



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)
BOARD OF DIRECTORS MEETING
APPROVED MINUTES
Tuesday, September 19, 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, 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, Randy Sharer, Chris Wrather

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

Directors Absent: Kenny Pata

2. **PLEDGE OF ALLEGIANCE**

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

No public comment.

4. **CONSENT ITEMS**

- a. **Approve Minutes from August 15, 2023, SABGSA Board Meeting**

Motion by Director Chabot, second by Director Mosby to approve the minutes of the August 15, 2023 Board meeting, as presented.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

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

Motion by Director Wrather, second by Director Durant to approve the financial report dated August 31, 2023, as presented.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

5. **INFORMATIONAL ITEMS**

- a. **Executive Director Updates:**

- Q3 2023 Groundwater Level Monitoring Event and Barka Slough Vegetation Trimming completed September 12-13, 2023.
- Pursuant to Executive Order N-7-22, SABGSA reviewed, processed, and issued a well verification letter for a replacement well.

- 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 September 15, 2023.

- Invoices for the 2023-24 Assessments were sent out on August 8, 2023. To date, 62% of

payments have been collected totaling \$358,766.

- The SABWD Board approved investing an additional \$600,000 with CA CLASS.
- Due to the Thanksgiving holiday, the SABWD discussed rescheduling the November 21, 2023 board of directors meeting to November 28, 2023 to be the same change as the GSA is considering.
- In the process of updating landowner email contact list for SABWD to include GSA well registration info submitted. Updating GSA interested party email lists maintained by the WD. Both lists are used for sending out, via email, board meeting notices/agendas, etc. for the WD and/or GSA.

c. Advisory Committee Updates

- The Advisory Committee did not meet in September 2023.
- Ken Domako reported that the proposed desalination project at VSFB may be eligible for grant funding. VSFB may request a letter of support for the project from SABGSA.

d. Board Member Updates

- None.

6. DISCUSSION AND ACTION ITEMS

a. Discuss and Consider Issuing a Request for Proposal (RFP) for Quarterly Groundwater Level Monitoring

The Board reviewed and discussed the draft RFP for Quarterly Groundwater Level Monitoring and Reporting for calendar year 2024. The Board did not propose any changes to the RFP. The RFP will be issued September 20, 2023 and responses are due October 20, 2023. Due to the timing of the next two SABGSA board meetings and the need to select a Consultant by November, the board would like to form an Ad Hoc Committee to review the RFP responses and make a recommendation to the Board. Randy Sharer, Patrice Mosby, and Dan Chabot volunteered to serve on the Ad Hoc Committee.

Motion by Director Merrill, second by Director Chabot to approve the RFP for Quarterly Groundwater Level Monitoring and Reporting, as presented, and form an Ad Hoc Committee comprised of Director Sharer, Director Mosby, and Director Chabot to review the proposals and make a recommendation to the Board.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

b. Discuss and Consider Issuing a Request for Proposal (RFP) for the GSP Annual Report for Water Year 2023

The Board reviewed and discussed the draft RFP for preparation of the GSP Annual Report for Water Year 2023. The Board did not propose any changes to the RFP. The RFP will be issued September 20, 2023 and responses are due October 20, 2023. Due to the timing of the next two SABGSA board meetings and the need to select a Consultant by November, the board would like to use the same Ad Hoc Committee of Randy Sharer, Patrice Mosby, and Dan Chabot to review the RFP responses and make a recommendation to the Board.

Motion by Director Merrill, second by Director Wrather to approve the RFP for Preparation of the GSP Annual Report for Water Year 2023, as presented, and form an Ad Hoc Committee comprised of Director Sharer, Director Mosby, and Director Chabot to review the proposals and make a recommendation to the Board.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

c. Consider SABGSA Fund Transfer

The balance in SABGSA's money market account, as of August 31, 2023, is \$25,044.67. Currently, the funds in the money market account are not earning interest and can only be accessed with a formal board action. The Board discussed and agreed to transfer the entire balance of the money market account to the checking account and close the money market account at Community Bank of Santa Maria. It is SABGSA's goal to keep a minimum balance of \$25,000 in the checking account as a contingency. Moving forward, SABGSA will make a monthly fund request to SABWD for the total of invoices received that month. Should SABGSA need to use any of the contingency as a buffer to cover expenses between fund transfers, the next transfer request would replenish the contingency and account for that month's expenses.

Motion by Director Wrather, second by Director Chabot to approve transferring the entire balance of SABGSA's money market account to SABGSA's checking account and then close the money market account held at Community Bank of Santa Maria. Treasurer Carrie Troup and/or Secretary Stephanie Bertoux are authorized to make the transfer and close the account.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

d. SABGSA Meeting Schedule

The SABGSA meets on the third Tuesday of each month at 6pm at the Los Alamos Community Services District. Due to the Thanksgiving holiday and timing of the review and selection for the two RFPs mentioned above, the SABGSA would like to reschedule the November meeting date from November 21, 2023 to November 28, 2023 at 6pm. The October 17, 2023 meeting date remains unchanged.

Motion by Director Merrill, second by Director Mosby to reschedule the regular board meeting date from November 21, 2023 to November 28, 2023. The time and location remain unchanged.

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

Nos: None; **Absent:** Kenny Pata; **Abstain:** None.

7. NEXT MEETING: October 17, 2023, at 6pm at the Los Alamos Community Services District.

8. ADJOURN – 6:55pm

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