



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)
BOARD OF DIRECTORS MEETING
APPROVED MINUTES
Tuesday, October 15, 2024

1. **CALL TO ORDER and ROLL CALL** – The meeting was called to order by Chairman 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, Juan Gomez, Kevin Merrill, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather.

Directors Absent: None

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

2. **PLEDGE OF ALLEGIANCE**

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

No public comment.

4. **CONSENT ITEMS**

- a. **Approve Minutes from September 17, 2024, SABGSA Board Meeting**

Motion by Director Durant, second by Director Mosby to approve the minutes of the September 17, 2024 Board meeting, as presented.

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

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

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

Motion by Director Wrather, second by Director Chabot to approve the financial report dated September 30, 2024, as presented.

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

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

5. **INFORMATIONAL ITEMS**

- a. **SABGSA Executive Director Updates:**

- None.

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

Executive Director Donna Glass reported the following.

- The San Antonio Basin Water District (SABWD) Board of Directors did not meet in October 2024.
- The County Board of Supervisors appointed Kevin Merrill, Randy Sharer, and Andrew Reade to the three open seats on the SABWD Board in lieu of an election.

- c. **Advisory Committee Updates**

- The Advisory Committee did not meet in October 2024.

d. Board Member Updates

- None.

6. DISCUSSION AND ACTION ITEMS

a. SABGSA Metering Program Stakeholder Workshop

SABGSA Board Chair and SABGSA Executive Director presented the proposed Groundwater Extraction Metering Program and provided detailed descriptions of the following components.

- Basin Management Challenges and Need for Metering
- Program Development Process and Goals
- Meter Selection, Installation, and Reporting Requirements
 - Specifications: Flow meter equipped with a direct reading rate-of-flow indicator and a visual, volume-recording totalizer.
 - The flow meter must be installed, operated, and maintained to the manufacturer's specifications, instructions, and recommendations and calibrated with an accuracy of +/- 5% prior to installation.
 - SABGSA Flow Meter Installation and Calibration Compliance Form must be completed and submitted. The tentative due date is March 20, 2026.
 - Flow meters will be read and recorded monthly and reported to SABGSA twice per year using SABGSA's Groundwater Extraction / Flow Meter Reporting Form. The tentative due date for the first reporting period (April 2026 – September 2026) is November 1, 2026.
- Enforcement, Penalties, and Appeal Process
- Tentative Timeline for Implementation. The schedule below depends on when the SABGSA Board initiates the public hearing process to adopt the Ordinance and is subject to change.
 - October 15 – November 19, 2024: SABGSA Ad Hoc Committee reviews public comments.
 - November 19, 2024: Ad Hoc Committee reports comments to SABGSA Board. The Board may consider initiating the public hearing process.
 - January 21, 2025: Public Hearing and 1st reading of Ordinance
 - February 18, 2025: Public Hearing and 2nd reading of Ordinance. Ordinance would take effect 30 days after 2nd reading. SABGSA allowing one year for compliance.
 - March 20, 2026: Deadline for flow meter installation.

The presentation materials and all supporting documents are posted on SABGSA's website at <https://sanantoniobasinga.org/metering-program/> and include the following.

- Draft Ordinance with Attachment A - Rules & Regulations
- Draft Flow Meter Installation Form and Flow Meter Reporting Form
- Draft Administrative Enforcement Policy
- Draft Appeal Form and Appeal Fee and Deposit Agreement
- Frequently Asked Questions
- Resource Documents for Meter Selection

Following the presentation, SABGSA provided landowners with the opportunity to ask questions during the workshop. Landowners were also encouraged to provide additional comments or questions during the next 30 days.

7. NEXT MEETING:

November 19, 2024 at 6pm at Los Alamos Community Services District.

8. ADJOURN – 7:03pm