agency (SSJGSA) held a regularly scheduled meeting on Wednesday, May 24, 2024, at SVP Winery located at 111 Clark Road, Shandon, CA 93461. Virtual options were made available for public participation. The agenda and all supporting documents were posted at <https://www.ssjwd.org/agendas-minutes>.

I. Call to Order

President Cunha called the meeting to order at 10:51am on Wednesday, May 24, 2024 at SVP Winery.

II. Roll Call

Directors Present: Willy Cunha Steve Sinton
 Ray Shady Matt Turrentine

Directors Absent: Marshall Miller

III. Public Comment

No public comments received.

IV. Consent Agenda

The following motion was made by Director Turrentine, seconded by Director Sinton, and passed 4-0 with a roll call vote.

MOTION – Approve the minutes from the March 27, 2024 Board meeting and the Secretary/Treasurer’s Report dated May 17, 2024, as presented.

V. Paso Basin Cooperative Committee (PBCC)

The next PBCC meeting is scheduled for May 22, 2024 at 4pm in the Paso Robles Council Chambers located at 1000 Spring Street, Paso Robles, CA 93446.

VI. LAFCO File No. 1-R-24 Sphere of Influence Amendment and Annexation No. 1 to SSJWD

In a letter dated February 26, 2024, LAFCO advised SSJWD that an application was filed with LAFCO on February 22, 2024 to annex property into SSJWD sphere of influence. The proposed project includes an annexation of approximately 3,946.75 acres of property into the Shandon-San Juan Water District. The property is located in the unincorporated area of the County at 3425 Truesdale Road in rural Shandon. The application was received and filed by LAFCO at the April 18, 2024 meeting. The application did not appear on the May 16, 2024 LAFCO agenda.

VII. PRIOR Funds

After polling the members of PRIOR as to what to do with the remaining funds in the PRIOR bank account (\$11,270.33), the majority supported distributing the funds equally to the Shandon-San Juan Water District and Estrella-El Pomar-Creston Water District which cover the Paso Robles Groundwater Basin. The PRIOR funds were collected to either pay for litigation fees to prevent claims of prescription against overlying landowners, or an agreement that tolled any such claims for the lifetime of an agreement. With the completion of the Paso Robles Groundwater Basin Agreement dated 2005, PRIOR accomplished its mission and remaining funds were only used to

pay for a post office box, postage, legal fees and recording landowners who subsequently joined the agreement. No new applications nor financial transactions have occurred in over 5 years. The Memorandum of Operating Principles provided that surplus funds be kept in a non-interest bearing account, so the funds were losing value over time.

While EPCWD and SSJWD were not formed to protect overlying landowners from governmental claims of prescription in the Paso Basin, they are organized to seek ways to protect those same landowners from draconian cuts in water use. Therefore, PRIOR determined that transferring the remaining funds to these entities most closely reflects the intent of the PRIOR members.

The SSJWD Board would like to earmark the \$5,635.17 received from PRIOR to be used for GSP implementation projects. The following motion was made by Director Sinton, seconded by Director Turrentine, and passed 4-0 with a roll call vote.

MOTION – Earmark the funds received from PRIOR for GSP implementation projects and set aside in SSJWD project fund.

VIII. SSJWD Investment

SSJWD adopted an investment policy on June 28, 2023. As representatives of a local agency, the Board of Directors of the Shandon-San Juan Water District may invest surplus monies not required for the immediate necessities of the SSJWD in accordance with the provisions of Government Code sections 5921 et seq., and 53601 et seq. SSJWD's investment policy outlines permitted investments by type and includes Joint Powers Authority Pools and Local Agency Investment Funds. The Board discussed and reviewed investing with CA CLASS. CA CLASS aligns with all objectives of the policy regarding safety of principle, liquidity, and yield. The fund is set up as a stable net asset value (NAV) fund. There is no minimum balance to open or maintain an account, no time commitment, and no charge per transaction. Interest is accrued daily. SSJWD Treasurer reviewed the District's cash position, cash flow projections for May 2024 through June 2025, and a draft budget for FY 24-25, and recommended an investment up to \$400,000 with CA CLASS.

The following motion was made by Director Sinton, seconded by Director Turrentine, and passed 4-0 with a roll call vote.

MOTION – Authorize SSJWD's Treasurer to invest \$400,000 with CA CLASS.

IX. Next Meeting

The next regularly scheduled Board of Directors meeting is Wednesday, June 26, 2024 at 9am.

X. Adjourn

President Cunha adjourned the meeting at 11:21am.

Accepted:

Stephanie Bertoux, Secretary

July 24, 2024



SHANDON-SAN JUAN WATER DISTRICT SHANDON-SAN JUAN GSA

UNAPPROVED MEETING MINUTES May 24, 2024 Special Meeting

The Board of Directors of the Shandon-San Juan Water District (SSJWD) and Shandon-San Juan Groundwater Sustainability Agency (SSJGSA) held a special meeting in conjunction with Estrella-El Poma-Creston Water District on Wednesday, May 24, 2024, at SVP Winery located at 111 Clark Road, Shandon, CA 93461. Virtual options were made available for public participation. The agenda and all supporting documents were posted at <https://www.ssjwd.org/agendas-minutes>.

I. Call to Order

President Cunha called the meeting to order at 9:08am on Wednesday, May 24, 2024 at SVP Winery.

II. Roll Call

Directors Present: Willy Cunha Steve Sinton
 Ray Shady Matt Turrentine

Directors Absent: Marshall Miller

III. Public Comment

No public comments received.

IV. Joint Meeting with the Estrella-El Pomar-Creston Water District/Estrella-El Pomar-Creston Groundwater Sustainability Agency to Discuss and Consider the Next Steps in GSP Implementation. Multiagency meeting pursuant to Government Code Section 54954(b)(3).

The following items were jointly discussed with EPCWD. No action was taken by SSJWD.

- The PBCC is considering various mechanisms for project funding and is investigating a volumetric groundwater extraction fee versus a Prop 218 special benefits assessment. PBCC legal counsel will provide an update at the next PBCC meeting.
- SGMA GSP Round 1 Grant Implementation: Invoice No. 6 covering the period October through December 2023 has been submitted to DWR for approval. The DWR grant administrator for the Paso region recently resigned and a replacement administrator is being assigned. Invoice No.7, covering the January through March 2024 period, is currently being assembled. Blaine Reely will review the draft schedule of the grant-funded projects at the next PBCC meeting.
- Update on SSJWD Applications to SWRCB: Wagner & Bonsignore (W&B) was retained by SSJWD in April 2023 to review the materials submitted prior to April 2023 relating to pending water right Applications A033189 and A033190 and to assist SSJWD with resolving issues that the State Water Resources Control Board (SWRCB) called “deficiencies” in the water right Applications. W&B is working to re-submit the applications by June 30, 2024.
- Update on the State Water Project: A request for proposals (RFP) for the Paso Robles Groundwater Basin State Water Project Supplemental Water Supply Project Feasibility and Engineering Study was issued on April 26, 2024 and proposals were due May 20, 2024.
- Update on the GSP Periodic Evaluation: An RFP for the Paso Robles Basin Groundwater Sustainability Plan 5Year Periodic Evaluation was issued on April 30, 2024 and proposals were due May 20, 2024.

- Contract with Land IQ to Estimate Agricultural Water: A contract was executed on April 18, 2024 and Land IQ will begin working with GSA staff and landowners to site in-field calibration stations and begin delivery of monthly ET values.

The next PBCC meeting is scheduled for May 22, 2024 at 4pm in the Paso Robles Council Chambers located at 1000 Spring Street, Paso Robles, CA 93446.

V. PBCC Budget for FY 24-25

On March 27, 2023, the Paso Basin Cooperative Committee (PBCC) passed a motion to recommend that individual Paso Basin Groundwater Sustainability Agencies (GSAs) approve the Fiscal Year (FY) 2024-2025 PBCC budget totaling \$600,000. Per the MOA, SSJWD's cost share is \$121,200 (21.2%). The following motion was made by Director Turrentine, seconded by Director Shady, and passed 4-0 with a roll call vote.

MOTION – Approved the PBCC budget for FY24-25 totaling \$600,000, as presented, and SSJWD's cost of \$121,200 for FY 24-25.

VI. Proposal from Tripepi Smith for Community Engagement and Communications Support

The Shandon-San Juan Water District and Estrella-El Pomar-Creston Water District desire community engagement and communications support regarding GSP implementation. SSJWD discussed and reviewed a proposal from Tripepi Smith. The scope of work includes monthly strategy discussions to develop and implement an outreach strategy, email sign-up campaign and list management, design and build an e-newsletter template using Constant Contact, and quarterly e-newsletter content creation and distribution. Tripepi Smith proposes a fixed price monthly retainer of \$1,150.00 plus two, one-time fixed costs of \$1,605.00 and \$2,360.00. The cost would be split equally between SSJWD and EPCWD. SSJWD's costs total \$8,882.50. Additional services may be added with written authorization from SSJWD.

The following motion was made by Director Sinton, seconded by Director Shady, and passed 4-0 with a roll call vote.

MOTION – Approve Option 2 in the proposal dated May 17, 2024 from Tripepi Smith for \$17,765 to be split equally between SSJWD and EPCWD.

X. Adjourn

President Cunha adjourned the meeting at 10:48am.

Accepted:

Stephanie Bertoux, Secretary
July 24, 2024



SHANDON-SAN JUAN WATER DISTRICT

SHANDON-SAN JUAN GSA

Secretary/Treasurer's Report: May 17, 2024 – July 17, 2024

Date: July 18, 2024

To: Shandon-San Juan Water District Board of Directors

From: Stephanie Bertoux, District Secretary/Treasurer/Assessor

Account Receivable:

The A/R total for FY 23-24 Assessments is \$11,202.01.

Income:

Income for the period totaled \$0.

Expenses

Expenses for the period totaled \$51,884.43.

FY 2023-24 Budget Summary – Year to Date

	FY 23-24 Budget	FY 23-24 Total
Income	\$401,140.26	\$395,758.23
Expenses	\$305,264.75	\$185,467.01
Contingency (10%)	\$30,526.48	\$0
YE Balance	\$65,349.04	\$210,291.22

District Assets as of July 18, 2024:

Total Equity Position: \$596,073.80

- Bank Balance: After paying expenses noted above, the District has a cash position of \$196,073.80.
- Investment Account Balance: \$400,000. Next month's financial report will include interest accrued on investment.

FY 2024-25 Budget

The FY 2024-25 budget is Item 9 on the July 24, 2024 SSJWD Board agenda.

Board Training & Certifications

- Form 700s – due April 1, 2024. Filed through Netfile. Each Director should have received an email from the County.
- Ethics Training is required every two years. <https://localethics.fppc.ca.gov/login.aspx>.
- Sexual Harassment Training is required every two years.

Director	COI – Form 700 (Required Annually by April 1)	Ethics Training (Required Biannually)	Sexual Harassment Training (Required Biannually)
Willy Cunha	Completed 01/22/24	Completed 02/17/23	Completed 02/01/23
Marshall Miller	Completed 07/16/24	<i>Need to Complete</i>	Completed 03/10/23
Ray Shady	Completed 03/14/24	Completed 09/23/23	<i>Need to Complete</i>
Steve Sinton	Completed 03/24/24	Completed 08/25/22	Completed 03/10/23
Matt Turrentine	Completed 03/01/24	Completed 03/19/23	Completed 03/10/23

**SHANDON-SAN JUAN WATER DISTRICT
SHANDON-SAN JUAN GROUNDWATER SUSTAINABILITY AGENCY**

**RESOLUTION 24-001
RESOLUTION AUTHORIZING LEVY AND COLLECTION OF 2024 ASSESSMENT FOR
FISCAL YEAR 2024/2025**

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 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 23, 2017, 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 Shandon-San Juan 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, the Engineer’s Report identified the District’s anticipated costs and required revenues; and

WHEREAS, the Engineer’s Report recommends, among other things, splitting lands within the District into Non-Irrigated Lands and Irrigated Lands as authorized by Water Code section 36579, with Non-Irrigated Lands being assessed only for District operations component of the Assessment and Irrigated Lands being assessed all components of the Assessment; and

WHEREAS, upon tabulating the votes at the conclusion of the assessment hearing conducted July 25, 2017, the weighted ballots in favor of the proposed Assessment outweigh the weighted ballots in opposition, with the results being 434,963 votes in favor of the assessment and 23,144 votes in opposition; and

WHEREAS, this Assessment Ballot Proceeding was carried out in accordance with the Board of Director’s May 23, 2017 Resolution, including a hearing conducted July 25, 2017; 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 2017 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 SHANDON-SAN JUAN WATER DISTRICT does hereby resolve, declare and order as follows:

- 1) **Proceedings to Levy and Collect 2024 Assessment.** The following procedures shall be used by the District in levying and collecting the 2024 Assessment, as required by Division 13, Part 7 of the Water Code and Article XIID, Section 4 of the California Constitution:
 - A. **2024 Assessment:** The Board determines that less than the full amount of the Assessment authorized by the Assessment Ballot Proceedings for 2024 shall be levied, that being \$0.11 per acre for Non-Irrigated lands, \$35.00 per acre for Irrigated lands and \$7.50 per parcel for residential. Provided, however, this Board determines for FY 2024/25 that it will not levy an assessment on any parcel (or in the case of a landowners owning multiple parcels the collective parcels owned) where the total amount levied is less than \$25.00 because the estimated average cost of levying and collecting same exceed the assessment collected.
 - B. **Assessment Book.** The Secretary has cause to be prepared an integrated version of the roll and Assessment Book (the “Integrated Roll”). As provided by Water Code 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 Land, the number of acres of Non-Irrigated Land, and number of residential parcels;
 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 2024 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 have been combined as authorized by Water Code Section 34711) shall compute and charge 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 Assessments 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 constituent a lien on the lands 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 Assessment 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 5 percent of the amount delinquent will be applicable; provided, however that landowners will be asked to make payment of the Assessments within 30 days of the date due and payable.

2. 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 24, 2024.

WITNESS my hand of said Board of Directors, July 24, 2024.

Stephanie Bertoux
Secretary of the Board of Directors

SHANDON-SAN JUAN WATER DISTRICT

DRAFT BUDGET FOR FY 2024-25

July 15, 2024

INCOME	2023-24 BUDGET \$35/Irr. Acre	2023-24 YTD \$35/Irr. Acre	2024-25 BUDGET \$35/Irr. Acre
Assessments (Collected)	\$401,140.26	\$389,938.35	\$401,140.26
Interest Earned (Bank Account)	\$0.00	\$184.71	\$0.00
PRIOR	\$0.00	\$5,635.17	\$0.00
Total Income	\$401,140.26	\$395,758.23	\$401,140.26
ANNUAL EXPENSES	2023-24 BUDGET \$35/Irr. Acre	2023-24 YTD \$35/Irr. Acre	2024-25 BUDGET \$35/Irr. Acre
Accounting / Annual Audit	\$6,000.00	\$6,160.00	\$6,200.00
Administration / Contract Labor	\$20,000.00	\$11,625.00	\$15,000.00
Bank Fees	\$30.00	\$30.00	\$30.00
Board Training	\$0.00	\$0.00	\$1,000.00
Checks/Stamps/Printing	\$105.00	\$103.40	\$105.00
District General Election	\$0.00	\$0.00	\$0.00
GSP (Now Included in PBCC Budget)			
Annual Report	\$30,000.00	\$20,394.55	\$0.00
Periodic Evaluation (5-Year Update)	\$0.00	\$0.00	\$0.00
Insurance	\$2,500.00	\$2,478.84	\$2,700.00
LAFCO Fees for Special Districts	\$850.00	\$879.54	\$884.78
Legal Fees	\$50,000.00	\$9,820.02	\$45,000.00
P.O. Box Fees	\$0.00	\$0.00	\$0.00
Public Notices	\$128.00	\$108.00	\$108.00
SLO Tribune Subscription	\$200.00		\$0.00
Taxes Withheld (Bank Account)	\$51.75	\$44.26	\$50.00
Website Fees/Email Accounts/Domain Name	\$900.00	\$840.00	\$925.00
TOTAL OPERATING	\$110,764.75	\$52,483.61	\$72,002.78
Percentage of Expenses	36%	28%	21%
GSP IMP., STUDIES, AND PROJECTS	2023-24 BUDGET \$35/Irr. Acre	2023-24 YTD \$35/Irr. Acre	2024-25 BUDGET \$35/Irr. Acre
Applications to SWRCB	\$0.00	\$0.00	\$0.00
Project Consulting	\$75,000.00	\$60,303.40	\$50,000.00
Flood Water Capture & Recharge Study	\$0.00	\$0.00	\$0.00
GSP Economic Impact Study	\$2,500.00	\$0.00	\$0.00
Monitoring Network	\$60,000.00	\$59,100.00	\$65,000.00
On-Call Hydrogeologic Services	\$55,000.00	\$13,580.00	\$30,000.00
PBCC Budget - SSJGSA Share	\$0.00	\$0.00	\$121,200.00
Public Outreach	\$2,000.00	\$0.00	\$12,882.50
Public Funding Consultant	\$0.00	\$0.00	\$0.00
TOTAL PMAs AND STUDIES	\$194,500.00	\$132,983.40	\$279,082.50
Percentage of Expenses	64%	72%	79%
TOTAL	2023-24 BUDGET \$35/Irr. Acre	2023-24 YTD \$35/Irr. Acre	2024-25 BUDGET \$35/Irr. Acre
Total Income	\$401,140.26	\$395,758.23	\$401,140.26
Expenses	\$305,264.75	\$185,467.01	\$351,085.28
Contingency (10% of Expenses)	\$30,526.48	\$0.00	\$35,108.53
Total Expenses	\$335,791.23	\$185,467.01	\$386,193.81
YE Balance	\$65,349.04	\$210,291.22	\$14,946.45