



## 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, May 21, 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.<sup>1</sup>

Join Zoom Meeting:

<https://us06web.zoom.us/j/83127401605?pwd=WHpIQmZTR2hoY2NWa3J2MDc3bnhtUT09>

Meeting ID: 831 2740 1605 Passcode: 203727

Dial: (669) 900 6833

### SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)

#### BOARD OF DIRECTORS MEETING AGENDA

**Tuesday, May 21, 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 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 April 16, 2024, Regular Meeting**

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

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

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<sup>1</sup> 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. SABGSA Metering Program Ordinance**

The Board of Directors will review and discuss a draft ordinance requiring metering and reporting of groundwater extraction in the Basin and will consider authorizing SABGSA legal counsel to draft an Administrative Policy regarding enforcement and penalties. There will be no first reading of the ordinance at this meeting and no formal public hearing will be held. The Board may take action and/or provide specific direction to the Ad Hoc Committee, staff and/or SABGSA's legal counsel related to this item.

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

The Board of Directors will discuss priorities and review the draft 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: June 18, 2024, at 6pm**



**SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)**  
**BOARD OF DIRECTORS MEETING**  
**UNAPPROVED MINUTES**  
**Tuesday, April 16, 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, Juan Gomez, Kevin Merrill, Patrice Mosby, Kenny Pata, Randy Sharer, Chris Wrather.

**Directors Absent:** Tom Durant

**Alternates present, but not acting on behalf of a Director:** Bart Haycraft

2. **PLEDGE OF ALLEGIANCE**

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

No public comment.

4. **CONSENT ITEMS**

- a. **Approve Minutes from March 19, 2024, SABGSA Board Meeting**

**Motion by Director Wrather, second by Director Mosby to approve the minutes of the March 19, 2024 Board meeting, as presented.**

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

**Nos:** None; **Absent:** Tom Durant; **Abstain:** None

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

**Motion by Director Chabot, second by Director Pata to approve the financial report dated March 31, 2024, as presented.**

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

**Nos:** None; **Absent:** Tom Durant; **Abstain:** None

5. **INFORMATIONAL ITEMS**

- a. **Executive Director Updates:**

- The GSP Annual Report for Water Year 2023 was uploaded to the SGMA portal on March 21, 2024.
- GSP Consultation Meeting with DWR: SABGSA Board Chair Randy Sharer, SABGSA Executive Director Stephanie Bertoux, Mike McAlpin (GSI Water Solutions), and Jeff Barry (GSI Water Solutions) met with DWR Representatives on April 9, 2024 to review the recommendations and potential corrective actions to the GSP outlined in the DWR Staff Report. The meeting was positive. DWR provided clarity on specifics of recommended corrective actions, expectations for the Periodic Evaluation (5-Year Update – guidance document posted on SABGSA’s website) and encouraged SABGSA to continue to fill data

gaps identified in the GSP. No immediate corrective action is required.

- DWR released two additional resource guides: 1.) Funding SGMA Implementation and 2.) Groundwater Well Permitting: Observations and Analysis of Executive Orders N-7-22 and N-3-23. Both resource guides are posted on SABGSA’s website.
- The Ordinance for the metering program is being drafted by SABGSA’s legal counsel. The Metering Ad Hoc Comm will review first draft at their meeting on May 2, 2024. SABGSA’s legal counsel will present the draft to the Board at the May 21, 2024 meeting for discussion. The intent is to have a working document to identify and address additional policy considerations that may not have been included in the initial framework and to provide landowners with advance notice of actions and policies being considered by the SABGSA. The draft Ordinance will be discussed during open session, posted on SABGSA’s website, and used as a communication tool during stakeholder workshops before initiating the public hearing process.
- Solomon Hills Development: The SABGSA continues to track this project. The water supply portfolio is being developed and will eventually go before the Planning Commission. The SABGSA is not aware of any current plans to pump from the Basin.

**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 April 16, 2024.

- Invoices for the 2023-24 Assessments were sent out on August 8, 2023. As of April 1, 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 their May 21, 2024 board meeting.
- The SABWD approved a fund request from the SABGSA for \$19,933.00 to cover invoices received this month.

**c. Advisory Committee Updates**

- The Advisory Committee did not meet in April 2024.

**d. Board Member Updates**

- None

**6. DISCUSSION AND ACTION ITEMS**

**a. Presentation from the Center for Irrigation Technology, Fresno State University**

Sarge Green, Research Scientist, California Water Institute/Center for Irrigation Technology (CIT) at Fresno State University gave an informational presentation on metering programs implemented by other groundwater sustainability agencies and water districts throughout the State. Mr. Green also highlighted relevant research, studies, and resources published by CIT and other universities. The presentation and resource materials are posted on SABGSA’s website (Metering Program).

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

The Board briefly discussed the budget priorities for fiscal year 2024-25 and directed staff to prepare a draft budget to be reviewed at the May board meeting.

**7. NEXT MEETING: May 21, 2024 at 6pm at the Los Alamos Community Services District.**

**8. ADJOURN – 7:40pm**

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

83% of the year has elapsed	<u>Jul '23 - Apr 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4-Interest Income	12.21			
<b>Total Income</b>	<u>12.21</u>			
<b>Expense</b>				
<b>Administration and Operation</b>				
01 Admininstrative Exp/Office Ex	45,145.34	76,000.00	-30,854.66	59.4%
02-Accountant	6,300.00	7,500.00	-1,200.00	84.0%
04-Monitoring	41,543.42	90,000.00	-48,456.58	46.16%
05-Legal Counsel	13,641.50	75,000.00	-61,358.50	18.19%
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	23,702.50	142,500.00	-118,797.50	16.63%
11- Exec Order WellVerification	-197.50			
<b>Total Administration and Operation</b>	<u>187,060.85</u>	<u>498,000.00</u>	<u>-310,939.15</u>	<u>37.56%</u>
<b>Total Expense</b>	<u>187,060.85</u>	<u>498,000.00</u>	<u>-310,939.15</u>	<u>37.56%</u>
<b>Net Ordinary Income</b>	-187,048.64	-498,000.00	310,951.36	37.56%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
11 Operating Transfers	156,837.65	498,000.00	-341,162.35	31.49%
12 Carryover Funds	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Income</b>	<u>156,837.65</u>	<u>548,000.00</u>	<u>-391,162.35</u>	<u>28.62%</u>
<b>Other Expense</b>				
Contingency (10%)	0.00	50,000.00	-50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	<u>156,837.65</u>	<u>498,000.00</u>	<u>-341,162.35</u>	<u>31.49%</u>
<b>Net Income</b>	<u><u>-30,210.99</u></u>	<u><u>0.00</u></u>	<u><u>-30,210.99</u></u>	<u><u>100.0%</u></u>

# San Antonio Basin GSA

## Balance Sheet

As of April 30, 2024

Apr 30, 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 25,000.00**

# San Antonio Basin GSA Expenses by Vendor Detail

April 2024

	Type	Date	Num	Account	Split	Amount
<b>BERTOUX &amp; COMPANY</b>						
	Check	04/11/2024	3104	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	5,000.00
Total BERTOUX & COMPANY						5,000.00
<b>Brownstein Hyatt Farber Schreck</b>						
	Check	04/11/2024	3105	05-Legal Counsel	Community Bank of SM -ACCT 9006	1,053.00
Total Brownstein Hyatt Farber Schreck						1,053.00
<b>Carrie Troup, C.P.A.</b>						
	Check	04/11/2024	3109	02-Accountant	Community Bank of SM -ACCT 9006	700.00
Total Carrie Troup, C.P.A.						700.00
<b>GSI WATER SOLUTIONS, INC.</b>						
	Check	04/11/2024	3106	10-GSP Implementation / PMAs	Community Bank of SM -ACCT 9006	6,205.00
	Check	04/11/2024	3107	04-Monitoring	Community Bank of SM -ACCT 9006	3,673.75
	Check	04/11/2024	3108	09-GSP Related Costs-Annual Rep	Community Bank of SM -ACCT 9006	3,101.25
Total GSI WATER SOLUTIONS, INC.						12,980.00
<b>Los Alamos CSD</b>						
	Check	04/11/2024	3110	01Administrative Exp/Office Ex	Community Bank of SM -ACCT 9006	200.00
Total Los Alamos CSD						200.00
<b>TOTAL</b>						<b>19,933.00</b>

**ORDINANCE NO. 24-001**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN ANTONIO BASIN  
GROUNDWATER SUSTAINABILITY AGENCY REQUIRING METERING AND  
REPORTING OF GROUNDWATER EXTRACTION**

**WHEREAS**, the San Antonio Basin Groundwater Sustainability Agency (“Agency”) was formed pursuant to a joint exercise of powers agency (“JPA”) executed on May 16, 2017 between the Cachuma Resource Conservation District and the Los Alamos Community Services District;

**WHEREAS**, the Agency decided to become the exclusive Groundwater Sustainability Agency (“GSA”) for the San Antonio Creek Valley Basin (“Basin”) on June 14, 2017;

**WHEREAS**, the San Antonio Basin Water District replaced the Cachuma Resource Conservation District as a member of the JPA on May 19, 2020;

**WHEREAS**, in compliance with the Sustainable Groundwater Management Act (“SGMA”), on December 7, 2021, the Agency adopted the San Antonio Basin Groundwater Sustainability Plan (“Plan”) that establishes the Agency’s groundwater management program and sustainability goal for the Basin;

**WHEREAS**, SGMA, authorizes a local GSA to manage a groundwater basin in a sustainable manner pursuant to its groundwater sustainability plan;

**WHEREAS**, to assist in its management, Water Code Section 10725.2 authorizes GSAs such as the Agency to adopt rules, regulations, ordinances, and resolutions for the purpose of complying with SGMA and perform any act necessary or proper to carry out the purposes of SGMA;

**WHEREAS**, pursuant to Water Code Section 10725.8(a), a GSA may require that the use of every groundwater extraction facility within the management area of the GSA be measured by a water-measuring device satisfactory to the GSA, provided that de minimus extractors are exempt from such requirements;

**WHEREAS**, pursuant to Water Code Section 10725.8(c), a GSA may also require that the owner or operator of a groundwater extraction facility file statements with the GSA setting forth the total extraction in acre-feet of groundwater from the facility during the previous water year;

**WHEREAS**, the Plan identifies development of a metering and reporting program as a Tier 1 Management Action;

**WHEREAS**, to sustainably manage the Basin, the Agency requires consistent and reliable data on the volume of groundwater extracted from each groundwater extraction facility in the Basin; and



**WHEREAS**, to implement the Plan, the Agency finds it necessary and in the best interest of both the Agency and the Basin to adopt an ordinance requiring all landowners within the Basin, except de minimis extractors, to install measuring devices on groundwater extraction facilities and file reports on a biannual basis reporting groundwater extraction to the Agency.

**NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY ORDAINS AS FOLLOWS:**

**SECTION 1. Recitals Incorporated**

The above recitals are supported by substantial evidence, incorporated herein by reference and each relied upon independently by the Agency’s Board of Directors in its adoption of this Ordinance.

**SECTION 2. Amendment to the SABGSA Rules and Regulations**

The Agency’s Board of Directors amends the “San Antonio Basin Groundwater Sustainability Agency Rules and Regulations” (“SABGSA Rules and Regulations”), as attached hereto as Exhibit A and incorporated herein by reference, and finds that the amendment to the SABGSA Rules and Regulations is consistent with the Plan and shall promote implementation of the Plan in accordance with SGMA.

**SECTION 3. Amendment**

This Ordinance may be added to, amended, and/or repealed at any time by adoption of a subsequent ordinance of the Agency’s Board of Directors.

**SECTION 4. Effective Date**

This Ordinance shall become effective thirty (30) days after the second reading.

**SECTION 5. Actions Against the Agency**

Nothing contained in this Ordinance shall constitute a waiver by the Agency or operate as an estoppel against the Agency from asserting any defenses or immunities from liability as provided in law, including, but not limited to, those provided in Division 3.6 of Title 1 of the Government Code.

**SECTION 6. Administrative Authorization.**

The Agency Executive Director or designee is hereby authorized and directed to take any such actions as may be necessary and appropriate to implement the intent of this Ordinance.

**SECTION 7. Severability.**

If any section, subsection, sentence, clause, phrase, or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decisions shall not affect the validity of the remaining portions of this Ordinance. The Agency Board of Directors hereby

declares that it would have passed and adopted this Ordinance, and each and all provisions hereof, irrespective of the fact that one or more provisions may be declared invalid.

**SECTION 8. California Environmental Quality Act**

The Agency’s Board of Directors finds that adoption of this Ordinance, including the SABGSA Rules and Regulations, is exempt from the California Environmental Quality Act pursuant to Sections 15307, 15308, and 15061 subdivision (b)(3) of Title 14 of the California Code of Regulations (“CEQA Guidelines”) because the Ordinance will support implementation of the Plan by establishing rules and regulations to support groundwater management in order to prevent environmental degradation associated with groundwater overdraft and said rules and regulations will not have a significant effect on the environment.

**WE, THE UNDERSIGNED**, do hereby certify that the above and foregoing Ordinance No. 24-001 was duly adopted and passed by the Board of Directors of the San Antonio Basin Groundwater Sustainability Agency at a meeting held on the \_\_\_ day of \_\_\_\_\_, 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

\_\_\_\_\_

, Board Chair

San Antonio Basin Groundwater Sustainability Agency

ATTEST:

\_\_\_\_\_

, Secretary

San Antonio Basin Groundwater Sustainability Agency

**EXHIBIT A**

## San Antonio Basin Groundwater Sustainability Agency

### Rules and Regulations

#### SECTION 1. Definitions

- A. For purposes of these Rules and Regulations, the following definitions apply:
1. “AF” means acre-foot.
  2. “APN” means the Santa Barbara County Assessor’s Parcel Number for a property.
  3. “Agency” or “SABGSA” shall refer to the San Antonio Basin Groundwater Sustainability Agency.
  4. “De Minimis Extractor” shall mean a person who extracts, for domestic purposes, two acre-feet or less per year.
  5. “Flow Meter” shall mean a flow meter required to be installed on a Groundwater Extraction Facility pursuant to Section 3 of these Rules and Regulations.
  6. “Flow Meter Installation and Compliance Form” shall mean the form required by the SABGSA pursuant to these Rules and Regulations, which may include an electronic form or electronic submission portal.
  7. “Groundwater Extraction Facility” shall mean a groundwater well or any device or method for extraction of groundwater within the Basin.
  8. “Groundwater Extraction Form” shall mean the form required by the SABGSA pursuant to these Rules and Regulations, which may include an electronic form or electronic submission portal.<sup>1</sup>
  9. “Operator” shall mean the person responsible for operating a Groundwater Extraction Facility. The Property Owner of the property containing the Groundwater Extraction Facility shall be conclusively presumed to be the operator unless otherwise declared on the Registration.
  10. “Property Owner” shall mean the fee title owner of land within the Agency’s boundaries, including all San Antonio Basin Water District landowners and all Los Alamos Community Services District customers.

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<sup>1</sup> DRAFTER’S NOTE: For ease of review, please note that definitions #5-#8 are the proposed new definitions to be added to the Rules and Regulations.

11. "Registration" shall mean submission of the groundwater well registration information as specified in Section 2 of these Rules and Regulations to the Agency.

## **SECTION 2. Groundwater Well Registration**

The Property Owner and/or Operator of each Groundwater Extraction Facility within the Basin shall provide the Agency with groundwater well registration information (to the extent known to the Property Owner and/or Operator at the time of registration) by filling out and submitting a registration form issued by the Agency and returned to the Agency's PO Box or via email.

### **A. Existing Wells**

All existing Groundwater Extraction Facilities located within the boundaries of SABGSA shall be registered with the Agency within sixty (60) days of receiving a registration form and no later than March 31, 2023, whichever occurs later. The Property Owner and/or Operator of a Groundwater Extraction Facility must provide, in full, the information requested on the Agency's registration form, which shall include but not be limited to the following:

1. Name and contact information of the Property Owner;
2. Name and contact information of the Operator, if different than the Property Owner;
3. If appropriate, a certification that the Property Owner does not have a Groundwater Extraction Facility located on their property;
4. Type of Groundwater Extraction Facility and water use;
5. Annual water use information;
6. Groundwater Extraction Facility APN and State Well Number;
7. Physical address and geographic location of each Groundwater Extraction Facility;
8. Date of construction;
9. Well depth;
10. Activity status of the Groundwater Extraction Facility;
11. List of APNs that the Groundwater Extraction Facility serves;
12. Manufacturer/model and type of Groundwater Extraction Facility measuring device, such as a flow meter (for certain users);
13. Recording units of the measuring device (for certain users);
14. Signature of the Property Owner.

**B. New Wells**

All new Groundwater Extraction Facilities located within the Boundaries of SABGSA shall be registered with the Agency, via the same form described above in Section 2.A, no later than March 31, 2023 or within sixty (60) days of well completion, whichever occurs later.

**C. Changes to Registration**

Any change to the information provided in the well registration form described above in Section 2.A, including but not limited to, a change to the Property Owner or Operator of a Groundwater Extraction Facility, must be reported within thirty (30) days of when the change takes effect.

**D. Registration Confidentiality**

The Agency shall keep the information contained in a Registration confidential to the extent permissible under applicable law.

**SECTION 3. Metering and Reporting of Groundwater Extraction**

**A. De Minimis Extractors Exempt**

De minimis extractors are exempt from the metering and reporting requirements in Section 3.

**B. Installation of a Flow Meter**

By October 1, 2025,<sup>2</sup> each Groundwater Extraction Facility within the GSA's boundary must have a flow meter installed that meets the following specifications:

1. The Flow Meter must be capable of measuring the volume of groundwater extracted from the Groundwater Extraction Facility with an accuracy level of  $\pm 5\%$ .
2. The Flow Meter must be equipped with either (a) a direct-reading rate-of-flow indicator capable of showing instantaneous flow in gallons per minute or (b) a sweep hand indicator capable of determining the rate-of-flow by timing measurement.
3. The Flow Meter must be equipped with a visual, volume-recording totalizer recorded in gallons, cubic feet, acre-inches, or acre-feet.

**C. Installation, Operation, Maintenance and Calibration of Flow Meters**

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<sup>2</sup> **DRAFTER'S NOTE: Please note that the October 1, 2025 and May 1, 2026 compliance dates are currently placeholders, subject to change based on the timing of any ordinance adoption/public hearing process.**

1. The Flow Meter must be installed, operated, and maintained to the manufacturer's specifications, instructions, and recommendations.
2. Prior to installation or by October 1, 2025 at latest, the Flow Meter must be calibrated to achieve an accuracy level of  $\pm 5\%$  by volume of groundwater extracted.
3. The Flow Meter must be calibrated pursuant to the schedule described in the manufacturer's specifications. If no such schedule exists, calibration must be performed at least once every five years.
4. If the verification error exceeds 5% upon calibration, then the Flow Meter must be recalibrated or replaced with a flow meter meeting the requirements of this Section.

**D. Documentation of Flow Meter Installation**

By October 1, 2025, the Operator of each Groundwater Extraction Facility within the Basin shall submit a completed Flow Meter Installation and Compliance Form according to the instructions set forth on the form. For any new Groundwater Extraction Facility, the Operator must submit a completed Flow Meter Installation and Compliance Form no later than October 1, 2025 or within sixty (60) days of well completion, whichever occurs later.

**E. Requests for Additional Compliance Information**

The SABGSA has the right to request from an Operator additional information concerning a Flow Meter, including but not limited to photographs, certificate of calibration, or the location of the Flow Meter. Upon request by the SABGSA, such information shall be provided within 60 days.

**F. Recording of Meter Readings**

The Operator of any Groundwater Extraction Facility must read and record the Flow Meter totalizer on at least a monthly basis, in between the 1st and 5th day of each month.

**G. Reporting of Meter Readings**

Beginning on May 1, 2026 and on at least a biannual basis (twice per year) thereafter, each Operator shall report the monthly Flow Meter readings for each Groundwater Extraction Facility using the Groundwater Extraction Form, according to the SABGSA's submission instructions. Reporting periods and due dates for the Groundwater Extraction Form shall be as follows:

1. Monthly readings for April through September are due by November 1 of each year.
2. Monthly readings for October through March are due by May 1 of each year.



Each Groundwater Extraction Form must be completed pursuant to SABGSA's then-applicable instructions.

#### **H. Further Administrative Policies**

The Agency's Executive Director may adopt administrative policies consistent with these Rules and Regulations to collect, manage, and store the data on groundwater extraction collected through Flow Meters in the Basin.

**SECTION 4. Reserved.**

**SECTION 5. Reserved.**

**SECTION 6. Reserved.**

**SECTION 7. Reserved.**

**SECTION 8. Reserved.**

**SECTION 9. Reserved.**

**SECTION 10. Penalties.**

Failure to comply with these Rules and Regulations may result in administrative and civil penalties, in accordance with Water Code Section 10732, as may be determined by the Board. Remedies identified in these Rules and Regulations are not intended to be exclusive. Any other remedy available to the Agency in law or equity may be employed at the discretion of the Board to address any circumstance related to the management of the Basin in accordance with SGMA, the Agency Plan, or other SABGSA Rules and Regulations.



## SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY

### **DRAFT FY 24-25 Budget Priorities for Discussion**

May 16, 2024

The draft priorities listed below are aligned with the Tier 1 Management Actions outlined in the GSP. A draft budget will be 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. NOTE: The SABGSA will continue to fine tune budget estimates over the next month.

#### 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 - \$8,400**

Invoices average \$700 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

# DRAFT BUDGET FOR FY 2024-25

May 16, 2024

Budget for FY 2024-25 assumes \$0 in grant funding. 2023-24 YTD is through April 30, 2024.

INCOME	2023-24 YTD	2023-24 BUDGET	2024-25 BUDGET
Operating Transfers from SABWD	\$156,837.65	\$548,000.00	\$550,000.00
<b>Total Income</b>	<b>\$156,837.65</b>	<b>\$548,000.00</b>	<b>\$550,000.00</b>
EXPENSES	2023-24 YTD	2023-24 BUDGET	2024-25 BUDGET
01 - Administrative/Office Exp			
A. Professional Admin Services	\$43,300.00	\$70,000.00	\$67,500.00
B. Website	\$45.34	\$3,000.00	\$5,500.00
C. Facilities Use and Support Services	\$1,800.00	\$2,400.00	\$2,400.00
D. Supplies	\$0.00	\$600.00	\$500.00
02 - Accountant	\$6,300.00	\$7,500.00	\$8,400.00
03 - Comm Eng/Grant Writing/Non-GSP	\$0.00	\$0.00	\$35,000.00
04 - Monitoring			
A. Quarterly Monitoring & Reporting	\$31,543.42	\$50,000.00	\$62,500.00
B. Annual Maintenance + Field Issues	\$10,000.00	\$20,000.00	\$15,000.00
C. Install Transducers	\$0.00	\$20,000.00	\$10,000.00
05 - Legal Counsel	\$13,641.50	\$75,000.00	\$45,000.00
06 - Insurance	\$1,733.00	\$3,000.00	\$1,800.00
07 - Audit Fees	\$0.00	\$4,000.00	\$4,000.00
08 - GSP Development Consultant	\$0.00	\$0.00	\$0.00
09 - GSP Related Costs			
GSP Annual Report	\$55,192.59	\$50,000.00	\$57,500.00
GSP Corrective Action	\$0.00	\$50,000.00	\$0.00
10 - GSP Implementation / PMAs			
A. Address Data Gaps			
i. AEM Survey Data Review	\$0.00	\$0.00	\$10,000.00
ii. Barka Slough - Shallow Piezometers	\$0.00	\$0.00	\$15,000.00
iii. GDE & Barka Slough Survey	\$0.00	\$0.00	\$0.00
iv. Streamflow Monitoring, Maintenance, & Ca	\$0.00	\$0.00	\$0.00
v. Update Water Use Factors	\$0.00	\$0.00	\$0.00
vi. USGS Model Review	\$0.00	\$20,000.00	\$20,000.00
vii. Well Surveys (RPE)	\$0.00	\$55,000.00	\$55,000.00
viii. Well Surveys (Video)	\$0.00	\$0.00	\$0.00
B. Well Registration + Well Metering Program	\$5,515.00	\$12,500.00	\$35,000.00
C. On-Call Hydrogeological Consulting	\$18,187.50	\$55,000.00	\$50,000.00
11 - Executive Order - Written Verifications	(\$197.50)	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$187,060.85</b>	<b>\$498,000.00</b>	<b>\$500,100.00</b>
TOTAL	YTD ACTUALS	2023-24 BUDGET	2024-25 BUDGET
<b>Income Total</b>	<b>\$156,837.65</b>	<b>\$548,000.00</b>	<b>\$550,000.00</b>
Expenses	\$187,060.85	\$498,000.00	\$500,100.00
Operational Contingency (10% of Expenses)	\$0.00	\$50,000.00	\$50,000.00
DWR Contingency	\$0.00	\$0.00	\$0.00
<b>Expenses Total</b>	<b>\$187,060.85</b>	<b>\$548,000.00</b>	<b>\$550,100.00</b>