



**EASTERN SAN JOAQUIN  
GROUNDWATER AUTHORITY  
PRESENTATION ON AGENDA ITEMS 3-8**

July 12, 2017

# A New Frontier

- Words of Encouragement
  - This is New for Everyone.
    - New JPA, New Board of Directors, New Legislation, New Planning Effort, New Process, New Normal, etc.
  - Innovate; Don't Reinvent the Wheel.
  - We're in this Together.



# Objectives for Governance

1. Achieve cost and time savings through meeting consolidation and efficiency measures.
2. Avoid Brown Act and other organizational issues.
3. Maintain or enhance effectiveness of efforts and stakeholder participation levels.

# Voting Procedure

- The Board of Directors will conduct most business by majority vote (quorum = 9)
- Supermajority vote (2/3 of present Directors) is required for items such as:
  - Approval of annual budget
  - Adoption of rules, policies, bylaws, procedures

# July 12 Agenda

- Discussion/Action Items:
  - Approve Budget for FY 2017-18
  - Consultant Selection Process for GSP Scoping
  - Conflict of Interest Code
  - ESJGroundwater.org Website and Branding
  - Direct Staff to Submit Application to DWR for Facilitation Services
  - Bylaws

# Budget Considerations

- Administrative Items
  - Fiscal Management
  - Conflict of Interest Code
  - ESJGroundwater.org – Website
  - Bylaws
- Holding Board Meetings
  - Agenda Prep, Postage, Envelopes, Posting, etc.
  - Room Costs
  - Room Setup/Breakdown
  - Minutes

# Budget Considerations – Cont'd

- GSP Scoping
  - Consultant to Perform Initial Scoping of GSP
  - GSP Work Plan, Scope, Budget, Timeline
  - Grant Application
  - Contract Administration
- GSP Development
  - Stakeholder Identification and Participation
  - Outreach
  - GSP Process Design and Facilitation
  - GSP Write-up
  - Contract Administration

# Zero-Based Budget - Expenditures

- Direct Expenses
  - Meeting Location
  - Postage
  - Envelopes
  - Misc.
- Staff Support
- Attorney Support
- Website
- GSP Grant Support  
(Consultant)
- GSP Cost-share



# Zero-Based Budget - Revenues

- Direct Expenses
    - Meeting Location
    - Postage
    - Envelopes
    - Misc.
  - Staff Support
  - Attorney Support
  - Website
  - GSP Grant Support (Consultant)
  - GSP Cost-share
- \$150,000 – Zone 2 Initial Contribution
  - Portion of \$85,000 – 17 Members at \$5,000 ea
  - \$???,000 – 17 Members

# Zero-Based Budget - Revenues

Budget Details	2017-18 Proposed
<b>Revenue Descriptions</b>	
<i>Aid – Other Gov't Agencies</i>	
Calaveras County Water District/ Stanislaus Co.	5,000
California Water Service / SJC	5,000
Central Delta Water Agency	5,000
Central SJ Water Cons. Dist.	5,000
City of Lathrop	5,000
City of Lodi	5,000
City of Manteca	5,000
City of Stockton	5,000
Linden County Water Dist.	5,000
Lockeford Community Services Dist.	5,000
North SJ Water Cons. Dist.	5,000
Oakdale Irrigation Dist.	5,000
San Joaquin County	155,000
South Delta Water Agency	5,000
South San Joaquin Irrigation Dist.	5,000
Stockton East Water District	5,000
Woodbridge Irrigation District	5,000
<b>Total Revenue</b>	235,000
<b>Expenditures</b>	
<i>Services &amp; Supplies</i>	235,000



# Proposed Efficiency Measures

- Produce Shorter Meeting Minutes;
- Move Away from Mailing Out Hard Copies of Meeting Agenda Packets;
- Make Audio Recordings of Meetings Available by Request;
- Hold Authority Board Meetings Only as Necessary.

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# Getting to the Question of Cost

How much will the GSP cost?

- What is the Scope of the GSP?
- What existing info do we have?
- How will GSAs engage with stakeholders and perform outreach?

How do we allocate the GSP's Cost?

- How do we define equitable?
- What metrics do we use?
- Groundwater usage, population, acreage, depth to groundwater?

What's my GSA's share of the GSP?

- This is the question that we all have been asking ourselves since SGMA was signed into law.
- How should I budget for these expenditures?

# Assistance Needed

- From Consultant
  - Develop a detailed GSP work plan, budget and schedule able to meet DWR grant standards;
  - Engage with GSAs;
  - Develop a defensible analysis of ways to reduce the local cost-share i.e. in-kind work, DAC reductions, etc.;
  - Locating and assessing the quality of existing information and data;
  - Develop a stakeholder identification and outreach work plan.
- From GSAs
  - Provide feedback on each GSA's specific SGMA related requirements;
  - Participate in scoping of consultant effort and work plan development;
  - Provide information on groundwater recharge projects and management actions.

# Recommended Course of Action

- Recommend that the ESJ Groundwater Authority Engage with a consultant to develop a Scope of Work
- Direct staff to work with GSAs to select a consultant from the GBA's Consultant On-call List
- Develop a consultant Scope of Work, schedule, and cost proposal for Board consideration.
- Present recommendation to the Authority Board of Directors at the August meeting.
- Cost to be covered by Authority members' \$5,000 contributions in the adopted 2017-18 Budget.
- Consultants shall be warned that the initial GSP scoping work shall be substantially less than \$85,000.

# Proposed Schedule

- Comeback to the Board in August with a consultant services agreement;
- Work with the consultant in August and September to develop a work plan and grant application.
- Submit grant application in October.
- Develop metrics in preparation for discussion on allocating costs.



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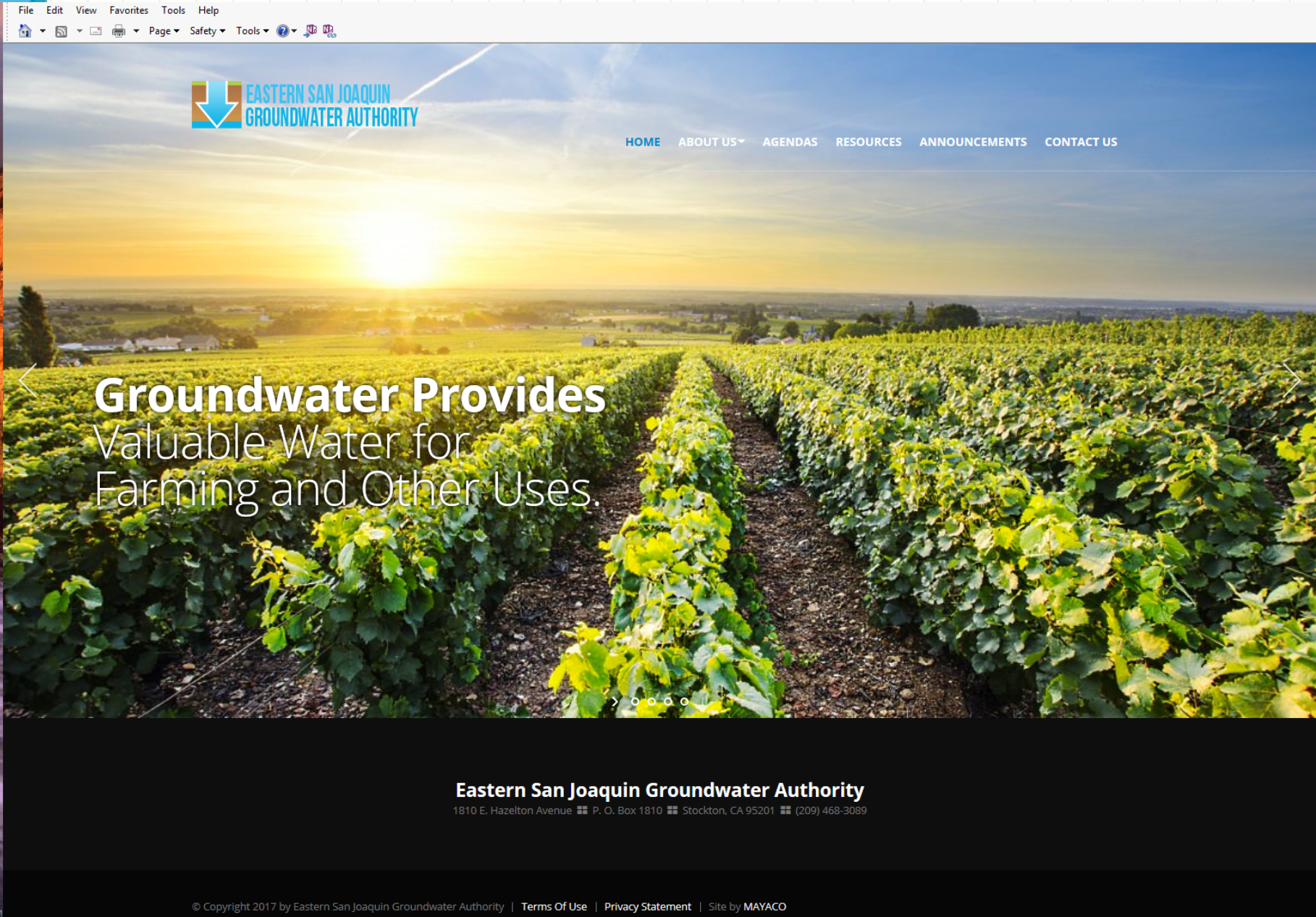
# Conflict of Interest Code

- The Political Reform Act requires state and local government agencies to adopt conflict of interest codes.
- Possible Public Hearing Noticed for the August 9<sup>th</sup> Regular Meeting of the Authority Board of Directors
- Proposed Designated Positions
  - Members and Alternates of the Board;
  - Secretary;
  - Attorney;
  - Consultants.

# Conflict of Interest Code

- Disclosure Categories
  - Each investment in a business entity engaged in the business of providing services or supplies, including equipment or machinery or office supplies, to the Authority with a fair market value equal to or exceeding \$2,000 or more.
  - Each interest in real property located in whole or in part within the boundaries of the Authority, or within a two-mile radius of the Authority, with a fair market value equal to or exceeding \$2,000 or more (excluding the personal residence of the filer).
  - Each source of gross income of \$500 or more (including loans) that is located in or doing business in the boundaries of the Authority.

# ESJGroundwater.org



# ESJGroundwater.org



- Agendas and Minutes posted to ESJGroundwater.org in accordance with the Brown Act;
- Notice of conflict of interest code also posted on website.
- Logo and website created by Mayaco (Stockton);
- Website concept and content borrowed from GBAWater.org (also created by Mayaco);
- Staffed trained in website maintenance;
- Useful tool for outreach and engagement phases of GSP development.

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# Facilitation Opportunity

- History of Facilitation in San Joaquin County Water Issues;
  - Countywide Water Management Plan 2001
  - Northeastern San Joaquin County Groundwater Banking Authority
  - Mokelumne River Forum
  - Delta Counties Coalition
  - Eastern San Joaquin Integrated Regional Water Management Plan (IRWMP) 2007 and 2014 Update
  - Mokelumne Watershed Interregional Sustainability Evaluation Program (MokeWISE) 2015
  - SGMA Work Group

# Facilitation Opportunity

- What can facilitation accomplish?
  - Keeping meetings focused and on track.
  - Valuable in recognizing and diffusing conflicts earlier rather than later.
  - Informs the design of stakeholder processes and meeting formats.
  - Conflict management and possible resolution of issues.
  - Maintain decorum by gently reminding us to honor each other's commitment to be collaborative.
  - Help achieve consensus as a neutral third party.



# Facilitation Provided by DWR

- What is the opportunity before us?
  - DWR to provide facilitation support for GSP development.
  - Priority for Critically Overdrafted Groundwater Basins.
  - Facilitation Services
    - Stakeholder identification and engagement
    - Meeting facilitation
    - Consensus building
    - Public outreach facilitation



Q. Who is a stakeholder according to SGMA?

A. “Stakeholders” include:

- Citizens Groups and General Public
- Governmental and Land Use Agencies
- Commercial and Industrial Self- Supplied
- Private and Public Water Purveyors
- Tribal Governments and Communities
- Agricultural and Aquiculture Interests
- Environmental and Ecosystem Interests
- Remediation and Groundwater Cleanup Project Proponents

# Facilitation Eligibility

- GSAs developing GSPs, if they meet all of the following obligations:
  - Agree to work in an open, inclusive, and collaborative manner toward the development of a GSP.
  - Support an inclusive process that seeks, promotes, encourages, and welcomes the involvement of all stakeholders and interested parties.
  - Commit to meet regularly and work diligently toward a clear and defined goal.
  - Commit to providing a meeting space that is suitably located and sized.

# Staff Recommendation

- Authorize staff to submit facilitation application to DWR.
- Seek facilitation support for the following activities: GSP Scoping, GSP development, GSP outreach/stakeholder engagement, and consensus building efforts.
- Authority acknowledges that it can comply with the four criteria set forth by DWR.

# Bylaws

- Terms of Office: 1 or 2 years.
- Regular and Special Meetings: 2<sup>nd</sup> Wednesday of the Month at 9:30 a.m. at the Ag Commission.
- Parliamentary Procedure: Rosenberg's Rules of Order vs Robert's Rules of Order.
- Advisory Committees: Board may create an advisory committee containing less than a quorum of Board Members (9 is quorum)



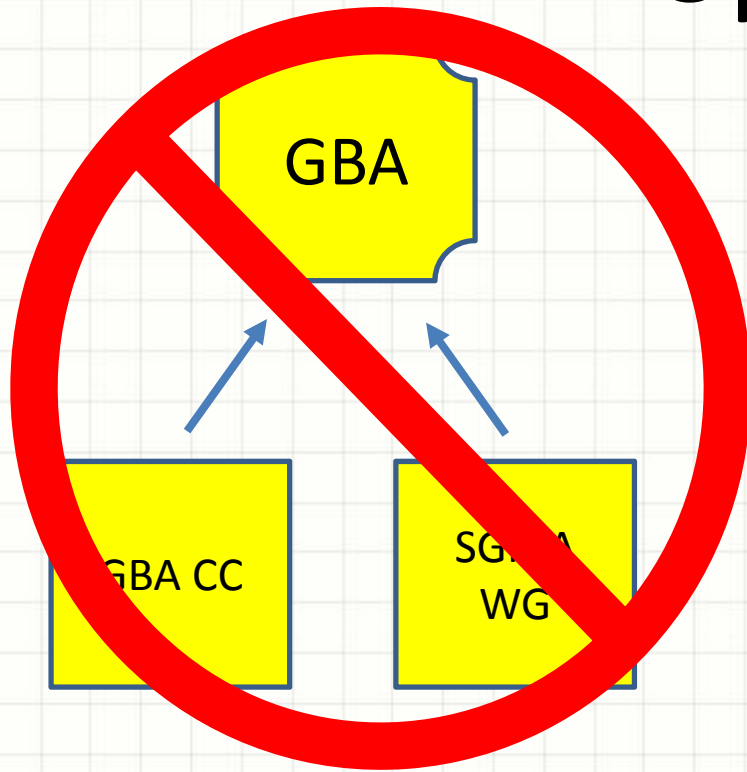
# Bylaws – Advisory Committees

- Where do we foresee the need for extended debates, technical discussions, and intense stakeholder interactions?

# Bylaws – Advisory Committees

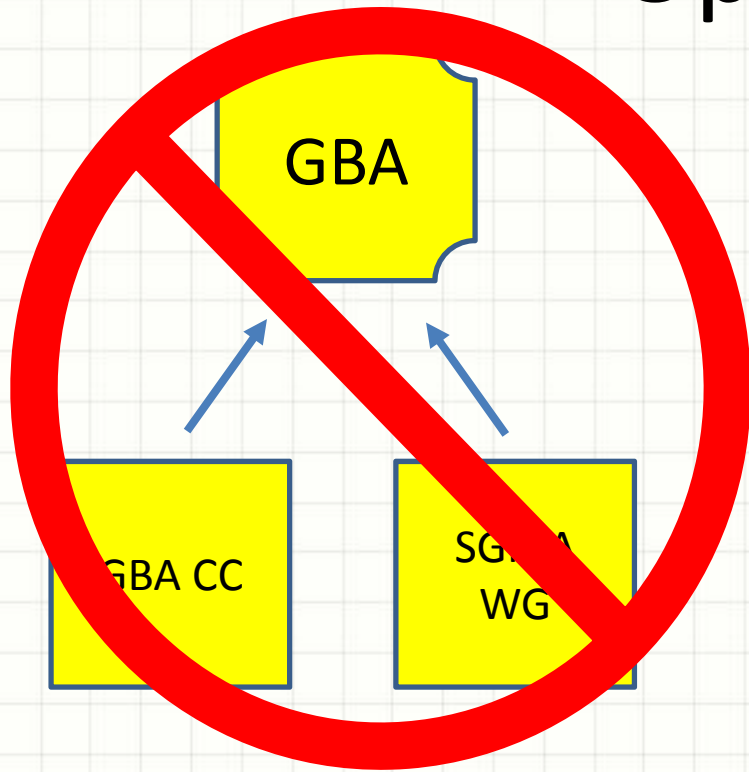
- Where do we foresee the need for extended debates, technical discussions, and intense stakeholder interactions?
- Can facilitation help with any of these areas?
- How soon do we need to decide?
- What are our options?

# Option #1





# Option #2



# Option #1 vs. Option #2

- Option #1

Board conducts business first and then moves into “shirtsleeve” session with other participants.

Discussion may include Board alternates, staff, non-governmental entities, and the public.

- Option # 2

Board strategically and as needed, establishes advisory committees to meet at another time for specific items.

Brown Act applies to standing committees.

# Option #1 vs. Option #2

- Option #1

A quorum may be present to deliberate agenda items not yet ready for action.

- Option #2

A quorum of the Board may not be present at an advisory committee meeting.

- Both Options

Facilitation may be available pending funding from DWR and also would be designed into specific GSP processes.

# Bylaws – Next Steps

- Staff to produce a redline draft of Bylaws.
- Staff to send out for additional comments.
- Bring back to Board of Directors for Possible Adoption in August.





# EASTERN SAN JOAQUIN GROUNDWATER AUTHORITY

[www.ESJGroundwater.org](http://www.ESJGroundwater.org)

[www.GBAWater.org](http://www.GBAWater.org)

[www.SJWater.org](http://www.SJWater.org)

[www.SJCleanWater.org](http://www.SJCleanWater.org)

[www.SJCSavewater.org](http://www.SJCSavewater.org)

