

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 its regular Board Meeting at 6:00 P.M. on Tuesday, June 18, 2024 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/83127401605?pwd=WHpIQmZTR2hoY2NWa3J2MDczbnhtUT09

Meeting ID: 831 2740 1605 Passcode: 203727

Dial: (669) 900 6833

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA) BOARD OF DIRECTORS MEETING AGENDA

Tuesday, June 18, 2024

- 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 <u>not</u> 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 May 21, 2024, Regular Meeting
- b. Agency Finances, Budget, and Training
 - i. The Board will receive a report from the accountant regarding finances and expenses for May 2024.
 - 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
- d. Board Member Updates
 - Board members will provide any updates relevant to the 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. Q2 2024 Groundwater Level Monitoring Report for the San Antonio Creek Valley Groundwater Basin

The SABGSA has received the Q2 2024 Groundwater Level Monitoring Report. The Board of Directors will review and discuss the recommendations listed in the report and may take action and/or provide specific direction to SABGSA staff and/or GSI Water Solutions, Inc. related to this item.

b. SABGSA Priorities and Budget for Fiscal Year 2024-25

The Board of Directors will discuss priorities and review the budget for fiscal year 2024-25. The Board may take action and/or provide specific direction to SABGSA staff related to this item.

7. ADJOURN

NEXT MEETING: July 16, 2024, at 6pm



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA) BOARD OF DIRECTORS MEETING

UNAPPROVED MINUTES

Tuesday, May 21, 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: Tom Durant, Juan Gomez, Alternate Director Bart Haycraft, Alternate Director Richard Kline, Randy Sharer, Chris Wrather.

Directors Absent: Dan Chabot, Kevin Merrill, Patrice Mosby, Kenny Pata.

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

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA No public comment.

4. CONSENT ITEMS

a. Approve Minutes from April 16, 2024, SABGSA Board Meeting

Motion by *Director Gomez*, second by *Director Durant* to approve the minutes of the April 16, 2024 Board meeting, as presented.

Ayes: Tom Durant, Juan Gomez, Alternate Director Bart Haycraft, Alternate Director Richard Kline, Randy Sharer, Chris Wrather.

Nos: None; Absent: Dan Chabot, Kevin Merrill, Patrice Mosby, Kenny Pata; Abstain: None

b. Agency Finances, Budgeting, and Training

Motion by *Alternate Director Kline*, second by *Director Wrather* to approve the financial report dated April 30, 2024, as presented.

Ayes: Tom Durant, Juan Gomez, Alternate Director Bart Haycraft, Alternate Director Richard Kline, Randy Sharer, Chris Wrather.

Nos: None; Absent: Dan Chabot, Kevin Merrill, Patrice Mosby, Kenny Pata; Abstain: None

5. INFORMATIONAL ITEMS

a. Executive Director Updates:

• The Q2 2024 Groundwater Level Monitoring event will take place on June 4-5, 2024.

b. San Antonio Basin Water District Update

Executive Director Donna Glass reported that the San Antonio Basin Water District (SABWD) Board of Directors did not hold a meeting on May 21, 2024. The next meeting is scheduled for June 18, 2024.

- Invoices for the 2023-24 Assessments were sent out on August 8, 2023. As of May 15, 2024, 89% has been collected totaling \$512,635. The delinquent assessments totaling \$64,266 will be placed on the County's property tax roll.
- The deadline for Property Change Order Requests from landowners for FY 24-25 was April 1, 2024. The SABWD Board will review at the June 18, 2024 meeting.

- The SABWD Board will review the operating budget and assessment levels for FY 24-25 at the June 18, 2024 meeting.
- The SABWD approved a fund request from the SABGSA for \$12,659.50 to cover invoices received this month.

c. Advisory Committee Updates

The Advisory Committee did not meet in May 2024.

d. Board Member Updates

None

6. DISCUSSION AND ACTION ITEMS

a. SABGSA Metering Program Ordinance

SABGSA staff reviewed the metering program framework developed to date and presented the first draft of the ordinance requiring metering and reporting of groundwater extraction in the Basin. The presentation and draft ordinance are posted on the SABGSA's website, under the Metering tab. The Board directed SABGSA staff and the Ad Hoc Committee to begin developing the content, timeline, and communications plan for the stakeholder workshop.

SABGSA legal counsel reviewed the options for enforcement and penalties and recommended that SABGSA develop a separate Administrative Policy that covers enforcement of well registration, meter installation, and meter reporting requirements. The Board directed SABGSA legal counsel to begin drafting the Administrative Policy.

b. SABGSA Budget Priorities for Fiscal Year 2024-25

SABGSA staff presented the first draft of the priorities and budget for fiscal year 2024-25. The final draft will be presented to the Board for approval at the June 18, 2024 meeting.

- 7. NEXT MEETING: June 18, 2024 at 6pm at the Los Alamos Community Services District.
- **8. ADJOURN** 7:11pm

San Antonio Basin GSA Profit & Loss Budget vs. Actual July 2023 through May 2024

92% of the year has elapsed	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4-Interest Income	12.21			
Total Income	12.21			
Expense				
Administration and Operation				
01Admininstrative Exp/Office Ex	50,345.34	76,000.00	-25,654.66	66.24%
02-Accountant	7,000.00	7,500.00	-500.00	93.33%
04-Monitoring	42,080.92	90,000.00	-47,919.08	46.76%
05-Legal Counsel	16,281.00	75,000.00	-58,719.00	21.71%
06-Insurance	1,733.00	3,000.00	-1,267.00	57.77%
07-Audit Fees	0.00	4,000.00	-4,000.00	0.0%
09-GSP Related Costs-Annual Rep	55,192.59	100,000.00	-44,807.41	55.19%
10-GSP Implementation / PMAs	27,285.00	142,500.00	-115,215.00	19.15%
11- Exec Order WellVerification	-197.50			
Total Administration and Operation	199,720.35	498,000.00	-298,279.65	40.1%
Total Expense	199,720.35	498,000.00	-298,279.65	40.1%
Net Ordinary Income	-199,708.14	-498,000.00	298,291.86	40.1%
Other Income/Expense				
Other Income				
11 Operating Transfers	169,497.15	498,000.00	-328,502.85	34.04%
12 Carryover Funds	0.00	50,000.00	-50,000.00	0.0%
Total Other Income	169,497.15	548,000.00	-378,502.85	30.93%
Other Expense				
Contingency (10%)	0.00	50,000.00	-50,000.00	0.0%
Total Other Expense	0.00	50,000.00	-50,000.00	0.0%
Net Other Income	169,497.15	498,000.00	-328,502.85	34.04%
Income	-30,210.99	0.00	-30,210.99	100.0%

San Antonio Basin GSA Balance Sheet

As of May 31, 2024

25,000.00

	May 31, 24
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	55,210.99
Net Income	-30,210.99
Total Equity	25,000.00

TOTAL LIABILITIES & EQUITY

San Antonio Basin GSA Expenses by Vendor Detail May 2024

	Туре	Date	Num	Account	Split	Amount
BERTOUX & COMPANY						
	Check	05/17/2024	3111	01Admininstrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
Total BERTOUX & COMPANY						5,000.00
Brownstein Hyatt Farber Schreck						
	Check	05/17/2024	3112	05-Legal Counsel	Community Bank of SM -ACCT 9006	2,639.50
Total Brownstein Hyatt Farber Schreck						2,639.50
Carrie Troup, C.P.A.						
	Check	05/17/2024	3115	02-Accountant	Community Bank of SM -ACCT 9006	700.00
Total Carrie Troup, C.P.A.						700.00
GSI WATER SOLUTIONS, INC.						
	Check	05/17/2024	3113	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	3,582.50
	Check	05/17/2024	3114	04-Monitoring	Community Bank of SM -ACCT 9006	537.50
Total GSI WATER SOLUTIONS, INC.						4,120.00
Los Alamos CSD						
	Check	05/17/2024	3116	01Admininstrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
TOTAL						12,659.50



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

FY 24-25 Budget Priorities

June 13, 2024

The draft priorities listed below are aligned with the Tier 1 Management Actions outlined in the GSP. A draft budget was reviewed at the May 21, 2024 Board meeting. The final budget will be presented and adopted at the June 18, 2024 Board meeting. It is anticipated that SABGSA's budget will not exceed \$550,000 including a 10% contingency.

Budget Summary by Category

01 - Administrative / Office Expense - \$75,900

- A. Professional Administrative Services \$67,500: Increase authorized hours per month for ED from 40 to 45. Hourly NTE Contract.
- B. Website \$5,500: Domain Name, Webhosting, etc. Web programmer to create a portal/form for meter reporting.
- C. Facilities Use Fee \$2,400: \$200 per month for up to 2 meetings per month.
- D. Office Supplies \$500

02 - Accountant - \$9,000

Invoices average \$750 per month. Accountant is also SABGSA Treasurer and tracks Board and Committee training (Ethics and Sexual Harassment) and Form 700 compliance.

03 - Grant Writing - \$35,000

Grant writer to assist SABGSA in pursuing grant funding for GSP implementation. Ex: Consider Bureau of Reclamation's Water Smart Efficiency Program. If available this year, can be applied toward metering to help offset costs incurred by landowners.

04 - Monitoring - \$87,500

- A. Quarterly GWL Monitoring and Reporting: CY contract is \$58,100. Increase contract to \$62,500 based on hourly rates for 2025 and assumption of adding 4-5 new wells to the network. Assumes that GSI can measure the additional wells within allotted time for each Monitoring Event and no changes in scope to the quarterly Tech Memo.
- B. Annual Maintenance: \$15,000
 - \$10,000 for Barka Slough vegetation trimming along access trails
 - \$5,000 to address field issues, replace existing equipment, add transducers in non-RMS wells
- C. Install Transducers in 5 RMS wells: \$10,000 (5 x \$2,000)

 Monthly, real-time measurements, utilizing transducers (no additional site visits needed), will provide a more precise understanding of the annual high and low groundwater levels, foster a more robust understanding of local groundwater conditions, and support sustainable groundwater management.

05 - Legal Counsel - \$45,000

- A. General, as needed
- B. Well Metering Ordinance/Public Hearings
- C. Administrative Policy for Rules and Regs Compliance
- D. Well Verification Executive Orders N-7-22 and N-3-23
- E. Access agreements for RPE Surveys

06 - Insurance - \$1,800

Policy for FY 24-25 is estimated to be \$1,800.

07 - Annual Audit - \$4,000

Annual audits required. Estimated to be \$4,000 for FY 24-25.

08 - GSP Development Consultant - \$0

N/A. GSP approved in January 2024. Line item will be removed from budget.

09 - GSP Related Costs - \$57,500

- A. GSP Annual Report \$57,500: SABGSA combines the GSP Annual Report and Annual GWL Monitoring Report. This assumes SABGSA is not using the SACIM (USGS Model) to calculate anything for the WY 2024 Annual Report.
- B. GSP Corrective Action: N/A. GSP approved in January 2024. Line item will be removed from budget.

10 - GSP Implementation - \$185,000

- A. Address Data Gaps \$100,000:
 - i. Review Data from Statewide Airborne Electromagnetic (AEM) Surveys Performed by DWR -\$10,000: The AEM project provides SABGSA with basin-specific and cross-basin geophysical data, tools, and analyses for understanding aquifer structures. It can also help with the refinement of the HCM and help identify areas for recharging groundwater.
 - ii. Install Stream Gages and Piezometers at Barka Slough \$20,000: No stream gages needed at this time. SABGSA is utilizing gages that USGS/VSFB have provided. Estimate \$20,000 for planning, equipment, supplies, and installation of 3 shallow piezometers in the Slough. This assumes GSI can install manually, and a contractor is not needed. Need to investigate if permitting or bio surveys are needed. Measurements of elevations, aquifer-system compaction, and water levels would be used as a monitoring point for interconnected surface water and also to improve SABGSA's understanding of the processes responsible for land-surface elevation changes. Elevation or elevation-change measurements are fundamental to monitoring land subsidence.
 - iii. GDE & Barka Slough Survey. (Not included in FY 24-25 Budget).
 - iv. Streamflow Monitoring, Maintenance, Calibration. (Tied to 10.A.ii. above Not included in FY 24-25 Budget).
 - v. Update Water Use Factors: Evaluate Crop Type Water Use Factors and Update Water Budget This was validated by using the satellite-based method for the last couple of years and compared to crop water duty-based calculations. (Not included in FY 24-25 Budget).
 - vi. USGS Model Review \$20,000: San Antonio Creek Integrated Model (SACIM)

Review/Update HCM. The USGS, in cooperation with the SBWA and VSFB, are assessing the effects of future climate scenarios in the Basin on Barka Slough. This assessment will extend the SACIM 3 years from water years 2019 through 2021. Two 30-year future climate scenarios (water years 2022 through 2051) will be developed to extend and run the SACIM. Results from the future climate scenarios will be evaluated to identify potential climatic effects on streamflow, groundwater flow, recharge, and other hydrologic conditions in Barka Slough, and potential effects on riparian species.

For future reporting and analysis, the SABGSA may consider use of the SACIM for the purpose of modeling proposed Basin project and management actions (e.g., recharge projects, allocation programs, water market, varying climate scenarios), revising the Basin HCM, or calculating change in groundwater in storage for the Basin GSP annual reporting.

vii. Reference Point Elevation Survey (SGMA-driven) - \$55,000: 25 wells in the network have ground surface elevations that do not meet accuracy standards (within 0.5 feet under SGMA) based on DWR best management practices. Acquiring accurate ground surface elevations will benefit the Basin and stakeholders by providing more accurate groundwater elevation data which will result in more accurate groundwater elevation contours and change in storage calculations. NOTE: SABGSA is still investigating total cost. May not proceed with all surveys at once. GSI's time will be needed to develop and oversee the scope of work. SABGSA will also need to hire a surveyor

B. Metering Program: \$35,000

- Stakeholder Workshop(s)
- Notifications/Mailings to Landowners
- Notice for Public Hearing/Notice of Adoption
- DMS Investigation and Expansion for Reporting app, online form, etc.
- Identify Grants Potential for Grant Writer
- Identify Consultant for Data Reporting/Management hire in FY 25-26 budget

C. On-Call Hydrogeological Consulting (GSI Water Solutions): \$50,000

- Ongoing coordination/consultation with SABGSA
- Review SABGSA Well Registration Program data to identify existing candidate wells to incorporate into the network.
- Collaborate with Central Coast Water Quality Preservation, Inc. to share existing Irrigated Lands Regulatory Program well information.
- Assistance with developing and implementing metering program
- Planning for Barka Slough vegetation trimming
- Planning the wellhead reference point elevation (RPE) surveys
- Assistance with SABGSA budgeting and project planning
- Hosting, managing, and expanding DMS
- Other services and meeting attendance, as needed, at the request of SABGSA

Tier 1 Management Actions (from GSP) for Reference:

- A. Address Data Gaps Expand Monitoring Well Network in the Basin to Increase Spatial Coverage and Well Density
 - Continue public outreach to Basin stakeholders to discuss participation in the Monitoring Network. 4 wells added in FY 23-24. 41 wells total in network with access agreements in place (Budget Item 4A).
 - Perform ongoing maintenance of the well access trails within Barka Slough (Budget Item 4B).
 - Consider the purchase and installation of transducers in, at a minimum, all Representative Monitoring Sites (Budget Item 4C).
 - Reference Point Elevation Survey (SGMA-driven) 25 wells in the network have ground surface elevations that do not meet accuracy standards (within 0.5 feet under SGMA) based on DWR best management practices. (Budget Item 10.A.vii.).
 - Video Survey (SGMA-driven) Well construction information (total depth and screened intervals) for 24 wells in the Monitoring Network is unknown. Performing well video surveys will identify which aquifer(s) wells with unknown well construction information are screened in which improves the existing Hydrogeological Conceptual Model (HCM). NOTE: SABGSA is still investigating total cost. May not proceed with all surveys at once. GSI's time will be needed to develop and oversee the scope of work. SABGSA will also need to hire a surveyor. (Not included in FY 24-25 Budget).
 - Collaborate with Central Coast Water Quality Preservation, Inc. to share existing Irrigated Lands Regulatory Program well information (Budget Item 10.C.).
 - Review SABGSA Well Registration Program data to identify existing candidate wells to incorporate into the network. (Budget Item 10.C.).
 - Install Shallow Piezometers at Barka Slough (Budget Item 10.A.ii.)
 - Review/Update Water Usage Factors and Crop Acreages and Update Water Budget (Not included in FY 24-25 Budget).
 - Review USGS Groundwater Model/Update HCM (Budget Item 10.A.vi).
 - LACSD Wellfield Pumping Coordination/Offsite Well Impact Mitigation (Not included in FY 24-25 Budget).
 - Survey and Investigate Potential Groundwater-Dependent Ecosystems (GDEs) in the Basin Mitigation (Not included in FY 24-25 Budget).
- B. Well Registration Program and Well Metering Installation Program (Budget Item 10.B.)
- C. Water Use Efficiency Programs (Not included in FY 24-25 Budget).
- D. Groundwater Pumping Fee Program (Not included in FY 24-25 Budget).

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

BUDGET FOR FY 2024-25

June 13, 2024

Budget for FY 2024-25 assumes \$0 in grant funding. 2023-24 YTD is through May 31, 2024.

INCOME	2023-24 YTD	2023-24 BUDGET	2024-25 BUDGE
Operating Transfers from SABWD	\$169,497.15	\$548,000.00	\$550,000.0
Total Income	\$169,497.15	\$548,000.00	\$550,000.0
EXPENSES	2023-24 YTD	2023-24 BUDGET	2024-25 BUDGE
01 - Administrative/Office Exp			
A. Professional Admin Services	\$48,300.00	\$70,000.00	\$67,500.0
B. Website	\$45.34	\$3,000.00	\$5,500.0
C. Facilities Use and Support Services	\$2,000.00	\$2,400.00	\$3,500.0 \$2,400.0
D. Supplies	\$0.00	\$600.00	\$500.0
02 - Accountant	\$7,000.00	\$7,500.00	\$9,000.0
03 - Comm Eng/Grant Writing/Non-GSP	\$0.00	\$0.00	\$35,000.0
04 - Monitoring	# 42 000 02	# F0 000 00	#/2 F00 0
A. Quarterly Monitoring & Reporting	\$42,080.92	\$50,000.00	\$62,500.0
B. Annual Maintenance + Field Issues	\$0.00	\$20,000.00	\$15,000.0
C. Install Transducers	\$0.00	\$20,000.00	\$10,000.0
05 - Legal Counsel	\$16,281.00	\$75,000.00	\$45,000.0
06 - Insurance	\$1,733.00	\$3,000.00	\$1,800.0
07 - Audit Fees	\$0.00	\$4,000.00	\$4,000.0
08 - GSP Development Consultant	\$0.00	\$0.00	\$0.0
09 - GSP Related Costs			
GSP Annual Report	\$55,192.59	\$50,000.00	\$57,500.0
GSP Corrective Action	\$0.00	\$50,000.00	\$0.0
10 - GSP Implementation / PMAs			
A. Address Data Gaps			
i. AEM Survey Data Review	\$0.00	\$0.00	\$10,000.0
ii. Barka Slough - Shallow Piezometers	\$0.00	\$0.00	\$15,000.0
iii. GDE & Barka Slough Survey	\$0.00	\$0.00	\$0.0
iv. Streamflow Monitoring, Maintenance, & Ca	\$0.00	\$0.00	\$0.0
v. Update Water Use Factors	\$0.00	\$0.00	\$0.0
vi. USGS Model Review	\$0.00	\$20,000.00	\$20,000.0
vii. Well Surveys (RPE)	\$0.00	\$55,000.00	\$55,000.0
viii. Well Surveys (Video)	\$0.00	\$0.00	\$0.0
B. Well Registration + Well Metering Program	\$5,515.00	\$12,500.00	\$35,000.0
C. On-Call Hydrogeological Consulting	\$21,770.00	\$55,000.00	\$50,000.0
11 - Executive Order - Written Verifications	(\$197.50)	\$0.00	\$0.0
TOTAL EXPENSES	\$199,720.35	\$498,000.00	\$500,700.0
TOTAL EXPENSES	\$199,720.35	\$476,000.00	\$500,700.0°
	VTD ACTUALS	2022 24 BUDGET	
TOTAL		2023-24 BUDGET	
Income Total	\$169,497.15	\$548,000.00	\$550,000.0
Expenses	\$199,720.35	\$498,000.00	\$500,700.0
Operational Contingency (10% of Expenses)	\$0.00	\$50,000.00	\$49,300.0
DWR Contingency	\$0.00 \$1 99,720.35	\$0.00 \$548,000.00	\$0.0 \$550,000.0
Expenses Total	φ177,72U.35	φ 540,000.00	φ 550,000.0

BUDGET FOR FY 2024-25

6/13/2024

GSP Implementation		Operational Expenses	
Address GSP Data Gaps	\$100,000.00	Administrative/Office Expenses	\$75,900
Metering Policy & Plan Development	\$35,000.00	Accounting	\$9,000
Hydrogeological Services	\$50,000	Audit	\$4,000
		Insurance	\$1,800
		Legal Expenses	\$45,000
		Grant Writing	\$35,000
Total	\$185,000.00	Total	\$170,700
Monitoring & Maintenance		GSP Annual Report	\$57,500.00
Quarterly GW Level Monitoring & R	\$62,500	Contingency	\$49,300.00
Annual Maintenance	\$15,000		
Install Transducers	\$10,000		
Total	\$87,500		

PERCENTAGE OF BUDGET

