



**SANTA CLARITA VALLEY
GROUNDWATER SUSTAINABILITY AGENCY
SPECIAL BOARD MEETING AGENDA**

**Santa Clarita Valley Water Agency – Board Room
Rio Vista Treatment Plant Facility
27234 Bouquet Canyon Road
Santa Clarita, CA 91350**

Monday, November 25, 2019 at 2:30 P.M.

BOARD OF DIRECTORS

**PRESIDENT
WILLIAM C. COOPER**

**VICE PRESIDENT
B.J. ATKINS**

ADAM ARIKI
MARIA GUTZEIT
BOB KELLAR
GARY MARTIN

GINA NATOLI
ALTERNATE BOARD
E.G. "JERRY" GLADBACH
R.J. KELLY
MATT STONE
LAURENE WESTE

GENERAL COUNSEL
THOMAS BUNN III

SECRETARY
EUNIE KANG

1. REGULAR PROCEDURES

- 1.1 Call to Order
- 1.2 Pledge of Allegiance
- 1.3 Public Comments – Members of the public may comment as to items not on the Agenda at this time. Members of the public wishing to comment on items covered in this agenda may do so now or prior to each item as they arise. Please complete and return a comment request form to the Board Secretary. (Comments may, at the discretion of the Board’s presiding officer, be limited to three minutes for each speaker.) Members of the public wishing to comment on items covered in Closed Session before they are considered by the Board must request to make comment at the commencement of the meeting at 2:30 P.M.
- 1.4 Approval of Agenda

2. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and non-controversial and will be acted upon by the Board by one motion. There will be no separate discussion on these items prior to the time the Board votes unless any Board member, staff or the public, requests specific items be discussed and/or removed from the Consent Calendar for separate action.

<u>ITEMS</u>	<u>PAGE</u>
2.1 * Approve Minutes of October 7, 2019 Meeting of the Board of Directors of the Santa Clarita Valley Groundwater Sustainability Agency	1
2.2 * Appoint a Delegate to Attend and Vote at Association of California Water Agencies (ACWA) General Session/Election Membership Meeting	9

3. GENERAL AGENDA ITEMS

<u>ITEMS</u>	<u>PAGE</u>
3.1 * Stakeholder Advisory Committee (SAC): (1) Expand committee selection to include a second representative from the Business, Environmental and the three pumper categories, and (2) Approve Resolution No. GSA 2019-06 Establishing the Stakeholder Advisory Committee	15
3.2 * Authorize Payment to Santa Clarita Valley Water Agency for FY 2018/19 Expenses and Establishment of a Reserve Account	21

4. CONSIDERATION OF POSSIBLE FUTURE AGENDA ITEMS

5. ADJOURNMENT

- * Indicates attachment
- ◆ To be distributed

NOTICES:

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning (661) 297-1600 or writing to Santa Clarita Valley Groundwater Sustainability Agency at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.scvgsa.org>.

Posted on: November 19, 2019



Minutes of the Board Meeting of the Board of Directors of the Santa Clarita Valley Groundwater Sustainability Agency – October 7, 2019

A board meeting of the Board of Directors of the Santa Clarita Valley Groundwater Sustainability Agency (SCV-GSA) was held at the Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, California 91350 in the Board Room at 2:30 PM on Monday, October 7, 2019. A copy of the Agenda is inserted in the Minute Book of the Agency preceding these minutes.

DIRECTORS PRESENT: Adam Ariki, B.J. Atkins, Jerry Gladbach, Maria Gutzeit, Gary Martin,

DIRECTORS ABSENT: William C. Cooper, Bob Kellar, Gina Natoli

Also present: Steve Cole, Assistant General Manager, SCV Water; James D. Ciampa, General Counsel; Eunie Kang, SCV-GSA Board Secretary; Dirk Marks, Director of Water Resources, SCV Water; Rick Viergutz, Principal Water Resource Planner, SCV Water; Kathie Martin, Public Information Officer, SCV Water; Ernesto Velazquez, Associate Water Resources Planner, SCV Water; Tara Bravo, CV Strategies; Jeff Barry, GSI Water Solutions, Inc.; and various members of the public.

Vice President Atkins called the meeting to order at 2:30 PM. A quorum was present.

There was public comment.

Item 1.4: Upon motion of Director Gladbach, seconded by Director Martin and carried, the Agenda was approved by the following voice votes:

Director Ariki	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

Item 2.1: Upon motion of Director Martin seconded by Director Ariki and carried, the Board approved the Consent Calendar by the following voice votes:

Director Ariki	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

Item 3: Rick Viergutz and Jeff Barry updated on the Groundwater Sustainability Plan Development.

There was public comment on item 3.

Item 4.1: Upon motion of Director Gladbach, seconded by Director Gutzeit and carried, the Board approved and adopted Resolution No. GSA 2019-03 Authorizing the Santa Clarita Valley Water Agency to Apply for and Execute a Grant Agreement on Behalf of the SCV-GSA with the California Department of Water Resources for a Proposition 68 Round 3 Planning Grant by the following voice votes:

Director Ariki	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

RESOLUTION NO. GSA 2019-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY GROUNDWATER SUSTAINABILITY AGENCY AUTHORIZING THE SANTA CLARITA VALLEY WATER AGENCY TO APPLY FOR AND EXECUTE A GRANT AGREEMENT ON BEHALF OF THE SCV-GSA WITH THE CALIFORNIA DEPARTMENT OF WATER RESOURCES FOR A PROPOSITION 68 ROUND 3 PLANNING GRANT

WHEREAS, the Department of Water Resources (DWR) is administering the Sustainable Groundwater Planning Grant Program using funds authorized by Proposition 68 and Proposition 1 to encourage sustainable management of groundwater resources that support the Sustainable Groundwater Management Act (SGMA); and

WHEREAS, DWR has issued the Final Round 3 Proposal Solicitation Package (PSP) for Sustainable Groundwater Management Planning Grants related to development or implementation of GSPs; and

WHEREAS, the application period closes November 1, 2019; and

WHEREAS, the Santa Clarita Valley Water Agency (SCV Water) is a member agency of the Santa Clarita Valley Groundwater Sustainability Agency (SCV-GSA); and

WHEREAS, on October 4, 2018, SCV Water and SCV-GSA entered into an Administrative Services Agreement requiring the Santa Clarita Valley Water Agency (SCV Water) to administer the SCV-GSA and provide the majority of funding to develop the state-required Groundwater Sustainability Plan (GSP); and

WHEREAS, on September 3, 2019, SCV Water adopted Resolution SCV-120 affirming it would provide required cost share, apply for and execute the Round 3 grant agreement on behalf of the SCV-GSA if the SCV-GSA requests SCV Water perform this task; and

WHEREAS, the SCV-GSA is committed to completing, adopting, and then submitting the GSP to DWR by January 31, 2022.

WHEREAS, SCV Water is evaluating projects and requested grant amounts and anticipates a minimum grant request of \$500,000, but may request more grant funds as other eligible costs are identified; and

WHEREAS, consistent with the Administrative Services Agreement, if a Round 3 Grant is awarded, grant revenues will be used to offset SCV Water’s costs to develop the GSP.

WHEREAS, the application process includes a requirement that the SCV-GSA adopt a resolution affirming it desires SCV Water to submit a grant application on its behalf; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors, the governing body of the Santa Clarita Valley Water Groundwater Sustainability Agency, resolves and orders as follows:

- (1) It desires SCV Water’s General Manager to:
 - a. Apply for a Round 3 Sustainable Groundwater Management Program Grant on behalf of the SCV-GSA, identifying SCV Water as the agency responsible for the local cost share, and
 - b. Execute an agreement with the State of California for a 2019 Sustainable Groundwater Management Planning Grant.

Item 4.2: Upon motion of Director Martin, seconded by Director Ariki and carried, the Board approved and adopted Resolution No. GSA 2019-04 Supporting the Upper Santa Clara River Integrated Regional Water Management Region’s Application for a Department of Water Resource’s Proposition 1 Round 1 Integrated Regional Water Management Implementation Grant by the following voice votes:

Director Ariki	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

RESOLUTION NO. GSA 2019-04

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SANTA CLARITA VALLEY GROUNDWATER SUSTAINABILITY AGENCY SUPPORTING
THE UPPER SANTA CLARA RIVER INTEGRATED REGIONAL WATER MANAGEMENT
REGION’S APPLICATION FOR A DEPARTMENT OF WATER RESOURCE’S PROPOSITION
1 ROUND 1 INTEGRATED REGIONAL WATER MANAGEMENT IMPLEMENTATION GRANT**

WHEREAS, the Upper Santa Clara River Integrated Regional Water Management (USCR IRWM) Region’s members and stakeholders have undergone a process to identify six projects for the Proposition 1 Round 1 Integrated Regional Water Management (IRWM) Implementation Grant; and

WHEREAS, the Department of Water Resources (DWR) grant eligibility checklist requires that projects in IRWM grant applications affecting groundwater should have the support of the local Groundwater Sustainability Agency (GSA); and

WHEREAS, at a well-attended September 10, 2019, public workshop with the Department of Water Resources, the USCR IRWM presented the following six projects that positively affect groundwater:

- Project 1 - Construction of all or part of the South End Recycled Water Project (Phase 2C)
- Project 2 - PFAS Groundwater Treatment Project
- Project 3 - Valencia Water Reclamation Plant Advanced Water Treatment Facility
- Project 4 - Los Angeles County Hasley Canyon Park Stormwater Capture Project
- Project 5 - City of Santa Clarita/Santa Clara River Conservancy Mapping and Managing Invasive Weeds in the SCR Watershed
- Project 6 - City of Santa Clarita Newhall Memorial Park Stormwater Retrofit Project; and

WHEREAS, the USCR IRWM is incorporating feedback from the DWR provided on these proposed projects; and

WHEREAS, all projects help the region adapt to climate change, improve regional self-reliance, and provide benefit to groundwater sustainability in various ways; and

WHEREAS, the USCR IRWM will formally submit the grant application in December 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors, the governing body of the Santa Clarita Valley Water Groundwater Sustainability Agency (SCV-GSA), resolves and orders as follows:

The SCV-GSA supports each of the USCR IRWM projects because they serve to help the region adapt to climate change, improve regional self-reliance, and benefit groundwater sustainability.

Item 4.3: Kathie Martin and Tara Bravo updated on the Stakeholder Advisory Committee application process. For public interest, various local media news, social media and website notifications were generated. The first initial application due date was September 20, 2019. To produce more public interest, the application due date has been extended to October 18, 2019, and a direct mail postcard was sent to the canyon areas of the basin. Selection meetings will take place October 22, 23 and 24, 2019. A special board meeting will be scheduled in November to appoint the Stakeholder Advisory Committee Members.

Tara Bravo recited The Principles, Goals and Objectives and Code of Conduct for Effective Operation of the Stakeholder Advisory Committee in its entirety.

Upon motion of Director Gutzeit and seconded by Director Gladbach and carried, the Board approved and adopted Resolution No. GSA 2019-05 Establishing Principles, Goals and Objectives and Code of Conduct for Effective Operation of the Stakeholder Advisory Committee (SAC) by the following voice votes:

Director Ariki	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

RESOLUTION NO. GSA 2019-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY GROUNDWATER SUSTAINABILITY AGENCY ESTABLISHING PRINCIPLES, GOALS AND OBJECTIVES AND CODE OF CONDUCT FOR EFFECTIVE OPERATION OF THE STAKEHOLDER ADVISORY COMMITTEE

WHEREAS, the Santa Clarita Valley Groundwater Sustainability Agency (SCV-GSA) has determined a Stakeholder Advisory Committee is beneficial and necessary to provide input and expertise to Groundwater Sustainability Plan (GSP) development; and

WHEREAS, the effectiveness of a Stakeholder Advisory Committee is increased when business is conducted consistent with certain overarching principles and; through identification and communication of key principles; and

WHEREAS, the Board has considered the following Overarching Principles:

1. **Transparency:** The Committee system is transparent and consultative, and all members have the opportunity to provide meaningful input into development of the Groundwater Sustainability Plan.
2. **Efficiency:** Committee time is used in ways to make efficient and effective use of time to discuss and deliberate on significant issues and areas of focus assigned by the SCV-GSA. Effective contribution of committee members requires they be appropriately informed and prepared before a meeting.
3. **Accountability:** The committee will be held to the highest standards of accountability as representatives of the community, as stated in the Stakeholder Advisory Group Guidelines, and will be subject to the Brown Act.

WHEREAS, the effectiveness of a Stakeholder Advisory Committee will be enhanced by business being conducted with clear Goals and Objectives; and

WHEREAS, the Board has considered the following Goals and Objectives:

1. Help to guide the Stakeholder discussion regarding groundwater sustainability for the Santa Clara River Valley East Subbasin
2. Represent the community in a meaningful fashion and provide input to the SCV-GSA Board of Directors and/or the Committee facilitator

3. Strive to balance the needs of local residents, pumpers, businesses and environment, while identifying solutions for groundwater basin stewardship
4. Balance stakeholder input and scientific focus on technical matters

WHEREAS, the Stakeholder Advisory Committee effectiveness will be enhanced when business is conducted within the parameters of a defined Code of Conduct to maintain an environment for constructive dialogue; and

WHEREAS, the Board has reviewed the following Committee Code of Conduct:

1. Attend all meetings consistent with the Stakeholder Advisory Committee Guidelines;
2. Listen respectfully and do not talk over others;
3. Consider all viewpoints;
4. Participate in decision-making;
5. Ask questions to improve understanding;
6. Negotiate in good faith; and
7. Represent interests of and report back to respective stakeholders.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Clarita Valley Groundwater Sustainability Agency does hereby: finds that the Establishing Principles for Effective Operation of the Stakeholder Advisory Committee is necessary to allow for a reasonable process to allow the Stakeholder Advisory Committee to provide input on Groundwater Sustainability Plan development; and hereby establishes the above Overarching Principles, Goals and Objectives and Code of Conduct for effective operation of the Stakeholder Advisory Committee.

Item 5: The following request for future agenda items were made:

Director Martin requested a Groundwater Sustainability Plan project timeline completion list.

Director Gutzeit requested a presentation on the difference between the Groundwater Sustainability Agency and the Integrated Regional Water Management.

Item 6: Upon motion of Director Gladbach, seconded by Director Martin and carried, the meeting was adjourned at 3:20 PM by the following voice votes:

Director Arika	Yes	Director Gladbach (Alternate)	Yes
Vice President Atkins	Yes	Director Kellar	Absent
President Cooper	Absent	Director Martin	Yes
Director Gutzeit	Yes	Director Natoli	Absent

Eunie Kang, Board Secretary

ATTEST:

President of the Board

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**Santa Clarita Valley
Groundwater Sustainability Agency
Board Memorandum**

DATE: November 18, 2019
TO: SCV-GSA Board of Directors
FROM: GSA Staff
SUBJECT: Appoint a Delegate to Attend and Vote at ACWA General Session/Election Membership Meeting

SUMMARY/DISCUSSION

Consideration to appoint a delegate to attend and vote at the ACWA General Session/Election Membership Meeting. As a member of ACWA, the SCV-GSA has the opportunity to participate in the election of ACWA's officers.

There will be a General Session Membership Meeting at the 2019 Fall Conference in San Diego, Ca, on Wednesday, December 4. The purpose of the meeting is to formally nominate and elect ACWA's President and Vice President for the 2020-2021 term.

The ACWA Nominating Committee has announced a 2020-2021 slate that recommends current Vice President Steven LaMar for ACWA President and current Region 5 Vice Chair Sarah Palmer for ACWA Vice President.

RECOMMENDATION

The GSA Staff recommends the Board of Directors to delegate Gary Martin, Board Director as the Voting Delegate for the Santa Clarita Valley Groundwater Sustainability Agency at the 2019 ACWA Fall Conference.

Attachment

MEMORANDUM

TO: ACWA Member Agency Board Presidents and General Managers
CC: ACWA Board of Directors
FROM: Dave Eggerton, ACWA Executive Director
DATE: October 4, 2019
SUBJECT: Notice of General Session Membership Meeting at ACWA 2019 Fall Conference

There will be a General Session Membership Meeting at the 2019 Fall Conference in San Diego, California, on **Wednesday, December 4**. The purpose of this meeting is to formally nominate and elect ACWA's President and Vice President for the 2020-2021 term. The General Session Membership Meeting will convene at 1:15 p.m., immediately following the Wednesday luncheon program, which will be located in the Harbor Ballroom A-F, Manchester Grand Hyatt.

Election / Voting Process

The ACWA Nominating Committee has announced a 2020-2021 slate that recommends current **Vice President Steven LaMar for ACWA President** and current **Region 5 Vice Chair Sarah Palmer for ACWA Vice President**.

As provided by ACWA's Bylaws (Article 9, Section 9) nominations from the floor will be accepted prior to the vote. The Bylaws require that floor nominations and seconds be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second. **(See attached for detailed General Session/Election Procedures.)**

ACWA will issue one proxy voting card to each member agency's designated voting representative (delegate) as identified by the member agency on the attached proxy designation form. The designated voting representative must be **present** at the General Session Membership Meeting and must sign-in as the delegate to receive the proxy voting card. Proxy voting cards will **only** be available for pick-up on **Wednesday, December 4**, between **9:00 a.m. and 12:00 p.m.** at the **ACWA General Session Desk** in the **Harbor Foyer**, Manchester Grand Hyatt. Proxy voting cards will not be issued before or after these hours.

To expedite the sign-in process at the **ACWA General Session Desk**, please indicate your voting delegate in advance on the enclosed proxy designation form and return it by email (**donnap@acwa.com**) or fax



(916-325-4857) by Monday, November 25. If there is a last minute change of delegate, please let us know by contacting ACWA's Clerk of the Board, Donna Pangborn at donnap@acwa.com.

If you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at the ACWA office at 916-441-4545 or donnap@acwa.com.

dgp

Enclosures:

1. General Session/Election Procedures
2. Proxy Designation Form

GENERAL SESSION/ELECTION PROCEDURES FOR ACWA 2019 FALL CONFERENCE

The following information is provided to inform the ACWA member agency delegates attending the 2019 Fall Conference of the procedures to be used pertaining to the nomination and election of ACWA officers during the General Session Membership Meeting.

PROXY VOTING CARDS – (REQUIRED FOR VOTING)

ACWA will issue one proxy voting card each member agency's designated voting representative (delegate) as officially identified by the member agency. In order to vote during the General Session Membership Meeting, the designated voting representative must be **present** at the General Session Membership Meeting and must sign-in as the delegate to receive the proxy voting card no later than **12:00 p.m. on Wednesday, December 4**. Upon sign-in, the voting delegate will receive the required proxy voting cards. Proxy voting cards will **only** be available for pick-up on **Wednesday, December 4, between 9:00 a.m. and 12:00 p.m.** at the **ACWA General Session Desk** in the **Harbor Foyer**, Manchester Grand Hyatt. Proxy voting cards will not be issued before or after these hours. The luncheon and General Session Membership Meeting will be held in the Harbor Ballroom A-F.

GENERAL SESSION MEMBERSHIP MEETING, WEDNESDAY, DEC. 4 (DOORS OPEN AT 1:05 P.M.)

1. The General Session Membership Meeting will be called to order at 1:15 p.m. and a quorum will be determined. The presence of 50 authorized voting representatives is required to establish a quorum for transacting business.
2. Legal Affairs Committee Chair Jennifer Buckman will provide an overview of the agenda and election procedures.
3. Nominating Committee Chair DeAna Verbeke will present the committee's report and announce the candidate for ACWA President.
4. President Brent Hastey will call for floor nominations for ACWA President.
5. If there are no floor nominations for President, the election will proceed. President Hastey will close the nominations and delegates will vote by holding up their "Yes" or "No" proxy voting cards.
6. If there **are** floor nominations for President, the nomination will follow the procedures established by Article 9 of ACWA's Bylaws, stating that floor nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.
 - a. Ballots will be distributed to the voting delegates.
 - b. Delegates will complete their ballots and place them in the ballot box, which will be centrally located in the Harbor Ballroom A-F meeting room.
 - c. Tellers' Committee will count the ballots. President Hastey has appointed the following staff members to serve as the Tellers' Committee: Clerk of the Board Donna Pangborn; Director of Business Development & Events Paula Currie; and Executive Assistant Lili Vogelsang.
 - d. Legal Affairs Committee Chair Jennifer Buckman will serve as the proctor to oversee the ballot counting process.
 - e. Candidates are welcome to designate an observer to be present during the ballot counting process.

- f. Results of the ballot count will be announced. Election of ACWA's officers will be determined by a majority of the members present and voting. If any one candidate does not receive a majority of the vote, successive ballot counts will be conducted until a candidate is elected, consistent with Robert's Rules of Order.
7. Nominating Committee Chair DeAna Verbeke will announce the candidate for ACWA Vice President.
8. President Brent Hastey will call for floor nominations for ACWA Vice President.
9. If there are no floor nominations for Vice President, the election will proceed. President Hastey will close the nominations and delegates will vote by holding up their "Yes" or "No" proxy voting cards.
10. If there **are** floor nominations for Vice President, the nominations will follow the procedures described in item 6 above, and the election will proceed according to the steps outlined in 6.a. through 6.f.



ACWA



Santa Clarita Valley Groundwater Sustainability Agency Board Memorandum

DATE: November 18, 2019
TO: SCV-GSA Board of Directors
FROM: GSA Staff
SUBJECT: SCV-GSA Establishing Stakeholder Advisory Committee Selection

SUMMARY

Between September 5 and October 18, 2019, a search was conducted for qualified applicants for the Stakeholder Advisory Committee (SAC). During this period prospective members were able to review the SAC Guidelines and Eligibility Criteria and submit an application. Following receipt of 35 applications, a facilitated process took place and applicants self-selected the Committee member for each constituent group. The purpose of this Board letter includes Board seating of these representatives for the small, medium and large pumpers, the business community, environmental interests, and two members-at-large. Committee members will provide insight, support and expertise to the Santa Clarita Valley Groundwater Sustainability Agency.

DISCUSSION

Background

At its April 2019 Board meeting, the Board affirmed its intent to create a Stakeholder Advisory Committee. A plan was presented at the June 2019 Board meeting (Item No. 4.1). The plan discussion sought Board input on items such as SAC representative categories, representative terms, process for committee member selection, and chair selection.

At the June meeting the Board modified the proposed applicant eligibility criteria to preclude member agency staff and elected officials. There was some discussion about the self-selection process. Ideally, multiple applicants would make their case, deliberation would take place and a committee member selected. However, there was acknowledgement of some risk that multiple applicants may form voting alliances ahead of time to vote for a particular applicant. In such a case, runner up applicants may feel the process was unfair, and the Advisory Committee may not have sufficiently broad support.

In the alternative, placing additional limitations on eligibility and self-selection had the potential for the SCV-GSA Board to be perceived to have too much of a role in Advisory Committee member selection. Thus, it agreed with the Work Group recommendation for representative self-selection to proceed.

At the October 1, 2019, Board meeting, the SCV-GSA Board adopted Resolution 2019-05 establishing principles for effective operation of the Stakeholder Advisory Committee that reflect the following:

- Overarching Principles
- Goals and Objectives
- Code of Conduct

Selection Process

The initial selection outreach process included:

- Press Release – Distributed September 3
 - KHTS published September 4
 - Santa Clarita Valley Signal published September 5
- E-Blast – Distributed September 18
- Social Media Post – Posted September 19

At this point, 18 applications had been received. Because the small pumpers group had no applicants, and several other classes had a minimal number of applicants, the Work Group extended the selection process deadline for all groups to October 18, 2019. Additional outreach included:

- Secondary E-Blast – September 26
- Secondary Press Release – Distributed September 26
 - Santa Clarita Valley Signal published October 16
- Postcard to Small Pumpers – Approximately 500 post cards mailed September 30

The postcard was sent via direct mail to areas within the basin that are likely to include a high proportion of private well owners. This was followed by additional phone calls to known private well operators, another email, and a press release.

In total the SCV-GSA received 35 applications as shown below:

- 2 - small pumpers
- 1 - medium pumpers
- 4 - large pumpers
- 5 - business community
- 15 - environmental interests
- 8 - members-at-large

One meeting was held for each constituent group, facilitated by SCV Water's Stakeholder Communication and Engagement consultant, during which the candidates self-selected a single representative for the Committee.

Those who applied by the first deadline were contacted by phone and confirmed through email to notify them of their approved applications. The second round of applicants were notified through email only, due to the short turnaround time of the application deadline and the meeting date. All applicants were contacted. All applicants responded and acknowledged their application. Every applicant was provided the opportunity to vote during the process and every applicant voted except one, whom did not respond after initial contact. Many applicants took advantage of the availability of the consultant to answer questions about the process.

Contact with applicants included:

- Initial phone call to all first round applicants – 9/25
- Email distributed regarding best dates and times to meet and application confirmation – 9/26
- Second email confirming application and proposed meeting dates and times – 10/21
- Third email with applicant information – 10/22 and 10/23 depending on meeting date

During the application and selection process, several applicants expressed opinions that the selection process allowed for voting alliances to be formed prior to self-selection. Given concerns expressed by non-selected Advisory Committee applicants, and the goal of an inclusive and representative Advisory Committee, the Work Group offers three options below for committee make-up. As noted in the June 2019 Board Memo, should revisions to the suggested committee make-up be needed following the outreach process, the item would come back to the board for review.

FOR BOARD DISCUSSION

Option 1: Proposed Committee Members via the Original Process

Through the self-selection process, the following representatives were recommended for appointment: The Board may choose to seat this slate as presented.

- Small pumpers: Dennis Ostrom
- Medium pumpers: Roy Marson
- Large pumpers: Matt Carpenter
- Business Community: Holly Schroeder
- Environmental: Stacy Fortner
- Members-at-large: Dan Masnada and Kathye Armitage

Option 2: RECOMMENDED. Proposed Committee Members with Expanded Representation

To allow for a broader base of Advisory Committee member representation, GSA staff recommendation is to create two Advisory Committee member roles for each representative type, each having equal standing and status in the SAC. This concept was initially suggested by an applicant and was then repeated in another applicant group. In the selection meetings, the large pumper, small pumper, business and environmental groups each had a second applicant with strong qualifications and support. Staff recommends that these applicants be added to the Advisory Committee. Should the Board choose this option, staff will be prepared to provide names for consideration.

As the Members-at-large category already has two representatives, no seats would be added there. The medium pumper group only had one applicant, so it would also not add a seat at this time. However, we would reserve the ability to do so should an interested party come forward.

Option 3: Re-do the Selection

The Board could provide direction to revisit the process and start again, moving away from self-selection.

Norms and Expectations

Building from the code of conduct, we recommend also establishing SAC Norms and Expectations to foster a cohesive, effective and professional unit.

- Demonstrate good manners, courtesy and consideration.
- Respect your fellow advisory committee members and elected officials.
- Conduct yourself in a professional way in meetings and in the public.
- Members should never use the position to solicit for personal gain.
- During meetings, stay on task in accordance with the presented agenda.

Next Steps for the Stakeholder Advisory Committee

- The first meeting will be held in February 2020. The agenda is anticipated to include:
 - Review of the SAC Guidelines and Eligibility Criteria, and the principles in SCV-GSA Resolution 2019-05.
 - A Brown Act/Ethics overview provided by Lagerlof, Senecal, Gosney & Kruse.
 - Explanation of groundwater basics, with opportunities for questions, followed by a primer on essential elements of the Sustainable Groundwater Management Act and GSP regulations.
- The Committee will need to create a calendar for an estimated 12-15 meetings. These will include pre- and post-meetings around each of the four public workshops through December 2021. Meeting dates and times will be determined with input of the SAC.

FINANCIAL CONSIDERATIONS

Work relating to the formation and facilitation of the SAC is included in the FY 19/20 through FY 21/22 budget.

RECOMMENDATION

The GSA staff recommends the Board of Directors adopt Option 2, to expand committee selection to include a second representative from the Business, Environmental, and three pumper categories, and that the Board adopt Resolution No. GSA 2019-06 for the Santa Clarita Valley Groundwater Sustainability Agency Establishing the Stakeholder Advisory Committee.

Attachment

RESOLUTION NO. GSA 2019-06

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY
GROUNDWATER SUSTAINABILITY AGENCY
ESTABLISHING A STAKEHOLDER ADVISORY COMMITTEE**

WHEREAS, the Board of Directors seeking significant outreach and public process, seeks to establish the Stakeholder Advisory Committee that will adhere to the Principles for Effective Operation of the SAC established in Resolution No. GSA 2019-05 and SAC Guidelines and Eligibility Criteria; and

WHEREAS, the Board of Directors seeks to establish the following Norms and Expectations to ensure a cohesive, effective and professional unit;

- Demonstrate good manners, courtesy and consideration.
- Respect your fellow advisory committee members and elected officials.
- Conduct yourself in a professional way in meetings and in the public.
- Members should never use the position to solicit for personal gain.
- During meetings, stay on task in accordance with the presented agenda.

WHEREAS, meetings were held, where constituent group representatives self-selected the Committee member representative for each representative type; and

WHEREAS, the Stakeholder Advisory Committee can be established by the Board of Directors; and

WHEREAS, the Board may dismiss and appoint replacement Committee members consistent with the guidelines; and

NOW, THEREFORE, BE IT RESOLVED, that:

1. To allow for a broad base of representation, two Advisory Committee member roles are established for each representative type, including large pumper, medium pumper, small pumper, business, environmental and at-large stakeholder groups, each having equal standing and status in the SAC.
2. The Board appoints the candidates who received the highest and second-highest number of votes in each category to the Advisory Committee, for a term ending January 30, 2022.
3. SAC members will adhere to the Principles for Effective Operation for the SAC established in Resolution No. GSA 2019-05 and SAC Guidelines and Eligibility Criteria.
4. SAC members will adhere to the Norms and Expectations as listed above.

President

I, the undersigned, hereby certify I am the duly appointed and acting Secretary of the Santa Clarita Valley Groundwater Sustainability Agency and at a special board meeting of the Board of Directors of said Agency held on Monday, November 25, 2019, the foregoing Resolution No. GSA 2019-06 was duly and regularly adopted by said Agency, and that said resolution has not been rescinded or amended since the date of its adoption, and it is now in full force and effect.

DATED: November 25, 2019

Secretary



Santa Clarita Valley Groundwater Sustainability Agency Board Memorandum

DATE: November 18, 2019
TO: SCV-GSA Board of Directors
FROM: GSA Formation Work Group
SUBJECT: Authorize Payment to the Santa Clarita Valley Water Agency for FY 18/19 Expenses and Entablement of a Reserve Account

SUMMARY

The SCV-GSA Joint Powers Agreement (JPA) requires establishment of the SCV-GSA Funding Account for the purpose of funding the expenses and ongoing operations of the SCV-GSA. The Administrative Services Agreement between the SCV-GSA and SCV Water provides for the SCV-GSA to reimburse SCV Water for services. The JPA also allows the SCV-GSA to establish and accumulate a prudent reserve. Today's recommended action is the first of such recommendations to provide reimbursement to SCV Water and to establish a prudent reserve. We anticipate future recommendations for reimbursement will take place annually.

DISCUSSION

Revenue

Revenue to the SCV-GSA Funding Account is provided by Annual Member Agency Contributions. Additional revenue from the Round 2 GSP Grant flows directly to SCV Water and reduces SCV Water expenses. This Funding Account began to receive funds in FY 18/19 (including a back payment for FY 17/18). Through FY 18/19 the balance is 159,667.33, reflecting some expenses, including banking fees.

Reserve

This Board memo recommends establishment of an annual reserve in the amount of \$25,000. Such a reserve may only be used with SCV-GSA Board authorization. We do not anticipate a need to use reserve funds at this time, but reserve funds could be used to conduct work not funded by the current adopted budget. Deducting reserve funds from the FY 18/19 balance allows for \$134,667.33 reimbursement to SCV Water.

Expenses

FY 18/19 expenses include staff time of \$82,540.51 and consultant services of \$117,698.98 less reimbursement from the GSP grant of \$24,713.05. The net expenses are staff time of \$74,814.60 and consultant services of \$100,711.84.

Available SCV-GSA reimbursement of \$134,667.33 is not sufficient to cover all SCV Water expenses however. In the event such as this, the JPA allows for additional reimbursement to SCV Water at a later date as other funds become available. SCV Water seeks to reimburse staff costs first, followed by reimbursement for consultant costs.

Reimbursement

The net amount recommended for reimbursement from SCV-GSA to SCV Water is Payroll of \$74,814.60 and consultant services and other costs of \$59,852.73 for a total of \$134,667.33. This leaves \$40,859.11 not reimbursed by the SCV-GSA or the grant. See the attachment for more detail.

CONCLUSION

Establishment of a prudent reserve is a reasonable approach for the SCV-GSA. Any disbursement of reserve funds and/or future modification of the reserve is subject to Board approval. Reimbursing SCV Water for FY 18/19 expenses is consistent with the JPA and Administrative Services Agreement. We anticipate future requests for SCV Water reimbursement will take place annually.

RECOMMENDATION

The GSA Work Group recommends the Board of Directors to establish a SCV-GSA Funding Account reserve of \$25,000. Authorize reimbursement from the SCV-GSA Funding Account to SCV Water in the amount of \$134,667.33. This will leave \$25,000 in the reserve account, as of the start of FY 19/20.

Attachment

**SCV GSA
Revenues, Expenses & Reserves
FY 18/19**

Available for Reimbursement as of 6/30/19

Member Contributions	\$ 160,000.00
Less: FY 18/19 Bank Charges deducted directly from GSA	<u>(332.67)</u>
Bank Cash Balance 6/30/19	\$ 159,667.33
Less: Reserve Set Aside	<u>(25,000.00)</u>
 Net Available for Reimbursement as of 6/30/19:	 <u><u>\$ 134,667.33</u></u>

FY 18/19 Expenses Paid by SCV Water

	<u>GSA</u>	<u>GSPGrant*</u>	<u>Total</u>
Payroll	74,814.60	7,725.91	82,540.51
Consulting & Other Costs	100,711.84	16,987.14	117,698.98
Total Expenses	<u>\$ 175,526.44</u>	<u>\$ 24,713.05</u>	<u>\$ 200,239.49</u>

Reimbursement of GSA (Non-Grant) Expenses requested by SCV Water:

GSA Payroll	\$ 74,814.60
Consulting & Other Costs	59,852.73
Reimb due to SCV Water	\$ 134,667.33

Summary of FY 19 Expenses and Reimbursements

Total SCV Water GSA expenses	\$ 200,239.49
Less: GSP Grant Reimbursement	\$ (24,713.05)
Less: SCV GSA Reimbursement	<u>\$ (134,667.33)</u>
SCV Water FY19 Expenses not reimb'd by SCV GSA or Grant	<u><u>\$ 40,859.11</u></u>

*SCV Water GSA / GSP expenses reimbursed by the GSP Grant.