



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, September 20, 2022**, at the **Los Alamos Community Services District** located at **82 St. Joseph Street, Los Alamos, CA 93440**. Virtual option available for public participation.¹

Join Zoom Meeting:

<https://us06web.zoom.us/j/83252082959?pwd=SFhYWkxnaTJtZXlYQnE5VUNCUFc5QT09>

Meeting ID: 832 5208 2959 Passcode: 360900

Dial: (669) 900 6833

SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY (SABGSA)

BOARD OF DIRECTORS MEETING AGENDA

Tuesday, September 20, 2022

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. In 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 August 16, 2022, Regular Meeting

b. Agency Finances, Budget, and Training

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

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.

c. Advisory Committee Updates

- Update on Advisory Committee

d. Board Member Updates

- Board members will provide any updates relevant to the SABGSA

6. DISCUSSION AND ACTION ITEMS

a. SABGSA Check Signing Authority and Bank Signature Card

The Board will discuss and consider adding the SABGSA President/Board Chair and the SABGSA Secretary to the Agency's bank signature card and authorizing these two officers to sign checks on behalf of the Agency consistent with the Agency's bylaws. The Board will also discuss and consider removing the previous Executive Director as an authorized signer on the Agency's accounts. The Board also may take other action or provide specific direction to the SABGSA President/Board Chair, Treasurer, Secretary, staff, and/or SABGSA's accountant related to this item.

b. SABGSA Well Registration Program Conceptual Framework

The Board of Directors will receive a presentation on the draft conceptual framework for the Well Registration Program, including a draft well registration form, developed by the Well Registration and Metering Ad Hoc Committee. The Board may take action or provide specific direction to the Well Registration and Metering Ad Hoc Committee, the Advisory Committee, staff and/or SABGSA's legal counsel related to this item.

NEXT MEETING: October 18, 2022, at 6pm

7. ADJOURN

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



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

UNAPPROVED MINUTES

Tuesday, August 16, 2022

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, 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, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

Directors Absent: None.

2. **PLEDGE OF ALLEGIANCE**

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

No public comments received.

4. **CONSENT ITEMS**

- a. **Approve Minutes from July 19, 2022, SABGSA Board Meeting**

Motion by *Director Merrill*, second by *Director Pata* to approve the minutes of the July 19, 2022, Board meeting as presented.

Ayes: Dan Chabot, Tom Durant, Juan Gomez, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

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

Motion by *Director Durant*, second by *Director Wrather* to approve the financial report as presented.

Ayes: Dan Chabot, Tom Durant, Juan Gomez, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

5. **INFORMATIONAL ITEMS**

- a. **Executive Director Updates**

Executive Director Stephanie Bertoux reported that the USGS released their study of groundwater and surface water resources of the San Antonio Creek Valley Watershed. The study is posted on SABGSA's website.

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

SABWD Executive Director Donna Glass reported that there were two open positions on the

SABWD Board of Directors. Two candidates ran unopposed for re-election and will be appointed by the Board of Supervisors to four-year terms. Ms. Glass also reported that the annual assessments that were levied in July are ready to be mailed to landowners.

c. Advisory Committee Updates

The Advisory Committee scheduled for August 2, 2022 was cancelled.

d. Board Member Updates

No report.

6. ACTION ITEMS

a. SABGSA Monthly Financial Reporting

The Board discussed preparing monthly financial reports on a cash basis rather than an accrual basis. The Board would like to continue receiving monthly financial reports.

Motion by Director Durant, second by Director Pata to prepare monthly financial reports on a cash basis.

Ayes: Dan Chabot, Tom Durant, Juan Gomez, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

b. Consider Appointing a Secretary to Fill Current Vacancy

Per Section 2.15 of the Joint Powers Agreement (JPA), the Board of Directors appoints the Secretary as an Officer. The Secretary position is currently vacant and may be appointed by a majority vote of the Board.

Motion by Director Durant, second by Director Merrill to appoint Executive Director Stephanie Bertoux as the Secretary for the SABGSA.

Ayes: Dan Chabot, Tom Durant, Juan Gomez, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

7. PUBLIC HEARING

a. Consider Resolution No. 22-002 Approving A Well Verification Request Fee to Support SABGSA's Compliance with Executive Order N-7-22 and SABGSA's Well Verification Policy

SABGSA's legal counsel reviewed Resolution No. 22-002 Approving A Well Verification Request Fee to Support Compliance with Executive Order N-7-22 and the associated Well Verification Fee and Deposit Agreement to implement the proposed Well Verification Request Fee.

At 6:20pm, the SABGSA Board opened a public hearing to receive public comments on the proposed Well Verification Request Fee and the supporting Scope of Work and Fee for SABGSA's Executive Director and GSI Water Solutions, Inc. to process Well Verification Requests and issue Well Verifications consistent with the SABGSA's Well Verification Policy (Resolution No. 22-001). The following public comments were received:

Comment: Will a copy of the analysis and SABGSA's findings for the well verification request be made available to the applicant?

SABGSA Response: Upon request, the applicant is entitled to receive a copy of the written results (in the form of a brief Technical Memorandum) of the analysis prepared by GSI Water Solutions including whether a written verification is warranted under Section 9(a) of Executive Order N-7-22

and the SABGSA Well Verification Policy. The Well Verification may provide a list of conditions, if warranted.

Comment: The scope of work for GSI Water Solutions outlined in the Well Verification Fee Request lacks clarity regarding the methodology used to perform the analysis and does not contain a cap on the amount of time that would be spent potentially leading to additional time and fees beyond the four hours estimated in Well Verification Request Fee Report.

SABGSA Response: SABGSA is requesting a deposit in the amount of \$987.50. SABGSA, utilizing GSI Water Solutions, will complete the review and analysis of well verification requests on a time and materials basis. It is estimated that SABGSA staff will spend 1.5 hours and staff from GSI Water Solutions will spend 4 hours on each request. Assuming SABGSA receives a complete application and all required agreements, forms, and supporting documents, the Agency is confident that the well verification request can be processed within the estimated timeframe. Should additional time be necessary to complete the well verification request, the Agency will request in writing additional funds it reasonably believes is necessary to cover a period of not more than 30 days. At this time, the requestor may choose not to proceed with its Well Verification Request. Furthermore, if the requestor is entitled to the return of any unexpended funds remaining following the processing of its well verification request, the SABGSA will return any then-unexpended portion of the deposit to the requestor, without interest.

Comment: GSI Water Solutions will likely make assumptions in their estimate of groundwater use for the proposed well. It would be helpful if the SABGSA could document the methodology that will be used by GSI Water Solutions so that applicants have a better understanding of the calculations used to perform the well verification request analysis.

SABGSA Response: It is anticipated that this type of information would be included in the Technical Memorandum provided with the SABGSA's response to the Well Verification Request under the Well Verification Policy (Resolution No. 22-001)

Comment: If the applicant has a hydrogeologist on staff and can perform some or all of the calculations for the well verification analysis, will there be any potential cost savings?

SABGSA Response: Certainly, the more detailed the data contained in the well verification request is, the better, but the SABGSA cannot commit to any potential cost savings as GSI Water Solutions will still be required to review and confirm the accuracy of the data contained within the request. The SABGSA will monitor its expenses and the balance in the deposit account and will return any unexpended funds following the approval or denial of the Well Verification Request.

Comment: Why is the SABGSA and/or GSI Water Solution requesting to know if the proposed replacement well is located within the same principal aquifer as the original well?

SABGSA Response: Part of GSI Water Solutions' analysis to process a well verification request is to determine whether the geologic setting and aquifer that the well would be completed in would be within a Principal Aquifer that is managed by the SABGSA and the same Principal Aquifer as the original well.

Comment: Is the SABGSA's current Well Verification Policy in alignment with the proposed Assembly Bill 2201 and when would the SABGSA revisit the policy?

SABGSA Response: The SABGSA and their legal counsel continue to monitor the status of AB 2201. Once the bill has become legislation, SABGSA will revise the current Well Verification Policy as needed to comply with the law.

Hearing no additional comments, the SABGSA Board closed the public hearing at 6:51pm.

Motion by *Director Merrill*, second by *Director Durant* to approved Resolution 22-002 Approving A Well Verification Request Fee to Support Compliance with Executive Order N-7-22 and the associated Well Verification Fee and Deposit Agreement to implement the proposed Well Verification Request Fee, as presented.

Ayes: Dan Chabot, Tom Durant, Juan Gomez, Pat Huguenard, Kevin Merrill, Kenny Pata, Randy Sharer, Chris Wrather

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

8. NEXT MEETING: September 20, 2022 at Los Alamos Community Services District

9. ADJOURN - 7:00pm

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



SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY
DRAFT WELL CENSUS AND REGISTRATION FORM
Please return by March 10, 2023

1. Contact Information

a. Property Owner Information

Contact Name: _____
Business Name: _____
Address(es): _____
Assessor's Parcel No(s). (APN(s)): _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email: _____
SAB Water District Assessment Number (if applicable):

b. Operator Information (if different than above)

Contact Name: _____
Business Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email: _____

2. Well Located on Property

If you do not have a well located on your property, please check the box below. You may skip items #3 and #4. Please sign item #5 and return both pages of this registration form to SABGSA.

I certify that I do not have a well located on the property listed above in item #1.a.



**SAN ANTONIO BASIN GROUNDWATER SUSTAINABILITY AGENCY
WELL CENSUS AND REGISTRATION FORM**

3. Well and Current Type of Water Use Information (mark all that apply)

Type of Well

- Domestic Municipal or Industrial
 Agricultural / Irrigation Livestock Watering
 Other (Specify use): _____

Annual Water Use Information

- I declare that I am a de minimis user extracting less than 2 acre-feet per year for domestic purposes only.
 I declare that I use more than 2 acre-feet per year.

4. Well Information and Location

- a. APN: _____ State Well No. (if known): _____
b. Well Location (Physical Address): _____
c. Well Location (Lat/Long): _____
d. Date of Construction (if known): _____
e. Well Depth (below surface, if known): _____
f. Status: Active Inactive Abandon - Date Abandon (if known): _____
g. Who does this well serve: Only the APN listed above Additional APNs. Please list additional APNs: _____
 Check this box if the well has a water meter and complete the information below.
Manufacturer/Model: _____
Type:
 Propeller Ultrasonic Electromagnetic
 Other: _____
Does the meter have a totalizer? Yes No
Meter Recording Units:
 Gallons 100s of Gallons 1000s of Gallons
 Cubic Feet HCF (hundred cubic feet) Cubic Meters

5. Landowner Signature

I attest that the information provided on this form is true to the best of my knowledge.

Signature

Date