

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Environmental Resources

BOARD AGENDA # \*B-6

Urgent  Routine

AGENDA DATE June 30, 2015

CEO Concurs with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

*[Handwritten initials]*

SUBJECT:

Approval to Enter into an Agreement with the State Water Resources Control Board and California State University, Sacramento, Center for Collaborative Policy, to Provide Facilitation Services Related to the Development of a Regional Groundwater Coordinating Committee; and Approval to be the Monitoring Entity for the Portion of the Eastern San Joaquin Groundwater Subbasin that Exists Within Stanislaus County

STAFF RECOMMENDATIONS:

1. Authorize the Director of Environmental Resources, or designee, to sign an agreement with the State Water Resources Control Board and the California State University, Sacramento, Center for Collaborative Policy, to provide facilitation services related to the development of a Regional Groundwater Coordinating Committee.
2. Authorize the Director of Environmental Resources to notify the State Water Resources Control Board that Stanislaus County will be the groundwater elevation monitoring entity for that part of the Eastern San Joaquin Groundwater Subbasin that exists within Stanislaus County.

FISCAL IMPACT:

The cost for facilitation services is estimated to be \$22,317 and will be paid for by the State Water Resources Control Board.

BOARD ACTION AS FOLLOWS:

No. 2015-300

On motion of Supervisor Chiesa, Seconded by Supervisor O'Brien

and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, De Martini, and Chairman Withrow

Noes: Supervisors: None

Excused or Absent: Supervisors: Monteith

Abstaining: Supervisor: None

1) X Approved as recommended

2) \_\_\_\_\_ Denied

3) \_\_\_\_\_ Approved as amended

4) \_\_\_\_\_ Other:

MOTION:

*[Handwritten signature: Christine Ferraro]*

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval to Enter into an Agreement with the State Water Resources Control Board and California State University, Sacramento, Center for Collaborative Policy, to Provide Facilitation Services Related to the Development of a Regional Groundwater Coordinating Committee; and Approval to be the Monitoring Entity for the Portion of the Eastern San Joaquin Groundwater Subbasin that Exists Within Stanislaus County

## **DISCUSSION:**

### Regional Groundwater Coordinating Committee

The Water Advisory Committee (WAC) of Stanislaus County serves and advises the Board of Supervisors. The Sustainable Groundwater Management Act (SGMA) authorizes the creation of locally controlled Groundwater Sustainability Agencies (GSAs) to develop and implement Groundwater Sustainability Plans (GSPs) for the specific groundwater basins within each GSAs designated authority. Stanislaus County will likely have several GSAs associated with several hydrologically related, but distinct, groundwater basins. The WAC anticipates the need for significant coordination between these GSAs to ensure cohesive and coordinated groundwater management under SGMA. To achieve this coordination, while still accommodating "sovereign" responsibilities of each GSA, the WAC has recommended creating a Regional Groundwater Coordinating Committee (RGCC). The RGCC will be a venue where representatives from each GSA can gather in a neutral environment and on a regular basis to ensure coordination takes place between them. To support this and to lay the framework for coordinated activities, the WAC would like to engage a working group comprised of local and regional groundwater interests to create guidelines on how the RGCC will work and to develop a model coordinating agreement to be used between GSA's and other entities.

The State Water Resources Control Board (Water Board) has access to discretionary funds to provide facilitation services to water stakeholder groups in California for the purpose of implementing state water policies and programs. The California State University, Sacramento, Center for Collaborative Policy (CCP), has a service agreement with the Water Board to provide such services. The CCP and the Water Board have agreed to provide such facilitation services for the purpose of further developing the form and function of the RGCC concept, as described above, for the WAC. The agreement between the Water Board and the CCP requires signatory approval from Stanislaus County and is included with this report as Attachment 1.

### Groundwater Elevation Monitoring

In California, groundwater accounts for about 30 percent of the total water supply. During dry years, it is at least 40 percent of the supply. With a projected population of 46 million by the year 2020, California's reliance on groundwater will increase significantly. In order to protect and sustain the State's precious groundwater supply, proper management of this limited resource is imperative. Monitoring groundwater elevations is a fundamental component of successful groundwater management. However, groundwater elevation monitoring networks have not been adequately established for all of California's groundwater basins. This lack of data limits the ability

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to accurately monitor groundwater conditions in basin aquifers, and limits the ability to adequately plan for future water supply demands.

On November 4, 2009, the State Legislature amended the Water Code with SBx7-6, which mandates a statewide groundwater elevation monitoring program to track seasonal and long-term trends in groundwater elevations in California's groundwater basins. To achieve that goal, the amendment requires collaboration between local monitoring entities and Department of Water Resources (DWR) to collect groundwater elevation data. Collection and evaluation of such data on a statewide scale is an important fundamental step toward improving management of California's groundwater resources.

In accordance with this amendment to the Water Code, DWR developed the California Statewide Groundwater Elevation Monitoring (CASGEM) program. The intent of the CASGEM program is to establish a permanent, locally-managed program of regular and systematic monitoring in all of California's alluvial groundwater basins. The CASGEM program will rely and build on the many, established local long-term groundwater monitoring and management programs. DWR's role is to coordinate the CASGEM program, to work cooperatively with local entities, and to maintain the collected elevation data in a readily and widely available database that is made available to the public.

CASGEM provides that:

- Local parties may assume responsibility for monitoring and reporting groundwater elevations.
- DWR work cooperatively with local Monitoring Entities to achieve monitoring programs that demonstrate seasonal and long-term trends in groundwater elevations.
- DWR accept and review prospective Monitoring Entity submittals, then determine the designated Monitoring Entity, notify the Monitoring Entity, and make that information available to the public.
- If local parties (for example, counties) do not volunteer to perform the groundwater monitoring functions, and DWR assumes those functions, then those parties become ineligible for water grants or loans from the State.

To be considered for designation as a Monitoring Entity, a local agency must notify DWR of the following:

- The prospective Monitoring Entity's identity and contact information.
- The specific authority described in Senate Bill x7 6 that qualifies the applicant to be designated Monitoring Entity. Counties are included in this authority.

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- A map of the Monitoring Entity jurisdiction, the groundwater basin, and the proposed monitoring area.
- A statement that the entity will comply with the requirements of CASGEM.

The Department of Environmental Resources seeks authorization from the Board of Supervisors to notify the DWR of the County's intention to be the CASGEM Monitoring Entity for that portion of the Eastern San Joaquin Groundwater Subbasin that is within Stanislaus County. This will involve the collection and reporting of groundwater level information on a semi-annual basis (Spring and Fall) from private and public water wells. This information is linked with the water well facilities mapping program that is currently underway in the County and additionally will be correlated with the groundwater volume extraction data program that is under development.

**POLICY ISSUE:**

The recommended actions support the Board's priorities of A Safe Community, A Healthy Community, the Efficient Delivery of Public Services, A Well Planned Infrastructure System, and a Strong Local Economy by providing adequate protection of one of the County's most valuable natural resources.

**STAFFING IMPACT:**

Implementation of these actions will be undertaken by existing staff within the Department of Environmental Resources.

**CONTACT INFORMATION:**

Walter Ward, Water Resources Manager	Telephone: 209-525-6710
Jami Aggers, Director of Environmental Resources	Telephone: 209-525-6770

**ATTACHMENTS:**

Agreement

**Exhibit E**  
**DRAFT Service Request and Budget Detail**  
Service Request Number: - 140-03 Amendment No: - \_\_\_\_  
*(Assigned by Contract Manager)*  
**State Water Resource Control Board**

*To be filled out by Regional Board, or Division Project Manager, approved and submitted by State Water Board Contract Manager to Contractor*

Is this a new Service Request or an Amendment?     New     Amendment

Date: 4/30/2015

If this is an amendment, provide the date of original Service Request: \_\_\_\_\_

**Service Request Period: 4/30/2015 to 12/31/2015**

SWRCB Project Representative (name, phone number, email):

Gita Kapahi, Director of Public Participation                      (916) 341-5501, gkapahi@waterboards.ca.gov

CCP Project Representative (name, phone number, email):

Dave Ceppos, Associate Director                                      (916) 341-3336, mdupraw@ccp.csus.edu

Project Information:

**Name of Project and Region:** Groundwater Sustainability Agency (GSA), Regional Groundwater Coordinating Committee (RGCC) Support for Stanislaus County

**Scope of Work**

Project Background and Goals

The Water Advisory Committee (WAC) of Stanislaus County serves and advises the County's Board of Supervisors. Stanislaus County will likely have several GSAs associated with related but hydrogeologically distinct groundwater basins and subbasins. The WAC anticipates the need for significant coordination between these GSAs to ensure cohesive and coordinated groundwater management under the Sustainable Groundwater Management Act (SGMA). To achieve this coordination while still accommodating "sovereign" responsibilities of each GSA, the WAC has recommended creating the RGCC. The RGCC will be a venue where representatives from each GSA can gather in a neutral environment and on a regular basis to ensure coordination takes place between them. To support this and to lay the framework for coordinated activities, the WAC would like to convene the RGCC, create guidelines on how the RGCC will work and engage, develop a model coordinating agreement that will be consistently used between GSAs and the GSAs and other entities, and similar outcomes. To that end, the goals of this Service Request include the following (to be carried out in collaboration with and the involvement of the County and associated stakeholders):

1. Assess perspectives and priorities of diverse stakeholders affected by SGMA and GSA formation. Assess the range of options for regional coordination of various GSA efforts in the County, particularly the feasibility, benefits, and disadvantages of creating the RGCC and the manner in which the RGCC can serve multiple interests and avoid creating an additional governance layer. Prepare an assessment report (described below in Task C) that describes stakeholders perspectives on these topics and proposed recommendations for collaborative processes to reconcile differences
2. Convene stakeholders in a structured, facilitated discussions to discuss RGCC options. Identify a final approach for regional coordination that is beneficial and supportive of various interests.
3. Document process outcomes and identify "lessons learned" in deliverables described below as a means to inform other GSA efforts throughout California.

This Service Request comes under Section 6 (Work to be Performed) of the contractual scope of work. Work is likely to include some measure of the following tasks listed in Section 6:

- Task II, a stakeholder assessment of the likely organizations to serve on the RGCC
- Task III, initial steps toward convening an advisory group;
- Task V, facilitation of RGCC meetings;
- Task VI, summarization of group meetings;
- Task VII, neutral mediation if deemed necessary;
- Task VIII, strategic advising support to the Division Project Manager; and
- Task XI, Contract administration.

All work performed under this Service Request will be completed in consultation with Water Board staff. Specific written deliverables will not be considered "complete" until reviewed and accepted by the Division Project Manager.

#### Description of Services

- A. Meet with the Stanislaus County WAC representatives to discuss the project, steps to be taken, and review the scope of services. Review background information. Identify key points of contact and share stakeholder contact databases to ensure external communications take place.
  - 2 hours for the Managing Senior Mediator, 12 hours for the Lead Mediator
- B. Conduct stakeholder interviews with a minimum of 10 organizations and/or individuals representing Stanislaus County and associated GSAs to assess issues/opportunities/concerns about RGCC formation and similar topics. CCP will document this input for internal use in preparation for Task C.
  - 1 hours for the Managing Senior Mediator, 34 hours for the Lead Mediator, 2 hours for the Administrative Assistant
- C. Prepare an Assessment Report documenting the outcomes of Task B. The report may include but may not be limited to: findings, analysis of findings, recommendations about the RGCC process, and a work plan for next steps. Task C will include a presentation by CCP to the WAC and other GSA-related stakeholders regarding the outcomes of the assessment and next steps.
  - 2 hours for the Managing Senior Mediator, 22 hours for the Lead Mediator
- D. Coordinate and facilitate a minimum of 2 meetings of RGCC stakeholders. The objectives of these meetings are to:
  - a. Discuss and revise RGCC convening and management options
  - b. Identify RGCC membership and Chartering procedures
  - c. Prepare a draft and final Coordinating Agreement template
  - d. Ratify the RGCC

- 1 hours for the Managing Senior Mediator, 45 hours for the Lead Mediator

E. CCP shall engage in standard project management activities, including providing monthly progress reports and invoices, and coordinating with client as necessary by phone and email.

- 2 hours for the Managing Senior Mediator, 6 hours for the Lead Mediator, and 2 hours for an Administrative Assistant

**Total estimated labor:**

- 8 hours for the Managing Senior Mediator
- 124 hours for the Lead Mediator
- 4 hours for an Administrative Assistant

Timeline

- The support will be provided between the date this task order is issued and December 31, 2015.

Budget

A detailed budget is included in Attachment A. Budget assumptions include the following:

1. All meetings in the project area include round trip travel of up to 2.5 hours per CCP staff person from Sacramento to Modesto, CA for all travel conducted between 8 am and 5 pm. Travel conducted outside these hours will be discounted 50%.
2. All meeting location fees will be paid for by Stanislaus County or others. CCP will not be responsible for rental fees however CCP will conduct all meeting logistics including facility coordination, meeting materials, and similar.
3. All meetings are assumed to last no more than 4 hours including ½ hour set up and ½ break down after each meeting.
4. A minimum of 10 stakeholder interviews will be conducted. For cost estimating purposes, 12 interviews were calculated as the basis for the Task B budget.
5. A minimum of 2 in-person stakeholder meetings will be conducted. For cost estimating purposes, 3 in-person meetings were calculated as the basis for the Task D budget.
6. Photocopies and other printing needs for CCP's use in meetings will be produced by CCP. All other materials for use by others will be prepared by Stanislaus County or a designee. All meeting participants will be encouraged to prepare their own copies of materials as provided to them in advance of meetings.
7. Local in-kind support will be provided to prepare draft meeting notes. In-kind support staff will provide draft meeting notes to the CCP facilitator who will prepare draft and final meeting summaries.
8. CCP hours and costs may be moved between labor tasks, and between labor tasks and direct expenses, subject to SWRCB approval.
9. Direct expenses for this project will include:
  - a. Meeting facilitation materials
  - b. Mileage and/or rental car fees and fuel
  - c. Photocopies
  - d. Conference Calls
10. Food and amenities costs for meetings will be covered by Stanislaus County or others.
11. General and administrative expenses of 7% will be assessed on all direct expenses.

A budget summary follows here:

Personnel and Position Title	Hourly Rate*	Hours	Hourly Total
Dave Ceppos, Managing Senior Mediator	\$204	8	\$1,632
Stephanie Lucero, Senior Mediator	\$160	124	\$19,840
Administrative Staff	\$72	4	\$288

- |    |   |             |
|----|---|-------------|
| 1. | Total Personnel from above Budget Table   | \$21,760.00 |
| 2. | Travel, Per Diem, and Other Direct Costs, including Administrative Fee (in accordance with State rates <sup>2</sup> & policies; receipts to be attached to invoice) | \$566.72    |
| 3. | Total Amount of Budget. (Any changes to this Budget must be through an amendment to this Service Budget and Time Schedule)  | \$22,316.72 |

Task	Primary Deliverables	Due Date
A	Meeting Agenda	June 1, 2015
B	Stakeholder Assessment	June 12, 2015
C	Draft Stakeholder Assessment Report	June 24, 2015
C	Final Stakeholder Assessment Report	June 31, 2015
D	Meeting Agendas	August 14, 2015
D	Draft RGCC Options	September 11, 2015
D	Final RHCC Agreement	September 30, 2015
E	Final "Lessons Learned" Memo	October 30, 2015
F	Monthly reports and invoices	monthly

**Contractor Staffing**

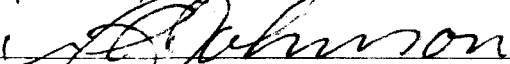
Labor will be provided by a Lead Mediator (Stephanie Lucero), with senior advisory support by a Managing Senior Mediator (Dave Ceppos)

**Ms. Stephanie Lucero**, Lead Mediator, has a Juris Doctor and LL.M. focusing on Indigenous Law and Policy analysis as it relates to natural resource planning and economic development. She has over 8 years of experience in policy development, legal analysis and litigation and over 15 years of experience in community development, facilitating and mediating among diverse groups. Ms. Lucero is a highly organized and capable project manager focusing on accomplishing objectives using cross-cultural communication processes and the law to ensure respect for all interests and points of view in an accountable and transparent process.

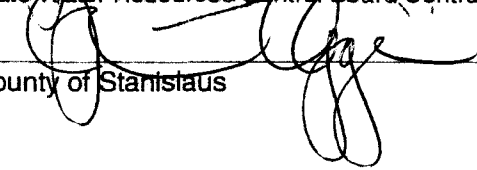
**Mr. Dave Ceppos**, Associate Director and Managing Senior Mediator has a comprehensive background developing consensus based, stakeholder-driven, resource management processes. He specializes in water policy and natural resources facilitation, mediation, and strategic planning. He additionally has considerable management of public outreach and engagement processes, and field experience in watershed planning, ecological assessment, hydrology, hazardous waste management, and habitat restoration.



By signing below, the contractor and the State Water Board Contract Manager are in agreement with the Service Request Scope of Work, Budget Detail and Time Schedule:

  
Contractor (CSU Sacramento Center for Collaborative Policy) \_\_\_\_\_ Date 6.8.15

  
State Water Resources Control Board Contract Manager \_\_\_\_\_ Date 6.15.15

  
County of Stanislaus \_\_\_\_\_ Date 6/30/15

**ATTACHMENT A  
BUDGET**

State Water Resources Control Board - Stanislaus County GSA RGCC Development Support

Service Request No. 12-017-013

Managing

**Facilitation & Administrative Staff (Direct Hours)**

Labor Category  Task Descriptions	Managing Senior Mediator	Lead Mediator	Admin Support	Total Hours by Task	Hrs x rate	Summary
<b>Billing Rates</b>	<b>\$204</b>	<b>\$160</b>	<b>\$72</b>			
<b>Task A: Kick Off</b>						
Conduct client meeting		8		8	\$1,280	
Review background documents		4		6	\$1,048	
<b>Subtotal Task A</b>	<b>2</b>	<b>12</b>	<b>0</b>	<b>14</b>		<b>\$2,328</b>
<b>Task B: Stakeholder Assessment</b>						
Prepare Interview questionnaire	1	6		7	\$1,164	
Schedule interviews			2	2	\$144	
Conduct stakeholder interviews (minimum 10)		24		24	\$3,840	
Document interviews		9		9	\$1,440	
<b>Subtotal Task B</b>	<b>1</b>	<b>39</b>	<b>2</b>	<b>42</b>		<b>\$6,588</b>
<b>Task C: Assessment Report</b>						
Prepare draft report	1	12		13	\$2,124	
Prepare final report	1	2		3	\$524	
Prepare / present at stakeholder meeting		8		8	\$1,280	
<b>Subtotal Task C</b>	<b>2</b>	<b>22</b>	<b>0</b>	<b>24</b>		<b>\$ 3,928.00</b>
<b>Task D: RGCC Meetings (minimum 2)</b>						
Prepare for meetings	1	12		13	\$2,124	
Facilitation (including travel)		24		24	\$3,840	
Conduct Follow-up (debrief; summary review)		9		9	\$1,440	
<b>Subtotal Task D</b>	<b>1</b>	<b>45</b>	<b>0</b>	<b>46</b>		<b>\$ 7,404.00</b>
<b>Task E: Project Management</b>						
Client meetings/calls	2	3		5	\$888	
Monthly reports & invoices		3	2	5	\$624	
<b>Subtotal Task E</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>10</b>		<b>\$1,512</b>
<b>Total Professional Services</b>	<b>8</b>	<b>124</b>	<b>4</b>	<b>136</b>		<b>\$21,760.00</b>
<b>Other Direct Costs (ODC)</b>	<b>Assumptions</b>	<b>Qty</b>	<b>UOM</b>	<b>Unit Rate</b>	<b>Extended Value</b>	
Photocopying b/w		500	page	\$ 0.06	\$ 30.00	
Photocopying color		150	page	\$ 0.17	\$ 25.50	
Meeting Supplies / Materials		3	lot	\$ 40.00	\$ 120.00	
Conference Calls		120	minute	\$ 0.04	\$ 4.80	
Rental Car		4	per day	\$ 45.00	\$ 180.00	
Rental Car Fuel		4	ea	\$ 40.00	\$ 160.00	
<b>Subtotal Other Direct Costs</b>					<b>\$ 520.30</b>	
<b>Administrative Fee (7%) applied to ODCs</b>						<b>\$ 36.42</b>
<b>ESTIMATED NOT-TO-EXCEED BUDGET</b>						<b>\$ 22,316.72</b>