



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)
BOARD OF DIRECTORS MEETING
UNAPPROVED MINUTES
Tuesday, January 20, 2026

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

Board of Directors Present: Dan Chabot, Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Directors Absent: None

Alternates present, but not acting on behalf of a Director: Jim Stollberg

2. **PLEDGE OF ALLEGIANCE**

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

Kevin Merrill stated that he has resigned from the SABGSA Board of Directors and expressed that it was an honor to serve the SABGSA for more than a decade.

4. **CONSENT ITEMS**

a. **Minutes from November 18, 2025, SABGSA Board Meeting**

Motion by Director Durant, second by Director Chabot to approve the minutes of the November 18, 2025 Board meeting, as presented.

Ayes: Dan Chabot, Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** None; **Abstain:** None

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

Motion by Director Pata, second by Director Wrather to approve the financial reports dated November 30, 2025 and December 31, 2025, as presented.

Ayes: Dan Chabot, Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** None; **Abstain:** None

5. **INFORMATIONAL ITEMS**

a. **SABGSA Executive Director Updates**

- Director Merrill resigned from the SABGSA Board of Directors (Vineyard Representative Category), effective January 19, 2026. On January 20, 2026, the San Antonio Basin Water District (SABWD) appointed Alternate Director Haycraft to fill the vacancy.
- Ordinance 25-001 (Well Metering & Groundwater Extraction Reporting): Mailing #3 was sent to landowners and well operators on December 5, 2025, reminding them of the April 1, 2026 compliance deadline.
- The GSP Annual Report for WY 2025 is underway. GSI Water Solutions, Inc. will present the Draft Annual Report at the February 17, 2026 Board Meeting.

- The SABGSA submitted two funding requests to the SABWD to cover monthly invoices received.
 - December 17, 2025 - \$13,682.58
 - January 15, 2026 - \$14,444.63
- The Q1 2026 Groundwater Level Monitoring event is scheduled to take place in February 2026.
- All GSA Board Members and Alternates are required to file Form 700 with both the County and the FPPC. The SABGSA has a portal set up with both agencies and each board member has an account. The SABGSA will track on Board Training/Certifications sheet.

b. San Antonio Basin Water District (SABWD) Update

Executive Director Donna Glass reported that the San Antonio Basin Water District (SABWD) Board of Directors met on January 20, 2026.

- At the Special Board of Supervisors meeting on November 18, 2025, two (2) directors, Ken Hunter and Victor Schaff were appointed to the Board of the San Antonio Basin Water District in lieu of election with terms expiring in December 2029. Kevin Merrill and Randy Sharer will continue as President and Vice-President, respectively. District Manager, Donna Glass will continue as Secretary and Victor Schaff will continue as Assessor, Tax Collector, and Treasurer.
- As of December 31, 2025, total assets are \$2,179,802, including \$2,148,091 in California CLASS and \$31,711 in the checking account.
- As of January 20, 2026, \$306,846 (60%) of the FY 2025-26 Assessments have been received. Payment reminders were sent out in early January 2026. Invoices become delinquent on February 2, 2026.
- The SABWD Board approved a fund request from SABGSA for \$14,444.63 to cover invoices received this month.
- A contract amendment with Wallace Group to Prepare the 2026-27 Tax Roll was approved.
- Bart Haycraft was appointed as one of the two “Vineyards” positions to the SABGSA Board of Directors.

b. Advisory Committee Updates

- The Advisory Committee did not meet.

c. Board Member Updates

- The Board thanked Kevin Merrill for his years of service to the SABGSA and welcomed Bart Haycraft to the SABGSA Board.

6. DISCUSSION AND ACTION ITEMS

a. Election of Officers for 2026 Terms

Pursuant to Article 8 of the Joint Exercise of Powers Agreement, the Board of Directors shall elect Officers – Chair, Vice Chair, Secretary, Treasurer – annually for a (1) year term.

Motion by Director Wrather, second by Director Durant to elect Randy Sharer as Chair, Patrice Mosby as Vice Chair, Stephanie Bertoux as Secretary, and Carrie Troup as Treasurer for calendar year 2026 and authorize the Officers to serve as signatories on the SABGSA bank signature card.

Ayes: Dan Chabot, Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** None; **Abstain:** None

b. Review SABGSA Communications Plan Regarding Implementation of SABGSA's Metering and Groundwater Extraction Reporting Requirements

SABGSA Staff presented the draft contents of Mailing #4 to landowners regarding implementation of the Well Metering and Groundwater Extraction Reporting Program. The mailing includes a cover letter; well registration information by APN currently on file with SABGSA; the Well Meter Installation & Calibration Compliance Form; and the Inactive Well: Intention of Future Use Form; and a condensed Frequently Asked Questions document.

An email campaign to landowners will begin in mid-February to encourage electronic submission of compliance forms. All forms are posted at: <https://sanantoniobasinga.org/metering-program/>

For ease of reporting, SABGSA Staff are also developing an Excel version of the Well Meter Installation & Calibration Compliance Form for landowners with multiple wells.

The Board directed SABGSA Staff to proceed with Mailing #4 to landowners and well operators.

c. Q4 2025 Quarterly Groundwater Level Monitoring Report

Chair Randy Sharer provided an overview of the Q4 2025 Quarterly Groundwater Level Monitoring Report prepared by GSI Water Solutions, Inc. The Q4 2025 report is posted on the SABGSA's website. Staff reported that SABGSA is working with GSI Water Solutions, Inc. to develop a trend monitoring program, consisting of approximately 10 wells, to evaluate long-term groundwater level trends. Chair Randy Sharer reviewed a draft of the proposed trend monitoring program with the Board.

d. Consider a Proposal from GSI Water Solutions, Inc. to Provide Planning and Oversight of Vegetation Trimming Along Access Trails to Wells Near Barka Slough

The Board reviewed and discussed the proposed scope of work and associated fees for GSI Water Solutions, Inc. to provide planning and oversight of vegetation trimming along access trails to 9 wells - totaling approximately 3,320 feet - near Barka Slough that are included in SABGSA's Groundwater Level Monitoring Network.

Motion by Director Chabot, second by Director Pata to approve the proposal from GSI Water Solutions, Inc. for Planning and Oversight of Vegetation Trimming Along Access Trails to Wells Near Barka Slough, dated January 16, 2026, in the amount of \$10,000, as presented.

Ayes: Dan Chabot, Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Nos: None; **Absent:** None; **Abstain:** None

7. NEXT MEETING: February 17, 2026 at 6pm at the Los Alamos Community Services District.

8. ADJOURN – 6:47pm