

**Sonoma Valley Groundwater Sustainability Agency
Advisory Committee Meeting
MEETING SUMMARY DRAFT**

Meeting date/time: October 24th, 2017 | 3:00 p.m. – 5:00 p.m.

Location: Valley of the Moon Water District Office, 19039 Bay Street, El Verano

Contact: Dan Muelrath, Valley of the Moon Water District General Manager (Interim GSA Administrator)

Email: dmuelrath@vomwd.com | Phone: (707) 996-1037

MEETING RECAP

- Dan Muelrath, Interim Administrator for the Sonoma Valley Groundwater Sustainability Agency (GSA) welcomed all attendees and kicked off the first GSA Advisory Committee meeting.
- Advisory Committee Members received an informational presentation on the Brown Act. As a standing committee of the Petaluma Valley GSA Board of Directors, the Committee must operate in compliance with the Brown Act.
- Marcus Trotta of the Sonoma County Water Agency (Water Agency) provided an overview of the 2014 Sustainable Groundwater Management Act (SGMA), the formation of the Sonoma Valley GSA, and a Proposition 1 funding application currently being prepared by the Water Agency to support development of a Groundwater Sustainability Plan (GSP) for the Petaluma Valley. Dan Muelrath followed with by discussing an upcoming rate study that will be undertaken to determine mechanisms for covering the GSA’s short-term operational needs during the time the GSP is being developed.
- The facilitator introduced and led group discussion of a draft Advisory Committee charter. The charter provides a governance structure for how the group collaborates in its consensus-seeking efforts to provide advice and recommendations to the GSA Board of Directors on GSP development and implementation, and on GSA policies. Committee Members offered a range of comments, questions and input on key sections of the draft charter.
- Ann Dubay of the Water Agency described the need for an Outreach and Communication Plan to keep the public informed of the GSA’s work, and the collaborative efforts of the Advisory Committee. A draft Plan will be introduced and discussed at the next Committee meeting.

Summary of Action Items

<i>Action Item</i>	<i>Responsible Party</i>	<i>Deadline</i>
Share relevant links from Brown Act presentation	Dan Muelrath	November, 2018
Form 700 & Ethics Training	Advisory Committee Members	January 2018
Send any additional comments or suggested edits to the draft Committee charter	Advisory Committee Members	November 7, 2018
Make changes to draft charter based on Committee input	Tim Parker	November 14, 2018

Next Meeting: TBD, 3:00 p.m. – 5:00 p.m., Valley of the Moon Water District
Set subsequently via email for November 27th

Sonoma County Groundwater Website: <http://www.sonomagroundwater.org/pv/>

MEETING SUMMARY

Welcome, Introductions and Agenda Review

Dan Muelrath, General Manager of the Valley of the Moon Water District, opened the meeting, welcomed the Advisory Committee Members and suggested a round of introductions. Tim Parker, Senior Facilitator and Principal with Parker Groundwater, then reviewed the agenda and secured agreement on ground rules that will guide civil and constructive conversation among Committee Members.

At the conclusion of the opening session, an Advisory Committee suggested providing AC Bios to each other.

- Question/comment: An AC Member asked what is meant by Avoid Editorials.
Response: It is further discussed in the Charter – basically please to try to avoid analyzing others comments or motives, and focus on your own thoughts and ideas.

Brown Act and Ethics Training

As a standing committee of the Sonoma Valley Groundwater Sustainability Agency Board of Directors, the Advisory Committee must operate in compliance with the Brown Act. Dan Muelrath presented an overview of the Brown Act and ethics training requirements for the Advisory Committee. Dan agreed to send out links from the presentation (Brown Act references, ethics training etc.) to the Advisory Committee after the meeting.

Orientation to the Sustainable Groundwater Management Act (SGMA)

Marcus Trotta presented an overview of water resources in the Petaluma Valley Groundwater Basin, requirements of the 2014 Sustainable Groundwater Act (SGMA), and the process which led to the formation of the Sonoma Valley GSA. In addition, he discussed a Proposition 1 funding application currently being prepared by the Water Agency to support development of the GSP for Sonoma Valley, a key requirement of SGMA. Dan Muelrath followed by discussing a forthcoming fee study, which will be undertaken to determine mechanisms for covering the GSA's short-term operational needs during the time the GSP is being developed. The GSA is in the process of negotiating a contract for a rate study expert, and the work is scheduled for completion by the end of June 2018. The Committee considers the rate study a topic of great interest. Discussion on this topic will continue as staff brings forward draft sections of the GSP for Committee consideration and input.

Role of the Advisory Committee

The facilitator provided context for discussion of a draft charter for the Sonoma Valley GSA Advisory Committee. A charter serves as a governance structure, and provides clarity on the group's purpose, membership, and participant roles and responsibilities. The charter also provides process and structure for how the group collaborates in its consensus-seeking efforts to provide advice and recommendations to the GSA Board of Directors on GSP development and implementation, and on GSA policies.

The draft Sonoma Valley Advisory Committee charter was informed by the Joint Exercise of Powers Agreement (JPA) that created the Sonoma Valley GSA, and also builds on lessons learned from previous groundwater collaborations in the basin. Advisory Committee Members offered a range of initial questions and comments on the draft charter. Initial responses were offered by either the facilitator or Advisory Committee Administrator. The facilitator concluded the discussion by requesting that members submit any suggested changes to the charter by Tuesday, November 7th.

- Question: Do all GSA Advisory Committees in Sonoma County have the same charter?
Response: Each Advisory Committee is starting with the same draft document, though each also has the opportunity to discuss and shape the content of its final group charter.
- Question/comments: What is the role of the chair and vice chair?
Response: The proposed role and responsibilities of the chair are described in the draft charter. The role of the vice-chair has not yet been described, though may simply serve as a back-up to the chair.
The JPA calls for the Advisory Committee to select a chair and vice-chair. Members should consider these roles as they review and provide input on the draft charter.
- Comment: The role of the Facilitator in the Charter, being provided Tim Parker, should be expanded to include the role he previously had, which included providing information and input on statewide SGMA progress and groundwater technical and policy issues.
- Question/comment: What if the group cannot reach consensus on difficult issues? Consensus may not always be feasible.
Response: While the Advisory Committee will strive for consensus, the charter also notes that the group will not be limited to strict consensus if 100% agreement among all participants cannot be reached after all interests and options have been thoroughly identified, explored and discussed. Recommendation reports provided by the Advisory Committee to the GSA Board of Directors will identify areas of agreement and disagreement.
- Comment: Is there a quorum requirement for advancing recommendations to the GSA Board of Directors?
Response: Not currently in the Charter – the Charter discusses working towards consensus and not voting.

Advisory Committee Outreach and Communication

Ann Dubai, Community and Government Affairs manager at the Sonoma County Water Agency, described the need for an Outreach and Communication Plan to keep the public informed of the GSA's work, including the work of the Advisory Committee. She proposed a Plan development process and recruited two Committee Members to provide assistance as the framework of the Plan comes together. A first draft of the Plan will be brought to the next meeting for review and input by the full Committee. The Water Agency expects to finalize the Plan in early 2017.

MEETING ATTENDEES

Advisory Committee Members

Fred Allebach, Sonoma County Water Agency Representative
 Helge Bruckner, Business Representative
 Jim Bundschu, North Bay Water District Representative
 Greg Carr, Sonoma County Representative
 Caitlin Cornwall, Environmental Representative
 Vicki Hill, At Large Community Representative
 Ken Johnson, Vicki Hill, At Large Community Representative
 Craig Lichty, Valley of the Moon Water District Representative
 Sue Smith, Sonoma County Resources Conservation district
 Matt Stornetta, Agriculture Representative

Staff

Dan Muelrath, Interim Administrator

Marcus Trotta, Sonoma County Water Agency

Ann Dubay, Sonoma County Water Agency

Lauren Dunlap, Sonoma County Water Agency

Tim Parker, Parker Groundwater (facilitator)