



## SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

May 5, 2025

Landowner Name

Address

City, State, Zip

**Subject: Adoption of Ordinance 25-001 Requiring Well Meter Installation and Groundwater Extraction Reporting Meter Installation(s) and Compliance Form(s) Due by April 1, 2026**

On April 17, 2025, Ordinance 25-001 took effect requiring all well owners/operators within the San Antonio Creek Valley Basin (Basin) to install a flow meter with a visual, volume-recording totalizer on their wells, submit documentation of compliance by April 1, 2026, and report monthly groundwater extraction readings to the SABGSA on a twice-a-year basis. De minimis extractors – defined as those who extract two acre-feet or less per year solely for domestic purposes – are exempt from metering and reporting requirements. Ordinance 25-001 also outlines a pathway to exemption for inactive and abandoned wells provided all of the SABGSA's criteria are met.

You are receiving this letter because the SABGSA's available records indicate that you have one or more well(s) located on property that you own or you have been designated as an "operator" of a well under SABGSA's well registration program. For reference, a list of wells on your property registered with the SABGSA (or for which you are the designated "operator") is enclosed along with a summary of SABGSA's Metering and Groundwater Extraction Reporting Program requirements and compliance deadlines. A copy of the Ordinance, SABGSA reporting forms, and a list of frequently asked questions can be found at <https://sanantoniobasingsa.org/metering-program/>.

### Flow Meters Requirements - Installation by April 1, 2026

The SABGSA is providing Basin landowners/well operators nearly one year to comply with Ordinance 25-001. Basin landowners/well operators have the flexibility to select the specific type of flow meter for their wells based on production capacity, budget, and other factors provided the following requirements set forth in the Ordinance are met. Existing meters are subject to the same requirements.

- Flow meter must be equipped with a direct reading rate-of-flow indicator showing instantaneous flow in gallons per minute or a sweep hand indicator for which rate-of-flow can be determined by timing.
- Flow meter must be equipped with a visual, volume-recording totalizer recorded in gallons, cubic feet, or acre-feet.
- Prior to installation, the flow meter must be calibrated within an accuracy level of +/- 5% by volume.
- The flow meter must be installed, operated, and maintained to the manufacturer's specifications, instructions, and recommendations.
- It is at the discretion of Basin landowners to select a qualified individual to install the flow meter. Assistance from a qualified professional in flow meter selection and installation is recommended by SABGSA to ensure proper installation and accuracy of future flow measurements.

The SABGSA is working to position you, neighboring landowners, and all groundwater users to achieve groundwater sustainability together as mandated by California's Sustainable Groundwater Management Act. With the completion and approval of the San Antonio Creek Valley Basin Groundwater Sustainability Plan (GSP), the SABGSA is now turning to implementation strategies. The Well Registration and Metering Program, identified as a Tier 1 Management Action in the GSP, fills critical data gaps and is an essential precursor to the implementation of other projects and management actions vital to achieving sustainability. Thank you for your cooperation with this important endeavor. Please reach out with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Bertoux".

Stephanie Bertoux, Executive Director



## SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

**ABC Vineyards**  
**C/O Landowner Name**  
**1234 Main Street**  
**Los Alamos, CA 93440**

### **Attachment: Well Registration Data on File with SABGSA**

If the information below is incorrect, please contact the SABGSA at: [admin@sanantoniobasingsa.org](mailto:admin@sanantoniobasingsa.org)

APN	PARCEL ADDRESS	TYPE	WATER USE	STATUS	METER REPORTED
xxx-xxx-xxx	1234 Main Street	Ag/Irrigation	More Than 2 AFY	Active	
xxx-xxx-xxx	1234 Hwy 135	Domestic	Less Than 2 AFY	Active	
xxx-xxx-xxx	1234 Bell Street	Ag/Irrigation	More Than 2 AFY	Active	
xxx-xxx-xxx	1234 Bell Street	Ag/Irrigation	N/A	Inactive	
xxx-xxx-xxx	1234 Cat Cyn	Domestic	Less Than 2 AFY	Active	
xxx-xxx-xxx	1234 Cat Cyn	Ag/Livestock Watering	More Than 2 AFY	Active	
xxx-xxx-xxx	1234 Cat Cyn	Ag/Irrigation	More Than 2 AFY	Abandoned	

# SABGSA Metering Program Compliance Summary

Learn More at <https://sanantoniobasingsa.org/metering-program/>

## Active Well

### DEFINITION

#### Active Well:

All active non-de minimis wells – defined as extraction of more than 2 AFY – located within the Basin are subject to SABGSA metering and reporting requirements outlined in Ordinance 25-001.

De minimis wells – defined as extraction of less than 2 AFY for domestic purposes only – are exempt from SABGSA metering and reporting requirements.

### METER REQUIREMENTS - NEW + EXISTING

#### April 1, 2026 Deadline:

1. Install a flow meter equipped with:
  - a. Either a direct-reading rate-of-flow indicator showing instantaneous flow in gallons per minute or a sweep hand indicator for which rate-of-flow can be determined by timing.
  - b. Visual, volume-recording totalizer recorded in gallons, cubic feet, or acre-feet.
2. Flow meter must be calibrated to  $\pm 5\%$  accuracy level prior to installation.
3. **Submit SABGSA Meter Installation & Calibration Compliance Form**

## Inactive Well

### DEFINITION

#### Well Must Meet All Criteria:

1. Has NOT produced groundwater for a period of 1 year or more
2. Maintained in a condition that demonstrates Intention of Future Use:
  - a. No well defects that impair water quality.
  - b. Watertight cover (if pump removed) to prevent the entrance of debris or contamination.
  - c. The well is clearly marked.
  - d. The area surrounding the well is maintained clear of brush or debris.

### DOCUMENT + COMPLIANCE

#### April 1, 2026 Deadline:

#### 1. **Submit SABGSA Inactive Well: Intention of Future Use Form**

While Inactive: No meter installation or SABGSA Meter Installation & Calibration Compliance Form are required, but must maintain compliance with above criteria.

If Well Becomes Active: Prior to re-commencing extraction, a flow meter must be installed and SABGSA Meter Installation & Calibration Compliance Form must be submitted.

## Abandoned Well

### DEFINITION

#### Well Must Meet All Criteria:

1. Has NOT produced groundwater for a period of 1 year or more
2. Has NOT been maintained in a condition that demonstrates Intention of Future Use

### DOCUMENT + DESTROY

#### April 1, 2026 Deadline:

1. Well destroyed under permit from the County of Santa Barbara
2. **Submit SABGSA Verification of Well Abandonment Form**
3. No meter installation required



# SABGSA Metering Program Compliance Summary

Learn More at <https://sanantoniobasingsa.org/metering-program/>

## Active Well

### MONTHLY READINGS

**April 1, 2026**

#### **Begin Monthly Meter Readings**

Record/document meter readings between the 1st and 5th day of EACH month.

#### **Reporting Period #1:**

- April 2026
- May 2026
- June 2026
- July 2026
- August 2026
- September 2026

#### **Reporting Period #2:**

- October 2026
- November 2026
- December 2026
- January 2027
- February 2027
- March 2027

### BI-ANNUAL REPORTING

**November 1, 2026**

#### **Submit SABGSA Groundwater Extraction Reporting Form**

Period #1 (April - Sept 2026)

**May 1, 2027**

#### **Submit SABGSA Groundwater Extraction Reporting Form**

Period #2 (Oct 2026- Mar 2027)

## Inactive Well

### REPORTING

**November 1, 2026**

1. **Submit SABGSA Inactive Well: Intention of Future Use Form**

**Annually on November 1**

1. **Submit SABGSA Inactive Well: Intention of Future Use Form**

## Abandoned Well

### REPORTING

**None**

