

Board Meeting

Santa Rosa Plain Groundwater Sustainability Agency

Date: April 12

Time: 1:00 pm

Location: Santa Rosa Utility Field Office 35 Stony Point Rd, Santa Rosa, CA 95401

Address: 35 Stony Point Rd, Santa Rosa, CA 95401

<http://www.sonomacountygroundwater.org>

Agenda

- 1. Call to Order and Roll Call**

- 2. Public comment on matters not listed on the agenda but within the subject matter jurisdiction of the board**

- 3. Consent Calendar**
 - a. Approve Minutes of February 8, 2018**
 - b. Approve Financial Report**
 - c. Approve Report on In-Kind Contribution Status**
 - d. Approve Resolution Adopt Resolution SRP-18-001 for Conflict of Interest Code per Government Code section 87300.**

- 4. Directors/Subcommittee Report**
 - a. Ad hoc committee on funding options**

- 5. Advisory Committee Report**

- 6. Informational Item**
 - a. Funding Options Study Update**
 - b. Briefing on Groundwater Sustainability Plan initiation**

- 7. Action Items**
 - a. Basin Boundary Modifications**

Recommended Action: Approve item as presented.
 - b. Future GSA Administrative staffing.**

Recommended Action: Provide staff direction.

- 8. Administrator & Plan Manager Report**

9. Adjournment

Member Agency	Directors	Alternates
<i>City of Cotati</i>	Susan Harvey	Mark Landman
<i>City of Rohnert Park</i>	Pam Stafford	Jake Mackenzie
<i>City of Santa Rosa</i>	Tom Schwedhelm <i>Vice Chair</i>	Chris Rogers
<i>County of Sonoma</i>	Shirlee Zane	Susan Gorin
<i>Gold Ridge Resource Conservation District</i>	Joe Dutton	Mel Sanchietti
<i>Independent Water Systems</i>	Evan Jacobs	Michael Spielman
<i>Sonoma County Water Agency</i>	Lynda Hopkins <i>Chair</i>	Susan Gorin
<i>Sonoma Resource Conservation District</i>	John Nagle	Walt Ryan
<i>Town of Windsor</i>	Mark Millan	Debora Fudge

Special Accommodations: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact Ann DuBay, (707) 524-8378, as soon as possible to ensure arrangements for accommodation.

Public Comment: Any member of the audience desiring to address the Board on a matter on the agenda: please complete a Speaker Card and hand it to the Clerk of the Board at the beginning of the meeting or prior to the time the Board Chair closes public comment on the item about which you wish to speak. When called by the Chair, please walk to the podium, state your name and make your comments. The public may comment on closed session items prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

Meeting Documents: The associated documentation is available at the offices of the local agencies listed above and on the website at: <http://www.sonomacountygroundwater.org>.

Any changes to the date of the hearing, or any other updates will be noticed on the above website.

For more information, please contact Ann DuBay, Ann.DuBay@SCWA.ca.gov.

Board Meeting Santa Rosa Plain Groundwater Sustainability Agency

Regular Meeting Minutes

February 8, 2018

1:00 pm

City of Santa Rosa, Utilities Field Office

35 Stony Point Rd, Santa Rosa, CA 95401

<http://www.sonomacountygroundwater.org>

Directors

Susan Harvey

Pam Stafford

Tom Schwedhelm

Shirlee Zane

Joe Dutton

Evan Jacobs

Lynda Hopkins

Walt Ryan

Mark Millan

Alternates

Mark Landman

Jake Mackenzie

Chris Rogers

Susan Gorin

Mel Sanchietti

Michael Spielman

Susan Gorin

John Nagle

Debora Fudge

City of Cotati

City of Rohnert Park

City of Santa Rosa

County of Sonoma

Gold Ridge Resource Conservation District

Independent Water Systems

Sonoma County Water Agency

Sonoma Resource Conservation District

Town of Windsor

1. Call to Order and Roll Call

Lynda Hopkins, Chairwoman, called the meeting to order at 1:03 pm and noted that a quorum of the board was present, consisting of the following Directors: Joe Dutton, Susan Harvey (departed 3:30pm), Lynda Hopkins, Mark Millan, John Nagle, Tom Schwedhelm, Michael Spielman (for Evan Jacobs), Pam Stafford and Shirley Zane. Others present included Brittany Jensen, Interim Administrator; Simone Peters, GSA Administrative Assistant; Jay Jasperse, Marcus Trotta and Ann DuBay of the Sonoma County Water Agency; Scott Morris, Legal Counsel.

2. Consent Calendar

a. Approve Minutes of August 10, 2017 and November 20, 2017

b. Approve Financial Report

c. Approve Report on In-kind Contribution Status

Public Comments: None.

Director Stafford moved to approve the Consent Calendar, **Director Harvey** seconded. Motion passed unanimously.

3. Directors/Subcommittee Report

None.

4. Advisory Committee Report

a. Advisory Committee Work Plan and Charter

Bob Anderson, Advisory Committee Chair, reported that Advisory Committee meeting attendance is strong, and people are engaged. They are forming their charter and agreeing on what constitutes a quorum. The next meeting is Monday, February 12. There is also a Community meeting planned for March 21 at Finley Community Center.

Public comments: None

No action was taken.

5. Informational Item

a. Introduction of Fee/Rate Study and Update

Sally Van Etten, Raftelis Financial Consultants, Inc. provided an update on the Fee/Rate Study. This presentation was an update of what was given at the Advisory Committee meeting on Dec. 4, 2017.

Director Hopkins suggested creating an ad hoc committee meeting so that the Board is involved in the fee/rate decision process. Chairwoman Hopkins appointed **Director Hopkins, Director Millan, Director Nagle and Director Dutton** as members of the ad hoc committee.

Public Comment received from **Mary Grace Pawson**, City of Rohnert Park.

b. Overview of Basin Boundary Modification Process, Regulations, and Local Considerations

Jay Jasperse, Sonoma County Water Agency, provided an overview.

Marcus Trotta, Sonoma County Water Agency, presented the boundary modification process and timing, including considerations for the Eastern and Western boundaries.

No action was taken.

6. Action Items

a. Bylaws. Adopt proposed Agency bylaws per the Santa Rosa Plain Groundwater Sustainability Agency Joint Powers Agreement.

Scott Morris, Legal Counsel presented the proposed Agency bylaws. Changes have been made by the three GSAs: Correction needed - Board meetings start at 1:00pm (Page 10); lower check signing authority to \$10,000 (Page 6); and change one reference to Sonoma Valley GSA to Santa Rosa Plain (Page 2).

Public Comments: None.

Director Millan moved to approve bylaws with the above changes, **Director Stafford** seconded. Motion passed unanimously.

- b. Conflict of Interest Code.** Adopt proposed Agency Conflict of Interest Code per Government Code section 87300.
Scott Morris, Legal Counsel presented the Agency Conflict of Interest Code.
Public Comments: None.
Director Harvey moved to approve as presented, **Director Stafford** seconded. Motion passed unanimously.
- c. Document Retention Policy.** Adopt proposed Document Retention Policy.
Scott Morris, Legal Counsel presented this item.
One error on page page 65: item 3, should say W4 forms
Public Comments: None
Director Harvey moved to approve the proposed Document Retention Policy with the one mentioned correction, **Director Schwedhelm** seconded. Motion passed unanimously.
- d. Community Engagement Plan.** Adopt Community Engagement Plan.
Ann DuBay, Sonoma County Water Agency presented the Community Engagement Plan.
Public Comments: None
Director Millan moved to approve as presented, **Director Harvey** seconded. Motion passed unanimously.
- e. Budget for FY 18/19.** Adopt proposed FY 18/19 budget.
Brittany presented the proposed FY 18/19 budget.
Public Comments: None
Director Harvey moved to approve the proposed budget, **Director Stafford** seconded. Motion passed unanimously.
- f. Letter of Agency Support.** Authorize Interim Administrator to submit letters of support on behalf of the Agency with support of the Chair, or in the Chair's absence the Vice-Chair, on legislation that may affect funding for groundwater programs.
Ann DuBay, presented this item.
Public Comments: None
Director Zane moved to approve submitting a letter of support on behalf of the Agency with the amendment that letters on issued that don't come before the full Board be signed by two directors, **Director Stafford** seconded. Motion passed unanimously.
- g. Amendment of Gold Ridge Resource Conservation District's contract.** Amend contract for

Administrative Services dated June 1, 2017, between the Gold Ridge Resource Conservation District and the Santa Rosa Plain Groundwater Sustainability Agency (GSA) to reduce Santa Rosa Plain GSA's payments under the contract by \$22,000. The new contract amount shall be \$113,287.

Brittany Jensen presented amending the contract for Administrative Services.

Public comments: None

Director Hopkins recused herself.

Director Millan moved to approve as presented, **Director Stafford** seconded. Motion passed unanimously.

h. Appoint Ann DuBay of the Sonoma County Water Agency to serve as Agency Interim Administrator from March 1, 2018 to June 30, 2018.

Brittany Jensen presented this item.

Director Hopkins recused herself.

Public comments: None

Director Harvey moved to approve as Ann DuBay to serve as Agency Interim Administrator from March 1, 2018 to June 30, 2018, **Director Millan** seconded. Motion passed unanimously.

i. Execute contract with the Sonoma County Agency for Administrative Services and approve Ann DuBay as Interim Administrator. Authorize Interim Administrator to execute Contract with the Sonoma County Water Agency for \$22,000 and approve Ann DuBay to serve as Interim Administrator for the agency from March 1, 2018- June 30, 2018.

Brittany Jensen presented this item.

Public Comments: None

Director Hopkins recused herself.

Director Harvey moved to approved authorizing Interim Administrator to execute Contract with the Sonoma County Water Agency and approve Ann DuBay to serve as Interim Administrator, **Director Stafford** seconded. Motion passed unanimously.

7. Administrator & Plan Manager Report

Brittany Jensen presented the Administrator update. Upcoming activities include fee/rate study process, attending a public meeting in March and working on a logo. Looking at making a small change in the JPA due to small error.

Jay Jasperse presented the Plan Manager update. They are getting ready to start prep of the GSP.

Public Comments: None

No action was taken.

8. Public comment on matters not listed on the agenda but within the subject matter jurisdiction of the board

Director Millan for **Tom Jansen**, Town of Windsor.

Director Hopkins asked that “Public comment on matters not listed on the agenda” be moved earlier on the agenda at upcoming meetings.

9. Adjournment

The meeting adjourned at 3:37 pm.

Agenda Item: 3B and 3C
Meeting Date: April 12, 2018

Santa Rosa Plain Groundwater Sustainability Agency Consent Calendar Item

TO: Board of Directors
FROM: Ann DuBay, Interim Administrator
SUBJECT: Financial and In-kind Report through February 28, 2018

Summary: The Agency has received \$267,271.79 in income and had \$57,858.08 in expenses through February 28, 2018.

Background

This report covers the first eight months of fiscal year 2017-18.

The Agency's budget for FY 17/18 is \$350,000 in addition to \$110,000 in match from the Gold Ridge RCD and Sonoma County Water Agency.

Reported in-kind from Gold Ridge RCD and Sonoma County Water Agency through February is \$110,000.

Income for July – February was \$267,271.79

Expenses for July - February was \$57,858.08 Accounts receivable balance is \$81,811.15

Accounts payable balance is \$22,872.17

Net Income balance this month is in the positive at \$209,413.71

List of Attachments

1. Agency Budget Performance as of 02/28/18
2. Report on In-Kind Contributions

Contact

Ann DuBay, (707) 524-8378, ann.dubay@scwa.ca.gov

Santa Rosa Plain Groundwater Sustainability Agency
Profit & Loss Budget vs. Actual
July through December 2017

Santa Rosa Plain GroundWater Sustainability Agency
Financial Report - Budget to Actual as of 2/28/18

Account	Account Description	FY 2017/18		
		FY 2017/18 Budget	Year-to- Date (as of 2/28/18)	% of Budget
42601	County of Sonoma	55,000.00	36,500.00	66.36%
42611	City of Santa Rosa	55,000.00	36,500.00	66.36%
42613	City of Rohnert Park	55,000.00	55,000.00	100.0%
42615	City of Cotati	55,000.00	36,500.00	66.36%
42619	Town of Windsor	55,000.00	36,500.00	66.36%
42627	Special Districts	20,000.00	13,300.00	66.5%
46040	Independent Water Suppliers	55,000.00	52,777.50	95.96%
	Total Revenues	350,000.00	267,077.50	76.31%
	Interest	0.00	194.29	
	Total Interest	0.00	194.29	
	Grand Total Revenues	350,000.00	267,271.79	76.36%
51201	Administration Services (Gold Ridge RCD)	80,827.00	33,478.43	41.42%
51251	Claims Processing	2,800.00	0.00	0.0%
	Communication Expense (SCWA			
51021	Outreach)	22,000.00	0.00	0.0%
51226	Consulting Services (Monitoring)	30,000.00	5,114.82	17.05%
51213	Engineer Services (SCWA Tech Support)	40,000.00	0.00	0.0%
51041	Insurance - Liability	2,250.00	2,250.00	100.0%
51211	Legal Services	60,000.00	15,878.03	26.46%
52117	Mail and Postage Supplies	500.00	0.00	0.0%
52111	Office Supplies	2,473.00	296.80	12.0%
	Other Professional Serv (SCWA Grant			
51249	Administration)	18,000.00	0.00	0.0%
52118	Printing and Binding Supplies	500.00	0.00	0.0%
	Property Tax/Assessment Admin (Fee			
51204	Study)	85,000.00	0.00	0.0%
51301	Publications and Legal Notices	4,000.00	0.00	0.0%
	Rents and Leases - Bldg/Land (Meeting			
51421	Room)	1,650.00	840.00	50.91%
	Grand Total Expenses	350,000.00	57,858.08	16.53%

**Santa Rosa Plain Groundwater Sustainability Agency
Report on In-kind Contributions, as of 12/31/17**

Member Agency	In-kind Commitment FY 2017/18	FY 2017/18 Year-to-Date (as of 3/12/18)	% of Commitment Expended
Sonoma County Water Agency	\$ 55,000.00	\$ 55,000.00	100%
Gold Ridge Resource Conservation District	\$ 55,000.00	\$ 55,000.00	100%
Total	\$ 110,000.00	\$ 110,000.00	100%

Agenda Item: 3D

Meeting Date: April 12, 2018

Santa Rosa Plain Groundwater Sustainability Agency Action Item

TO: BOARD OF DIRECTORS

FROM: Scott Morris, Counsel

SUBJECT: Conflict of Interest Code

Summary: The JPA for the Agency requires that the Agency adopt a conflict of interest code. The County of Sonoma is the code reviewing body for the GSA, and as such the Board of Supervisors will need to review and approve to Conflict of Interest Code. The County has requested minor revisions to the Code adopted by the GSA Board on February 8, 2018, and the proposed Code before you incorporates those revisions.

Background

Section 9.07 of the Agency's JPA discusses the requirement for adoption of a Conflict of interest Code. It states:

The Board shall adopt and file a Conflict of Interest Code pursuant to the provisions of the Political Reform Act of 1974 within six months of the Effective Date. The Board may review and revise the Conflict of Interest Code from time to time as appropriate or when required by law.

Agenda Item: 3D

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On February 8, 2018, this Board adopted a Conflict of Interest Code. The Political Reform Act establishes the County Board of Supervisors as the "code reviewing body" for our Agency.

Government Code section 82011 states in part:

Code reviewing body" means all of the following:

(a) The commission, with respect to the conflict-of-interest code of a state agency other than an agency in the judicial branch of government, or any local government agency with jurisdiction in more than one county.

(b) The board of supervisors, with respect to the conflict-of-interest code of any county agency other than the board of supervisors, or any agency of the judicial branch of government, and of any local government agency, other than a city agency, with jurisdiction wholly within the county.

In addition, Government Code section 87303 states:

No conflict of interest code shall be effective until it has been approved by the code reviewing body. Each agency shall submit a proposed conflict of interest code to the code reviewing body by the deadline established for the agency by the code reviewing body. The deadline for a new agency shall be not later than six months after it comes into existence. Within 90 days after receiving the proposed code or receiving any proposed amendments or revisions, the code reviewing body shall do one of the following:

(a) Approve the proposed code as submitted.

(b) Revise the proposed code and approve it as revised.

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(c) Return the proposed code to the agency for revision and resubmission within 60 days. The code reviewing body shall either approve the revised code or revise it and approve it. When a proposed conflict of interest code or amendment is approved by the code reviewing body, it shall be deemed adopted and shall be promulgated by the agency.

When staff forwarded the Conflict of Interest Code approved by this Agency in February to the County for Board of Supervisors consideration, County staff requested minor edits. General Counsel worked with the County on those edits, which are reflected in the attachment.

Fiscal Information

Majority vote

Staff Recommendation

Staff recommends that the Board approve Resolution Adopt Resolution SRP-18-001, the proposed Agency Conflict of Interest Code as presented.

List of Attachments

1. Proposed Conflict of Interest Code
2. Resolution SRP-18-001

Contact

Ann DuBay, Acting Administrator, (707) 524-8378, Ann.DuBay@scwa.ca.gov

Scott Morris, General Counsel, 916-321-4578, smorris@kmtg.com

Agenda Item: 3D-a

Meeting Date: April 12, 2018

SANTA ROSA PLAIN GROUNDWATER SUSTAINABILITY AGENCY

CONFLICT OF INTEREST CODE

The Political Reform Act, Government Code section 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission ("FPPC") has adopted a regulation, 2 California Code of Regulations 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the FPPC to conform to amendments in the Political Reform Act after public notice and hearings ("Standard Code"). Therefore, the terms of Standard Code and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, along with the attached Exhibit A in which officials and employees are designated and disclosure categories are set forth, constitutes the Conflict of Interest Code of the Santa Rosa Plain Groundwater Sustainability Agency ("Agency").

Pursuant to Section 4 of the standard code, board members shall file statements of economic interest with the Agency Secretary, who shall retain a copy and forward the original for filing with the Clerk of the Sonoma County Board of Supervisors. Designated employees shall file statements with the Agency Secretary who shall retain them at the main place of business of the Agency. Any Agency board member or other designated employee already required to submit a disclosure statement (Form 700) pursuant to Government Code section 87203 may submit a copy of that statement in lieu of any filing required by this code provided that no additional disclosure would be required by this code.

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Meeting Date: April 12, 2018

SANTA ROSA PLAIN GROUNDWATER SUSTAINABILITY AGENCY

CONFLICT OF INTEREST CODE

EXHIBIT A

I. DESIGNATED POSITIONS

The following are designated positions within the Santa Rosa Plain Groundwater Sustainability Agency ("Agency") which involve or may involve the making of or participating in the making of decisions which may foreseeably have a material effect on any economic interest and the specific types of investments, and business positions in business entities and income from sources which manufacture, sell or provide, supplies, materials, books, machinery, services or equipment of the type utilized by the agency, interest in real property, and sources of income which are reportable.

Each Designated Position must disclose on appropriate FPPC forms filed with the Secretary of the Agency Board the disclosure information required by their assigned Disclosure Category within 30 days after the effective date of this code and annually thereafter, and within 30 days of leaving office.

<u>Designated Position</u>	<u>Disclosure Category</u>
Board Member (including Alternates)	1
Administrator	1
General Counsel	1
Board Secretary	2
Consultant	*

II. DISCLOSURE CATEGORIES

A. *Disclosure Category 1*

All investments and business positions; sources of income, including gifts, loans and travel payments received within the last 12 months; all interests in real property, except the reporting party's principal residence.

B. *Disclosure Category 2*

All investments and business positions; sources income, including gifts, loans and travel payments, within the last 12 months, from sources that provide goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Agency.

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* Consultants shall be required to make all necessary disclosures under this Code prior to the award of any contract by the Agency. The Administrator's written determination granting a Consultant a variance from the assigned Disclosure Category is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

III. VARIANCE FROM DISCLOSURE CATEGORY

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Administrator may determine in writing that a particular Consultant is hired to perform a range of duties that is limited in scope and thus not required to fully comply with the disclosure requirements applicable to Disclosure Category 1. The Administrator's written determination shall include a description of the Consultant's duties and a statement describing the extent of disclosures required of the Consultant that is based on the Consultant's duties.

IV. TRANSPARENCY

Pursuant to Government Code section 81008, the statements of economic interest shall be made available for public inspection and reproduction during the Agency's regular business hours at its regular place of business.

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**RESOLUTION OF THE SANTA ROSA PLAIN GROUNDWATER SUSTAINABILITY
AGENCY ADOPTING A CONFLICT OF INTEREST CODE
Resolution No. SRP-18-001**

WHEREAS, the Political Reform Act, Government Code section 81000, et seq., requires state and local government agencies to adopt conflict of interest codes, and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code and which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act, and

WHEREAS, the Santa Rosa Plain Groundwater Sustainability Agency ("Agency") wishes to adopt this standard code and designate which officers and employees should disclose financial interests and describe which interests must be disclosed, and

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Conflict of Interest Code, in which Agency members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Agency, and

Section 2. Pursuant to Section 4 of the standard code, board members shall file statements of economic interest with the Agency Secretary, who shall retain a copy and forward the original for filing with the Clerk of the Sonoma County Board of Supervisors. Designated employees shall file statements with the Agency Secretary who shall retain them at the main place of business of the Agency. Any Agency board member or other designated employee already required to submit a disclosure statement (Form 700) pursuant to Government Code section 87203 may submit a copy of that statement in lieu of any filing required by this code provided that no additional disclosure would be required by this code.

Section 3. This resolution shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED this Thursday, August 10th, 2017, by the following vote:

DIRECTORS:

Dutton: _____ Harvey: _____ Hopkins: _____ Millan: _____

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Nagle: _____ Stafford: _____ Schwedhelm: _____ Zane: _____

VOTES:

Ayes: _____ Noes: _____ Absent: _____ Abstain: _____

By: _____

, Chairperson

Santa Rosa Plain Groundwater Sustainability Agency

Date: _____

Attested by: _____

Ann DuBay
Board Clerk

Agenda Item: 6A
Meeting Date: April 12, 2018

Santa Rosa Plain Groundwater Sustainability Agency Information Item

TO: Board of Directors
FROM: Ann DuBay, Outreach Coordinator; Jay Jasperse, Plan Manager, Sally Van Etten, Raftelis Financial Consultants Inc.
SUBJECT: Funding Options Update

Summary: Update on the Fee/Rate Study and other activities regarding options for future GSA funding.

Background

At the February 8 Board meeting, Raftelis Financial Consultants provided an overview on the fee/rate study, including the study purpose, scope, timeline and preliminary findings. The Board provided helpful feedback about the data and process, and appointed an ad hoc committee comprised of Chairwoman Hopkins and Directors Dutton, Millan and Nagle.

Since that meeting, the following activities have occurred:

- On February 12, the Advisory Committee met with Raftelis to review and discuss funding options. The Advisory Committee provided extensive comments and feedback (summarized below and attached). At its April 9 meeting, the Advisory Committee intends to hold tabletop discussions to consider the pros and cons of more refined options. Due to agenda posting deadlines, this written staff report does not include a summary of the April 9 meeting, but a verbal report will be provided at the April 12 Board meeting.
- On March 21, a community workshop was held at the Finley Community Center. About 200 people attended, and through tabletop discussions and public comments, provided thoughtful, creative feedback (summarized below and attached);
- The ad hoc committee held one phone meeting and will be calling into or attending a series of staff working group meetings; and
- Raftelis has been working extensively with the GSA administrator, plan manager and legal counsel on refining data and refining options.

Summary Advisory Committee feedback: At its second meeting with Raftelis, the Advisory Committee made several comments and had a robust discussion. There was no consensus or conclusion, although a strong desire was expressed for the fee/rate to be fair and equitable. Generally, comments can be categorized into concerns about (1) data and (2) the funding mechanism. Regarding data, Advisory Committee members suggested the consultants look at

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existing vegetation mapping, use the existing USGS study for basic parameters, and refine the numbers regarding taxable parcels and parks and open space land.

In regard to the funding mechanism, Advisory Committee members expressed the desire for it to be cost effective, that it possibly consider well depth and/or groundwater usage, and that it be a combination of fee types. Other comments expressed the desire to credit agricultural and open space lands for recharge and that recycled water users receive a credit.

Summary Community Workshop feedback: The workshop was facilitated by Dave Ceppos from the Center for Collaborative Policy (the GSA receives facilitation services from CCP through a grant with the California Department of Water Resources). Plan Manager Jay Jasperse reviewed SGMA and basin conditions. Sally Van Etten, Raftelis, discussed funding mechanisms, basin metrics and rate/fee options. Attendees then held tabletop discussions facilitated by Advisory Committee and Board members and by member agency staff.

There was no consensus or conclusion, but in general, the tables agreed that the funding mechanism should be simple to administer and that it ideally provide some reflection of groundwater usage. Several tables recommended a combination of fee mechanisms. Many tables expressed an interest in a small fee to spread the burden to all beneficiaries of groundwater plus another fee that would require larger users to pay more than smaller user.

Next steps: The ad hoc, Raftelis and staff are continuing to develop data and are considering combinations of options that would achieve the expressed desire that everyone who benefits from groundwater (including city/town residents) pays something, and that larger users pay a bit more.

Board input will be used to further refine options and focus efforts. It is anticipated that the list of viable options will be narrowed down by the end of April, and will be vetted by the Advisory Committee at its May 7 meeting (3-5 p.m., 35 Stony Point Road). The options, with Advisory Committee recommendations, will be presented to the Board at its June 14 meeting. A second public workshop/meeting may be scheduled (to be determined) and a public hearing will be held.

Type of Vote Required

None.

Fiscal Information

None.

Staff Recommendation

Receive staff presentation and provide feedback on options discussed.

List of Attachments

Agenda Item: 6A

Meeting Date: April 12, 2018

1. February 8 Advisory Committee comments
2. March 21 Community Workshop comments

Contact

Ann DuBay, GSA Outreach Coordinator, 707-524-8378, ann.dubay@scwa.ca.gov

Jay Jasperse, Plan Manager, 707-547-1959, jay.jasperse@scwa.ca.gov

Sally Van Etten, Project Manager, Raftelis Financial Consultants Inc., 510-813-8704, svanetten@raftelis.com

SANTA ROSA PLAIN ADVISORY COMMITTEE

February 12, 2018 Meeting

Summary Notes: Fee/Rate Study Update and Initial Consideration of Options

Sally Van Etten, Raftelis Financial Consultants, Inc. and Bob Reed, The Reed Group provided the latest update on the fee/rate study, and continued to provide the opportunity for the committee to ask questions and provide input on the study, particularly the range of fee options that will be considered. Sally and Bob noted at the outset of their presentation that all calculations at this stage are preliminary and no methodology has yet been decided. Furthermore, the consultants again emphasized that a goal of their work is to come up with an option or options that are acceptable to the community, informed by committee input, and allowed by law. Topics covered during the presentation included the following:

1. Preliminary Fee Calculation Methodologies
2. Regulatory fees (Proposition 26) and Property related fees (Proposition 218)
3. SRP GSA Budget
4. Data Issues/Constraints
5. Preliminary Fees per Parcel/Acreage
6. Fees by Extraction/Usage
7. Preliminary Fee Comparison by GSA

Following the presentation, committee members asked questions and provided feedback, primarily focused on the preliminary fee calculations and potential fee options which were presented. The consultants responded to some comments and simply took others as feedback that will inform their ongoing work. A community meeting on the fee/rate study will be held in the Santa Rosa Plain on Wednesday, March 21st (more information will be forthcoming).

A few committee member questions interspersed the consultants' presentation. The bullets below reflect a summary of questions or comments from individual members following the presentation and, for some, responses provided by the consultants.

- Comments/questions – Make it as cost effective as possible. Not sure I understand how the parcel-based approach is not just a property tax. Please help explain what we are regulating. How would cities be charged and in turn charge their customers? It seems like a double charge. And what rate would a city charge for a customer of the city, and what about well users in a city, would they be billed by the GSA? We have concerns as to whether or not this approach is legal.
- Question – What is the typical household usage?
 - Response – Generally household usage is anywhere from ¼ acre foot to less than 2-acre foot.
 - Additional response – De minimus users (less than 2 acre/feet per year) cannot be metered but can still be charged.

- Comment: Consider recharge when developing your fee options.
 - Related comment: A lot of rural people have wells and may be impacted by this, so I also suggest you consider recharge.
- Comment: Perhaps also consider well depth as a criteria for how to assess a fee.
- Question – What happens after five years (2022 after Groundwater Sustainability Plan (GSP) adoption)? Do we start all over again?
 - Response – Prepare the GSP now and if the costs are about the same going forward, the same funding mechanism could probably be used.
 - Related comment: Once completed, knowledge and information embedded in the GSP can inform what fee structure to have next.
- Comment – It seems like the rate options per acre, well and parcel don't take into consideration groundwater usage (e.g. users, volume and quantity), as well as impacts to people. The Board needs concrete information to make an informed decision. Seems we need to have a per acre foot approach.
 - Response: Perhaps something to consider is data that demonstrates how land use informs understanding of water use.
- Comment – Need to consider reclaimed wastewater for the per parcel/acre option.
- Comment – To base charges on usage, we need usage estimates.
- Comment – We need better information on what we will get at the end of 5 years.
- Question – Is the \$1 million DWR grant shared among the basins in Sonoma County?
 - Response – No, each basin (e.g. Santa Rosa Plain, Sonoma Valley and Petaluma Valley) have been preliminarily recommended a \$1 million grant. We will not know for sure for a few more months how much funds have been granted per basin.
- Comment – We have good vegetation data sets in this county; we should make sure and use these. Small farmers who use domestic wells, some of whom are de minimus users, are concerned about more billing paperwork. We need to ensure that whatever fee approach is chosen does not accidentally target these users. These folks need protection as they are dependent on their wells. This program might actually incentivize them to get a meter.
- Question/comment: Can we make a determination on what public lands and open space does not apply to this fee system?
 - Related comment: Be careful when discussing open space; a lot of this land is grazed.
- Questions – Have we made a comparison to state rates? What would happen if we tried to sell the service at a fraction of the state fees?
- Question – How have you factored recharge?
 - Response – Recharge has not been factored in yet.
- Comment: Suggest we use the USGS model as a starting point; let's not reinvent the wheel.
- Public comment – Consider a combination of an estimated use fee, a fee for having a well, having a meter, etc.

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- Public comment – The process of putting in a monitoring system is laborious, though not necessarily expensive. These systems are designed for large users. Consider creating incentives for groundwater users to install a product at a reasonable cost.
- Public comment – If the consultants are not ready to present fee options at the March 21st community meeting, can we delay the meeting date?
 - Response – The board wants to allow the public to provide feedback on rate/fee options being considered.
- Comment – We need to hear from the community. For larger monetary billed amounts, we need monthly billing, not an annual bill.
- Comment/question – If the amount is small it would be better on the tax bill than billed separately. Doesn't the Water Agency have previous feedback that was provided by the community?
 - Response – Water Agency staff can look in this and get back to the committee.

The consultants concluded the open discussion by briefly describing the next steps of their work and thanking committee members for their input.

Tabletop Discussions Notes
Santa Rosa Plain Funding Options Community Workshop

General Notes, Comments, Ideas, Questions

Common themes

USE MORE-PAY MORE:

- Businesses making money and using water should be paying more/a significant amount (i.e. wineries and casino)
- Want municipalities, user agencies to pay
- Metering better over long term – gather data about how everything works together, usage
- Stay away from per-well fee until more information is gathered
- If only well owners are paying, they should stop paying for other water supply projects (WSD)

EVERYONE PAYS

- Find a way to extend fees to entire county/watershed, because it's not fair that it's just the basin
- Only fair way is to charge all users - goal to get everyone who uses to pay
- Keep simple to avoid bureaucracy.
- Should keep Phase I mechanism simple
- Russian River users should pay – doesn't that affect things?
- Per-parcel fee is the least expensive, easiest way to get it done. Does parcel fee have to go to a vote?

TIERED SYSTEM

- Tiered system that allows everyone to pay something, but includes a charge for amount of water used.
- "If I get charged \$20 a year, I won't be upset, but I would be if a big user were charged the same"
- Parcel tax combined with use type/user class
- Need to apply an algebraic equation...

RECHARGE/CONSERVATION

- Metering will help with conservation – both
- Consider recharge! Septic, landscape – already returning water to land! Why should I pay? Also, recharge areas blocked by development, buildings
- Should have credits/incentives for recharge, greywater, stormwater catching
- Cities should be required to capture rainwater to recharge aquifer

Tabletop Discussions Notes
Santa Rosa Plain Funding Options Community Workshop

THINGS TO TAKE INTO ACCOUNT FOR ANY STRUCTURE

- Account for open space and recharge!
- Note impact of water used for purification systems
- Wineries waste water washing equipment
- What would be exempt from any of these options? (ies. government, business.....)
- Who is missed by this structure?
- Cheaper to pay now than to pay for subsidence, repair later
- Many people thought the budget numbers were high
- Homeowners sometimes barely have enough water – what happens to home prices if they run out?
- It was mentioned that residential wells wouldn't be charged? What is a residential well?
- How to safeguard low-income users?
- Cap on costs, both amount and lifetime, will make people feel more secure
- Can there be a lifetime cap on annual charge? i.e. 50 years
- Change board/Advisory Committee times to allow people to attend
- Check 35% ag water statistic – they think it's propaganda by the industry
- Must educate everyone so they understand fees – non-well owners are NOT familiar with SGMA but must be if they will be charged
- Need education on water use
- People want to know metrics on big wells vs small wells, etc.
- Meeting timing and available information are limiting factors in decision making at this time
- Final option needs to be easy to understand

OTHER FUNDING IDEAS

- Take from Sonoma County general fund (some other tax raised)
- Hotel tax – popular
- Charge businesses in basins making money, using lots of water
- Tiered system
- Water suppliers should pay and distribute costs to ratepayers
- Should be exemption for basic use level if usage based

Tabletop Discussions Notes
Santa Rosa Plain Funding Options Community Workshop

- 5-cent charge on every bottle of wine!
- Sonoma County wine growers - fundraisers
- Find more grants
- Increase sales tax by 1/1000th (or very small amount)
- Add \$1 per night per tourist (bed tax) - or recent increase
- Adjust property taxes to be more fair
- Increase fees on new wells

OUTSIDE COUNTY/BASIN

- This basin sends water to other counties – Marin – export fee per volume with a profit
- Should not be able to send groundwater outside of basin – tax anyone who does
- Need to think about use outside of basin

Tabletop Discussions Notes
 Santa Rosa Plain Funding Options Community Workshop

DISCUSSION QUESTIONS

1. What are the pros and cons of distributing costs to all land owners in the groundwater basin on a per-parcel basis?

PROS	CONS
<ul style="list-style-type: none"> • General support from multiple tables - favored • Cheap • If you don't use GW now, you may one day • Fair to use whole area, not only wells • Manageable, simpler → lower admin cost • Everyone bears cost – cheaper for each person • Equitable – entire county, a lot of people drawing water from WSD/SCWA; also, groundwater affects everybody • Larger parcels contribute more recharge • Most affordable – most people won't feel a small hit • Preferable to well owners – affordable • Preferred over per-acre • Could add user charge to balance out cons • City lots should be charged to spread costs further • Properties that don't use water still benefit from GW • No metering cost • City users don't necessarily recharge water 	<ul style="list-style-type: none"> • People pay in cities but don't use much – double charge • City users pay for Lake Sonoma, but well users don't pay (?) • Needs 2/3 vote – unlikely, and expensive process - Non-well owners may vote against even a \$5 charge • May not indicate water use - Different sizes and uses of properties – variables include bedrooms, people, sq ft, acreage, vacant or unused land, different types of land use, etc. What about the guy in a shack vs. guy in a mansion? • Doesn't encourage water conservation • Owners with multiple parcels have to pay more – not fair • What if a parcel is sold? • Doesn't account for commercial vs residential/money made • There could be 5 parcels on one well, paying 5x for one well • Miss people who live in the basin but don't own parcels – who else are you missing? • Confusion about who is designated a property owner • “If I get charged \$20 a year, I won't be upset, but I would be if a big user were charged the same”

a) We acknowledge that dropping the parcel charge may not cover all costs, but do the pros/cons change if the parcel charge

- General agreement that under \$20 is fine, not worth complaining about, but more is not ok. Some say less than \$10 makes a difference.
- No change in opinion for some people
- Also – want a base rate set – need to know potential cost range say over 20 years

Tabletop Discussions Notes
 Santa Rosa Plain Funding Options Community Workshop

2. What are the pros and cons of distributing costs to all landowners in the basin on a per-acre basis?

PROS	CONS
<ul style="list-style-type: none"> • Everyone participates • Keep cost down for smaller landowners • General agreement that this would only work in combination with land use – not a lot of pros, NONE at one table 	<ul style="list-style-type: none"> • No one at table likes this (multiple tables) - worse than per-parcel • Should be based on usage (agreement) – unirrigated pasture vs. brewery, 100 acre of wild land and a small house vs. 100 acre vineyard • Big acreage but no well – why pay? • Wildlife/natural areas would pay too much – discourages voluntary open spaces being maintained • Burden on large land owners – too costly • Doesn't account for water use, disconnected from impact on GW use • Doesn't distinguish between gw well/municipal supply • Doesn't encourage conservation • Double billing for municipal customers • Size of land not related to water use • Doesn't account for recharge, particularly as larger parcels recharge more • How to account for apartments/population density?

a) Acknowledging that not all costs may be covered, do the pros/cons change if the charge is less than \$10 per acre? NO

Tabletop Discussions Notes
 Santa Rosa Plain Funding Options Community Workshop

3. What are the pros and cons of distributing costs to all landowners in the basin on a per-acre basis taking into account how they use their land as it relates to groundwater use (e.g. residents, farms, businesses)?

PROS	CONS
<ul style="list-style-type: none"> • More equitable than just by size • Simple, more fair than per acre (#2) • More detail is probably more fair • Has to be by water use • Favors residential users • County probably already has ideas about who is using water for different users/Sonoma veg map – use to decide how much people pay based on usage • May keep people using a lot of water (winery, cattle, distillery) accountable • Account for big vineyards sucking up water when others have low quality wells • More responsive, and city wells pay the same as “us” • Good if accounting for land use change over time • Land use using large amounts of water should be charged their fair share • Good for Phase II (equitable) too complex for Phase I (general agreement) • Should use numerical valuation of property use, base charges on valuation 	<ul style="list-style-type: none"> • How do we trust who makes the assumption? • What if landscape is low water? • Likely that wineries, cattle, distilleries will get exemptions due to political power; 5 acres of winery can use 5 million/year – will be political cutouts for industry • “how much water people are allowed to use” is a challenging question; how will use type be determined? • Complicated administration, too time consuming, too much money; difficulty accurately establishing land use; Would need to account for many types – dry farming, frost management • Residential users on city water are already paying • Large acreage charges could be unfair • Political challenges from large land owners/ag • How to address change in land use over time • Could target people who are benefiting our community and not making much money – farmers, etc. • Account for crop water use vs. profit margins • Inequities within use classes could exist • Home inspections? • Based on zoning? Could be mistakes • Responsible vs. irresponsible practices (i.e. at vineyards) • Would need to account for monthly variation (e.g. wineries may use water at one time of year)

Tabletop Discussions Notes
 Santa Rosa Plain Funding Options Community Workshop

4. What are the pros and cons of distributing costs to all well owners in the basin?

PROS	CONS
<ul style="list-style-type: none"> • General agreement – only good with monitoring/usage base • Could shift administrative cost for urban users to utilities • “No pros here” • Most city users don’t have wells • Needs to include all wells - cities, water agencies 	<ul style="list-style-type: none"> • Not fair (agreement from multiple tables) • Well owners already pay (electricity and maintenance) • Not only well users benefit from groundwater • Need to consider wells not being used, old wells, collapsed/dry/etc. • Shallow vs. deep wells, different capacities – would need metering to be fair • Region-wide issue falls on a few people - should be spread out more - not fair to rural residential well owners - only ~5% of the parcels, roughly, would pay 100% of cost • Huge fee vs parcel tax • Doesn’t address beer or vineyards • Bigger users should pay more • Everyone pays for WSD, so everyone should pay for this • Doesn’t encourage conservation • Accurate well count difficult, expensive • Cost of enforcement • Well owners aren’t only users • Water Agency wells outside basin? Aquifers connected to surface water – depletion/less recharge due to surface water use? • Some city users do have wells • Loses “all in it together” feeling • Well owners are already conscientious about how much water they use • Well owners might sell their water (needs to be usage based) • Well owners might want to be on city water

Tabletop Discussions Notes
Santa Rosa Plain Funding Options Community Workshop

a) Do the pros and cons change if we charge all well owners in the basin for the amount of water they pump?

PROS	CONS
<ul style="list-style-type: none"> • Yes, it changes things • Equitable – same amount per user class per acre foot • Reasonable approach • Encourages conservation • Only equitable way to charge wells • Metering is good long term – saves water 	<ul style="list-style-type: none"> • Not equitable to whole basin • Cost of metering could be prohibitive (to owners) • Conservation → more expensive rates? • Not enough time for metering for Phase I • May depend on whether same rate is charged for all users

b) Cities and water districts use groundwater, and have large wells. If we charge cities or water districts, what are the pros and cons of them passing those costs on to residents as part of their water bills?

PROS	CONS
<ul style="list-style-type: none"> • Cities use wells for emergency supply – they should pay for that use • More equitable – people pay for usage • Discourage over pumping, promote conservation • Everyone should pay! • People are used to paying for water, wouldn't balk • Don't have to own it, just use it 	<ul style="list-style-type: none"> • Wouldn't pay enough for how much they pump (if not usage-based) • Administrative burden to municipal water systems • Low income is a hardship – better for Phase II

5. Is there a combination of options that you believe would be fair and equitable?

- Pay partial fee by parcel (all), and then pay additional by how much you use (de minimis exempt from per-gallon fee)
- Well owners based on pumpage
- Tiered well owner usage based fee – same rate per user class per acre-foot
- Every well owner pays a small progressive well fee (base on size of pump?), plus AF/year charge – preferred by many
- Combo is NECESSARY to be fair – everyone needs to pay
- Combo for Phase II only
- Can parcel tax be divided by class of use?

Tabletop Discussions Notes
Santa Rosa Plain Funding Options Community Workshop

- Divide usage between essential (life supporting, ag that is food source, drinking water) and non-essential
- Per parcel + per acre fee
- Small per parcel fee + tiered charges by water use type “class of use” – percentages determined through a study
- Minimum base charge per residence plus per acre charge

a) Is there one option or combination of options that you prefer?

- One table – 6/11 want per parcel, 2/11 want per acre-foot, 3/11 don’t support any option
- Per parcel – least complicated, most equitable for Phase I (popular opinion)
- Usage-based for Phase II – use is important, depending on how complicated and costly to determine
- Parcel tax/fee for limited time – 2 years

Santa Rosa Plain Groundwater Sustainability Agency Information Item

TO: BOARD OF DIRECTORS
FROM: Marcus Trotta, Sonoma County Water Agency
SUBJECT: Briefing on Groundwater Sustainability Plan Initiation

Summary: The GSA has submitted a notice of initiation of the Groundwater Sustainability Plan to the California Department of Water Resources. This informational item reviews the major plan components, timeline and process.

Background

The Sustainable Groundwater Management Act (SGMA) requires Groundwater Sustainability Agencies (GSAs) in high- and medium-priority basins to develop and submit Groundwater Sustainability Plans (GSPs) to the California Department of Water Resources by January 31, 2022. GSPs are detailed road maps for how groundwater basins will reach and maintain long term sustainability. Prior to initiating development of the GSP, SGMA also requires that GSAs submit an initial notification to DWR describing the manner in which interested parties may participate in the development and implementation of the GSP. An Initial Notification of GSP Development for the Santa Rosa Plain Groundwater Subbasin was submitted to DWR on March 12, 2018 by the Plan Manager, on behalf of the GSA, and is attached to this staff report.

The GSP for the Santa Rosa Plain Groundwater Subbasin will be developed through a transparent and public process based on the best available science and information such that it can be adopted by the GSA Board and submitted to the State on or before January 31, 2022. Development of the GSP will be a collaborative and iterative process that builds upon existing technical and policy information and incorporates input from the GSA Board, the GSA Advisory Committee, GSA Member Agencies, groundwater users and the public.

Beginning in spring of 2018 and extending through 2021, components of the GSP will be developed and shared with the GSA Advisory Committee, GSA Board for review and input at noticed public meetings. Community workshops will be held at key points during the development of the GSP to solicit input and perspectives of stakeholders, including groundwater users, within the basin. A general timeline for the GSP development process, which identifies primary technical work activities and community engagement actions, is attached.

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Fiscal Information

None

Staff Recommendation

Information item only.

List of Attachments

1. GSP process map

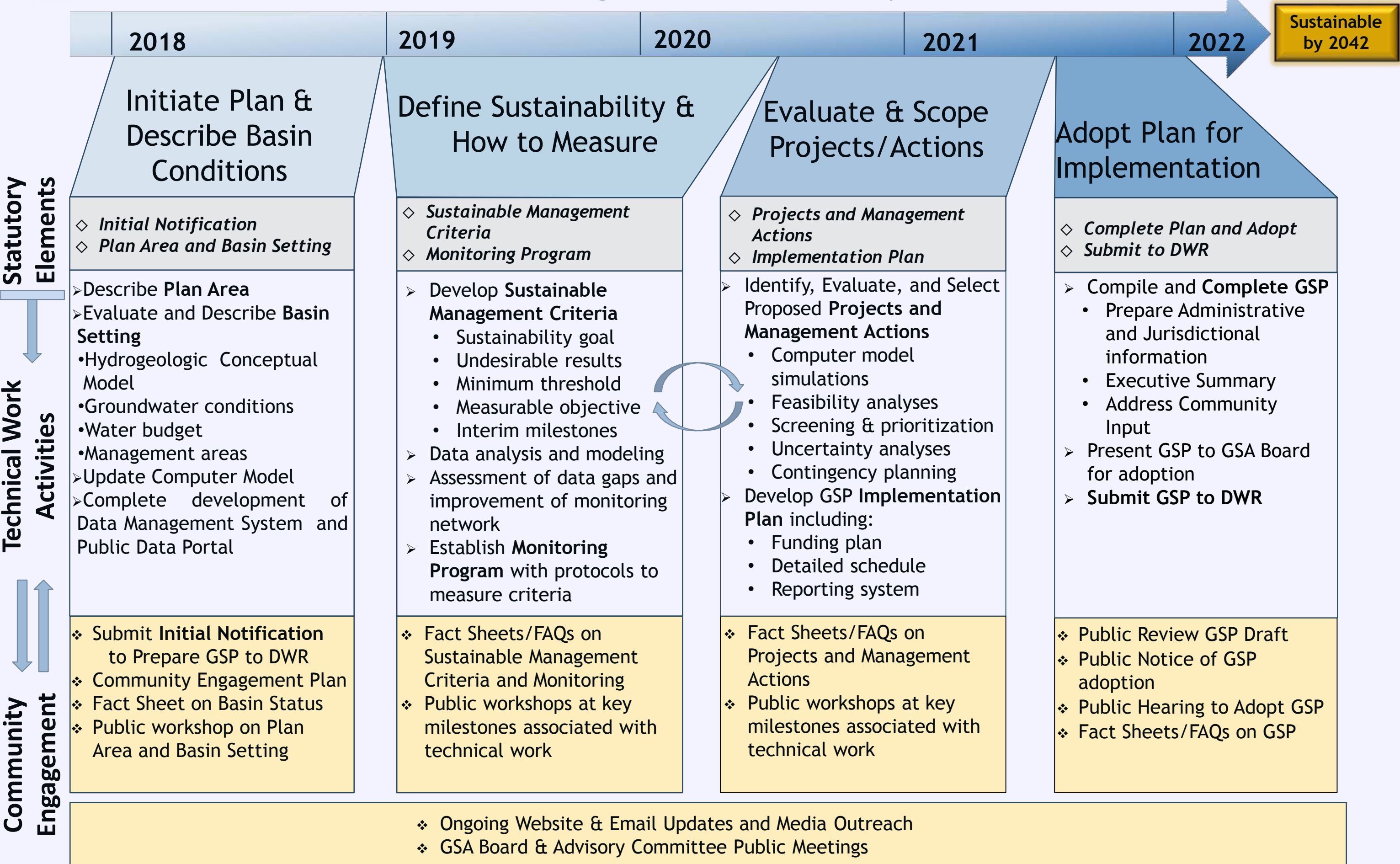
Contact

Marcus Trotta, 547-1978, marcus.trotta@scwa.ca.gov

Process for Groundwater Sustainability Plan Development

GSP Initiation
March 2018

GSP submittal
January 2022



Santa Rosa Plain Groundwater Sustainability Agency Action Item

TO: Board of Directors
FROM: Marcus Trotta, Sonoma County Water Agency
SUBJECT: Basin Boundary Modifications

Summary: A 6-month window is currently open to submit basin boundary modification requests to the CA Department of Water Resources. The purpose of this item is to determine whether or not to submit basin boundary modification request(s) during the current window.

Background

The boundaries of the Santa Rosa Plain Groundwater Subbasin are set by the California Department of Water Resources (DWR), which uses a document referred to as “Bulletin 118” to identify and map California’s groundwater basins and subbasins. For basins and subbasins that are medium or high priority, such as the Santa Rosa Plain, the basin boundaries that are determined by DWR in Bulletin 118 also represent the jurisdictional boundaries of Groundwater Sustainability Agencies (GSAs) under the Sustainable Groundwater Management Act (SGMA). DWR has established regulations and a process wherein local agencies can request that DWR modify basin boundaries. Basin boundary modification requests must comply with DWR’s regulations and must be submitted during specific submission periods established by DWR. DWR opened a six-month submission period on January 1, 2018 extending until June 30, 2018, creating an opportunity for the Santa Rosa Plain Groundwater Sustainability Agency (SRPGSA) to consider submitting request(s) for modifying established Bulletin 118 basin boundaries. DWR plans to open future submission periods approximately every five years.

DWR regulations on basin boundaries establish significant public consultation and technical requirements for local agencies that submit boundary modification requests. Primary requirements include:

- extensive public noticing and consultation with agencies and communities that may be affected by basin boundary modifications;
- opportunities for affected agencies and stakeholders to support or oppose the proposed modification request;
- description of how the proposed modification will affect the sustainable management of the basin, as well as any adjacent basins affected by the modification;
- potential impacts to state and local programs that rely on the Bulletin 118 basin boundaries; and

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- hydrogeologic conceptual model and technical studies that support the technical justification for the modification request and identify aquifer units, lateral basin boundaries, recharge and discharge areas, and hydrogeologic flow barriers.

The regulations also establish that the surface area of basins are limited to surficial occurrences of porous and permeable sediments (e.g., sand, silt, clay and gravel deposits) and sedimentary rock formations (i.e., boundaries cannot be laterally expanded to include surficial occurrences of fractured bedrock or volcanic rocks). Consequently, the following two areas that meet the technical requirements to be considered for basin boundary requests (areas of surficial sediments or sedimentary rock that are hydrogeologically connected with the Santa Rosa Plain Groundwater Subbasin) were identified and further described below:

- Expand the western boundary to include the Wilson Grove formation up to the surface watershed divide. The Wilson Grove Formation Highlands Basin is currently a very low priority basin.
- Expand the eastern boundary to include the Rincon Valley Subbasin and northern portions of the Kenwood Valley Basin up to the surface watershed divide. The Rincon Valley Subbasin and Kenwood Valley Basin are currently very low priority basins.

Western Boundary Area: Expanding the western boundary to include portions of the Wilson Grove Formation Highlands Groundwater Basin up to the surface watershed divide would add approximately 12,112 acres and 5,418 parcels (848 acres and 2,387 parcels within the City of Sebastopol and 11,264 acres and 3,031 parcels of unincorporated property). Previous technical studies indicate that the areas are hydrogeologically connected and groundwater flows from the Wilson Grove area toward the Santa Rosa Plain B118 subbasin. However, data gaps and uncertainty exist related to: (1) the degree of the hydrogeologic connection between the areas and (2) whether the surface water divide coincides with a groundwater flow divide that would represent an appropriate new western boundary. Considerations identified by staff and Advisory Committee members related to a potential boundary modification in this area include the following:

- Would add the ability for the SRPGSA to manage, as part of its jurisdiction, an area that is hydrogeologically interconnected with (and represents a source of inflow to) the Santa Rosa Plain B118 subbasin.
- *Depending on the recommended approach and outcome of the ongoing funding options study*, any potential fees assessed to landowners within the current Santa Rosa Plain B118 subbasin could be lowered by spreading out costs over a larger base of potential payers.
- Funding to make basin modification request (estimated at \$30,000 to \$60,000) is not included in GSA's FY16/17 Budget.
- Resources would be diverted from work needed to initiate development of GSP.

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- Landowners/agencies/water systems that would be affected by the modification may oppose the modification request, which would lead to uncertainty in DWR's acceptance of the request. The Advisory Committee member for the City of Sebastopol expressed the city's opposition to requesting this basin boundary modification, noting that city includes a large, significant block of parcels/residents within the Wilson Grove Formation.
- Without additional data regarding the location of western flow divide, it is uncertain whether DWR will accept technical basis for boundary modification.
- Adding to the GSA's jurisdiction by expanding the Santa Rosa Plain B118 subbasin could potentially increase long-term costs to the GSA (associated with monitoring and managing this area).
- Should the prioritization and SGMA compliance requirements change for the Wilson Grove Highlands Groundwater basin from DWR's reprioritization process (projected to be released in Spring 2018), stakeholders perspectives on boundary modifications may change.

Eastern Boundary Area: Expanding the eastern boundary to include the Rincon Valley subbasin and the northern portion of the Kenwood Valley basin (up to the surface watershed divide) would add approximately 9,624 acres and 7,523 parcels (4,822 acres and 9,154 parcels within the City of Santa Rosa and 2,701 acres and 470 parcels of unincorporated property). While, existing groundwater data near the boundaries is sparse, previous technical studies indicate that the areas are hydrologically connected and groundwater flows from the northern portions of the Kenwood Valley basin and Rincon Valley subbasin toward the Santa Rosa Plain B118 subbasin. However, data gaps and uncertainty exist related to: (1) the degree of the hydrogeologic connection between the areas and (2) whether the surface water divide coincides with a groundwater flow divide that would represent an appropriate new western boundary. Considerations identified by staff and Advisory Committee members related to a potential boundary modification in this area include the following:

- Would add an area that may provide inflows to the Santa Rosa Plain B118 subbasin to the GSA's jurisdiction.
- *Depending on the recommended approach and outcome of the ongoing funding options study*, any potential fees assessed to landowners within the current Santa Rosa Plain B118 subbasin could be lowered by spreading out costs over a larger base of potential payers.
- Funding to make basin modification request (estimated at \$20,000 to \$40,000) is not included in GSA's FY16/17 Budget.
- Resources would be diverted from work needed to initiate development of GSP.
- Landowners/agencies/water systems that would be affected by modification may oppose the modification request, which would lead to uncertainty in DWR's acceptance of the request.
- Available groundwater data is sparse and without additional data regarding groundwater flow in these areas, it is uncertain whether DWR will accept technical basis for boundary modification.

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- Adding to the GSA's jurisdiction by expanding the Santa Rosa Plain B118 subbasin could potentially increase long-term costs to the GSA (associated with monitoring and managing this area).

Advisory Committee Discussions

Over the course of two meetings, the SRPGSA's Advisory Committee discussed and weighed in on whether or not any boundary modification requests should be prepared and submitted at this point in time. At its January 8th meeting, staff described the basin boundary modification requirements and process and introduced the two areas under consideration. At its February 12th meeting, staff summarized the above considerations, including pros/opportunities, cons/challenges and costs of potential basin boundary modifications. Committee members then engaged in open discussion that included a range of comments, questions and explicit perspectives offered on whether or not a modification request should be prepared and submitted for the eastern and western boundary areas.

Members cited a range of reasons not to pursue an expansion of either the northwestern or eastern boundary area at this time, including, among others, cost; lack of needed technical information and inclusion of volcanics; time constraints associated with the DWR process; and local socio-political challenges which may arise. The committee also agreed, with at least one member citing language directly from the *Santa Rosa Plain Voluntary Groundwater Management Plan*, that contributing watersheds are "important and represent significant sources of surface streamflows and subsurface inflows to the Bulletin 118 basin, and have the potential to strongly influence the GSAs ability to meet the SGMA mandate of achieving groundwater sustainability within the Bulletin 118 basin," and should be considered, particularly as development of the GSA Groundwater Sustainability Plan (GSP) gets underway.

A more detailed summary of the Advisory Committee member's discussion on the topic included in the attached February 12th Advisory Committee meeting summary.

Plan Manager Recommendation

At this time, the Plan Manager recommends that neither potential modification be pursued due to: (1) uncertainties related to the technical justifications and community support; (2) lack of existing funding for the effort; and (3) the need to move forward with other technical work related to GSP development. The Plan Manager recommends that the two areas be further evaluated during the process of GSP development and, if warranted, focused evaluation or studies of the two areas be conducted as resources come available. Based on the outcome of additional evaluation, the potential modifications could be reassessed during the next submission window, which could potentially occur in 2023.

Additionally, to support the sustainable management of the Santa Rosa Plain B118 subbasin and in recognition of the hydrologic connection with the contributing watershed areas,

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including the portions of the Wilson Grove Formations Highlands, Rincon Valley and Kenwood Valley basins, the GSA should consider the following:

- Supporting voluntary groundwater-level and streamflow monitoring in the contributing watershed areas;
- Closely coordinating with the County of Sonoma, City of Sebastopol and City of Santa Rosa, which have land use responsibilities in the contributing watershed areas, on potential policies or other actions necessary to ensure sustainable management of the Santa Rosa Plain B118 subbasin basin;
- Consider supporting projects in the contributing watershed areas that could enhance groundwater conditions in the Santa Rosa Plain B118 subbasin, such as conservation programs or stormwater recharge projects.

Type of Vote Required

Simple majority

Fiscal Information

Technical staff work to prepare a basin boundary modification is not included in the Agency's current budget.

Staff Recommendation

Consider whether to prepare and submit any basin boundary modification request(s) to the California Department of Water Resources during the current submission period of January 1, 2018 through June 30, 2018; and as applicable, make necessary budget modifications to support preparation of any basins boundary requests.

Contact

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Marcus Trotta, Sonoma County Water Agency, 707-547-1978, Marcus.trotta@scwa.ca.gov

Santa Rosa Plain Groundwater Sustainability Agency Action Item

TO: BOARD OF DIRECTORS
FROM: Ann DuBay, Interim Administrator
SUBJECT: Administrator Transition for FY 18/19

Summary: The GSA has a contract for administrative services with the Gold Ridge Resource Conservation District and with the Sonoma County Water Agency (which is temporarily filling the administrative role while the RCD executive director is on maternity leave). The RCD and Water Agency contracts end on June 30, 2018, and the RCD has indicated that it will not be able to serve as administrator in Fiscal Year 2018-19. Staff is seeking board direction on future funding options.

Background

Gold Ridge RCD provided administrative services for the GSA from July 2017 through February 2018, when RCD Executive Director Brittany Jensen went on maternity leave. (The Sonoma County Water Agency is serving as the GSA administrator through June, 2018.) Gold Ridge RCD has decided not to renew its service agreement. Similar situations exist for the Sonoma Valley and Petaluma Valley GSAs, where the Valley of the Moon Water District and Sonoma Resource Conservation District came to a common census: The Administrator role is growing in nature and requires more time than each Administrator can give while performing their full-time jobs, too.

Administrative duties include noticing, preparing for and staffing Board and Advisory Committee meetings; contract and fiscal management; and other miscellaneous duties. At a recent interbasin coordination meeting, the staffing quandary was discussed at length. It is possible that all three GSAs can be served by a common Administrator, which could be a full time staff person of a Member Agency. Staff believe that the three GSAs could be better served by one contract administrator, for the following reasons:

- Combining the administrative function creates enough work for one person, full-time. That person will be able to focus exclusively on the GSAs, ensuring that work is done in a timely manner;

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- In order to reduce costs and increase efficiencies, the three GSA Boards, to date, have chosen the same consultants for technical, outreach, grant, legal and rate/fee services. If this pattern continues, it will be much simpler (and less expensive) for consultants to work with one administrator;
- For the next three and a half years, the work plans of the three GSAs will be largely dictated by the strict requirements of the Groundwater Sustainability Plans. It is likely that the GSAs will follow similar paths for GSP development, which means the Boards and Advisory Committees in all three GSAs will be addressing the same issues at around the same time. Having one administrator will reduce the number of hours and staff meetings spent dealing with these issues; and
- Consolidating the accounting/bookkeeping within the administrator contract will help reduce the already minimal hours devoted to this task.

There are currently three entities present in all three basins that could potentially serve as the administrator: Sonoma RCD, the County of Sonoma and the Sonoma County Water Agency.

Fiscal Information

No fiscal impacts at this point

Staff Recommendation

Staff recommends that the Board provide staff direction to either

- Work with the basin staff working group to further develop options and to get input from Petaluma Valley and Sonoma Valley Ad Hoc committees and staff to bring a contract to the Board for its approval in June; or
- Form an Ad Hoc committee that is authorized to work with the Petaluma Valley and Sonoma Valley Ad Hoc and staff to bring a contract to the Board for its approval in June.

List of Attachments

None

Contact

Ann DuBay, (707) 524-8378, ann.dubay@scwa.ca.gov

Agenda Item: 8
Meeting Date: April 12, 2018

Santa Rosa Plain Groundwater Sustainability Agency Information Item

TO: Board of Directors
FROM: Ann DuBay, Interim Administrator
SUBJECT: Administrator Report

Summary:

The purpose of this item is to provide updates on any major developments or milestones since the last Board Meeting, and any significant upcoming activities. All of the items reported on are carried out in coordination with Member Agency staff and with other Sonoma County GSAs.

Background

Milestones since last meeting:

- Transitioned administrative staffing from the Gold Ridge RCD (which continues to provide bookkeeping and clerical assistance) to the Sonoma County Water Agency
- Continue to work with Raftelis Financial Consultants, Inc. on fee/rate study, and conducted Community Workshop on March 21 to educate stakeholders and receive feedback
- Completed an agreement for facilitation services with the Center for Collaborative Policy (the agreement is between CCP and the California Department of Water Resources, which contracts directly with CPP)
- Conducted fourth and fifth Advisory Committee meetings, on February 12 and April 9
- Significant inter-basin coordination took place amongst the Interim Administrators, Plan Manager, and various Member Agency staff. *In addition to work on the rate/fee study, several discussions have taken place regarding ongoing administration of the three GSAs.*
- Met with Member Agency staff to discuss and get input on April Board Meeting agenda.

Upcoming activity highlights:

- Continue fee/rate study process.
- Development of Agency logo (SCWA leading on this task). *Conceptual designs are anticipated toward the end of April, with a final design for Board approval at its June meeting.*
- Ongoing Advisory Committee meetings
- Work with counsel to develop investment and asset policies for Board consideration

All of the above items have been and will continue to be carried out in coordination with Member Agency staff and with other Sonoma County GSAs.

Type of vote required

None.

Fiscal Information

All of the planned activities are included in the Agency's FY 17/18 budget.

Staff Recommendation

None, no action required

List of Attachments

None.

Contact

Ann DuBay, Interim Administrator, 707-524-8378, ann.dubay@acwa.ca.gov