



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

NOTICE OF PUBLIC MEETING

NOTICE IS HEREBY GIVEN that the San Antonio Basin Groundwater Sustainability Agency (“Agency” or “SABGSA”) Board of Directors (“Board”) will hold its regular **Board Meeting** at **6:00 P.M.** on **Tuesday, March 21, 2023** at the **Los Alamos Community Services District** located at **82 St. Joseph Street, Los Alamos, CA 93440**. Virtual options are available for public participation.¹

Join Zoom Meeting:

<https://us06web.zoom.us/j/83127401605?pwd=WHpIQmZTR2hoY2NWa3J2MDczbnhtUT09>

Meeting ID: 831 2740 1605 Passcode: 203727

Dial: (669) 900 6833

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)

BOARD OF DIRECTORS MEETING AGENDA

Tuesday, March 21, 2023

1. CALL TO ORDER and ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

The Board will receive public comments on items not appearing on the agenda and within the subject matter jurisdiction of the Agency. The Board will not enter into a detailed discussion, answer questions, or take any action on any items presented during public comments. At the Board’s discretion, any issue raised during Public Comment may be referred to the Executive Director or other staff for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on specific agenda items should do so at the time specified for those items. The presiding Chair shall limit public comments to no more than three minutes.

4. CONSENT ITEMS

a. Approve Minutes from February 21, 2023, Regular Meeting

b. Agency Finances, Budget, and Training

- i. The Board will receive a report from the accountant regarding finances and expenses.
- ii. The Board will receive a report regarding training.

5. INFORMATIONAL ITEMS

a. Executive Director Update

- Update on activities performed by the Executive Director

b. San Antonio Basin Water District Update

- Update on San Antonio Basin Water District activities

c. Advisory Committee Updates

- Update on Advisory Committee

d. Board Member Updates

- Board members will provide any updates relevant to the SABGSA

¹ SABGSA 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.

6. DISCUSSION AND ACTION ITEMS

a. Groundwater Sustainability Plan Annual Report for Water Year 2022

The Board will discuss and consider approval of the final draft of the Groundwater Sustainability Plan [Annual Report for Water Year 2022](#) for the San Antonio Creek Valley Groundwater Basin that is due on April 1, 2023. The Board may take action and/or provide specific direction to SABGSA staff and/or GSI Water Solutions related to this item.

b. SABGSA Well Registration Program Update

The Board will receive an update on the status of the Well Registration Program. Per Ordinance 22-001, well registration forms are due March 31, 2023. The Board may take action and/or provide specific direction to SABGSA staff and/or Wallace Group.

c. Wallace Group Contract Amendment No. 1 for Well Registration Program

The Board will review and discuss the proposed scope of work and associated fees for Contract Amendment No. 1 for the Wallace Group to continue providing support for the Well Registration Program. The Board may take action and/or provide specific direction to SABGSA staff and/or the Wallace Group related to this item.

7. ADJOURN

NEXT MEETING: April 18, 2023, at 6pm



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)
BOARD OF DIRECTORS MEETING
UNAPPROVED MINUTES
Tuesday, February 21, 2023

1. **CALL TO ORDER and ROLL CALL** – The meeting was called to order by President Sharer at 6:00pm at the Los Alamos Community Services District, 82 St. Joseph Street, Los Alamos, CA. Members of the public had the option to participate virtually or in-person.

Board of Directors Present: Tom Durant, Juan Gomez, Kevin Merrill, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Alternates present, but not acting on behalf of a Director: None

Directors Absent: Dan Chabot

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

No public comments received.

4. **CONSENT ITEMS**

- a. **Approve Minutes from January 17, 2023, SABGSA Board Meeting**

Motion by Director Merrill, second by Director Mosby to approve the minutes of the January 17, 2023, Board meeting as presented.

Ayes: Tom Durant, Juan Gomez, Kevin Merrill, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** Dan Chabot; **Abstain:** None.

- b. **Agency Finances, Budgeting, and Training**

Motion by Director Wrather, second by Director Pata to approve the January 31, 2023, financial report as presented.

Ayes: Tom Durant, Juan Gomez, Kevin Merrill, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** Dan Chabot; **Abstain:** None.

5. **INFORMATIONAL ITEMS**

- a. **Executive Director Updates**

- The close-out documents for the grant received for GSP development have been finalized with the Department of Water Resources.
- Barka Slough Vegetation Trimming project was completed in January 2023.
- The Ad Hoc Committee will begin discussing the conceptual framework for the metering program in February 2023.

- b. **San Antonio Basin Water District Update**

Executive Director Donna Glass reported that the San Antonio Basin Water District (SABWD) Board of Directors met on February 21, 2023.

- The SABWD Board appointed Bart Haycraft to the SABGSA Board of Directors as an Alternate in the vineyards representational category.
- As of February 15, 2023, 91% of the assessments levied in 2022 have been collected.
- The SABWD received several inquiries regarding the proposed Village Square Housing Development located within the boundary of the Los Alamos Community Services District.
- The SABWD Board will begin meeting in-person at the Los Alamos Community Services District office on the third Tuesday of each month at 1pm beginning March 21, 2023.

c. Advisory Committee Updates

- The Advisory Committee did not meet in February 2023.

d. Board Member Updates

- Director Gomez, SABGSA Board Member and General Manager for the Los Alamos Community Services District, will provide an update on the Village Square Housing Development next month.
- Director Wrather suggested that the SABGSA explore the viability and cost of using the San Antonio Creek Integrated Model (SACIM), prepared by the USGS, as a forecasting tool to evaluate the impact of various possible future management actions on the Basin.

6. DISCUSSION AND ACTION ITEMS

a. SABGSA Well Registration Program Update

SABGSA Executive Director provided the following update on the Well Registration Program. Pursuant to Ordinance No. 22-001, well registration forms are due on March 31, 2023. Based on SABGSA's available records, an initial mailing containing the notification letter, well registration form, and instructions was sent to all APNs within the Basin on January 17, 2023. A second mailing is planned for the first week in March 2023. Email reminders will continue to be sent. To date, 29% of landowners have submitted the required well registration form. All information pertaining to the Well Registration Program is posted on SABGSA's website at <https://sanantoniobasingsa.org/well-registration/>. The SABGSA Board of Directors did not take any action on this item.

b. Groundwater Sustainability Plan Annual Report for Water Year 2022 Update

Michael McAlpin, GSI Water Solutions, Inc., presented the [draft GSP Annual Report for Water Year 2022](#) for the San Antonio Creek Valley Groundwater Basin. The final draft of the Annual Report will be placed on the March 21, 2023 agenda for consideration of approval. The SABGSA Board of Directors did not take any action on this item.

7. NEXT MEETING: March 21, 2023, at Los Alamos Community Services District

8. ADJOURN - 7:30pm

Please contact Stephanie Bertoux at admin@sanantoniobasingsa.org with any questions.

San Antonio Basin GSA
Profit & Loss Budget vs. Actual
July 2022 through February 2023

66% of the year has elapsed

	<u>Jul '22 - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01 DWR Grant #1 Payments	28,805.44	29,000.00	-194.56	99.33%
01 DWR Grant #2 Payments	60,885.18	63,000.00	-2,114.82	96.64%
4-Interest Income	8.32			
Total Income	<u>89,698.94</u>	<u>92,000.00</u>	<u>-2,301.06</u>	<u>97.5%</u>
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	35,493.18	91,000.00	-55,506.82	39.0%
02-Accountant	4,600.00	10,000.00	-5,400.00	46.0%
03-Comm Eng Grant Wrtng NonGSP	0.00	35,000.00	-35,000.00	0.0%
04-Monitoring	20,160.43	63,145.00	-42,984.57	31.93%
05-Legal Counsel	49,913.23	80,000.00	-30,086.77	62.39%
06-Insurance	1,734.00	2,500.00	-766.00	69.36%
07-Audit Fees	1,280.00	3,500.00	-2,220.00	36.57%
09-GSP Related Costs-Annual Rep	24,952.40	75,000.00	-50,047.60	33.27%
10-GSP Implementation / PMAs	78,417.20	226,500.00	-148,082.80	34.62%
11- Executive Order	0.00	25,000.00	-25,000.00	0.0%
Total Administration and Operation	<u>216,550.44</u>	<u>611,645.00</u>	<u>-395,094.56</u>	<u>35.41%</u>
Total Expense	<u>216,550.44</u>	<u>611,645.00</u>	<u>-395,094.56</u>	<u>35.41%</u>
Net Ordinary Income	<u>-126,851.50</u>	<u>-519,645.00</u>	<u>392,793.50</u>	<u>24.41%</u>
Other Income/Expense				
Other Income				
11 Operating Transfers	202,000.00	762,300.00	-560,300.00	26.5%
Total Other Income	<u>202,000.00</u>	<u>762,300.00</u>	<u>-560,300.00</u>	<u>26.5%</u>
Other Expense				
Contingency (10%)	0.00	242,655.00	-242,655.00	0.0%
Total Other Expense	<u>0.00</u>	<u>242,655.00</u>	<u>-242,655.00</u>	<u>0.0%</u>
Net Other Income	<u>202,000.00</u>	<u>519,645.00</u>	<u>-317,645.00</u>	<u>38.87%</u>
Net Income	<u><u>75,148.50</u></u>	<u><u>0.00</u></u>	<u><u>75,148.50</u></u>	<u><u>100.0%</u></u>

San Antonio Basin GSA

Balance Sheet

As of February 28, 2023

Feb 28, 23

ASSETS

Current Assets

Checking/Savings

Community Bank of Santa Maria 28,879.93

Community Bank of SM -ACCT 9006 48,837.74

Community Bank of SM MMKT-9014 2,500.00

Community Bank of SM MMKT -2449 22,525.34

Total Checking/Savings 102,743.01

Total Current Assets 102,743.01

TOTAL ASSETS 102,743.01

LIABILITIES & EQUITY

Equity

Retained Earnings 27,594.51

Net Income 75,148.50

Total Equity 102,743.01

TOTAL LIABILITIES & EQUITY 102,743.01

**San Antonio Basin GSA
Expenses by Vendor Detail
February 2023**

Type	Date	Num	Account	Split	Amount
BERTOUX & COMPANY					
Check	02/20/2023	2371	01Administrative Exp/O...	Community Bank ...	5,000.00
Total BERTOUX & COMPANY					5,000.00
Brownstein Hyatt Farber Schreck					
Check	02/20/2023	2372	05-Legal Counsel	Community Bank ...	420.00
Total Brownstein Hyatt Farber Schreck					420.00
Cachuma Resource Conservation District					
Check	02/20/2023	2374	01Administrative Exp/O...	Community Bank ...	131.88
Total Cachuma Resource Conservation District					131.88
Carrie Troup, C.P.A.					
Check	02/20/2023	2373	02-Accountant	Community Bank ...	675.00
Total Carrie Troup, C.P.A.					675.00
GSI WATER SOLUTIONS, INC.					
Check	02/20/2023	2375	09-GSP Related Costs-A...	Community Bank ...	15,371.50
Check	02/20/2023	2376	04-Monitoring	Community Bank ...	87.50
Check	02/20/2023	2377	10-GSP Implementation /...	Community Bank ...	2,640.00
Check	02/20/2023	2378	04-Monitoring	Community Bank ...	262.50
Total GSI WATER SOLUTIONS, INC.					18,361.50
Los Alamos CSD					
Check	02/20/2023	2379	01Administrative Exp/O...	Community Bank ...	200.00
Total Los Alamos CSD					200.00
MOSS, LEVY & HARTZHEIM LLP					
Check	02/20/2023	2380	07-Audit Fees	Community Bank ...	500.00
Total MOSS, LEVY & HARTZHEIM LLP					500.00
WALLACE GROUP					
Check	02/20/2023	2381	10-GSP Implementation /...	Community Bank ...	640.00
Total WALLACE GROUP					640.00
TOTAL					25,928.38

**SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY
ACCOUNTS RECEIVABLE**

Name	Total per agreement	Amount Invoiced	Amount Paid	Invoices Due	Retention Due
DWR Agreement A	300,000.00				
DWR 4600012675 Inv #1		16,690.68	16,690.68	-	1,854.52
DWR 4600012675 Inv #2		8,118.26	8,118.26	-	902.03
DWR 4600012675 Inv #3		3,312.97	3,312.97	-	368.11
DWR 4600012675 Inv #4		2,750.75	2,750.75	-	305.64
DWR 4600012675 Inv #5		1,968.90	1,968.90	-	218.77
DWR 4600012675 Inv #6		5,129.04	5,129.04	-	569.89
DWR 4600012675 Inv #7		34,047.11	34,047.11	-	3,783.01
DWR 4600012675 Inv #8A		30,533.31	30,533.31	-	3,392.59
DWR 4600012675 Inv #9A		28,065.35	28,065.35	-	3,118.37
DWR 4600012675 Inv #10A		34,725.16	34,725.16	-	3,858.35
DWR 4600012675 Inv #11A		35,988.84	35,988.84	-	3,998.76
DWR 4600012675 Inv #12A		46,747.57	46,747.58	-	5,194.16
DWR 4600012675 Inv #13A		10,321.78	10,321.78	-	1,146.86
DWR 4600012675 Inv #14A		850.50	850.50	-	94.50
Total Grant A	300,000.00			Adj.	(0.13)
Payment Feb 2023		28,805.44	28,805.44		(28,805.44)
		<u>288,055.66</u>	<u>288,055.67</u>	-	-
DWR Agreement B	249,400.00				
DWR 4600012675 Inv #8B		8,032.57	8,032.57	-	892.51
DWR 4600012675 Inv #9B		28,772.16	28,772.16	-	3,196.91
DWR 4600012675 Inv #10B		24,128.96	24,128.96	-	2,681.00
DWR 4600012675 Inv #11B		27,580.90	27,580.90	-	3,064.54
DWR 4600012675 Inv #12B		41,750.42	41,750.42	-	4,638.94
DWR 4600012675 Inv #13B		36,955.38	36,955.38	-	4,106.15
DWR 4600012675 Inv #14B		40,852.88	40,852.88	-	4,539.21
Total Grant B	249,400.00			Adj.	(3,086.95)
Payment Feb 2023		20,032.30	20,032.30		(20,032.30)
		<u>228,105.57</u>	<u>208,073.27</u>	-	0.00
				Invoices Due	Retention Due
Total Due (Grants A and B)					<u><u>0.00</u></u>

CONTRACT AMENDMENT

Project Name: GSA Support	CA No. 1
Client Name: San Antonio Basin GSA	Project/Phase No. 1728-0001
Attention: Stephanie Bertoux	Date: March 17, 2023
Address: 1005 South Broadway, Santa Maria, California 93454	

Wallace Group requests the Client's authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. Approval below incorporates this document as a part of the original contract signed November 18, 2022. If approved, please return one signed original Contract Amendment to Wallace Group.

Description and Purpose of the Revision(s)

Wallace Group prepared the initial mailings. This mailing resulted in being larger than anticipated and the reprographic costs and time for mailing was more than anticipated. Wallace Group also completed a second mailing that was not originally part of the scope of work. Another unanticipated facet of the mailing was the desire to group APNs by common ownership. This required analyzing the database for common ownership and manually updating each record with a unique ownership number. In addition, the larger database will also result in more hours required to update the GIS database once the questionnaires are returned.

Revision(s) Represent:

- a change in previous instructions
- a change in Scope of Services
- other: unanticipated work

Revision(s) Fee:

- hourly (time & materials) \$
- progress billing: \$
- not-to-exceed w/o authorization: \$7,500

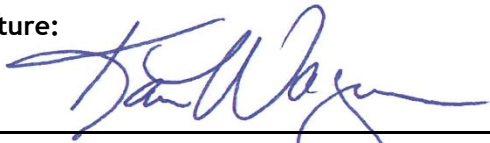
Revision(s) will be invoiced as:

- increase to an item within the existing contract
- a new item added to existing contract

Issued by,

WALLACE GROUP, a California Corporation

Approved by Client

Signature: 	Signature:
Print Name: Kari Wagner, PE C66026	Print Name: Stephanie Bertoux
Title: Principal/Director of Water Resources	Title: Executive Director
Date: March 17, 2023	Date: