

Keith Hadick, President (Division 3)
Randy Sharer, Vice President (Division 7)
Andrew Adam, Secretary (Division 2)
Casey Conrad, Director (Division 6)
Ramon Elias, Director (Division 1)
Gerald Mahoney, Director (Division 4)
Vacant (Division 5)



**SANTA MARIA VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

January 15, 2026 – 6:30 p.m.

2255 S. Broadway, Ste. 8E, Santa Maria, California

Members of the Public may also join the meeting via Zoom:

<https://us06web.zoom.us/j/86584405870?pwd=UilmhXu28fREgvoo3ceYT9ZUqVn15v.1>

Meeting ID: 865 8440 5870

Passcode: 156995

AGENDA

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance

2. PUBLIC COMMENT

*Members of the public may address the Board on any subject within the jurisdiction of the Board and which is **not** on the agenda for Regular Meetings or that **is** on the agenda for Special Meetings. The public is encouraged to work through District staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to five (5) minutes.*

3. ADDITIONS TO/APPROVAL OF AGENDA

Items may be added to the agenda in accordance with Section 54954.2(b) of the Government Code, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District after the Agenda was posted.

Recommended Action: Motion to approve Agenda as published.

4. CONSENT CALENDAR

Items on the Consent Calendar are routine items that come before the Board of Directors on a regular basis. Unless a Director or member of the public requests separate discussion/action on an item, all items on the Consent Calendar will be considered for approval on one motion.

- a. **Approval of Minutes** -- Regular Meeting of December 18, 2025
- b. **Approval of Minutes** – Special Meeting of January 6, 2026

5. DISCUSSION OF COUNTY ACCESS TO DAM GATE AND GATE MONITORING DATA

Recommended Action: Consider authorizing access to dam gate and gate monitoring data to specific County Water Agency personnel

6. DISCUSSION OF SECOND (PART-TIME) DAM TENDER JOB DESCRIPTION

Recommended Action: Consider proposed changes to job description

7. REPORTS AND INFORMATION

a. Report on Operations at Twitchell Dam

The Board of Directors will hear a report on dam conditions.

b. Twitchell Operations Committee (TOC) – Interim General Manager

The Board of Directors will hear an update from the TOC on operational aspects and maintenance activities at Twitchell Dam.

c. Engineering, Safety and Environmental Committee – Interim General Manager

The Board will hear a report on the status of engineering, safety and environmental projects.

d. Financial Committee -- Casey Conrad, Chair

Review of December Financial Reports by the District's CPA, Carrie Troup.

Recommended Action: Motion to receive and file financial report(s)

8. DIRECTOR & STAFF REPORTS

a. General Manager's Report

The interim General Manager will report on new or pending District matters and activities.

b. District Counsel Report

District Counsel will report on any relevant legal matters that may impact the District.

c. Director Reports

Directors will report on any events or items of note concerning their Division/the District during the prior month, if any. Directors may also request placement of items on future agendas for Board consideration

9. NEXT MEETING: February 19, 2026

10. ADJOURNMENT

Upon request, agendas can be made available in appropriate alternative formats to persons with disabilities, as required by section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to observe and participate in a meeting should direct such a request to the District Office at (805) 925-5212 at least 48 hours before the meeting, if possible.

POSTED/PUBLISHED: January 12, 2026

Keith Hadick, President (Division 3)
Randy Sharer, Vice President (Division 7)
Andrew Adam, Secretary (Division 2)
Casey Conrad, Director (Division 6)
Ramon Elias, Director (Division 1)
Gerald Mahoney, Director (Division 4)
Vacant (Division 5)



SANTA MARIA VALLEY WATER CONSERVATION DISTRICT BOARD OF DIRECTORS

REGULAR MEETING MINUTES – December 18, 2025

2255 S. Broadway, Ste. 8E
Santa Maria, California

- 1. CALL TO ORDER:** With a quorum present, the meeting was called to order at 6:30 p.m.
 - a. Roll Call:** Present were Directors Adam, Conrad, Elias, Hadick, and Sharer. Also present were Gregg Gilbert; Tony Colera, John Harris, Chris Laber; Carrie Troup, CPA; District Counsel Keith Lemieux; Dam Tender Eric Carr, and Interim General Manager Carol Thomas-Keefer.
 - b. Pledge of Allegiance:** President Hadick led the Pledge of Allegiance.
- 2. PUBLIC COMMENT:** Mr. Gregg Gilbert, ROC Sciences, provided various comments related to a late claim request that the District had rejected.
- 3. ADDITIONS TO/APPROVAL OF AGENDA:** On motion by Director Adam and seconded by Director Elias, the agenda was approved. Motion carried: 4-0-0-3 (Director Conrad was out of the room).
- 4. CONSENT CALENDAR:**
 - a. Approval of Minutes – Regular Meeting of November 20, 2025**

On motion by Director Sharer and seconded by Director Adam, the Consent Calendar was approved. Motion carried 4-0-0-3 (Director Conrad was out of the room).
- 5. APPROVAL OF AGREEMENT WITH G-TECH FOR OFFICE STAFFING:** Ms. Thomas-Keefer reviewed the proposal from G-Tech to provide temporary office staffing services with an option to hire. She noted the service was very similar to that provided by Excel Personnel, but G-Tech was already familiar with much of the District's operations and administration needs. Following a brief discussion, on motion by Director Sharer and seconded by Director Conrad, the agreement with G-Tech for staffing services was approved. Motion carried 5-0-0-2.
- 6. CONSIDERATION OF PROPOSAL FROM NUMERIC SOLUTIONS LLC FOR RESERVOIR MAPPING AND ANALYSIS:** Ms. Thomas-Keefer stated that the Board had previously authorized Numeric Solutions LLC to have access to District data in order to prepare a proposal for development of reservoir mapping and analysis discussed at previous meetings of the District's Engineering, Safety and Environmental Committee. Numeric Solutions LLC had submitted a proposal in the amount of \$19,573 for the mapping and analysis project. Mr. John Harris, Numeric Solutions, briefly described the tasks that would be performed. Board members agreed that this information would be helpful in identifying and documenting changes in

sedimentation following major storm events. Following discussion, on motion by Director Conrad and seconded by Director Sharer, the Board approved the Numeric Solutions LLC proposal in an amount not to exceed \$20,000, with a revision to include District data in the custody of engineers Ashley and Vance. Motion carried 5-0-0-2.

7. REPORTS AND INFORMATION

a. Report on Operations at Twitchell Dam: Dam Tender Carr reported that rainfall to date was 9.14 inches, with no measurable rainfall and no measurable water storage so far this month. He also noted that he is currently preparing for significant upcoming rainfall.

b. Twitchell Operations Committee (TOC): Ms. Thomas-Keefer reported that three additional cattle guards would be cleaned and repaired, and water system improvements had begun. It was also agreed that work to clean the shaft house would be held until spring; additionally, estimates would be obtained to install a water level sensor and pump to address incidents when water may enter the shaft house.

c. Engineering, Safety and Environmental Committee: Ms. Thomas-Keefer reported that the committee received progress reports on various projects and discussed recommendations for road repairs for TOC consideration. The committee again reviewed Director Elias's presentation on seawater intrusion.

At this time, Director Adam read a letter of resignation from the Board from Director Apalategui. Director Apalategui leaves the District Board effective January 1, 2026. Counsel Lemieux stated he would verify the timing and process for the Board to make an appointment to fill the vacancy.

d. Financial Committee: Ms. Troup reviewed the November financial statements and vendor payments. On motion by Director Sharer and seconded by Director Adam, the November financial statements were received and filed. Motion carried 5-0-0-2.

e. Report from Horne: Ms. Thomas-Keefer reported that no report was available.

8. DIRECTOR & STAFF REPORTS

a. General Manager's Report: Ms. Thomas-Keefer reported that she will work with G-Tech to hire a new office assistant after the holidays. She also noted that recruitment of a second dam tender would also resume after the first of the new year.

b. District Counsel Report: District Counsel Lemieux stated that his report would be done in Closed Session.

c. Director Reports: Director Sharer recommended that the various passwords for district accounts be compiled and maintained in a secure location; Ms. Thomas-Keefer noted that the existing list is mostly current but will be updated soon. Director Adam requested that the TOC discuss fire extinguisher service at the next meeting.

9. CLOSED SESSION: The Board entered Closed Session at 7:48 p.m.

CONFERENCE WITH LEGAL COUNSEL; (Government Code 54956.9) *Existing*

litigation: Bolthouse Land Co., LLC, et al v. All Persons Claiming a Right to Extract or Store Groundwater, et al; Los Angeles County Superior Court Case No. BCV-21-101927

10. REPORT OUT OF CLOSED SESSION: The Board returned from Closed Session at 7:59 p.m. Counsel Lemieux reported that no reportable action was taken.

11. NEXT REGULAR MEETING: January 15, 2026

12. ADJOURNMENT: The meeting was adjourned at 8:00 p.m.

Minutes approved on _____

Keith Hadick, President

Submitted by Carol Thomas-Keefer

Keith Hadick, President (Division 3)
Randy Sharer, Vice President (Division 7)
Andrew Adam, Secretary (Division 2)
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Ramon Elias, Director (Division 1)
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Vacant (Division 5)



**SANTA MARIA VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
January 6, 2026 – 5:00 p.m.**

2255 S. Broadway, Ste. 8E, Santa Maria, California

1. CALL TO ORDER: With a quorum present, the meeting was called to order at 5:00 p.m.

a. ROLL CALL: Present were Directors Adam, Elias, Hadick and Sharer. Also present were District Counsel Keith Lemieux; Special Counsel Rich Adam; and Interim General Manager Carol Thomas-Keefer.

b. PLEDGE OF ALLEGIANCE: President Hadick led the Pledge of Allegiance.

2. PUBLIC COMMENT: None

3. APPROVAL OF AGENDA: On motion by Director Sharer, seconded by Director Adam, the agenda was approved as published. Motion carried: 4-0-0-3.

Director Mahoney arrived.

4. ADJOURN TO CLOSED SESSION: 5:02 p.m.

CONFERENCE WITH LEGAL COUNSEL; (Government Code 54956.9) Existing litigation: *San Luis Obispo Coastkeeper, et al. v. Santa Maria Valley Water Conservation District, et. al.*

5. REPORT OUT OF CLOSED SESSION: 6:13 p.m. -- District Counsel Lemieux reported that the Board received a report from Special Counsel, and no reportable action was taken.

6. ADJOURNMENT – The meeting was adjourned at 6:14 p.m.

Minutes approved on _____

Keith Hadick, President
Submitted by Carol Thomas-Keefer

Santa Maria Valley Water Conservation District
Profit & Loss Budget vs. Actual 25/26
 July through December 2025

50% of the year has elapsed

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Charges for Services				
4877 · Other Special Assessment	838,851.60	1,600,000.00	-761,148.40	52.43%
Total Charges for Services	838,851.60	1,600,000.00	-761,148.40	52.43%
Intergovernmental Revenue				
4220 · Homeowners Prop Tax-Stat	209.39	1,495.00	-1,285.61	14.01%
4690 · Homeownrs Prop Tx/pymts in Lieu	0.00	200.00	-200.00	0.0%
Total Intergovernmental Revenue	209.39	1,695.00	-1,485.61	12.35%
Taxes				
3011 - Property Tax-Unitary	0.00	3,400.00	-3,400.00	0.0%
3015 - PT Prior Yr Escapes Sec	0.00	1,450.00	-1,450.00	0.0%
3020 - Property Tax-Current Uns	0.00	29,500.00	-29,500.00	0.0%
3028 - RDA Pass-Through Payment	0.00	2,600.00	-2,600.00	0.0%
3010 · Property Tax-Current Sec	261,100.71	458,000.00	-196,899.29	57.01%
3023 · PT PY Corr/Escapes Unsec	0.00	500.00	-500.00	0.0%
3025 · Property Tax-Other Cnty	25,316.70	100,000.00	-74,683.30	25.32%
3029 · RDA RPTTF Distributions	0.00	10,700.00	-10,700.00	0.0%
3050 · Property Tax- Prior Unsecured	0.00	375.00	-375.00	0.0%
3054 · Supplemental Prop Tax	0.00	2,400.00	-2,400.00	0.0%
3056 · Supplemental Prop- Prior	0.00	50.00	-50.00	0.0%
3057 · PT-506 INT,480 CIOS/CIC	0.00	30.00	-30.00	0.0%
Total Taxes	286,417.41	609,005.00	-322,587.59	47.03%
Use of Money and Property				
3382-Interest Savings Acct	7,855.67	13,000.00	-5,144.33	60.43%
3380 · Interest Income	50,767.41	70,000.00	-19,232.59	72.53%
Total Use of Money and Property	58,623.08	83,000.00	-24,376.92	70.63%
5909 · Other Miscellaneous Revenue	670.47			
Total Income	1,184,771.95	2,293,700.00	-1,108,928.05	51.65%
Expense				
1 · Salaries & Employee Benefits				
6100 · Regular Salaries	44,998.14	165,000.00	-120,001.86	27.27%
6500 · FICA Contribution	2,914.35	10,300.00	-7,385.65	28.3%
6550 · FICA/Medicare	737.14	2,400.00	-1,662.86	30.71%
6600 · Health Insurance Contrib	7,485.38	45,000.00	-37,514.62	16.63%
6700 · Unemployment Ins Contrib	0.00	1,000.00	-1,000.00	0.0%
6900 · Workers Compensation	5,067.32	10,000.00	-4,932.68	50.67%
Total 1 · Salaries & Employee Benefits	61,202.33	233,700.00	-172,497.67	26.19%
2 · Services and Supplies				

Santa Maria Valley Water Conservation District
Profit & Loss Budget vs. Actual 25/26
 July through December 2025

50% of the year has elapsed	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
7050 · Communications	3,636.88	10,000.00	-6,363.12	36.37%
7060 · Food	0.00	2,500.00	-2,500.00	0.0%
7090 · Insurance	17,505.79	23,000.00	-5,494.21	76.11%
7110 · Directors Fees	10,400.00	30,000.00	-19,600.00	34.67%
7120 · Maintenance-Equipment	11,514.96	35,000.00	-23,485.04	32.9%
7121 · Operating Supplies	6,917.10	26,000.00	-19,082.90	26.6%
7200 · MTC-Struct/Impr & Ground	27,201.36	100,000.00	-72,798.64	27.2%
7324 · Audit Fees	1,000.00	6,000.00	-5,000.00	16.67%
7430 · Memberships	3,682.75	4,000.00	-317.25	92.07%
7450 · Office Expense	16,475.19	14,000.00	2,475.19	117.68%
7460 · Professional & Spec Svcs	49,562.10	220,000.00	-170,437.90	22.53%
7506 · Administration Fees	3,588.59	7,400.00	-3,811.41	48.49%
7507 · ADP Fees	275.85	3,600.00	-3,324.15	7.66%
7508 · Legal Fees	107,607.01	190,000.00	-82,392.99	56.64%
7509 · Other Expense - BOE	3,225.00	22,000.00	-18,775.00	14.66%
7510 · Contractual Services	56,766.38	120,000.00	-63,233.62	47.31%
7580 · Rents/Leases-Structure	8,400.00	17,000.00	-8,600.00	49.41%
7710 · Watershed Planning	0.00	45,000.00	-45,000.00	0.0%
7711 · Groundwater Planning	13,454.08	15,500.00	-2,045.92	86.8%
7731 · Gasoline, Oil, Fuel	4,917.02	20,000.00	-15,082.98	24.59%
7732 · Training & Travel	26.88	3,000.00	-2,973.12	0.9%
7760 · Utilities	2,075.99	8,000.00	-5,924.01	25.95%
Total 2 · Services and Supplies	348,232.93	922,000.00	-573,767.07	37.77%
3 · Fixed Assets				
8000 · Deferred Maintenance	106,761.12	300,000.00	-193,238.88	35.59%
8100 · Structures/Structure Imprvmnts	0.00	240,000.00	-240,000.00	0.0%
8200 · Land Improvements (Roads)	13,305.51	200,000.00	-186,694.49	6.65%
8300 · Equipment	65,872.25	85,000.00	-19,127.75	77.5%
8400 · Sediment Management	0.00	700,000.00	-700,000.00	0.0%
Total 3 · Fixed Assets	185,938.88	1,525,000.00	-1,339,061.12	12.19%
Total Expense	595,374.14	2,680,700.00	-2,085,325.86	22.21%
Net Ordinary Income	589,397.81	-387,000.00	976,397.81	-152.3%
Other Income/Expense				
Other Income				
9999 · Operating Transfer In	0.00	387,000.00	-387,000.00	0.0%
Total Other Income	0.00	387,000.00	-387,000.00	0.0%
Net Other Income	0.00	387,000.00	-387,000.00	0.0%
Net Income	589,397.81	0.00	589,397.81	100.0%

The financial report omits substantially all disclosures required by accounting principles generally accepted in the United States of America; no assurance is provided on them.

Santa Maria Valley Water Conservation District
Cash Balances Report
As of December 31, 2025

	<u>TOTAL</u>
Checking/Savings	
California Class	2,265,173.95
Comm Bank CD 3.5% Mat 05.10.26	501,609.09
Community Bank of SantaM2513	1,069,123.62
Community Bank of SM-Saving	12,501.85
Community Bank SM-Agency Fund	<u>100.00</u>
Total Checking/Savings	3,848,508.51

Santa Maria Valley Water Conservation District

Vendors

December 2025

	Type	Date	Num	Memo	Debit
ADP fees					
	Check	12/12/2025	EFT		91.95
	Check	12/26/2025	EFT		91.95
Total ADP fees					<u>183.90</u>
ALESHIRE & WYNDER LLP					
	Check	12/13/2025	8068	BILL # 101294	2,648.10
	Check	12/13/2025	8068	BILL # 101296	5,134.50
	Check	12/13/2025	8068	BILL # 101297	21,148.05
Total ALESHIRE & WYNDER LLP					<u>28,930.65</u>
AMERICAN INDUSTRIAL					
	Check	12/06/2025	8065	IN # 0413748-IN	712.14
Total AMERICAN INDUSTRIAL					<u>712.14</u>
ANDY ADAM					
	Check	12/15/2025	8076	NOV 2025	300.00
Total ANDY ADAM					<u>300.00</u>
CARRIE TROUP, CPA					
	Check	12/06/2025	8064	INV # 1125W	3,820.00
Total CARRIE TROUP, CPA					<u>3,820.00</u>
CASEY CONRAD					
	Check	12/15/2025	8077	NOV 2025	300.00
Total CASEY CONRAD					<u>300.00</u>
COMCAST					
	Check	12/05/2025	8058	SERVICES NOV 22 TO DEC 21, 2025	83.03
Total COMCAST					<u>83.03</u>

Santa Maria Valley Water Conservation District

Vendors

December 2025

	Type	Date	Num	Memo	Debit
FRONTIER					
	Check	12/05/2025	8060	NOV 25-DEC 24, 2025	181.65
Total FRONTIER					<u>181.65</u>
GAEDEKE HYDROLOGIC CONSULTING, LLC					
	Check	12/17/2025	8084	DAM TENDING -6 WEEKEND DAYS	2,340.00
	Check	12/17/2025	8084	STAFF GAGE BACKER BOARD 5 HOURS@\$1	550.00
	Check	12/17/2025	8084	MATERIALS EXPENSE	94.08
Total GAEDEKE HYDROLOGIC CONSULTING, LLC					<u>2,984.08</u>
GERALD MAHONEY					
	Check	12/15/2025	8079	NOV 2025	200.00
Total GERALD MAHONEY					<u>200.00</u>
GTECH					
	Check	12/15/2025	8071	INV # 1369	571.50
Total GTECH					<u>571.50</u>
JB DEWAR					
	Check	12/15/2025	8072	80541CL INV 438130	93.05
	Check	12/15/2025	8073	80541CL INV 440320	221.46
Total JB DEWAR					<u>314.51</u>
JUAREZ ADAM & FARLEY LLP					
	Check	12/17/2025	8086	INV # 11502	1,706.25
Total JUAREZ ADAM & FARLEY LLP					<u>1,706.25</u>
KEITH HADICK					
	Check	12/15/2025	8075	NOV 2025	200.00
Total KEITH HADICK					<u>200.00</u>

Santa Maria Valley Water Conservation District

Vendors

December 2025

	Type	Date	Num	Memo	Debit
LINDE GAS & EQUIPMENT INC.					
	Check	12/05/2025	8059	INV # 53361817	116.16
Total LINDE GAS & EQUIPMENT INC.					<u>116.16</u>
LOMPOC EXCEL PERSONNEL SVS INC					
	Check	12/05/2025	8055	INV # 4653994	615.00
	Check	12/15/2025	8081	INV # 4651049	435.00
Total LOMPOC EXCEL PERSONNEL SVS INC					<u>1,050.00</u>
PC MECHANICAL INC.					
	Check	12/17/2025	8088	2025 ELEVATOR REPAIRS	1,086.05
Total PC MECHANICAL INC.					<u>1,086.05</u>
PG&E					
	Check	12/05/2025	8057	2084099541-7	644.80
	Check	12/17/2025	8083	0008464133-1	44.43
	Check	12/17/2025	8085	9469185104-5	163.87
	Check	12/17/2025	8087	ACCT # 5386134685-5 STMNT 11/26/25	9.86
Total PG&E					<u>862.96</u>
RAMON ELIAS					
	Check	12/15/2025	8080	NOV 2025	200.00
Total RAMON ELIAS					<u>200.00</u>
RANDY SHARER					
	Check	12/15/2025	8078	NOV 2025	300.00
Total RANDY SHARER					<u>300.00</u>
REGIONAL GOVERNMENT SERVICES					
	Check	12/15/2025	8074	CONTRACT SERVICES FOR OCT 2025	7,056.27

Santa Maria Valley Water Conservation District

Vendors

December 2025

	Type	Date	Num	Memo	Debit
Total REGIONAL GOVERNMENT SERVICES					7,056.27
ROCKIN CJ TRANSPORT INC.					
	Check	12/17/2025	8082	INV# 54431	175.00
	Check	12/17/2025	8082	INV# 54431	<u>2,466.06</u>
Total ROCKIN CJ TRANSPORT INC.					2,641.06
STREAMLINE					
	Check	12/15/2025	8069	INV #533E046E-0044	206.00
	Check	12/15/2025	8070	INV #533E046E-0046	<u>206.00</u>
Total STREAMLINE					412.00
SWRCB					
	Check	12/05/2025	8061	ANNUAL FEE	<u>563.00</u>
Total SWRCB					563.00
TEIXEIRA FARMS					
	Check	12/13/2025	8066	RENT JAN 2026	<u>1,400.00</u>
Total TEIXEIRA FARMS					1,400.00
U.S. GEOLOGICAL SURVEY					
	Check	12/13/2025	8067	BILL# 90147713	<u>9,705.00</u>
Total U.S. GEOLOGICAL SURVEY					9,705.00
US BANK					
	Check	12/05/2025	8062	PREVIOUS BALANCE	2,278.29
	Check	12/05/2025	8062	PAYMENT	17.33
	Check	12/05/2025	8062	MICROSOFT	26.26
	Check	12/05/2025	8062	OFFICE DEPOT	14.07
	Check	12/05/2025	8062	OFFICE DEPOT	<u>121.49</u>
Total US BANK					2,457.44

Santa Maria Valley Water Conservation District

Vendors

December 2025

	Type	Date	Num	Memo	Debit
VERIZON					
	Check	12/06/2025	8063	INV 6129235434	38.37
Total VERIZON					<u>38.37</u>
TOTAL					<u><u>68,376.02</u></u>