



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 a regularly scheduled **Board Meeting** at **6:00 P.M. on Tuesday, March 17, 2026** 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/89064309004?pwd=aMNkPYbJ0QBnSNS3syLNhHW1BzpbQu.1>

Meeting ID: 890 6430 9004 Passcode: 497436

Dial: (669) 900 6833

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)

BOARD OF DIRECTORS MEETING AGENDA

Tuesday, March 17, 2026

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 17, 2026, Regular Meeting

b. Agency Finances, Budget, and Training

- i. The Board will receive a report from the accountant regarding finances and expenses for February 2026.
- 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 activities

d. Board Member Updates

- Board members will provide any updates relevant to 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. **Submission of the Groundwater Sustainability Plan Annual Report for Water Year 2025 to the California Department of Water Resources (DWR)**

The Board will review the final draft of the [Groundwater Sustainability Plan Annual Report for Water Year 2025](#) for the San Antonio Creek Valley Groundwater Basin. The Board may take action to approve the annual report and authorize the submission of this annual report to the California Department of Water Resources and/or provide specific direction to SABGSA staff and/or GSI Water Solutions, Inc. related to this item.

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

The Board will discuss and consider draft correspondence with landowners within the Basin regarding the implementation of the Well Metering and Groundwater Extraction Reporting Program including instructions for how to read flow meters and report groundwater extraction to the SABGSA. The Board may take action and/or provide specific direction to SABGSA staff related to this item.

c. **Discussion of What's to Come in Q2 2026 – SABGSA Milestones**

SABGSA staff will provide the Board with a preview of key upcoming activities and milestones for Q2 2026, including the implementation and enforcement of the Well Metering and Groundwater Extraction Reporting Program, discussion of program priorities and budget for FY 2026-27, and the SABGSA's 5-Year Periodic Evaluation required by the Department of Water Resources. The discussion will summarize expected milestones, responsibilities, and next steps to ensure timely progress and compliance. The Board may take action and/or provide specific direction to SABGSA staff related to this item.

7. ADJOURN

NEXT MEETING: April 21, 2026 at 6pm



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)
BOARD OF DIRECTORS MEETING
UNAPPROVED MINUTES
Tuesday, February 17, 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: Tom Durant, Bart Haycraft, Barbara Landon, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather

Directors Absent: Dan Chabot

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**

Doug Ziegler expressed concerns regarding several agency matters, including the presentation of financial information and the requirements and costs associated with the SABGSA’s Well Meter Installation & Groundwater Extraction Reporting ordinance. No Board action was taken.

4. **CONSENT ITEMS**

- a. **Minutes from January 20, 2026, SABGSA Board Meeting**

Motion by Director Durant, second by Director Mosby to approve the minutes of the January 20, 2026 Board meeting, as presented.

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

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

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

Public Comment: Mr. Ziegler inquired about the “\$ Over Budget” column on the Profit & Loss Budget vs. Actual report.

SABGSA Staff Response: Staff explained that the negative values shown in the report represent the remaining (unspent) amounts in the FY 2025–26 budget.

Motion by Director Pata, second by Director Wrather to approve the financial report dated January 31, 2026, as presented.

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

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

5. **INFORMATIONAL ITEMS**

- a. **SABGSA Executive Director Updates**

- Ordinance 25-001 (Well Metering & Groundwater Extraction Reporting): Mailing #4 was sent to landowners and well operators on February 16, 2026, reminding them of the April 1, 2026 compliance deadline. Mailing #4 included a cover letter, well registration

information on file with SABGSA, SABGSA compliance forms, 2-page FAQ document, and the County's Well Meter Assistance Program application. Staff also provided a brief overview of the Meter Installation and Calibration Compliance Form due April 1, 2026 and noted that an Excel version is available for operators with multiple wells.

- The SABGSA submitted a funding request to the SABWD on February 13, 2026 in the amount of \$7,340.42 to cover invoices received this month.
- The Q1 2026 Groundwater Level Monitoring event is scheduled to take place in March 2026. The SABGSA and GSI Water Solutions, Inc. are working to solidify the date.
- 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 the following.

- The SABWD Board of Directors did not meet in February 2026.
- Change Order Request Forms for an increase or decrease in irrigated acres were mailed out and are due by March 31, 2026.
- As of January 31, 2026, total assets are \$2,245,026, including \$2,155,164 in California CLASS and \$89,862 in the operating account.
- As of February 12, 2026, \$484,127 or 95% of the 2025-26 Assessments have been collected. The remaining balance is \$23,400. Assessments became delinquent on February 2, 2026.
- The SABWD approved a fund request from the SABGSA for \$7,340.42 to cover monthly invoices.

c. Advisory Committee Updates

- The Advisory Committee did not meet.

d. Board Member Updates

- None.

6. DISCUSSION AND ACTION ITEMS

a. Groundwater Sustainability Plan Annual Report for Water Year 2025

Michael McAlpin, GSI Water Solutions, Inc. presented the first draft of the Groundwater Sustainability Plan Annual Report for Water Year 2025 (WY 2025) for the San Antonio Creek Valley Groundwater Basin. Highlights include:

- **Groundwater Elevations:** Groundwater elevation trends at representative monitoring sites were generally stable during WY 2025, with seasonal fluctuations within historical ranges. Groundwater levels in the Paso Robles Formation and Careaga Sand were generally lower than in WY 2024 due to below-normal precipitation and increased groundwater pumping compared to the previous two wet water years.
- **Groundwater Extractions:** The total groundwater extractions in the Basin for water year 2025 were approximately 20,500 AF compared to 14,400 AF the previous water year.
- **Surface Water Use:** Surface water use is not applicable to the Basin, as it does not receive imported water from the California State Water Project nor reservoir releases from surrounding watersheds.
- **Change in Groundwater in Storage:** Annual groundwater storage changes were calculated for water years 2015 through 2025. Groundwater levels in both the Paso Robles Formation and Careaga Sand generally decreased by 0 to 10 feet in portions of the Basin during WY 2025, with localized areas showing increases of up to 10 feet.

- **Progress Toward Sustainability:** Management actions during the reporting period included continued maintenance and expansion of the groundwater monitoring network, use of the expanded San Antonio Creek Integrated Model to perform Enhance Vegetation Index (EVI) Analysis for Barka Slough, and implementation of the Well Metering and Groundwater Extraction Reporting Program under Ordinance 25-001. Minimum thresholds for degraded groundwater quality, land subsidence, and interconnected surface water were not met or exceeded during this reporting period. Minimum Thresholds for degraded groundwater quality, land subsidence, and interconnected surface water were not met nor exceeded during this reporting period.

The draft Annual Report is posted on SABGSA's website for review and public comment. The final draft will be placed on the March 17, 2026 agenda for consideration and approval.

b. Consider Change Order (No. 1) to GSI Water Solutions, Inc. On-Call Services Agreement

The initial budget authorized by the Board in July 2025 is expended. Approval of Change Order No. 1 would provide additional funding to allow GSI Water Solutions, Inc. to continue providing as-needed hydrogeological services through the remainder of the fiscal year. With the adoption of Change Order No. 1, the contract for on-call services would remain within SABGSA's approved budget for FY 2025–26.

Motion by *Director Mosby*, second by *Director Wrather* to approve Change Order No. 1, dated February 11, 2026, in the amount of \$20,000, to the On-Call Services Agreement with GSI Water Solutions, Inc. for FY 2025-26, as presented.

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

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

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

8. ADJOURN – 7:27pm

San Antonio Basin GSA
Profit & Loss Budget vs. Actual
July 2025 through February 2026

67% of the year has elapsed	<u>Jul '25 - Feb 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
Administration and Operation				
01Administrative Exp/Office Ex	39,281.14	75,900.00	-36,618.86	51.75%
02-Accountant	5,975.00	9,000.00	-3,025.00	66.39%
03-Comm Eng Grant Wrng NonGSP	0.00	25,000.00	-25,000.00	0.0%
04-Monitoring	56,474.68	110,000.00	-53,525.32	51.34%
05-Legal Counsel	4,650.50	35,000.00	-30,349.50	13.29%
06-Insurance	0.00	1,800.00	-1,800.00	0.0%
07-Audit Fees	2,100.00	4,000.00	-1,900.00	52.5%
09-GSP Related Costs-Annual Rep	8,437.50	80,000.00	-71,562.50	10.55%
10-GSP Implementation / PMAs	24,644.29	165,000.00	-140,355.71	14.94%
Total Administration and Operation	<u>141,563.11</u>	<u>505,700.00</u>	<u>-364,136.89</u>	<u>27.99%</u>
Total Expense	<u>141,563.11</u>	<u>505,700.00</u>	<u>-364,136.89</u>	<u>27.99%</u>
Net Ordinary Income	-141,563.11	-505,700.00	364,136.89	27.99%
Other Income/Expense				
Other Income				
11 Operating Transfers	143,609.47	550,000.00	-406,390.53	26.11%
Total Other Income	<u>143,609.47</u>	<u>550,000.00</u>	<u>-406,390.53</u>	<u>26.11%</u>
Other Expense				
Contingency (10%)	0.00	44,300.00	-44,300.00	0.0%
Total Other Expense	<u>0.00</u>	<u>44,300.00</u>	<u>-44,300.00</u>	<u>0.0%</u>
Net Other Income	<u>143,609.47</u>	<u>505,700.00</u>	<u>-362,090.53</u>	<u>28.4%</u>
Net Income	<u><u>2,046.36</u></u>	<u><u>0.00</u></u>	<u><u>2,046.36</u></u>	<u><u>100.0%</u></u>

San Antonio Basin GSA

Balance Sheet

As of February 28, 2026

Feb 28, 26

ASSETS

Current Assets

Checking/Savings

Community Bank of SM -ACCT 9006 25,000.00

Total Checking/Savings 25,000.00

Total Current Assets 25,000.00

TOTAL ASSETS 25,000.00

LIABILITIES & EQUITY

Equity

Retained Earnings 22,953.64

Net Income 2,046.36

Total Equity 25,000.00

TOTAL LIABILITIES & EQUITY 25,000.00

San Antonio Basin GSA Expenses by Vendor Detail

February 2026

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
BERTOUX & COMPANY						
	Check	02/15/2026	3270	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	<u>5,000.00</u>
Total BERTOUX & COMPANY						5,000.00
Brownstein Hyatt Farber Schreck						
	Check	02/15/2026	3271	05-Legal Counsel	Community Bank of SM -ACCT 9006	<u>690.00</u>
Total Brownstein Hyatt Farber Schreck						690.00
Carrie Troup, C.P.A.						
	Check	02/15/2026	3273	02-Accountant	Community Bank of SM -ACCT 9006	<u>750.00</u>
Total Carrie Troup, C.P.A.						750.00
Los Alamos CSD						
	Check	02/15/2026	3272	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	<u>200.00</u>
Total Los Alamos CSD						200.00
WALLACE GROUP						
	Check	02/15/2026	3274	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	<u>700.42</u>
Total WALLACE GROUP						700.42
TOTAL						<u><u>7,340.42</u></u>



How to Read Your Flow Meter & Report Groundwater Extraction San Antonio Basin Groundwater Sustainability Agency

IMPORTANT:

Beginning April 1, 2026, monthly meter readings must occur between the 1st and 5th day of each month. For each month, please record the cumulative total exactly as it appears on the meter totalizer.

Do not add or subtract previous readings.

The SABGSA is not asking you to calculate totals or convert units. Simply record the cumulative total, measurement unit and multiplier exactly as shown.

SABGSA will perform any necessary calculations.

Step 1 – Locate the Totalizer

The totalizer displays the total (cumulative) volume of water that has passed through the flow meter. As water flows through the meter, the numbers advance on either a mechanical (analog) or digital counter.

- Analog meters look similar to a car odometer and feature a row of rolling numbers.
- Digital meters display the total on an LCD screen, similar to a digital watch.

Step 2 – Record the Cumulative Volume Exactly as Shown

Write down the entire number displayed on the totalizer, from left to right.

- Record all digits, including any fixed zeros and decimal points.
- For analog meters, include numbers shown in yellow (if applicable).

You do not need to perform any calculations. Simply record the complete number displayed on the totalizer.

Step 3 – Record the Measure Unit & Multiplier

Measurement Unit – indicates the volumetric unit used by the flow meter. This information is displayed on the face of the totalizer, typically underneath or next to the mechanical or digital counter. Common measurement units include gallons (GAL), acre-feet (AF), or cubic feet (CF).

Multiplier – indicates the number by which the digits on the totalizer must be multiplied to determine the actual water volume measurement. Note: Not all meters use a multiplier. In some cases, the totalizer reading already represents the actual cumulative volume, so the multiplier is 1.

Gallons (GAL)

Meters that totalize in gallons often have a multiplier of times 10, times 100, or higher. The Unit of Measure & Multiplier could be:

- GAL × 100
- GAL × 1,000
- GAL × 10,000

Acre-Feet (AF)

Meters that totalize in acre-feet will often have a multiplier of times .01, times .001, times .0001, or smaller. The Unit of Measure & Multiplier could be:

- AF × .01
- AF × .001
- AF × .0001



Cubic Feet (CF)

Meters that totalize in cubic feet will often have a multiplier of times 10, times 100, times 1,000, or higher. The Unit of Measure & Multiplier could be:

- CF × 10
- CF × 100
- CF × 1,000

Step 4 – Take a Photograph (Recommended)

The SABGSA strongly recommends taking a clear photo of the meter face that legibly shows the totalizer numbers (cumulative volume), unit of measure, and multiplier.

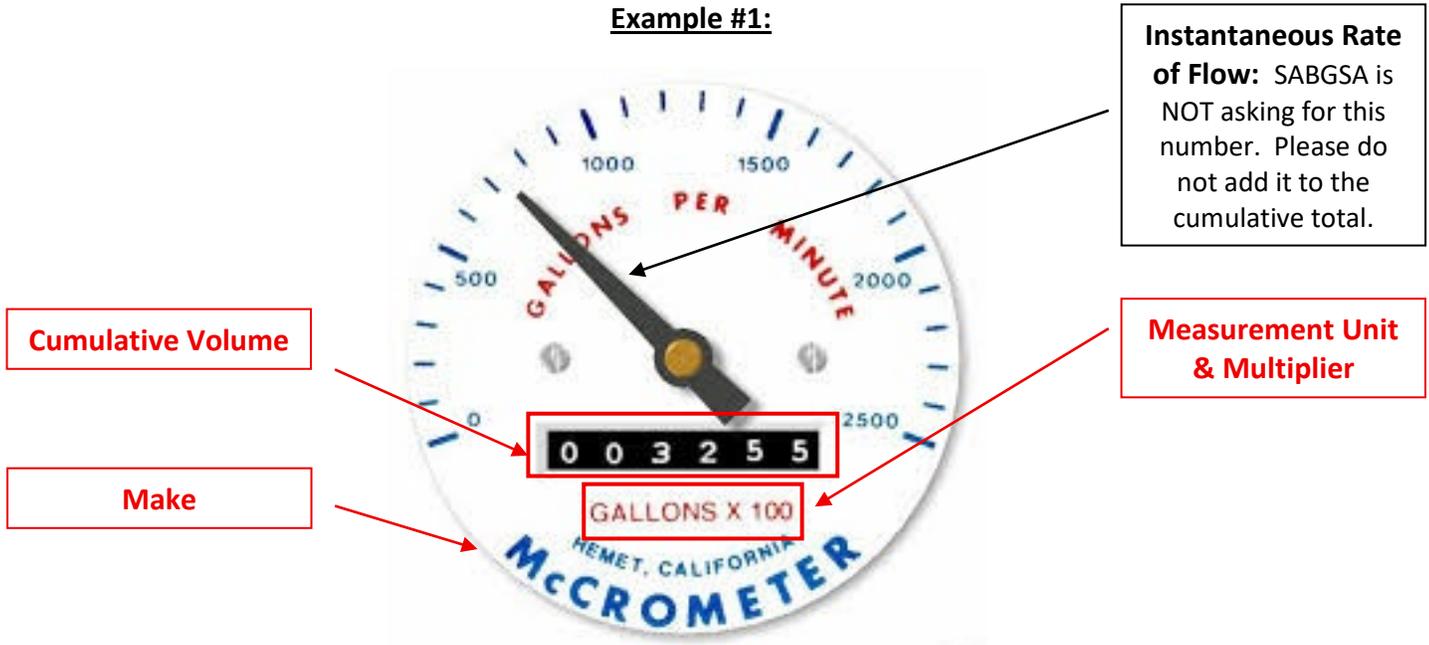
This is especially helpful for the April 2026 reading.

Illustrative Examples

Examples of several makes and models of flow meter faces and digital displays are provided below, along with instructions describing the information shown by each meter and how to report that information on SABGSA’s Groundwater Extraction/Flow Meter Reporting Form.

NOTE: The SABGSA does not recommend or endorse any specific flow meter manufacturer. Information in this document is simply provided for guidance purposes.

Example #1:



Example #1 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	McCrometer
Model:	Read from meter body or cover
Serial Number:	Read from meter body or cover
Cumulative Volume:	003255
Measurement Unit & Multiplier:	GALLONS x 100



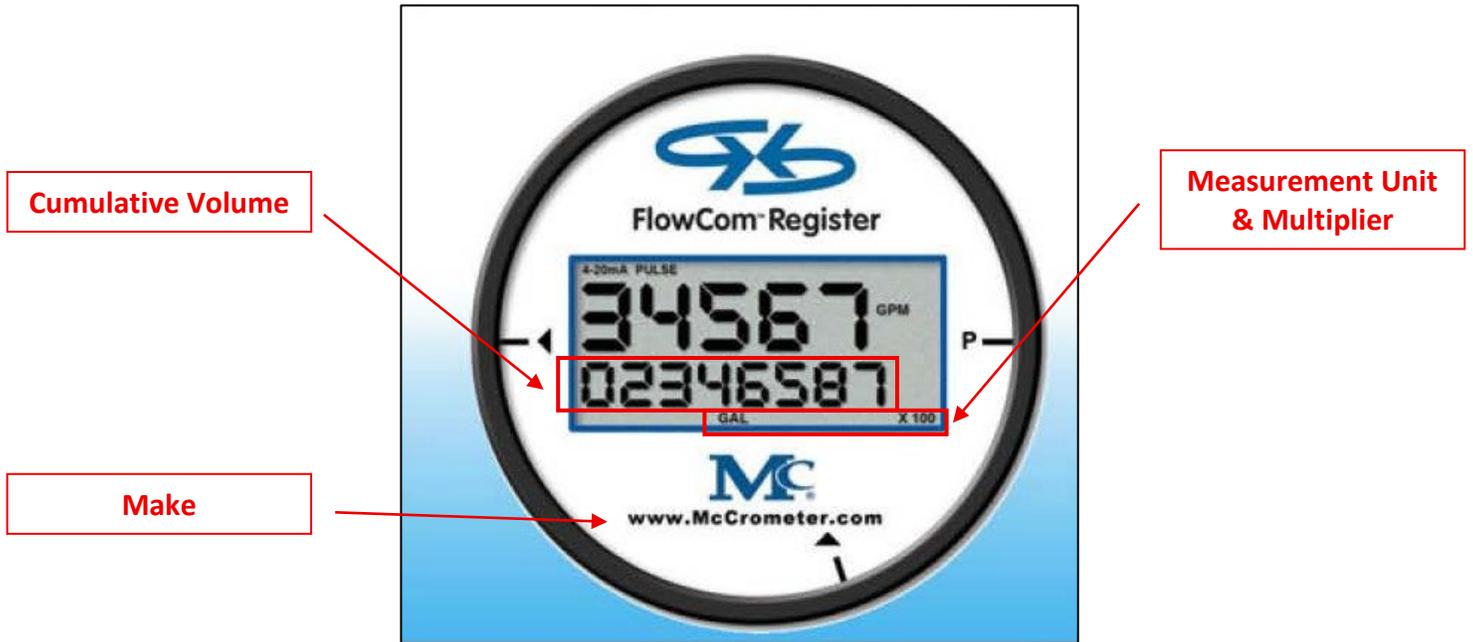
Example #2:



Example #2 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	Seametrics
Model:	Read from meter body or cover
Serial Number:	Read from meter body or cover
Cumulative Volume:	17481001
Measurement Unit & Multiplier:	CUBIC FEET x 1



Example #3



Example #3 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	McCrometer
Model:	Read from meter body or cover
Serial Number:	Read from meter body or cover
Cumulative Volume:	02346587
Measurement Unit & Multiplier:	GALLONS x 100



Example #4:



Cumulative Volume

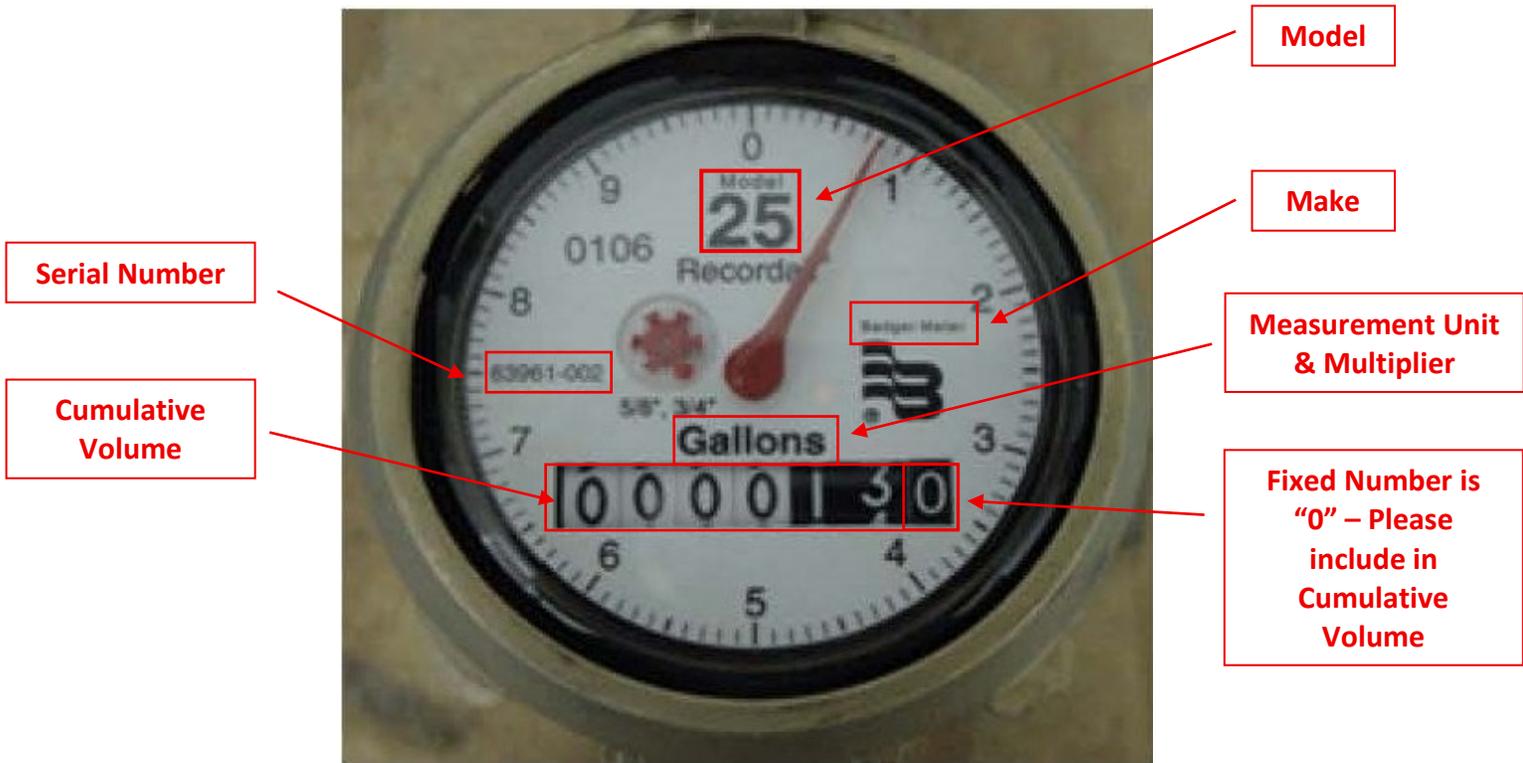
Measurement Unit & Multiplier

Make

Example #4 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	McCrometer
Model:	Read from meter body or cover
Serial Number:	Read from meter body or cover
Cumulative Volume:	001074
Measurement Unit & Multiplier:	ACRE FEET x .001



Example #5:



Example #5 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	Badger
Model:	25
Serial Number:	63961-002
Cumulative Volume:	0000130
Measurement Unit & Multiplier:	GALLONS X 1



Example #6:



Model

**Cumulative Volume –
Please include decimal points**

Measurement Unit & Multiplier

Make

Example #6 - SABGSA Groundwater Extraction / Flow Meter Reporting Form	
Make:	Neptune
Model:	T-10
Serial Number:	Read from meter body or cover
Cumulative Volume:	0091754.17
Measurement Unit & Multiplier:	CUBIC FEET X 1



Flow Meter Installation and Calibration Compliance Form San Antonio Basin Groundwater Sustainability Agency

Due by April 1, 2026

Please complete **one form per flow meter** installed in the San Antonio Creek Valley Groundwater Basin. A fillable PDF is available at sanantoniobasingsa.org/active-wells. For ease of reporting, **Owners/operators of multiple wells may instead use the Excel version** available at the same link.

Please return completed form(s) to the San Antonio Basin Groundwater Sustainability Agency ("SABGSA") via email to admin@sanantoniobasingsa.org or by mail to P.O. Box 196, Solvang, CA 93464.

1. Landowner and Well Operator Information

Property Owner Information

Business/Ranch Name: _____ SABGSA Number: _____

Landowner Name: _____ Email: _____

Mailing Address: _____

Well Operator Information (if different than above)

Contact Name: _____ Email: _____

Business Name: _____

2. Well and Flow Meter Location

Assessor's Parcel No. (APN): _____

Well Name/Number (your internal Well ID, if applicable): _____

Geographical Coordinates for Well (decimal degree): [Instructions to find coordinates](#).

Latitude: _____ Longitude: _____

3. Flow Meter Information

Flow Meter Make and Model: _____ Serial Number: _____

Well Use: Agricultural Domestic Municipal Industrial Livestock Watering

Measurement Unit & Multiplier (GAL x 1,000, AF x .001, etc): _____

Schedule for Routine Calibration (per Manufacturer's Specifications):

Annually Every 3 Years Every 5 Years Other: _____

4. Installation Information

Installation Date: _____ Date of Last Calibration: _____

5. Attestation and Signature of Property Owner or Property Owner's Legal Designee

I attest to and certify that each of the following statements are true and correct.

The flow meter with totalizer is installed per the manufacturer's specifications.

The flow meter is calibrated within an accuracy range of +/- 5%.

Supporting documentation will be provided to SABGSA upon request.

Signature: _____ Date: _____



Groundwater Extraction/Flow Meter Reporting Form – Period #1 San Antonio Basin Groundwater Sustainability Agency

Due by November 1, 2026

This form must be completed for each flow meter installed in the San Antonio Creek Valley Groundwater Basin on all non-de minimis production (> 2AFY) wells. Monthly readings are required to occur within the first 5 days of each month. A fillable PDF is available at sanantoniobasingsa.org/active-wells. For ease of reporting, Owners/operators of multiple wells may instead use the Excel version available at the same link.

Please return completed form(s) to the San Antonio Basin Groundwater Sustainability Agency (“SABGSA”) via email to admin@sanantoniobasingsa.org or by mail to P.O. Box 196, Solvang, CA 93464.

1. Landowner and Well Operator Information

Property Owner Information

Business/Ranch Name: _____ SABGSA Number: _____

Landowner Name: _____ Email: _____

Mailing Address: _____

Well Operator Information (if different than above):

Contact Name: _____ Email: _____

Business Name: _____

2. Well and Flow Meter Information

Assessor’s Parcel No. (APN): _____

Well Name/Number (your internal Well ID, if applicable): _____

Geographical Coordinates for Well (decimal degree): [Instructions to find coordinates](#).

Latitude: _____ Longitude: _____

Flow Meter Make and Model: _____ Serial Number: _____

3. Flow Meter Readings and Measurement Data

Flow meter readings must be taken within the first five (5) days of each month, even if no extraction occurs that month. The SABGSA encourages taking a photograph of the meter when recording the first reading.

Reporting Period #1 (April 2026 - September 2026)	Cumulative Volume (listed on face)	Measurement Unit & Multiplier (Gallon x 1,000, Acre-Feet x ,001, etc.)	Notes/Comments
April 2026			
May 2026			
June 2026			
July 2026			
August 2026			
September 2026			

The SABGSA reserves the right to request supporting documentation including, but not limited to, proof of flow meter accuracy, photographs, etc.