



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

Anthony Kalvans, President
John Green, Director

Gib Buckman, Director

Larry Reuck, Vice President
Joe Parent, Director

THURSDAY, MAY 25, 2017

6:30P.M.

BOARD OF DIRECTORS REGULAR MEETING AGENDA (REVISED)

SMCSD Boardroom

1150 Mission St.

San Miguel, CA 93451

Cell Phones: As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired.

Public Comment: Please complete a "Request to Speak" form located at the podium in the boardroom in order to address the Board of Directors on any agenda item. Comments are limited to three minutes, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under "Oral Communications." Any member of the public may address the Board of Directors on items on the Consent Calendar. Please complete a "Request to Speak" form as noted above and mark which item number you wish to address.

Meeting Schedule: Regular Board of Director meetings are generally held in the SMCSD Boardroom on the fourth Thursday of each month at 7:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Counter/ San Miguel CSD office located at 1150 Mission St., San Miguel, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time at the counter/ San Miguel CSD office at 1150 Mission St., San Miguel, during normal business hours.

- I. Call to Order: 6:30 PM**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Adoption Regular Meeting Agenda**
- V. Public Comment and Communications (for items not on the agenda):**

Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a "Request to Speak" form and place in basket provided.

VI. ADJOURN TO CLOSED SESSION:

A. CLOSED SESSION AGENDA:

- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL—Anticipated Litigation**
Pursuant to Government Code Section 54956.9(d)(2) (1 case)
- 2. CONFERENCE WITH LABOR AGREEMENT NEGOTIATORS**
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: District General Counsel
Employee Organization: San Luis Obispo County Employees Association
Title: Memorandum of Understanding Negotiations with the Association
- 3. PUBLIC EMPLOYMENT**
Title: Interim General Manager

B. RECONVENE TO OPEN SESSION

C. REPORT OUT OF CLOSED SESSION

- 1. Report out of Closed Session by District General Counsel

VII. Call to Order for Regular Board Meeting (estimated to be 7:00 pm)

VIII. Public Comment and Communications:

Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a "Request to Speak" form and place in basket provided.

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | |
|--|-----------|
| 1. San Luis Obispo County Sheriff | No Report |
| 2. San Luis Obispo County Board of Supervisors | No Report |
| 3. San Luis Obispo County Planning and/or Public Works | No Report |
| 4. San Miguel Area Advisory Council | No Report |
| 5. Camp Roberts—Army National Guard | No Report |

District Staff & Committee Reports:

6.	Acting General Manager	(Mr. White)	Verbal
7.	District General Counsel	(Mr. White)	Verbal
8.	Dist Eng/Utility Service Mgr.	(Mr. Reely)	Report Attached
9.	Fire Chief	(Chief Roberson)	Report Attached
10.	Finance & Budget Committee	(Director Reuck-Chair)	No Report
11.	GSA Advisory Committee	(President Kalvans-Chair)	Report Attached

X. CONSENT ITEMS:

The items listed below are scheduled for consideration as a group and one vote. Any Director or a member of the public may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion.

XI. BOARD ACTION ITEMS:

1. Review and Discuss Proposed Utility Billing Late Fees and Collection Procedures.

STAFF RECOMMENDATION:

Staff recommends review and discussion of the proposed utility billing late fees and collection procedures.

Public Comments: (Hear public comments prior to Board Action)

2. Review and Discuss Status Report on Equipment and Funding for WWTP Aerators and Dissolved Oxygen Meters.

STAFF RECOMMENDATION:

Staff recommends review and discussion of the status report on equipment and funding for WWTP aerators and dissolved oxygen meters.

Public Comments: (Hear public comments prior to Board Action)

3. Review and Discuss Status Report on 10th and 11th Street Water System Conditions and Funding for CDBG Replacement Projects.

STAFF RECOMMENDATION:

Staff recommends review and discussion of the status report on 10th and 11th Street water line conditions and direction to District staff.

Public Comments: (Hear public comments prior to Board Action)

4. Review and Discuss Status Report On Real Property Acquisition of APNs 021-121-003, APN 021-231-017, APN 021-231-024, and 021-231-041.

STAFF RECOMMENDATION:

Staff will provide an information status report on the sale of these properties and is not requesting any direction from the Board at this time.

Public Comments: (Hear public comments prior to Board Action)

5. Discuss and Authorize Dr. Reely of Monsoon Consultants to propose revised boundaries for the San Miguel Groundwater Sustainability Agency.

STAFF RECOMMENDATION:

Staff requests authorization to propose potential revised boundaries for the San Miguel Groundwater Sustainability Agency

Public Comments: (Hear public comments prior to Board Action)

6. Review and Discuss District Consultant's Proposal to Prepare and Submit a Grant Application to the Department of Water Resources for Funding of the District's Portion of the Paso Robles Basin Groundwater Sustainability Plan.

STAFF RECOMMENDATION:

Staff requests authorization for Monsoon Consultants to proceed with preparation and submission of grant to the Department of Water Resources.

Public Comments: (Hear public comments prior to Board Action)

7. Review and Discuss the Proposed Cost Sharing Agreement for the Groundwater Sustainability Plan Among All Groundwater Sustainability Agencies in the Paso Robles Basin.

STAFF RECOMMENDATION:

Staff requests direction on the negotiation of the draft Cost Sharing Agreement.

Public Comments: (Hear public comments prior to Board Action)

8. Discuss and Provide Direction to District Staff on a Revised Board Meeting Schedule for June through September 2017.

STAFF RECOMMENDATION:

Staff requests direction from the Board for a revised Board meeting schedule.

Public Comments: (Hear public comments prior to Board Action)

9. Consider Adoption of **Resolution No. 2017-20** Authorizing the Abatement of Weeds Within the District Boundaries.

STAFF RECOMMENDATION:

Staff requests that the Board hold a hearing to consider objections to the "Notice to Remove, Destroy, and/or Abate Vegetation, Rubbish and Debris", overrule any objections and adopt **Resolution No 2017-20** authorizing Fire Chief to have weed abatement work performed.

Public Comments: (Hear public comments prior to Board Action)

XII. BOARD COMMENT:

This section is intended as an opportunity for Board members to make brief announcements, request information from staff, request future agenda item(s) and/or report on their own activities related to District business. No action is to be taken until an item is placed on a future agenda.

XIII. ADJOURNMENT

Time: _____

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO) ss.
COMMUNITY OF SAN MIGUEL)

I, Tamara Parent, Account Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this revised agenda at the SMCSO office on May 23, 2017.

Date: May 23, 2017

Tamara Parent, Account Clerk II/Operations Coordinator

Next Scheduled Regular Board Meeting is June 22, 2017.



MONSOON CONSULTANTS

P.O. Box 151 San Luis Obispo, CA 93406
(805) 476-6168 www.monsoonconsultants.com

SAN MIGUEL COMMUNITY SERVICES DISTRICT

Helane Seikaly, Interim General Manager
Post Office Box 180
San Miguel, CA 93451
(805) 467-3300

BOARD OF DIRECTORS

Anthony Kalvans, President
Larry Reuck, Vice President
John Green
Gib Buckman
Joseph Parent

Re: DISTRICT ENGINEER / UTILITY SERVICES MANAGER REPORT - MAY 2017

Gentlemen:

The following is a summary of the activities performed and the status of relevant issues which pertain to the duties and responsibilities of this position:

OVERVIEW

The District produced approximately 7.8 MGAL (10,481 CCF) of water during the month of April 2017. This represents an increase of 45% from the prior month. No major failures or unexpected major expenditures were encountered within the water, wastewater, or street lighting systems during the month. In addition to routine operations and maintenance duties, our utility staff is continuing to work to install approximately 500-LF of new 8" PVC water main in "K" Street, in conjunction with the municipal park improvement construction project. We anticipate that the new segment of waterline will be completely installed on or before the end of May.

MEETING PARTICIPATION

A brief summary of relevant issues that were discussed during meetings attended by the DE and Utility Supervisor during the previous month are summarized below. (Note that routine meetings with SMCS staff are not included):

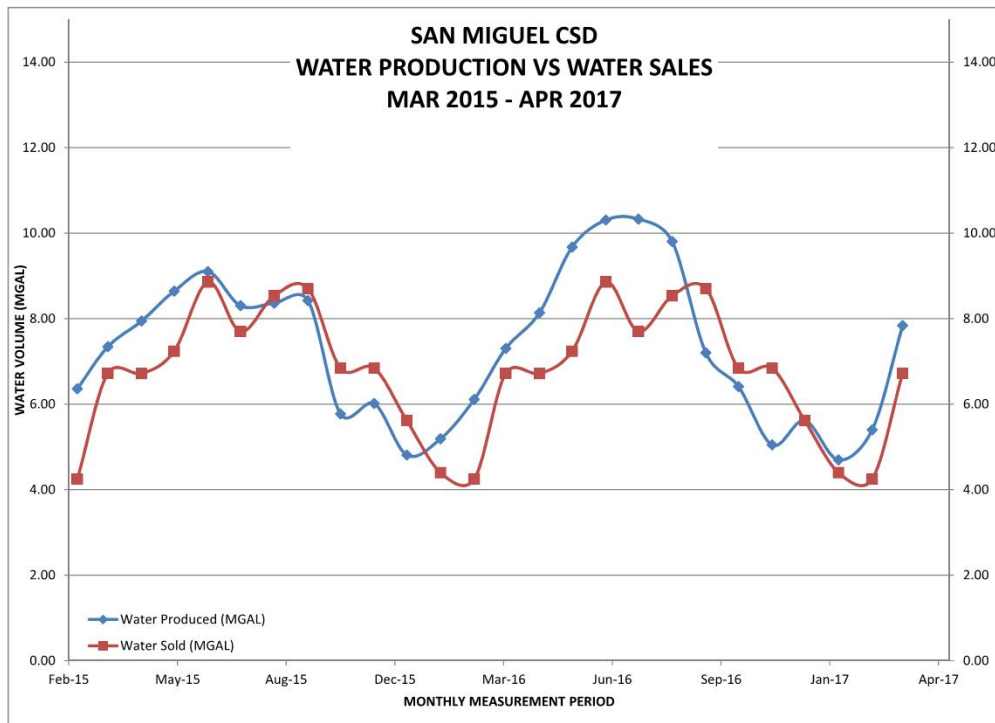
1. April 27, 2017: At the request of the GM, the DE attended a meeting of the Paso Robles Groundwater Basin SGMA Implementation –Eligible GSA Entity Working Group.
2. May 12, 2017: The DE participated in a meeting of the Groundwater Sustainability Advisory Committee during which a discussion was held regarding the DRAFT Memorandum of Agreement (MOA) which is being developed by a working group comprised of representatives of the San Miguel Community

CIVIL ENGINEERING / HYDROLOGY

Services District, City of Paso Robles, San Luis Obispo County, Monterey County, Estrella-El Pomar-Creston Water District, Heritage Ranch CSD, and the Shandon-San Juan Water District. The primary purpose for the MOA is to coordinate the preparation of a basin wide Groundwater Sustainability Plan (GSP) and for determining how payment for incurred expenses shall be allocated, and how / when information and data shall be shared with other eligible agencies. Further discussion regarding this matter is included in a subsequent section of this report.

60-DAY WATER PRODUCTION SURVEY

The following graph depicts the water production and sales for the proceeding 24-months.



CAPITAL IMPROVEMENT PROGRAM

The following is a summary of the principal activities that were related to the Capital Improvements Program during the previous month:

1. Capital Improvement Projects / Outlays Program for FY 2017-18 & 2018-19: A final recommendation regarding what elements of this proposed program are to be included in the FY 2017 – 18 budget are to be forthcoming from the Budget & Finance Committee.
2. San Lawrence Terrace Arsenic Blending Pipeline & Tank Improvements: The DE and the Utilities Supervisor provided our final comments and revision requests to the Wallace Group. The Wallace Group is in the process of updating the plans,

specifications, and bidding documents and has committed to have the final bidding documents to the District by the end of May. We have received and reviewed a draft of the Subrecipient Agreement for 2015 CDBG Grant Funds from the County. The DE has scheduled a meeting with Tony Navarro (SLO County Contract Administrator) to finalize the terms & conditions of the agreement and arrange for the final document to be brought before the Board for final approval and execution.

3. San Miguel Park / "L" Street Improvements: The County's contractor (G Sosa Construction), continues to make progress. The widening of "L" Street is substantially complete and the District Utility staff has completed the majority of the replacement of approximately 500-LF of existing 6" C.I. water main replacement within "K" Street in the area of the park. This waterline replacement work is expected to be completed by the end of May.
4. Waterline Replacement on 11th Street & UPRR and 10th Street & Mission: A CDBG application was submitted in October, to request funding for the water main upgrade, crossing beneath UPRR at 11th Street. Recently, staff was advised by the County that we would not be awarded any funds this year due to another project that is being allotted all the funds for the 2017 CDBG cycle. This has become a critical project based on recent observations and required repairs on this water main. This project is included in the FY 2017-2018 CIP.

DEVELOPMENT

The following is a summary of private development projects that are either in-progress or planned that staff is currently reviewing or inspecting during construction:

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): The contractor has completed the clearing & grubbing phase of the project and site grading is underway. The contractor is planning to start the installation of underground utilities before the end of May.
- b) People's Self Help (Tract 2710). This is a 24 Lot residential subdivision. Construction of water and sewer lines have been completed, tested and passed inspection. Homes are now under construction and they will be building in groups of 8 at once. The District is providing lateral inspections as needed. To date, more than 50% of the planned homes have been framed
- c) 972 K Street/Commercial (Dollar General Store). The contractor has been diligently proceeding with the site improvements and building construction. We anticipate that the required water line replacements will begin by the end of May.
- d) Tract 2779 (Nino - 34 lots) – The plans and construction documents have been reviewed and approved by the District. The project is now awaiting final approval by the County.

GROUNDWATER SUSTAINABILITY AGENCY

The District's application to form a Groundwater Sustainability Agency (GSA) has been reviewed by the DWR and they have determined that our application is complete and that the area that we defined as our GSA boundary is now considered exclusive to the SMCSG GSA. This means that if another GSA attempts to include any of the areas within our GSA boundaries in their application, they will be declined. With approval of our GSA formation, we can now initiate the process of developing a Groundwater Sustainability Plan (GSP).

With a goal of soliciting cooperation and collaboration from the various GSA stakeholders within the Paso Robles Groundwater Basin, during the process of preparing a Basin GSP document, the District has been participating in a working group to develop a Memorandum of Agreement (MOA) to be used for coordinating the preparation of a basin-wide GSP. In recent meetings of all eligible agencies, a draft MOA was circulated for discussion and comment. The GM and DE participated in reviewing and commenting. Copies of the DRAFT MOA have been provided to the members of the GSA Committee.

The MOA is intended to be used by the eligible agencies for establishing a committee that develops and coordinates a single GSP that is to be adopted by each eligible GSA agency, then submitted for DWR approval. This MOA may also serve as the basis for continued cooperation among the Parties in the management of the Basin during the period between adoption of the GSP and approval by DWR. This MOA, once fully executed, will automatically sunset upon DWR's approval of the GSP for the Basin in 2020. In 2020, there would be another agreement or some other means adopted by each eligible agency and collectively for continued groundwater management activities.

The next meeting of the working group is scheduled for the morning of May 24, 2017. The DE will attend and be available at the SMCSD Monthly Board Meeting to discuss and answer questions.

We have received a Solicitation for Grant Funding from the DWR regarding their Sustainability Groundwater Planning Grant Program which offers GSA's grant funding to assist with the GSP development (as well as other types of projects). At the request of the GSA Committee, the DE has submitted a proposal to prepare an application for funding in response to the subject funding opportunity.

STAFFING / RECRUITING

Nothing to Update

OPERATIONAL & MAINTENANCE ISSUES

Well Status:

MCL = maximum contaminate level ----- ppb = parts per billion ----- ppm = parts per million

- SLT well Arsenic levels are: 7 ppb; MCL is 10 ppb Sampled 5/1/17
- SLT well Nitrate levels are: 3.2 ppb; MCL is 45 ppb Sampled 7/18/16
- Arsenic levels on Oak Drive are: 8 ppb; MCL is 10 ppb Sampled 5/1/17
- Well 3 and 4 are both in operation.
- Well 4 water static level: 66.2 Pumping level 97.2 (3/17)
- SLT Water static level 171.4' 11/16

State Water Resources Control Board (SWRCB):

- Effective 1/17/17 the state is requiring that all water districts sample for lead and copper at any K-12 schools that they supply water to, upon request of those schools. The testing is to consist of 5 samples throughout the school, including any subsequent confirmation test. This testing is to be at the expense of the water district but funding is available to help schools upgrade or replace plumbing to comply with drinking water standards.

Water System Status:

Water leaks this month: 0 This year: 3 Total last year: 6
Water related calls through the alarm company after hours this month: 0 this Year: 4

- SLT Well is being run to system, blending in the Terrace Tank.
- Repaired 1 service leak, 1 main leak and excavated and re-compacted 1 patch relating to the fire hydrant installations
- "K" street water line is still going, experiencing some unexpected delays due to other work, and staffing

Sewer System Status:

Sewer overflows this month: 0 this year: 0
Sewer related calls through the alarm company this month: 4 this Year: 14

WWTP Status:

- We will begin pumping sludge again at the end of the month when we finish the water line on "K" street.

Lighting Status:

- Nothing to update

SCADA:

- Nothing to update

Miscellaneous:

- District utility staff continuing raising valves and manholes around town.
- Caltrans in San Miguel: Caltrans is underway on improvements to the HWY 101 corridor, for what will be a 2-year project. We have received notice of road closures; notices are available in the office.

I would like to take this opportunity to thank each of you and District staff that will review the information contained in this report. If there are any questions or you wish to discuss, please do not hesitate to contact me.

Respectfully Submitted,

MONSOON CONSULTANTS

Blaine T. Reely

Blaine T. Reely, Ph.D., P.E.
President, Monsoon Consultants

May 19, 2017
Date



San Miguel Community Services District Board of Directors Meeting

Staff Report

May 25th, 2017

AGENDA ITEM: IX 9

SUBJECT: Fire Chief Report for April 2017

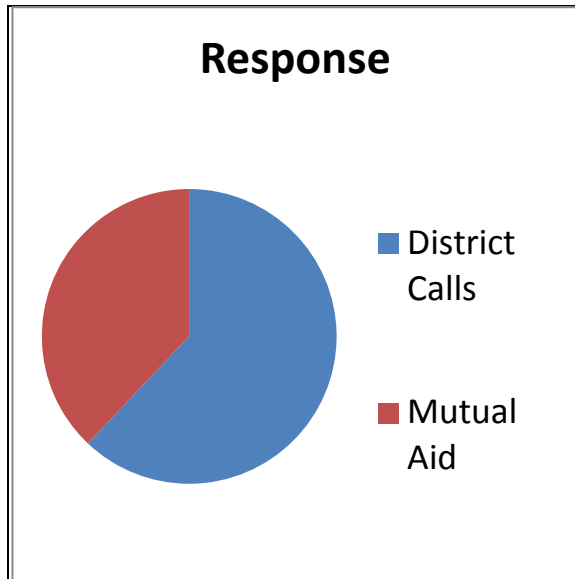
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

INCIDENT RESPONSE:

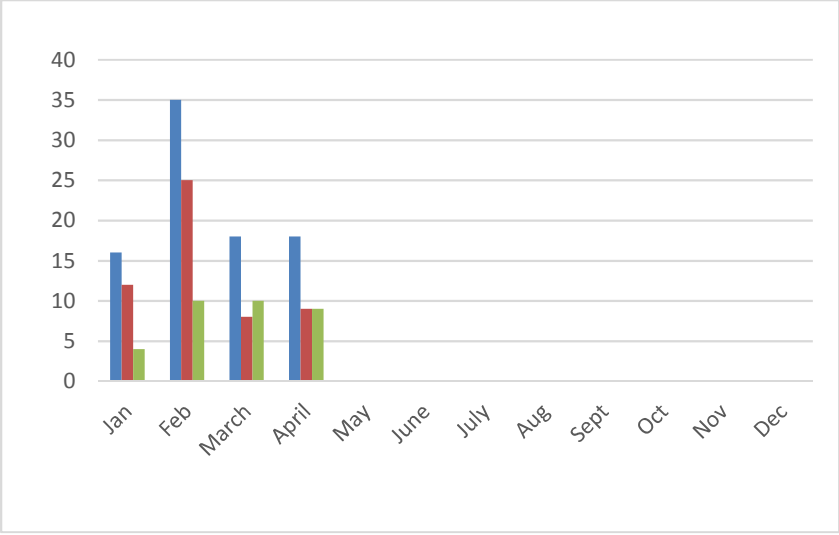
- Total Incidents for April 2017 **18**
- Average Calls per Month in 2017 **21.7**
- Total calls for the year to date **87**

Emergency Response Man Hours in April = 44	2017 total 218
Stand-By Man Hours for April = 18	100
Total hr. 318	

Emergency Response Man Hours = 2.4 hr. Per call for April	2.5 hr. Per call for the year
Stand-By Average per Call = 1 hr. Per call for, April	.87 hr. Per call for the year

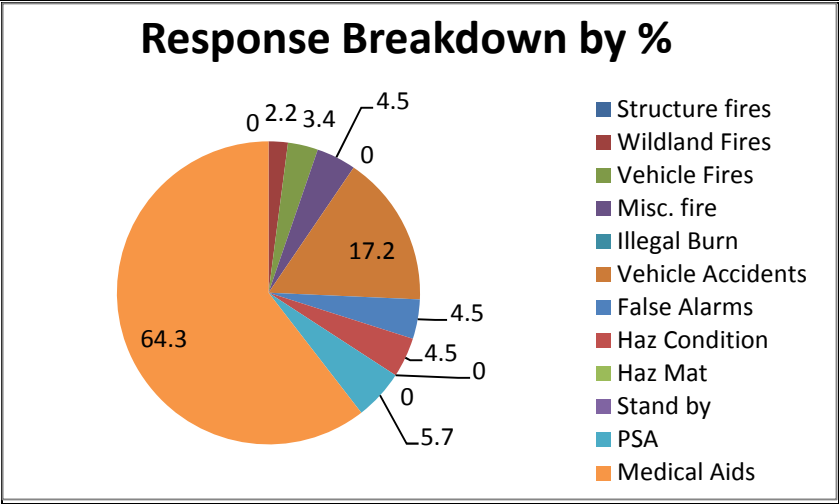


	April	YTD
District calls	9 = 50%	54 = 62%
Mutual aid calls	9 = 50%	33 = 37%
Assist Camp Roberts	2	7



For 87 calls for 4 Months in 2017

District Calls	62%
Mutual Aid	37%
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Structure fires	0%
Wildland Fires	2.2%
Vehicle Fires	3.4%
Misc. fire	4.5%
Illegal Burn	0%
Vehicle Accidents	17.2%
False Alarms	4.5%
Haz Condition	4.5%
Haz Mat	0%
Stand by	0%
PSA	5.7%
Medical Aids	64.3%



Personnel:

- 1 Chief Hours: 96 hours and 10 days of 24-hour coverage.
- 1 Asst. Chief: 25 hours and 14 days of 24-hour coverage.
- Captain Young 1 days 24 hours of coverage.
- Captain Byrnes 0 days 24 hours of coverage.
- Captain Root 5 days 24 hours coverage.
- Matt Toevs 1 24 hour coverage.

We currently have 17 active members.
 3 Fire Captains
 2 Engineers
 10 Firefighters

3 drills 17 members, 19/51 attendance 37.2% Drill Attendance
 Year average attendance 8.5/17 members per drill. 50% Drill Attendance

87 calls, 17 members, 318/1479 responders, 21.5% Response Attendance,
March 18 calls, 17 members 57/306 responders, 20.2% average 2017 annual response. 3.6 per call

Equipment:

- 8668 Back in service.
- Pump test Completed
- Ladder testing Completed
- Exhaust pipe on 8687 is rubbing the transmission case and will need to be fixed.

Activities:

April

<u>Date</u>	<u>Subject matter</u>
4	First Responder Protocols Review
11	Search and Rescue
18	Tools and Equipment Set up / Lights, Ventilation, Rescue
25	Association Meeting

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
22	Sagebrush Day's Parade Upstairs construction is on going	9:00 am -12:00 am

May

<u>Date</u>	<u>Subject matter</u>
2	Wildland Fire Weather/ Behavior, 10&18's
9	Wildland Hand Tools, Shelters, Chain Saw
16	Mobile Attack, Firing Ops, Wildland Progressive Hose Lays
23	Association Meeting

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
20	Clean up	8:00 am-12:00 am
26	Cruise Night	16:30 pm -8:30 pm
27	Car Show	10:00-3:00 pm

Information:

Prepared By:


Rob Roberson

Rob Roberson, Fire Chief

Approved By:

Darrell W. Gentry

Darrell W. Gentry, General Mgr.

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL		
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	
Structure Fires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Veg. Fires	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Vehicle Fires	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2
Misc. Fires	2	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Illegal Burning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Accidents	1	2	2	2	0	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	10
False Alarms	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2
Hazardous Condition	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1
Hazardous Materials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pub.Svc.Asst.	0	0	3	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2
Medical Aids	9	2	16	8	6	5	4	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	21
Call TOTALS	12	4	25	10	8	10	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	54	33
	16		35		18		18		0		0		0		0		0		0		0		0		0		87
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	4	0	8	2	10	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33	
Camp Bob Asst.	1		1		3		2		0		0		0		0		0		0		0		0		7		
Average Calls Per	<i>Month</i>		21.7	<i>Day</i>		0.7	<i>SLO Co. MA</i>				31		<i>Montrey Co. MA</i>				2		<i>CPR TOTAL</i>				0				

SAN MIGUEL COMMUNITY SERVICES DISTRICT
GROUNDWATER SUSTAINABILITY ADVISORY COMMITTEE

MEETING SUMMARY NOTES

For Friday, May 12, 2017 – 12:30 pm

I. **Call to Order**

Director Kalvans called the Committee to order at 12:38 p.m.

II. **Pledge of Allegiance**

Director Kalvans led the Pledge of Allegiance

III. **Roll Call**

Directors Green and Kalvans were present. District Engineer/Utility Services Manager Dr. Reely also was present. Quorum established.

Kerry Fuller, Counsel for the District, and Legal Secretary Donna Gulrich were present via phone conference

IV. **Selection of Chair**

Director Green nominated Director Kalvans as chair of the Committee. Director Kalvans accepted the nomination.

V. **Oral and Written Communications**

There were no persons present requesting to speak to Committee members and no written comments received.

VI. **Agenda Items**

VI.1. **Review and discussion of General Managers Report on Groundwater Sustainability Agency (GSA) status and regional basin activities by other eligible agencies.**

Dr. Reely provided summary of report regarding the Sustainable Groundwater Management Act (“SGMA”) implementation in the Paso Robles Basin to all present. Questions ensued back and forth from the Committee to Dr. Reely regarding the status of GSA formation and potential shifting of GSA boundaries.

Committee asked if Legal Counsel had any comments. Counsel had comments on annexation – GSA jurisdictional territory. The Committee thanked Dr. Reely for the discussion.

VI.2 Review and Discuss SMCSD participation in Basin Memorandum of Agreement.

Dr. Reely provided information related to the proposed Memorandum of Agreement (“MOA”) to begin the Groundwater Sustainability Plan (“GSP”) drafting process in the Paso Robles Basin. The MOA is intended for the eligible agencies to establish a committee that develops and coordinates a single GSP to be adopted by each eligible GSA agency. The GSP is then submitted to DWR for approval. Discussion among the Committee and Dr. Reely included the benefits of funding and adopting a single GSP that all entities would abide by. Discussion ensued back and forth with the Committee. Legal Counsel answered Committees’ questions on the funding percentages. Committee continued discussion. The Committee directed staff to include an item to discuss the MOA on the next regular Board meeting agenda.

VII. Committee Comments.

Dr. Reely indicated that he would like to provide information regarding a potential grant funding opportunity for the GSP costs the District should consider at the next Board meeting. The Committee directed staff to add that item to the Board’s next regular meeting agenda.

Director Kalvans indicated that he would like to continue working on the potential to expand the District’s GSA boundaries. Dr. Reely needs authorization from the Board to undertake that work. The Committee directed staff to add an item authorizing Dr. Reely’s work on GSA boundaries to the Board’s next regular meeting agenda.

The Committee discussed the need to appoint a new District negotiator for the GSA process.

Committee and Legal Counsel coordinated scheduling of the next GSA Committee meeting to be held on June 2, 2017 at 9:00 a.m.

VIII. Adjournment

Director Kalvans adjourned the Committee meeting at 1:21 p.m.



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI. 2

SUBJECT: Review and Discuss Status Report on Equipment and Funding for WWTP Aerators and Dissolved Oxygen Meters.

STAFF RECOMMENDATION:

Staff recommends review and discussion of the status report on equipment and funding for WWTP aerators and dissolved oxygen meters.

BACKGROUND:

Staff has evaluated and recommended replacement of the existing surface aerators with new bubbler aerators. Staff had a separate project to replace and add Dissolved Oxygen (DO) meters at each pond. Both projects are now being looked at as one project, since the DO meters will be an integral part of the bubbler aeration.

Recently, the District's Engineer/Utility Services Manager, Utilities Supervisor, former General Manager and County Energy watch personnel met to discuss District interest in this project and discuss next steps. It was determined that the District would move forward with the county program and is interested in utilizing "ON BILL" financing through PG&E. Through the County Energy Watch program, there is engineering funds available that will be used to develop this project from design through to bid specifications. This engineering is provided free as part of the energy program.

District Engineer and Utility Services Supervisor provided initial specifications and other information for this project to Energy Watch. Their engineer will be developing the plans and specifications for this project. Once they are ready, District Engineer and Utilities Supervisor will review them and provide comments or changes.

FUNDING:

- On Bill Financing through PG&E
- Engineering services through County Energy Watch Program

NEXT STEPS

Next steps are:

- Energy Watch Engineer completes the design and specifications for review and comment by District Engineer/Utility Services Manager and Utilities Supervisor
- Final plans and engineers estimate will be brought to the Board for approval to put out for bid.
- Once bids are received, the Board will be requested to award a bid contract to a selected vendor. The specific ON BILL financing amount will be calculated and a final schedule of on bill payments prepared.
- Once construction is complete and final monitoring is complete, then the repayment cost will be incurred to ON BILL Financing through PG&E. This financing is a no-interest cost program paid by calculated energy savings on the cost reductions achieved by the WWTP.

Fiscal Impact:

- Other than Staff, District Engineer, and County staff time there are no additional costs currently.
- When engineering is completed, then the Board will be requested to approve the project and agree to obligate related costs being repaid by on bill energy savings realized on the PG&E bill.

Staff Recommendation:

Staff recommends that the Board review and discuss the aerator replacement and DO Meter Project. Staff will provide regular updates through the completion of the project.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Utilities Supervisor

APPROVED BY:

Douglas L. White, Acting General Manager



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI. 3

SUBJECT: Review and Discuss Status Report on 10th and 11th Street Water System Conditions and Funding for CDBG Replacement Projects.

STAFF RECOMMENDATION:

Staff recommends review and discussion of the status report on 10th and 11th Street water line conditions and direction to District staff.

BACKGROUND:

As the Board is aware, in September last year, there were failures in the water lines on 10th and 11th Street. Both lines need replacement and are in locations which could be problematic if a major rupture were to occur. One line crosses Mission Street. The other crosses the railroad tracks. Both lines are in locations that will require contracting out for replacement services.

The 11th Street line is the most critical due to its location under the railroad tracks and must be replaced first. The Wallace Group has developed and submitted a CDBG grant application for the replacement of this line. Preliminary estimates for CDBG application processing was given as \$300,000.

Staff was advised by the county that funds would not be awarded to the District this year due to another project that is being allotted all the funds for the 2017 CDBG cycle.

The 10th Street line also needs replacement. Since it was less critical than the 11th Street line, an application was not submitted for CDBG funding but can be applied for next cycle. Preliminary estimates for replacement costs was given as \$225,000.

Since the CDBG funds will not be available for this project this year, staff recommends that the District Board start the engineering, environmental, and permitting portions of both projects so that when funding is available the project is “shovel ready.”

General estimates for the engineering, environmental, surveying, and permitting are roughly \$21,000 for both lines together. It is suggested that the District complete the engineering on both lines at the same time to reduce some cost, but that they remain separate for bidding and construction purposes.

FUNDING:

Funding for this project may be from one or more of the following funding sources.

- Water General funds – can be used for any Water purposes
- Connection fees – Must be used for new facilities, new equipment, equipment/ infrastructure replacement. Not to be used for general operational or personnel expenses.
- CDBG funding – grant specific.

NEXT STEPS

Next steps are as follows:

- Include a budget allocation in FY 2017-18 Capital Projects budget to carry out this project if a CDBG grant is awarded or is not awarded.
- Develop plans and specifications for bidding, and proceed with permits from UPRR and the county.
- Begin required environmental work.
- Once all plans, specs, environmental, and permitting is complete the board will be asked to put the project out to bid.
- After bids are received, those bids should be reviewed by Staff for a recommendation to the District Board, then the District Board awards the contract with a notice to proceed.
- When the construction contract is approved, then the construction phase begins. Post construction activities also require the District to accept project completion and file a Notice of Completion with the County Clerk.
- If a grant ultimately funds this project, then the requirements of that grant will determine what additional paperwork or processes must be followed to comply with that grant.

These next steps described here are not sequential but many can begin initially, even overlap, until a construction contract is awarded by the District Board.

Fiscal Impact:

- Other than Staff and District Engineer time there are no other current external costs at this point.
- The Wallace Group has incurred some cost to develop and apply for CDBG funding for the 11th Street replacement.

Staff Recommendation:

Staff recommends review and discussion of the status report on 10th and 11th Street water line conditions. Staff requests direction from the District Board to provide a proposal at the next District Board meeting to start the engineering, surveying, and environmental work for these line replacements.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Utilities Supervisor

APPROVED BY:

Douglas L. White, Acting General Manager



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI. 4

SUBJECT: Review and Discuss Status Report On Real Property Acquisition of APNs 021-121-003, APN 021-231-017, APN 021-231-024, and 021-231-041.

STAFF RECOMMENDATION:

Staff will provide an information status report on the sale of these properties and is not requesting any direction from the Board at this time.

BACKGROUND:

In California, the county has the power to sell at auction any commercial property with three years of unpaid taxes or residential property with five years of unpaid taxes. The affected local agency, San Miguel Community Services District ("District"), has the right under California law to acquire the property solely for the amount due to the county tax collector, without the need to bid at auction for the property.

On February 11, 2016, the San Luis Obispo County ("County") tax collector notified the District of the availability of four properties within the District subject to an upcoming tax auction as follows:

- APN 021-121-003 – K Street property – Nemke, Aimee L. - Owner
- APN 021-231-017 – N Street property – 1222 N Street San Miguel LLC - Owner
- APN 021-231-024 – N Street property – 1222 N Street San Miguel LLC - Owner
- APN 021-231-041 – N Street property – 1222 N Street San Miguel LLC - Owner

The District was empowered to acquire those four properties if it informed the County of an interest to acquire the property by March 18, 2016. The District did not do so. The properties did not sell at auction.

On February 24, 2017, the County tax collector again notified the District of the renewed availability of the four properties. The District did not respond prior to the March 31, 2017, deadline. Due to a clerical error on behalf of a County employee, rather than evaluating the N Street properties for a detention basin, the County acquired the N Street properties for a detention basin.

The K Street property was removed from the tax auction for an undetermined reason and, according to County staff, will not be subject to sale again until next year's auction. The District will be able to object at that time if it remains interested in the property.

During the public comment portion of the April 27, 2017, board meeting, Mr. Greg Campbell addressed the District Board of Directors ("Board") inquiring why the properties had not been acquired. The Board directed staff to determine if the properties could be acquired.

On May 18, 2017, the Board authorized District General Counsel to act as its real property negotiator regarding acquisition of the subject properties.

CURRENT STATUS:

The District has held discussions with the County Public Works Department's Deputy Director. The Deputy Director provided the background above regarding the clerical error that caused the County to acquire the N Street properties. The County is willing to transfer the N Street properties to the District for cost, however, that cost has not yet been determined or communicated to the District.

The total amount owed will be:¹

- (1) All defaulted taxes and assessments, and all associated penalties and costs.
- (2) Redemption penalties and fees incurred through the month of the sale.
- (3) All costs of the sale.
- (4) The outstanding balance of any property tax postponement loan.

The acquisition paperwork is still moving through the County General Services department. General Services has informed the Public Works Director that the properties remain subject to the possibility of redemption for up to one year from the acquisition.

The District will continue to follow up with the County Public Works department on a bi-weekly basis to ascertain the status of the N Street properties. Once the County resolves its paperwork issues and presents a total cost for the N Street properties, District General Counsel will bring the matter back before the Board for further discussion and direction.

As the K Street property is no longer available, but will again come up for notice in February 2018, District General Counsel will remove the APN from consideration at this time. The District General Manager will be responsible to review the 2018 tax sale list for relevant properties to present to the Board at that time.

¹ Rev. & Tax. Code, § 3793.1, subd. (a).

FISCAL IMPACT:

There is no present fiscal impact as the properties are currently not for sale. Any future fiscal impact will depend on the amount the Board authorizes the District General Counsel to offer related to these properties.

STAFF RECOMMENDATION:

District staff will continue monitoring the status of these properties and does not request any direction from the Board at this time.

PREPARED BY:

Douglas L. White, District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI.5

SUBJECT: Discuss the potential for revising the boundaries of the District's Groundwater Sustainability Agency (GSA)

STAFF RECOMMENDATION:

Discuss the potential for revising the boundaries of the District's Groundwater Sustainability Agency (GSA) and provide direction to staff.

BACKGROUND:

The Board of Directors approved the formation of a Groundwater Sustainability Agency (GSA) at its October 27th meeting with the passage of Resolution No 2016-34. This action fulfilled the requirements of the Sustainable Groundwater Management Act (SGMA) which was signed into law with an effective date of January 1, 2015 and codified at California Water Code Section 10720 et seq. This action authorized the filing of a statement of intent to form a GSA with California Department of Water Resources (DWR) and is based on the present jurisdictional boundaries of SMCSGD (GSA boundary map is attached).

The District's application to form a Groundwater Sustainability Agency (GSA) has been reviewed by the DWR and they have determined that our application is complete and that the area that we defined as our GSA boundary is now considered exclusive to the SMCSGD GSA. This means that if another GSA attempts to include any of the areas within our GSA boundaries in their application, they will be declined.

During the most recent District GSA Committee meeting, President Kalvans requested that District consider expanding the boundaries of the SMCSGD GSA. If the boundaries were to be expanded, the new boundaries would most likely encroach into areas which are currently being proposed for inclusion in the proposed Estrella – El Pomar – Creston Water District (EPCWD) GSA. On April 6, 2017, the San Luis Obispo Local Agency Formation Commission (LAFCO) conditionally approved the formation of the EPCWD for the purpose of serving as (or part of) a GSA and which could be formed as early as Fall 2017.

Although it is anticipated that the EPCWD intends to become the GSA for its service area consistent with LAFCO's conditional approval, this decision cannot be made or effectuated until

the EPCWD is formed, the Board of Directors are seated and the Board of Directors holds the necessary public hearing. In the interim, the County of San Luis Obispo's SGMA Strategy specifically acknowledges the possibility that a new eligible local agency may be formed shortly after the June 30, 2017 deadline and permits the County of San Luis Obispo to include the potential future service area of the EPCWD in its initial boundary submittal to DWR and then to subsequently withdraw from serving as the GSA within the proposed EPCWD GSA area. To accomplish this, the County of San Luis Obispo published a notice of public hearing consistent with the requirements contained within Water Code Section 10723(b); and the County Board of Supervisors a public hearing on May 16, 2017. As of May 22, 2017 the County had not yet filed a statement of intent to form a GSA which will cover the areas surrounding the District's GSA boundaries.

A consequence of the delays that have occurred both on the part of the County and the EPCWD in forming a GSA that includes the areas surrounding the District's GSA boundaries, there is a potential opportunity for the District to expand the area to be included in our GSA. In short, the DRW has not established GSA exclusivity for the areas surrounding the District's boundaries, although that may change in the near future pending the County's filing of their statement of intent. Should the District decide to attempt to modify the boundaries of its GSA, it is important to understand that would not be the "exclusive" GSA for any portion of the basin beyond its service area boundaries. Furthermore, per the provisions of the DWR, a local agency is not authorized to impose fees or regulatory requirements on activities outside the boundaries of the local agency. Given these restrictions and limitations, there may be very little benefit to the District, should the GSA boundaries be expanded.

FUNDING:

No funding request is made in conjunction with this item.

FISCAL IMPACT

Other than Staff and District Engineer time there are no other current external costs to this point.

STAFF RECOMMENDATION

Board of Directors should discuss this issue and provide direction to staff regarding their desire to pursue modifying the boundaries of the GSA.

PREPARED BY:

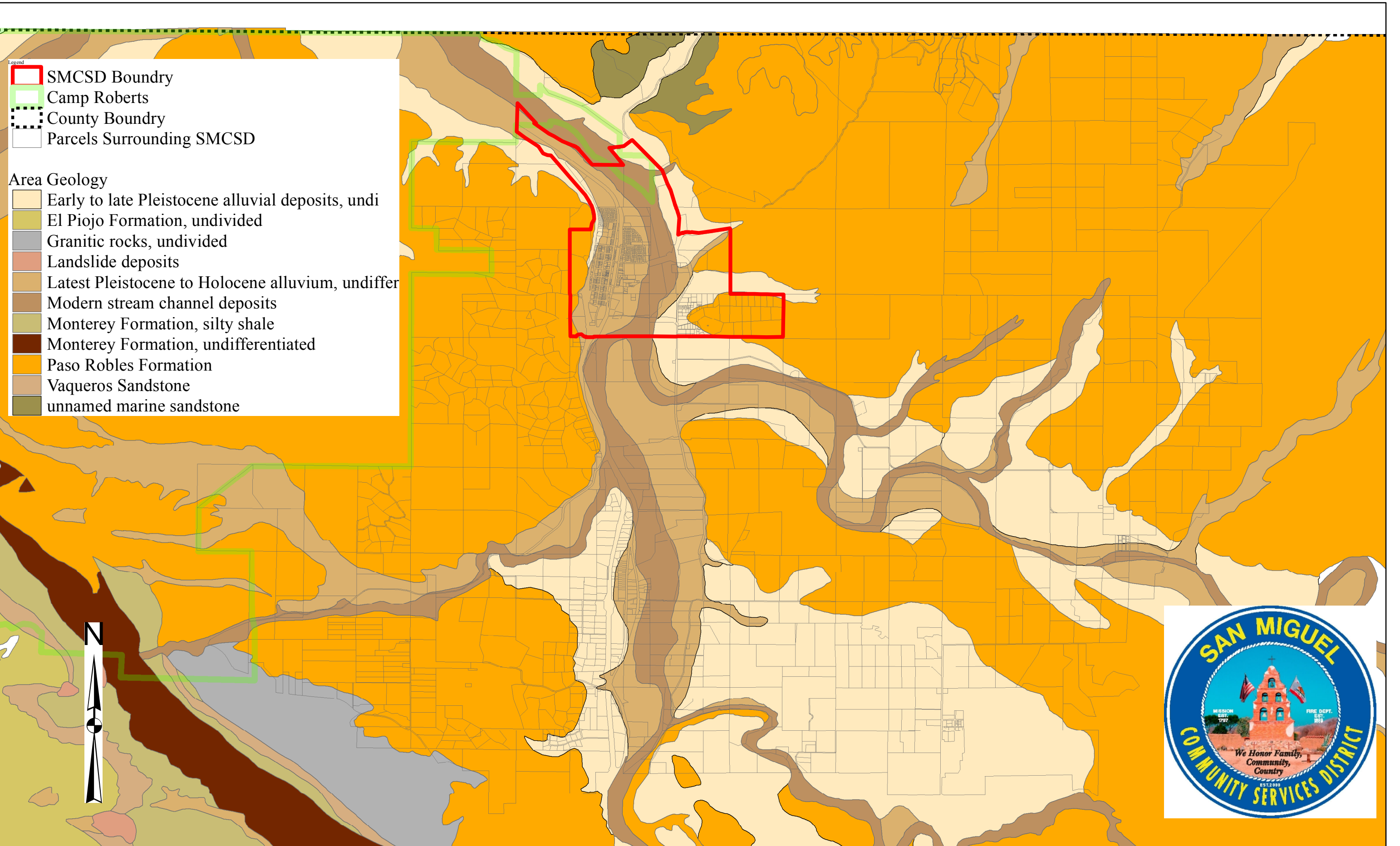
APPROVED BY:

Blaine T. Reely

Blaine T. Reely, P.E., District Engineer

General Manager

Attachments: GSA Boundary Map / Geology Map / Groundwater Basin Map



Legend

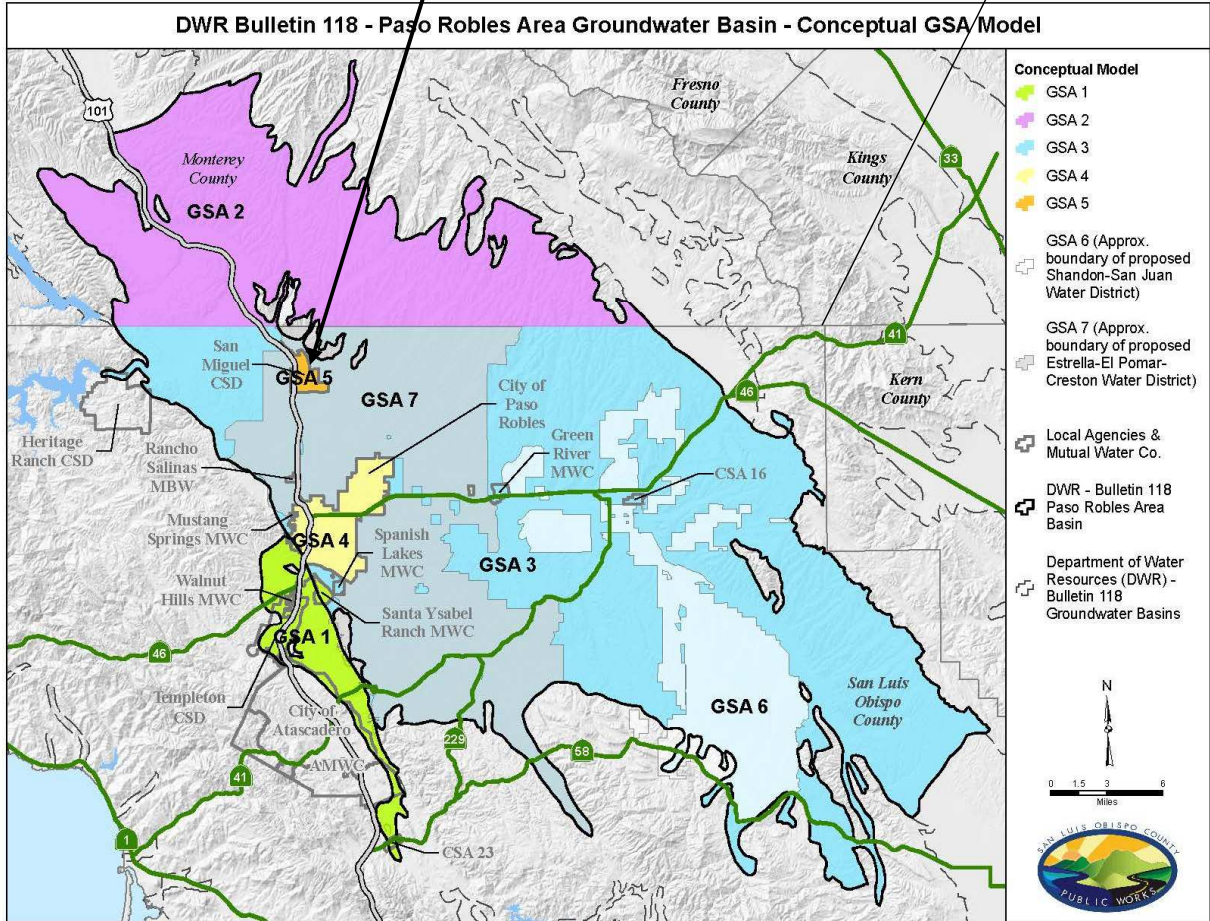
- SMCSD Boundry
- Camp Roberts
- County Boundry
- Parcels Surrounding SMCSD
- Paso Groundwater Basin
- FEMA Flood Zones



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

GSA 5—San Miguel Community Services District boundaries

County of San Luis Obispo boundary



San Miguel CSD sub-area within the Paso Robles Area Groundwater Basin

(ADDENDUM ---SAN MIGUEL CSD GSA FORMATION)

DECEMBER 8 2016



P.O. Box 151
 San Luis Obispo, CA 93406
 (805) 280-1051
breely@monsoonconsultants.com

No. P2017.05.006F

X

Proposal
 Invoice
 Change Order No.
 Work Authorization

Submitted To:	Project Information:
---------------	----------------------

Client:	San Miguel Community Services District	Project Name:	Application Preparation for the Planning (SGWP) Grant Program sing funds authorized by the Water Quality, Supply, and Infrastructure Improvement Act
Attn:	GSA Committee Members	Project No.:	2017.05.006F
Address:	1150 Mission Street San Miguel, California 93451	Proposal Date:	May 17, 2017
E-mail:	tamara.parent@sanmiguelcsd.org		
Phone:	(805) 467-3388	Location:	San Miguel, California
Fax:	N/A	Owner:	San Miguel CSD

Monsoon Consultants (MONSOON) Hereby Submits: Our fee proposal and work authorization for . . .
--

Basic Scope of Work

The San Miguel Community Services District Groundwater Sustainability Committee (SMCSD) has requested a proposal from MONSOON to provide technical assistance as required in conjunction with the preparation of an application for grant funding through the Planning (SGWP) Grant Program which offers funds authorized by the Water Quality, Supply, and Infrastructure Improvement Act. Proposition 1 authorized \$100 million to be made available for competitive grants for projects that develop and implement groundwater plans and projects in accordance with groundwater planning requirements established under the provisions of the Sustainable Groundwater Management Act (SGMA). Proposition 1 also requires that at least 10 percent (%), of the authorized \$100 million (\$10 million), be made available to projects that serve Severely Disadvantaged Communities (SDACs), as defined as communities with a median household income (MHI) of less than 60% of the Statewide MHI.

DWR will solicit proposals to award funding on a competitive basis in two funding categories. Table 1 summarizes the funding opportunities for each of the funding categories:

Category 1 - SDAC Projects

Category 2 - Groundwater Sustainability Plans, which has two tiers:

- Tier 1: Critically Overdrafted Basins
- Tier 2: All other High and Medium Priority Basins

Table 1 – Funding Information for 2017 SGWP Grant Solicitation			
Funding Category		Total Funding	Maximum Grant Amount*
Category 1		At least \$10 million	\$1 million per project
Category 2	Tier 1	At least \$15 million, but not more than \$30 million	\$1.5 million per basin
	Tier 2	At least \$46.3 million, but not more than \$61.3 million	\$ 1 million per basin

*Minimum grant amount that can be requested is \$50,000.



P.O. Box 151
San Luis Obispo, CA 93406
(805) 280-1051
breely@monsoonconsultants.com

Proposition 1 requires a minimum cost share of 50% of the total project cost. Project expenses must be incurred after May 18, 2016, to be considered as cost share. The cost share for projects benefiting a SDAC, DAC, or EDA may be waived or reduced. DWR will consider the information included in the Grant Application to evaluate whether the project provides benefits to a SDAC, DAC, or EDA to determine whether the required cost share is waived or reduced,

A copy of the DWR Planning (SGWP) Grant Program Solicitation is attached for your review. The solicitation anticipates that complete grant applications will need to be submitted by October 2017 to be considered for the initial round of funding. MONSOON will initiate the process for preparing the required documentation immediately after receiving authorization from the SMCSO Board of Directors, and will complete the application package for consideration by the GSA Committee and the SMCSO Board on or before August 1, 2017.

Items Not Included In Scope of Work

It should be noted that any costs required for any other services not specifically described in the Basic Scope of Work description above are not included in the estimated fee and if requested by the client will be subject to a contract addendum.

Fee

MONSOON's fees for the scope of services described herein shall be based on manhours expended by staff, billed at the hourly rates presented below. Under no circumstances will the total cost of services to be provided by MONSOON, which are directly related to this matter, exceed \$2,500.00, without prior authorization from the client.

Labor Rates

Principal Engineer / Hydrologist	\$110.00 / Hr
Staff Engineer / Scientist	\$110.00 / Hr
GIS / CAD Technician	\$75.00 / Hr
Administrative Support Staff	\$45.00 / Hr

Schedule

MONSOON can initiate the scope of work described herein, immediately upon receipt of a Notice to Proceed.

Limit of Liability

Neither MONSOON, its employees, nor MONSOON'S sub-consultants and their agents or employees shall be jointly, severally, or individually liable to the owner in excess of the compensation to be paid pursuant to this agreement or of Twenty Five Thousand Dollars (\$25,000.00), whichever is greater, by any reason of any act or omission, including breach of contract or negligence not amounting to a willful or intentional wrong.

Please return a signed copy of this proposal to authorize us to proceed with the project and authorization of payment.

Blaine T. Reely

Blaine T. Reely, Ph.D., P.E.
Monsoon Consultants

May 18, 2017

Date

Acceptance by Client:

Client's Signature

Date

Printed Name

Firm/Company (Printed)



QUALIFICATIONS

PROPOSAL

1. Proposals are valid for thirty (30) consecutive calendar days from the date of MONSOON's signature, after which MONSOON reserves the right to reevaluate its proposal with respect to, but not limited to, costs, schedules, delays, scope of work, etc.
2. Proposals do not include any overtime charges unless specifically stated.
3. Proposals do not include reimbursable charges unless specifically stated.
4. Proposals do not include costs for permits, fees, taxes, and plan review processes of governing jurisdictions. Such costs will be considered as reimbursable charges.
5. Reimbursable charges are added charges to proposal value indicated.
6. Proposals are based on a defined and agreed upon scope of work and schedule.

INVOICE

1. Invoice payment is due within thirty (30) business days from date of MONSOON'S invoice.
2. Remit payment with a copy of this form for proper processing.
3. Make all checks payable to MONSOON CONSULTANTS.
4. Payments are past due the 31ST business day from the date of MONSOON'S invoice, after which a penalty of one and one-half percent (1 1/2%) of the unpaid balance will be assessed per month until payment in full is received, including penalty assessments.

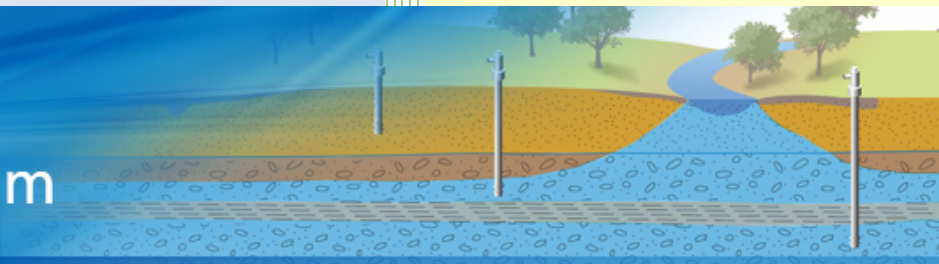
CHANGE ORDER

1. Change order represents a change in the original scope of work for which MONSOON was contracted.
2. Change order may be due to many reasons such as, but not limited to, change in technical scope, schedule, costs, delays, permits, fees, travel, etc.
3. Change order does not change the basic language of the original contract for which the change order is addressed.
4. Change order may or may not show the associated cost for the work described. If a cost is not shown, it is agreed that both parties will meet to finalize the cost prior to completion of work defined in the change order.
5. Change orders must be signed by MONSOON and the Client or Client's authorized representative.
6. Acceptance by Client or Client's authorized representative constitutes authorization to proceed with the work associated with the change order and Client further agrees to fully compensate MONSOON for the work.
7. Change order date is the date of acceptance by the Client or Client's representative.
8. Acceptance signatures are considered by MONSOON to be binding for the Client.

WORK AUTHORIZATION

1. Work authorization date is the signature date of the Client or Client's authorized representative.
2. Acceptance signatures are considered by MONSOON to be binding for the Client.
3. Work authorization in conjunction with a proposal or change order constitutes acceptance of the proposal or change order.
4. **MONSOON WILL NOT PROCEED WITH THE WORK OR INCUR ANY COSTS ASSOCIATED WITH A PROPOSAL OR CHANGE ORDER WITHOUT AN ACCEPTANCE SIGNATURE FOR WORK AUTHORIZATION.**

Sustainable Groundwater
Planning Grant Program



Proposal Solicitation Package For Groundwater Sustainability Plans and Projects



California Natural Resources Agency
Department of Water Resources
Division of Integrated Regional Water
Management

Draft
May 2017

This page is left blank intentionally.

FOREWORD

The California Department of Water Resources (DWR) is administering the Sustainable Groundwater Planning (SGWP) Grant Program using funds authorized by the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1). This document is the Proposal Solicitation Package (PSP) for Groundwater Sustainability Plans (GSPs) and Projects.

This document is not a stand-alone document and the applicant will need to refer to the 2015 SGWP Grant Program Guidelines (Guidelines) for additional information. Potential applicants are encouraged to read both the Guidelines and PSP prior to deciding to submit an application. The 2015 Guidelines can be found at the following link: <http://www.water.ca.gov/irwm/grants/sgwp/guidelines.cfm>.

A complete list of acronyms and abbreviations, and a glossary of terms used throughout this PSP are available in the Guidelines.

Grant Program Website and Other Useful Links

This document as well as other pertinent information about the SGWP Grant Program can be found at the following link: <http://www.water.ca.gov/irwm/grants/sgwp/>.

Other useful links are identified below.

- Sustainable Groundwater Management Act (SGMA):
https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=WAT&division=6.&title=&part=2.74.&chapter=&article=
- GSP Regulations:
[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=174F39D13C76F497DB40E93C75FC716AA&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)%20](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=174F39D13C76F497DB40E93C75FC716AA&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default)%20)
- California's Groundwater: Bulletin 118: <http://water.ca.gov/groundwater/bulletin118/update.cfm>
- Basin Prioritization: http://www.water.ca.gov/groundwater/casgem/basin_prioritization.cfm
- Critically Overdrafted Basins: <http://www.water.ca.gov/groundwater/sgm/cod.cfm>
- Groundwater Sustainability Agency (GSA) Formation: <http://water.ca.gov/groundwater/sgm/gsa.cfm>
- Disadvantaged Community (DAC) Mapping Tool:
http://www.water.ca.gov/irwm/grants/resources_dac.cfm
- Economically Distressed Area (EDA) Mapping Tool:
http://www.water.ca.gov/irwm/grants/resources_eda.cfm
- Best Management Practices (BMP): <http://water.ca.gov/groundwater/sgm/bmps.cfm>
- GSP Regulations Guide: http://water.ca.gov/groundwater/sgm/pdfs/GSP_Final_Regs_Guidebook.pdf

E-Mail List

In addition to the website, DWR will distribute information via e-mail. If you are not already on the SGWP Grant Program e-mail contact list, please use the following link to be added to the list: <http://water.ca.gov/irwm/grants/sgwp/subscription.cfm>.

Contact Information

For questions about this document, or other technical issues, please contact DWR's Financial Assistance Branch at (916) 651-9613 or by e-mail at: SGWP@water.ca.gov.

Due Date

The complete application must be submitted during the first open filing phase between August 2017 and October 2017 or during the second open filing phase, tentatively scheduled for December 2017 through January 2018.

TABLE OF CONTENTS

Topic	Page No.
I. INTRODUCTION	6
II. FUNDING	6
A. COST SHARE.....	7
B. ELIGIBLE COSTS AND PAYMENT	7
III. ELIGIBILITY	7
A. ELIGIBLE APPLICANT	7
B. ELIGIBLE PROJECT TYPES.....	7
1. <i>Category 1 – SDAC Projects</i>	8
2. <i>Category 2 – Groundwater Sustainability Plans</i>	8
IV. SOLICITATION PROCESS AND SCHEDULE.....	8
V. APPLICATION INSTRUCTIONS	9
A. WHAT TO SUBMIT	9
B. HOW TO SUBMIT	9
1. <i>Grant Application Checklist</i>	11
2. <i>Attachment Tab Instructions</i>	13
Attachment 1. Authorizing Documentation.....	13
Attachment 2. Eligibility Documentation.....	14
Attachment 3. Project Justification.....	15
Attachment 4. Work Plan.....	17
Attachment 5. Budget.....	18
Attachment 6. Schedule.....	19
Attachment 7. Disadvantaged Community.....	20
Attachment 8. Economically Distressed Area	20
Attachment 9. Severely Disadvantaged Community	20
VI. APPLICATION REVIEW	21

LIST OF TABLES

Table Title	Page No.
TABLE 1 – FUNDING CATEGORIES FOR 2017 SGWP GRANT SOLICITATION	6
TABLE 2 – SCHEDULE FOR 2017 SGWP GRANT SOLICITATION	9
TABLE 3 – GRANT APPLICATION CHECKLIST	11
TABLE 4 – PROJECT BUDGET	18
TABLE 5 – PROPOSAL BUDGET	19
TABLE 6 – APPLICATION EVALUATION CRITERIA FOR CATEGORY 1	22
TABLE 7 – APPLICATION EVALUATION CRITERIA FOR CATEGORY 2	23

APPENDIX

APPENDIX A ADVANCED PAYMENT	24
-----------------------------------	----

I. INTRODUCTION

DWR is administering the SGWP Grant Program, using funds authorized by Proposition 1, to encourage sustainable management of groundwater resources that support SGMA. SGMA was signed into law in 2014 and amended the Water Code (Part 2.74 of Division 6 of the Water Code, Sections 10720-10737.8). SGMA provides the framework for sustainable groundwater management planning and implementation. SGMA text can be found at the link listed in the Foreword.

SGMA fosters sustainable groundwater management in California’s designated high and medium priority groundwater basins or subbasins, hereinafter referred to as basins, by requiring local public agencies and Groundwater Sustainability Agencies (GSAs) to develop and implement GSPs or alternatives to GSPs (Alternative Plan). The regulations for the evaluation of GSPs and Alternative Plans, the implementation of GSPs and Alternative Plans, and coordination agreements between GSAs and/or stakeholders are hereinafter referred to as the GSP Regulations. The GSP Regulations were approved by the California Water Commission on May 18, 2016, and are codified in the California Code of Regulations (CCR), Title 23, Division 2, Chapter 1.5, Subchapter 2; found at the link listed in the Foreword.

DWR previously issued the Guidelines that will be used to administer this grant solicitation. The Guidelines provide general information regarding program and eligibility requirements. This PSP is making a total of approximately \$86.3 million available. The PSP contains specific information regarding the process, eligibility, and required content for grant proposals. Potential applicants are encouraged to read both the Guidelines and PSP prior to deciding to submit an application. The Guidelines can be found at the link listed in the Foreword.

II. FUNDING

Proposition 1 authorized \$100 million to be made available for competitive grants for projects that develop and implement groundwater plans and projects in accordance with groundwater planning requirements established under Division 6 (commencing with Section 10000) (Water Code Section 79775). Proposition 1 also requires that at least 10 percent (%), of the authorized \$100 million (\$10 million), be made available to projects that serve Severely Disadvantaged Communities (SDACs), defined as communities with a median household income (MHI) of less than 60% of the Statewide MHI.

DWR will solicit proposals to award funding on a competitive basis in two funding categories. Table 1 presents the funding information for both categories:

- Category 1 – SDAC Projects
- Category 2 – Groundwater Sustainability Plans, which has two tiers
 - Tier 1 - Critically overdrafted basins
 - Tier 2 - All other high and medium priority basins

Table 1 presents the funding information for both categories, as well as for both Tiers. Categories are described further in Section III B.

Funding Category		Total Funding	Maximum Grant Amount*
Category 1		At least \$10 million	\$1 million per project
Category 2	Tier 1	At least \$15 million, but not more than \$30 million	\$1.5 million per basin
	Tier 2	At least \$46.3 million, but not more than \$61.3 million	\$ 1 million per basin

*Minimum grant amount that can be requested is \$50,000.

A. Cost Share

Proposition 1 requires a minimum cost share of 50% of the total project cost. Project expenses must be incurred after May 18, 2016, to be considered as cost share. The cost share for projects benefiting a SDAC, DAC, or EDA may be waived or reduced. For definitions of SDAC, DAC, and EDA, see Appendix B of the Guidelines.

DWR will use the information presented in the Applications to evaluate whether the project provides benefits to a SDAC, DAC or an EDA to determine whether the required cost share is waived or reduced (see Appendices E and F of the Guidelines for additional details).

B. Eligible Costs and Payment

Costs incurred by grant recipients after July 1, 2017 must meet the conditions outlined in Section V.I of the Guidelines and the definitions of “local costs share” and “reimbursable costs” contained in Appendix B of the Guidelines to be considered for cost share or reimbursement. DWR’s standard method of payment is reimbursement in arrears and Section V.I of the Guidelines states that no advance funds will be provided. Notwithstanding that statement and consistent with Water Code Section 10551, DWR will consider advance payment requests for Category 1 projects (SDAC Project), if the following requirements are met:

- The project is sponsored by a nonprofit organization, DAC, or proponent of a project that benefits a DAC
- The grant award is less than \$1 million
- The project is included and implemented in an Integrated Regional Water Management Plan (IRWM)

See Appendix A for more detail regarding advanced payment.

III. ELIGIBILITY

Applications for SGWP grants must meet all applicable eligibility criteria to be considered for grant funding, see Guidelines Section III. Eligibility requirements are listed below and identified in Questions 4 through 8 in Section V, Table 3 of this PSP.

A. Eligible Applicant

Eligible applicants for Category 1 proposals are public agencies, non-profit organizations, public utilities, federally recognized Indian tribes, California Native American Tribes, and mutual water companies (Water Code Section 79712.(a-b)). See Appendix B of the Guidelines for definition of these terms for eligible applicant.

Eligible applicants for Category 2 proposals are GSAs for the respective basin for which the application is submitted. For Category 2 proposals, only one application will be accepted per basin. However, an applicant with jurisdiction over multiple basins must submit one consolidated application and may request up to \$500,000 for additional basins, in addition to the maximum grant amount identified in Table 1.

For Category 2 proposals, the grant applicant is the agency submitting the application on behalf of the basin. The grant applicant is also the agency that would enter into an agreement with the State, should the application be successful. If there is more than one eligible agency within a basin, an eligible agency may be part of the proposal as a project proponent, but must identify a single entity that will act as the grant applicant and submit a basin-wide application and receive the grant on behalf of the basin. Project proponents would access grant funding through their relationship with the grant applicant, at DWR’s discretion.

B. Eligible Project Types

Category 1 and Category 2 projects must address a DWR Bulletin 118 (2016) basin or a non-adjudicated portion of a basin that are designated by DWR as high or medium priority basins.

Category 2 projects located in basins determined to be probationary under SGMA by State Water Resources Control Board are not eligible for this grant program.

Category 2 projects located in a basin in which an Alternative Plan was submitted are not eligible for funding. However, an applicant may withdraw the Alternative Plan submittal before the close of the first open filing phase to be eligible for funding under this PSP.

Please check links for additional information on Bulletin 118, Basin Prioritization, Critically Overdrafted Basins, and GSA Formation provided in the Foreword.

1. Category 1 – SDAC Projects

Eligible projects must serve SDACs and support groundwater sustainability in the basin. Eligible Category 1 projects include but are not limited to the following examples:

- Vulnerability assessments
- Develop feasibility studies to evaluate sustainable groundwater management projects for SDACs
- Design and environmental planning of sustainable groundwater management projects for SDACs
- Technical assistance for SDACs to gather information and participate in groundwater sustainability planning activities
- Evaluate the groundwater management needs of SDACs, including actions that foster engagement of SDACs in sustainable groundwater planning activities
- Install and instrument a groundwater production well
- Connect communities on degraded groundwater to municipal supplies
- Retrofit existing groundwater well system to have water treatment capabilities
- Installation of meters on groundwater production wells
- Instrumentation of monitoring wells with pressure transducers

2. Category 2 – Groundwater Sustainability Plans

Eligible project types include those activities associated with the planning, development, or preparation of GSP(s) that will comply with and meet the requirements of the GSP Regulations.

IV. SOLICITATION PROCESS AND SCHEDULE

This grant solicitation will use an open filing approach, which will include two-phases, if necessary. The first phase of the solicitation will be open for nine weeks with anticipated grant awards in Winter 2017. If all funds are not awarded in phase one, DWR will open a second phase of solicitation to award the remaining funds. The anticipated schedule for this grant solicitation is presented in Table 2. Any change or update to the schedule will be posted on the DWR website. Updates may also be notified through e-mail announcements. If you are not already on the SGWP Grant Program e-mail contact list, please use the link listed in the Foreword.

Table 2 – Schedule for 2017 SGWP Grant Solicitation	
Milestone or Activity	Schedule <i>Italics denote tentative dates</i>
Release of Draft PSP for <i>GSPs and Projects</i> for public review	May 10, 2017
Public Meetings: Three public meetings will be held in June 2017. Please check the link below for dates and locations. http://water.ca.gov/irwm/grants/sgwp/upcomingevents.cfm	June 2017
Draft PSP for <i>GSPs and Projects</i> Public Comment Deadline	June 19, 2017
Release of Final PSP for <i>GSPs and Projects</i> /Phase 1 solicitation opens for Continuous Filing	August 2017
Applicant Workshop(s): <i>Dates and locations to be provided in the Final PSP.</i>	TBD
<i>End of Phase 1 Continuous Filing:</i> Grant Applications must be submitted via GRanTS	October 2017
Release of Phase 1 Funding Awards	December 2017
Tentative Phase 2 Solicitation Continuous Filing: Grant Applications must be submitted via GRanTS	December 2017 through January 2017
Release of Funding Awards*	TBD
*Date will be determined depending on remaining funds and number of applications received	

V. APPLICATION INSTRUCTIONS

This section provides instructions for preparing and submitting an application. The Application Instructions section consists of two subsections: A) *What to Submit* and B) *How to Submit*. It is important that the applicants follow the Application Instructions to ensure that their application will address all of the required elements. Applicants are reminded that once the application has been submitted to DWR, any privacy rights as well as other confidentiality protections afforded by law with respect to the application package will be waived.

A. What to Submit

Applicants must submit a complete SGWP Grant Application during the continuous filing phase shown in Table 2. The grant application consists of four sections or “Tabs”, as follows:

- Applicant Information Tab
- Projects Tab
- Questions Tab
- Attachments Tab

Additional details regarding the Tabs is outlined in Section V, Table 3 – Grant Application Checklist, which is provided as a guide for the applicants to ensure that they have submitted the required information for a complete application.

Category 1 proposals may be submitted separately or can be included with a Category 2 proposal. In the event that an applicant submits an application for multiple projects, the applicant must ensure that the “Tabs” are complete for each of the projects within the grant application. For example, Category 1 proposals may include separate projects for different SDACs within a basin; Category 2 proposals may include multiple projects for GSP development executed by different GSAs within a basin. However, as identified in Table 1, Category 2 proposals may include multiple projects with the project budgets collectively not exceeding \$1.5 million for critically overdrafted basins or not exceeding \$1 million for other high or medium priority basins, respectively.

B. How to Submit

Applicants must submit a complete application online using DWR’s Grant Review and Tracking System (GRanTS) electronic submittal tool. GRanTS can only be accessed with Internet Explorer and Google Chrome. The online GRanTS application will be available for use and can be found at the following link: <http://www.water.ca.gov/grants/>.

The name of this PSP in GRanTS is “2017 SGWP PSP”. To access this PSP, applicants must register and have an account in GRanTS, if they have not already done so. The online application will be available no later than August XX, 2017.

Applicants are encouraged to watch the "How to Register" and the "How to Complete a Grant Application" videos and review the GRanTS Public User Guide and Frequently Asked Questions, available at the above link, prior to completing the online application. If an applicant has questions as to the content or the information requested in the PSP, or questions or problems with GRanTS, please refer to the phone number or e-mail listed in the Foreword.

Within GRanTS, pull down menus, text boxes, or multiple-choice selections will be used to receive answers to the questions. GRanTS will allow applicants to type text or cut and paste information from other documents directly into a GRanTS submittal screen.

When uploading an attachment in GRanTS, the following attachment title naming convention must be used:

Att#_2017SGWPC#_ AttachmentName_#ofTotal#

Where:

- "Att#" is the attachment number
- "2017SGWPC1" is the code for Category 1 proposals
- "2017SGWPC2" is the code for Category 2 proposals
- "2017SGWPC1&2" is the code a proposal that contains both Category 1 and 2 projects
- "AttachmentName" is the name of the attachment as specified in Section V.B.2 – Attachment Tab Instructions
- "#ofTotal#" identifies the number of files that make up an attachment, where "#" is the number of a file and "Total#" is the total number of files submitted in the attachment

For example, if the Attachment 1 – Authorizing Documentation for a project eligible under Category 1 is made up of three files, the second file in the set would be named "Att1_2017SGWPC1_AuthDoc_2of3".

File size for each attachment submitted via GRanTS is limited to 2 gigabytes (GB). Breaking documents into components such as chapters or logical components so that files are less than 2 GB will aid in uploading files. Acceptable file formats are: PDF, MS Word, MS Excel, or MS Project. PDF files should be generated, if possible, from the original application file rather than scanned hard copy. All portions of the GRanTS application must be received in the open filing phase. Submittals received outside the open filing phase will not be reviewed or considered for funding.

1. Grant Application Checklist

Note: Please provide answers to only the questions listed in Table 3. Do not answer questions that appear on the screen in GRanTS, but are not listed below unless marked with an asterisk.

Table 3 – Grant Application Checklist	
INFORMATION TAB	
<i>The following information is general and applies to the applicant and the overall proposal. Specific project information should be detailed on separate project tabs provided in the GRanTS application. Applicants must enter all information listed in the Information Tab of this checklist (Table 3) along with any field marked with an asterisk.</i>	
APPLICANT INFORMATION	
	Organization Name: Provide the name of the Agency/Organization responsible for submitting the application. Should the Proposal be successful, this Agency/Organization will be the Grantee.
	Tax ID: Tax ID is automatically displayed for registered organizations. Verify the applicant's federal tax ID number.
	Point of Contact: <ul style="list-style-type: none"> Select "Existing Register Users" to select the registered user associated with the organization specified above. The rest of the contact information (Division, Address, e-mail, etc.) are auto populated once the above registered user is selected. Select "Add New User" to add an unregistered user. Please select Division (address will be auto populated) and type the First Name, Last Name, E-mail, and Phone (Direct) of the new user. Please note that the e-mail address will be the new user's login name.
	Point of Contact Position Title: Provide the title of the point of contact person. (Maximum Character Limit: 50)
	Proposal Name: Provide the title of the Proposal. (Maximum Character Limit: 150)
	Proposal Objective: Provide the objective of the Proposal. (Maximum Character Limit: 2,000)
PROPOSAL BUDGET	
<i>For the proposal, the following budget items should be taken from Table 5.</i>	
	Other Contribution: Provide the amount of other funds (such as other State grants) not included in the categories as listed below. If there is no other contribution, enter zero.
	Local Contribution (Cost Share): Provide the total local cost share that will be committed to the Proposal. The SGWP Grant Program requires a minimum local cost share of 50% of total proposal cost unless the project benefits a DAC, SDAC, or an EDA.
	Federal Contribution: Enter Federal funds being used. If none, enter zeros.
	In-kind Contribution: Leave Blank, and include all In-Kind Contributions in the Local Contribution total.
	Amount Requested (Grant Funds Requested): Provide the amount of total grant funds requested.
	Total Proposal Cost: Provide the total proposal cost, in dollars. This amount must agree with the total proposal cost shown in Attachment 5. Total proposal cost is automatically calculated based on the contribution amounts entered above.
GEOGRAPHIC INFORMATION	
GRanTS requests latitude and longitude in degrees, minutes, and seconds. You may use converters on the web such as https://www.fcc.gov/media/radio/dms-decimal	
	Latitude: Enter the Latitude at the location that best represents the project area.
	Longitude: Enter the Longitude at the location that best represents the center of the project area.
	Longitude/Latitude Clarification: Only use if necessary. (Maximum Character Limit: 250)
	Location: Identify the approximate location that best represents the center of the project area. (Maximum Character Limit: 100)
	County(ies): Provide the county(ies) in which the project is located.
	Groundwater Basins: Provide the groundwater basin(s) as listed in the current version of DWR Bulletin 118 (http://www.water.ca.gov/groundwater/bulletin118/update.cfm) in which your project is located. For proposals covering multiple groundwater basins, hold the control key down and select all that apply.
	Hydrologic Regions: Provide the hydrologic region in which the project is located. For proposals covering multiple hydrologic regions, hold down the control key and select all that apply.
	Watershed(s): (Maximum Character Limit: 250) Provide the name of the watershed(s) the groundwater basin underlies. A map of California watersheds can be found at the following link: http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf . If your groundwater basin covers multiple watersheds, you may only provide one "Unique Watershed Number" as listed on the watershed map.
LEGISLATIVE INFORMATION	
	Enter the State Assembly, State Senate, and U.S. Congressional Districts in which the groundwater basin is located. For proposals covering multiple State Assembly, State Senate, and U.S. Congressional Districts, hold the control key down and select all that apply. Maps of these districts are found at http://www.legislature.ca.gov/legislators_and_districts/legislators/your_legislator.html .

Table 3 – Grant Application Checklist	
PROJECTS TAB	
<i>This section contains information about the project contained in the Proposal. Applicants must enter all information listed in the Projects Tab of this checklist (Table 3) along with any field marked with an asterisk.</i>	
PROJECT INFORMATION	
	<u>Project Name</u> : Provide the title of the proposal. (Maximum Character Limit: 125 characters)
	<u>Implementing Organization</u> :
	<u>Secondary Implementing Organization</u> : (Maximum Character Limit: 125 characters) As applicable
	<u>Proposed Start Date</u> :
	<u>Proposed End Date</u> :
	<u>Scope Of Work</u> : (Maximum Character Limit: 500 characters)
	<u>Project Description</u> : (Maximum Character Limit: 2,000 characters)
	<u>Project Objective</u> : (Maximum Character Limit: 500 characters)
PROJECT BENEFITS INFORMATION	
<i>Please do not enter any information into GRanTS for the following Project Benefits Questions. They are standard GRanTS questions and cannot be removed, but are unnecessary for SGWP Grant Applicants.</i>	
	<u>Benefit Level</u> : Leave blank.
	<u>Benefit Type</u> : Leave blank.
	<u>Benefit</u> : Leave blank.
	<u>Description</u> : Leave blank.
	<u>Measurement</u> : Leave blank.
PROJECT BUDGET	
<i>For each project, the following budget items should be taken from Table 4.</i>	
	If only one project is being proposed, use the “Copy Budget data from Applicant Info” feature to populate previously entered data. Otherwise, enter individual budget items for each project in the same manner as described for the Applicant Information Tab. The sum of the budget items must agree with the total project budget.
GEOGRAPHIC INFORMATION	
	Enter the geographical information for each individual project location (latitude and longitude in degrees, minutes, and seconds).
LEGISLATIVE INFORMATION	
	If only one project is being proposed, use the “Copy Legislative data from Applicant Info” feature to populate previously entered data. Otherwise, enter legislative information for each project in the same manner as described for the Applicant Information Tab. For projects covering more than one district, hold the control key down and select all that apply.
QUESTIONS TAB	
<i>The answers to these questions will be used in processing the application and determining eligibility and completeness.</i>	
	<u>Q1. Project Description</u> : Provide a brief abstract of the Proposal. This abstract must provide an overview of the proposal including the main issues and priorities addressed in the proposal. (25 words or less)
	<u>Q2. Project Representative</u> : Provide the name and details of the person responsible for signing and executing the grant agreement for the applicant. Persons that are subcontractors to be paid by the grant cannot be listed as the Project Representative.
	<u>Q3. Project Manager</u> : Provide the name, title, and contact information of the Project Manager from the applicant agency or organization that will be the day-to-day contact on this application.
	<u>Q4. Eligibility</u> : Has the applicant met the requirements of DWR’s CASGEM Program?
	<u>Q5. Eligibility</u> : Is the applicant an agricultural water supplier? If yes, has the applicant submitted a complete Agricultural Water Management Plan (AWMP) to DWR? Has the AWMP been verified as complete by DWR? If the AWMP has not been submitted, please indicate the anticipated submittal date? If the applicant is not an agricultural water supplier, please indicate so and go to Q6.
	<u>Q6. Eligibility</u> : Is the applicant an urban water supplier? If yes, has the applicant submitted a complete Urban Water Management Plan (UWMP) to DWR? Has the UWMP been verified as complete by DWR? If the UWMP has not been submitted, explain and provide the anticipated date for submittal. If the applicant is not an urban water supplier, please indicate so and go to Q7.
	<u>Q7. Eligibility</u> : Is the applicant a surface water diverter? If yes, has the applicant submitted to the State Water Resources Control Board (SWRCB) their surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with Section 5100) of Division 2 of the Water Code? If the reports have not been submitted, explain and provide the anticipated date for meeting the requirements. If the applicant is not a surface water diverter, please indicate so and go to Q8.

Table 3 – Grant Application Checklist

Table 3 – Grant Application Checklist	
	<p>Q8. Eligibility: Does the proposal include any of the following activities:</p> <ul style="list-style-type: none"> • The potential to adversely impact a wild and scenic river or any river afforded protection under the California or Federal Wild and Scenic Rivers Act • Acquisition of land through eminent domain • Design, construction, operation, mitigation, or maintenance of Delta conveyance facilities • Acquisition of water except for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required currently applicable environmental mitigation measures or compliance obligations • Pay any share of the costs of remediation recovered from parties responsible for the contamination of a groundwater storage aquifer • Projects or groundwater planning activities associated with adjudicated groundwater basins. <p>If yes, please explain. (Maximum Character Limit, per yes answer: 250)</p>
	<p>Q9. DAC or EDA Cost Share Waiver or Reduction: Are you applying for cost share waiver or reduction as a DAC, SDAC, or EDA? Fill out Attachment 7, Attachment 8, or Attachment 9 as appropriate.</p>
	<p>Q10. Project Area Map: Provide a map illustrating the groundwater basin, relevant project features, service area (may represent the area covered by GSP for Category 2), and SDAC, DAC, EDA area, if applicable.</p>
ATTACHMENTS TAB	
<p><i>Provide the attachments listed below by attaching files to the GRanTS application. When attaching files, please use the naming convention found in Section V.B of this PSP. Requirements for information to be included in these attachments are found in Section V.B.2 of this PSP.</i></p>	
Attachment #	Attachment Title
Attachment 1	Authorization
Attachment 2	Eligibility Applicant Documentation
Attachment 3	Project Justification
Attachment 4	Work Plan
Attachment 5	Budget
Attachment 6	Schedule
Attachment 7	Disadvantaged Community (if applicable)
Attachment 8	Economically Distressed Area (if applicable)
Attachment 9	Severely Disadvantaged Community (if applicable)

2. Attachment Tab Instructions

Within the Attachment Tab, Applicants are required to submit up to 9 attachments (as applicable) to complete the 2017 SGWP grant application. A discussion of each of these attachments is provided below. Attachments 1 and 2 are mandatory and provide back-up documentation for eligibility of applicant. Attachments 3 through 6 are required to be scored during application review. Attachment 3 will be considered for tie-breaking purposes. Attachments 7 through 9 are optional, but are necessary to be completed if the applicant is requesting a cost share waiver or reduction, or for SDAC eligibility, as applicable.

ATTACHMENT 1. AUTHORIZING DOCUMENTATION

For the “AttachmentName” in the naming convention of GRanTS, use “AuthDoc” for this attachment.

The applicant must provide a resolution adopted by the applicant’s governing body designating an authorized representative to submit the application and execute an agreement with the State of California for a 2017 SGWP Grant. If the resolution cannot be signed prior to the application due date, please contact DWR, as indicated in the Foreword, to discuss the situation and explain this in Attachment 1, including an anticipated submittal date for the approved resolution.

The following text box provides an example of the resolution that must be submitted to fulfill this requirement.

RESOLUTION NO. _____

Resolved by the <Insert name of applicant governing body>, that application be made to the California Department of Water Resources to obtain a grant under the 2017 Sustainable Groundwater Planning Grant Program pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) (Water Code Section 79700 *et seq.*), and to enter into an agreement to receive a grant for the: <Insert name of Proposal>. The <Insert title of authorized applicant official> of the <Insert name of applicant> is hereby authorized and directed to prepare the necessary data, conduct investigations, file such application, and execute a grant agreement with California Department of Water Resources. Passed and adopted at a meeting of the <Insert name of applicant > on <Insert date>.

Authorized Original Signature: _____

Printed Name: _____

Title: _____

Clerk/Secretary: _____

ATTACHMENT 2. ELIGIBILITY DOCUMENTATION

For the “AttachmentName” in the naming convention of GRanTS, use “EligDoc” for this attachment.

The applicant must provide a written statement (and additional information if noted) containing the appropriate information outlined below, which are discussed in detail in Section III.C of the Guidelines. For certain criteria, self-certification documents must be completed and included in Attachment 2, where applicable.

- Is the applicant a public agency, non-profit organization, public utility, federally recognized Indian tribe, California Native American Tribe, or mutual water company (Water Code Sections 79712.(a-b))? Please explain.
- CASGEM Basin Prioritization and Compliance
- Urban Water Management Compliance
- Agricultural Water Management Compliance
- Surface Water Diverter Compliance

CASGEM Compliance – The CASGEM Program description, along with the basin prioritization information, can be found at the following link: <http://www.water.ca.gov/groundwater/casgem/>.

For the portion of high and medium priority basins that do not have a CASGEM monitoring entity, the grant applicant will not be eligible to receive grant funding (Water Code Section 10933.7(a)). Consistent with Water Code Section 10933.7(b), if the applicant area is demonstrated to be a DAC, as defined in Appendix B of the Guidelines, the project will be considered eligible for grant funding notwithstanding CASGEM compliance.

Urban Water Management Compliance – If the applicant is an urban water supplier, or urban water suppliers will receive funding from the proposed grant through a joint-powers agreement (JPA) or other legal agreement, please provide documentation from DWR that verifies that the 2015 UWMP addresses the relevant Water Code requirements. If the 2015 UWMP has not been verified by DWR, explain and provide the anticipated date for having a verified 2015 UWMP. *Note: The 2015 UWMPs were due to DWR by July 1, 2016.*

Maintain compliance with Sustainable Water Use and Demand Reduction, Part 2.55 of Division 6 (Water Code Section 10608 *et seq.*). All urban water suppliers must submit documentation that demonstrates they are meeting the 2015 interim Gallons per Capita per Day (GPCD) target. If not meeting the interim target, also include a schedule, financing plan, and budget for achieving the GPCD, as required pursuant to Water Code Section 10608.24.

Each urban water supplier proposing wastewater projects, water use efficiency projects, or drinking water projects must complete the Water Metering compliance self-certification form. Applicants must self-certify their compliance with the water metering requirements contained in Water Code Section 525 *et seq.* The Water Metering Compliance Self-Certification Form and instructions can be found at the following link: www.water.ca.gov/irwm/grants/resources_forms.cfm.

Agricultural Water Management Compliance – If the applicant is an agricultural water supplier, or agricultural water suppliers will receive funding from the proposed grant through a JPA or other legal agreement, please include documentation, from DWR, that verifies that the 2015 AWMP addresses the relevant Water Code requirements. If the 2015 AWMP has not been verified by DWR, explain and provide the anticipated date for having a verified 2015 AWMP. *Note: The 2015 AWMPs were required to be adopted by December 31, 2015 and submitted to DWR by January 31, 2016.*

Surface Water Diverter Compliance – If the applicant is a surface water diverter, or will receive funding from the proposed grant through a JPA or other legal agreement, state whether they have submitted to the State Water Resources Control Board (SWRCB) surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with Section 5100) of Division 2 of the Water Code. Submit SWRCB verification documentation. If a surface water diverter has not, explain and provide the anticipated date for meeting the requirements.

ATTACHMENT 3. PROJECT JUSTIFICATION

For the “AttachmentName” in the naming convention of GRanTS, use “ProjJus” for this attachment.

Category 1

PROJECT DESCRIPTION

All Category 1 applications must provide a project description that addresses the requested information identified below. Project description must not exceed three pages (not including tables and figures) using a minimum 10-point type font.

Project description must include the following:

- A complete, detailed description of the project, including the goals and objectives of the project, need for the project, project facilities and location (if applicable), and tools to be developed if any.
- A map for each project that shows the geographical location of a project with a marker or service area; the basin boundary (per DWR Bulletin 118), the GSA(s) service areas in the project service area, facilities of the project; DACs, SDACs, EDAs within the project service area; and any other project features that may apply. Applicants may use the ArcGIS Map Package, link provided in the Foreword.
- A discussion of data, technical methods, and analysis to be used to meet the project goals and objectives.
- Identify and describe how the SDAC(s) will directly benefit from and be served by implementation of the project.

PROJECT PHYSICAL BENEFITS

For any construction project, physical benefits are the expected measurable accomplishments of a project. Physical benefits should be based on estimated measures of project annual accomplishments averaged over the period of project life. Project physical benefit description must not exceed one page using a minimum 10-point type font. Examples of physical benefits include, but are not limited to:

- Amount of water supply produced or improved water supply reliability.
- Types (constituents) and amounts of water quality improvement provided, and the amount of water treated or improved.

PROJECT SUPPORT

Applicants requesting funding must provide documentation to demonstrate project support and must include the following items:

- If the applicant is the GSA for the basin, discuss how implementation of the project has been considered in terms of future groundwater sustainability of the basin and discuss whether adverse impact analysis in the basin are considered with implementation of the project.

- If the applicant is the GSA for the basin, provide evidence that the applicant has coordinated with the SDAC including letters of support from the SDAC (examples such as local government board members, tribal council members, etc.).
- If the applicant is not the GSA for the basin, demonstrate and provide evidence that the applicant has coordinated with the GSA(s) for the basin regarding implementation of the project.

Category 2

PROPOSAL SUMMARY

The applicant must include a Proposal level “Summary” highlighting each project contained in the Proposal and must demonstrate that it encompasses the entire basin or describes why a portion of the basin is not covered in the Proposal. Each applicant must provide a map for each project that shows the geographical location of a project with a marker or service area (may represent the area covered by a GSP); the basin boundary (per DWR Bulletin 118), facilities of the project; DACs, SDACs, EDAs within the project service area; and any other project features that may apply. Applicants may use the ArcGIS Map Package, link provided in the Foreword.

Also include the name of the respective implementing agency/organization for each project. Additionally, for each proposed project, discuss how the project will address a current need of the basin in relation to sustainable groundwater management. The Summary must not exceed one page using a minimum 10-point type font, with the exception of maps, figures, or tables.

TECHNICAL NEED

Applicants must provide an explanation of their “Technical Need” for each project. For example, the applicants may provide a justification of how this funding could assist in development of a monitoring network. The explanation for each project must not exceed one page using a minimum 10-point type font.

FINANCIAL NEED

Applicants must provide an explanation of their “Financial Need” associated with completing each project. Specifically, absent SGWP funding, describe how the applicant would complete the proposed work. Describe other conditions that contribute to the need for funding. The explanation for each project must not exceed one page using a minimum 10-point type font.

PROJECT SUPPORT

Applicants requesting funding for Category 2 must submit the following, as applicable:

- Relevant legal agreements between agencies or GSA(s) within the basin or with GSA(s) in neighboring basins that describe the governance of the basin and relevant roles and responsibilities of parties subject to the legal agreement. Examples of legal agreements may be memorandums of understanding, joint powers authority (JPA), or memorandums of agreement.
- If a relevant legal agreement(s) between agencies or GSA(s) within the basin is not available, describe and provide documentation of coordination with those GSA(s) to demonstrate that a basin-wide governance structure is under development to ensure that a single GSP or multiple GSPs will be developed to ensure coordinated management and implementation of SGMA for the basin.
- If one GSA is established in the basin, describe and provide documentation of any communication with GSA(s) in neighboring basins regarding groundwater sustainability planning and GSP development.
- Describe and provide documentation of any communication with beneficial users of groundwater in the basin that may potentially be affected by implementation of the project, including, but not limited to DACs, SDACs, or other stakeholders.

ATTACHMENT 4. WORK PLAN

For the “AttachmentName” in the naming convention of GRanTS, use “WrkPlan” for this attachment. Attachment 4 must contain the following items:

The Work Plan must be consistent with and support the Budget and Schedule (Attachment 5 and 6, respectively). The Work Plan must include a scope of work to allow reviewers to understand the level of effort of the work being performed and to substantiate the cost estimates in the Budget. The Work Plan should include, at a minimum, the following items:

- Scope of work for the project shall include work items to be performed under each task consistent with the Budget and Schedule.
- Project deliverables for assessing progress and accomplishments, which include quarterly progress and final reports.

The scope of work must list and concisely describe the necessary task(s) and applicable deliverable(s) to complete the project. The Work Plan should identify how the interested parties including groundwater users, stakeholders, and the general public will be informed about the project progress and how relevant reports and data will be disseminated to these groups.

If the county in which the basin is located received SGWP Proposition 1 *Counties with Stressed Basins* funding from DWR, describe how the task are not duplicative or inconsistent with previously funded tasks.

For Category 1 proposals:

- Identify tasks for coordination with the GSA(s) to promote management and operation of the project that is coordinated with the development of the basin GSP.
- If the proposal includes the construction or implementation of physical facilities, provide sufficient documentation or other back-up to support future operations and maintenance (O&M) obligations can be met, as applicable.

For Category 2 proposals:

- Identify tasks or subtasks associated with GSP plan contents, consistent with the requirements described in the GSP Regulations, necessary to develop, prepare, and submit the GSP.
- If the proposal includes the construction or implementation of physical facilities, provide sufficient documentation or other back-up to support future O&M obligations can be met, as applicable.
- Final product for Category 2 Projects shall be complete GSP(s) approved by DWR that complies with all GSP Regulations for the respective applicants’ basin.

Project deliverables should be actual work products that can be submitted to DWR (e.g., copies of GSP; feasibility study; project design; environmental compliance documentation; inputs/outputs from groundwater-surface water model; data management system; well completion and summary report including any geophysical surveys, water quality analysis, sieve analysis, or other supporting tests completed in support of well design, drilling, completion, etc.). Also, include the current status of any task including estimated percent (0 – 100%) completed.

If access to private property is needed, provide supporting documentation to demonstrate the ability to obtain the needed property access. For example, if monitoring wells will be constructed or sampled on private land, submit a letter or agreement that demonstrates that access for well construction and/or monitoring on the property has been obtained.

Explain the plan for environmental compliance and permitting, if applicable, including a discussion of the following items: a description of the plan, proposed efforts, and approach to environmental compliance, including addressing any California Environmental Quality Act obligations in connection with the proposal; a listing of environmental related permits or entitlements that are needed for the project; and any other applicable permits that will be required. Briefly describe the process and schedule for securing each permit/approval. If applicable, discuss necessary local drilling permits and the submittal of Well Completion Reports to DWR. Describe the proposed process for securing each environmental permit and any other regulatory agency approval.

ATTACHMENT 5. BUDGET

For the “AttachmentName” in the naming convention of GRanTS, use “Budget” for this attachment. Attachment 5 includes the estimated costs for the project, as described in the Work Plan (Attachment 4).

Attachment 5 is mandatory and includes the estimated capital costs of each project in the application. Attachment 5 should be presented in the following sub-sections:

- Project Budget Table
- Proposal Budget Table

For the Project Budget Table, costs must be broken down consistent with how tasks are presented in the Work Plan. For example, if the Work Plan describes projects at the subtask level, the budget must also present costs at the subtask level. In addition to the table, the applicant must provide a description explaining how the values were derived. The description must not exceed two pages per project using a minimum 10-point type font.

PROJECT BUDGET

Table 4 must be completed for each project in the Proposal. Table 4 only includes the required budget categories. If applicable, additional rows must be added under the applicable categories to present the cost of each task described in Attachment 4 Work Plan.

Table 4 – Project Budget					
Proposal Title: _____					
Project Title: _____					
Project serves a need of a DAC?: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Cost Share Waiver request?: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Tasks ¹		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source ²	Other Cost Share	Total Cost
(a)	Direct Project Administration				
(b)	Plan Development				
(c)	Stakeholder Engagement				
(d)	Task n				
(e)	Grand Total (Sum rows (a) through (d) for each column)				

¹ These tasks are shown here for example purpose only. Actual number of tasks may vary.
² List sources of funding : *Use as much space as required*

Proposal Budget

Although the applicant should complete Table 5 column (e) for each individual project, the minimum cost share requirement applies to the costs of the overall Proposal. Table 5 will be used to present the cost share for the Proposal, including documenting that the Proposal will meet the minimum requirement of at least 50% of the total costs. If the project serves a DAC, SDAC, or EDA, and is requesting a waiver or reduction of the 50% local cost share requirement, please complete the Budget table accordingly and include a footnote identifying the cost share waiver.

Table 5 – Proposal Budget

Proposal Title: _____		(a)	(b)	(c)	(d)	(e)
Individual Project Title ¹		Requested Grant Amount	Cost Share: Non-State Fund Source ²	Other Cost Share	Total Cost	% Cost Share (Col b/Col d)
(a)	Project 1	Grand Total <i>From Table 4, row (e)</i>	Grand Total <i>From Table 4, row (e)</i>	Grand Total <i>From Table 4, row (e)</i>	Grand Total <i>From Table 4, row (e)</i>	
(b)	Project 2					
(c)	Project 3					
(d)	Project n					
(e)	Proposal Total <i>Sum rows (a) through (d) for each column</i>					

¹ These projects are shown here for example purpose only. Actual number of tasks may vary.
² List sources of funding: *Use as much space as required*

ATTACHMENT 6. SCHEDULE

For the “AttachmentName” in the naming convention of GRanTS, use “Schedule” for this attachment. Attachment 6 is mandatory and shall include a schedule for each project showing the sequence and timing of each of the Tasks. Attachment 6 shall also include a schedule for implementation of the Proposal showing the sequence and timing of each of the proposed projects. Attachment 6 should be presented in the following sub-sections:

- Project Schedule
- A description of how each project schedule is realistic, reasonable, and accomplishable (not more than two pages per project using a minimum 10-point type font)
- Proposal Schedule

PROJECT SCHEDULE

The schedule must show the start and end dates as well as milestones for each task contained in the Work Plan and at minimum be presented in either tabular or horizontal bar, or Gantt chart. The Project Schedule must also be broken down consistent with how tasks are presented in the Work Plan and Budget. For example, if the Work Plan describes projects at the subtask level, the Project Schedule must also present start and end dates at the subtask level. The schedule should illustrate any dependencies or predecessors by showing links between tasks. Applicants must include a reasonable estimate of the end date, based on their Proposal, including time for any final reports and invoicing. The schedule, Attachment 6, must be consistent with the Work Plan (Attachment 4) and the Budget (Attachment 5). Category 2 project completion dates presented in the schedule should meet the GSP timeline in the applicant’s respective basin, as outlined in SGMA, and consistent with the following:

- January 31, 2020, for Category 2, Tier 1 (proposals in critically overdrafted basins)
- January 31, 2022, for Category 2, Tier 2 (proposals in other high or medium priority basins)

Also describe how the schedule shown is realistic, reasonable, and accomplishable based on the state of project development (such as design phase, status of permitting, and environmental documentation). The description must not exceed two pages per project using a minimum 10-point type font.

PROPOSAL SCHEDULE

The applicant must include a schedule that briefly summarizes the Proposal’s overall schedule.

ATTACHMENT 7. DISADVANTAGED COMMUNITY

For the “AttachmentName” in the naming convention of GRanTS, use “DAC” for this attachment. Attachment 7 is optional with the exception of applicants requesting a cost share waiver or reduction.

DWR strongly recommends that applicants consult Appendix E of the Guidelines to determine if the project benefit area includes a DAC and for details on waiving or reducing cost share requirements. Applicants should ensure the description of the DAC is adequate for DWR to determine whether the communities meet the definitions.

- Include information that supports the project benefits a DAC(s), such as a map or shapefile that shows the project benefit area and the location of the DAC(s).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for DACs, applicants may use a single type of census geography or combinations of census geographies that best represent the DAC.

For the applicants with GIS capability, the GIS data files used within the DAC mapping tool are available to download and use; see the link provided in Foreword. These GIS files will allow applicants to combine project area shape files with DAC data layers. This will help applicants show the extent of overlap or project areas with DACs.

ATTACHMENT 8. ECONOMICALLY DISTRESSED AREA

For the “AttachmentName” in the naming convention of GRanTS, use “EDA” for this attachment. Attachment 8 is optional with the exception of applicants requesting a cost share waiver or reduction.

DWR strongly recommends that applicants consult Guidelines, Appendix F, to determine if the project benefit area includes an EDA and for details on waiving or reducing cost share requirements. Applicants should ensure the description of the EDA is adequate for DWR to determine whether the community meets the definition.

- Include information that supports the project benefits an EDA(s), such as a map or shapefile that shows the project benefit area and the location of the EDA(s).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for EDAs, applicants may use a single type of census geography or combinations of census geographies that best represent the EDA.

For the applicants with GIS capability, the GIS data files used within the EDA mapping tool are available to download and use; see the link provided in the Foreword. These GIS files will allow applicants to combine project area shape files with EDA data layers. This will help applicants show the extent of overlap or project areas with EDA.

ATTACHMENT 9. SEVERELY DISADVANTAGED COMMUNITY

For the “AttachmentName” in the naming convention of GRanTS, use “SDAC” for this attachment. Attachment 9 is optional with the exception of applicants requesting a cost share waiver.

DWR strongly recommends that applicants consult Appendix E of the Guidelines to determine if the project benefit area includes a SDAC and for details on waiving cost share requirements. Applicants should ensure the description of the SDAC is adequate for DWR to determine whether the communities meet the definitions.

- Include information that supports the project benefits a SDAC(s), such as a map or shapefile that shows the project benefit area and the location of the SDAC(s).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.

- In determining the MHI for SDACs, applicants may use a single type of census geography or combinations of census geographies that best represent the SDAC.

For the applicants with GIS capability, the GIS data files used within the SDAC mapping tool are available to download and use; see the link provided in Foreword. These GIS files will allow applicants to combine project area shape files with SDAC data layers. This will help applicants show the extent of overlap or project areas with SDACs.

VI. APPLICATION REVIEW

All applications will first be screened for eligibility and completeness in accordance with Section V of the Guidelines and Section II of this PSP. The information provided by applicants in GRanTS, as well as Attachments 1 through 6 of the application, will be used in determining eligibility and completeness. The DWR review team may contact applicant(s) in the case of missing information or to seek clarification of submitted information.

All complete and eligible applications will be evaluated, scored, ranked as per Category. Category 1 projects will be scored and ranked based on the evaluation questions presented in Table 6 and Category 2 projects will be scored and ranked based on the evaluation questions presented in Table 7.

Score for a proposal with multiple projects will be determined by summing each individual project's total score, dividing the summation by the number of projects, and then rounding up or down to the nearest whole number. If an application consists of both Category 1 and Category 2 projects, the projects would be evaluated separately by project category.

Funding will be allocated to proposals in each category consistent with Table 1. After the minimum funding target is met for Category 2 - Tier 1 projects, in the case of a tie, preference will be first given to proposals located in Critically Overdrafted Basins, then to proposals that best address the Technical and Financial Need identified in "Justification" as presented in Attachment 3.

If all funds are not awarded per Table 1 after two open filing phases, DWR may open a subsequent phase.

Table 6 – Application Evaluation Criteria for Category 1

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Proposal Level Evaluation				
1	Is there a map of the basin that shows the location of the project(s) included in the Proposal, the respective GSA(s), and the DACs, SDACs, or EDAs within the project(s) service area(s)?	3	1	0 – No; 1 –Yes
Project Level Evaluation				
2	Does the application demonstrate that it will serve an SDAC and provide a direct benefit to SDAC(s)?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
3	Has the applicant addressed all of the items requested in the Project Justification Section of Attachment 3 (i.e., Project Description, Project Physical Benefits, and Project Support)?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
4	Is the Work Plan consistent with the Budget and Schedule?	4	2	0 – No, not consistent with either one; 1- Only consistent with one; 2 – Yes, consistent with both Budget and Schedule
5	Does the application provide a detailed Work Plan to study, design, implement, construct, or other activity that will aide in completion of a Project that will benefit a SDAC and support groundwater sustainability in the basin?	4	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
6	Does the application contain a complete Budget that is reasonable to execute the Work Plan on the Schedule provided?	5	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
7	Does the application include a Schedule that demonstrates the ability to meet the timeline for completing the Project in a schedule appropriate for this type of Project?	6	1	0 – No; 1 – Yes
Total Range of Possible Points			0-16	
Total Project Level Score for all projects				
Average Project Level Score = (Total Project Score/# of Projects); rounded to nearest whole number				
Enter Proposal Level Score				
Total Proposal Score				

Table 7 – Application Evaluation Criteria for Category 2

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Proposal Level Evaluation				
1	Does the Proposal Summary describe a well-coordinated Proposal including GSPs that encompass the entire basin or describes why a portion of the basin is not covered in the Proposal?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
2	Collectively, do the Budget and Schedule demonstrate that all of the projects will be completed by the SGMA deadline for the respective basin (January 31, 2020 for critically overdrafted basins or January 31, 2022 for other high and medium priority basins)?	5, 6	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
Project Level Evaluation				
3	Has the applicant addressed all of the items requested in the Project Justification Section of Attachment 3 (i.e., Proposal Summary and Project Support)?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
4	Does the applicant provide an explanation of the Technical Need for the project?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
5	Does the applicant provide an explanation of the Financial Need for the project?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
6	Does the application contain a detailed Work Plan that includes tasks for developing, preparing, and submitting a complete GSP?	4	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
7	Does the application contain a complete Budget that is reasonable to execute the Work Plan on the Schedule provided?	5	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
8	Given the level of effort described in the Work Plan, does the Schedule seem reasonable?	6	1	0 – No; 1 – Yes
Total Range of Possible Points			0-21	
Total Project Level Score for all projects				
Average Project Level Score = (Total Project Score/# of Projects); rounded to nearest whole number				
Enter Proposal Level Score				
Total Proposal Score				

VII. APPENDIX A

ADVANCED PAYMENT

The following outlines the eligibility requirements, process to apply, accountability reporting requirements, and requirements for advancing payment.

A. Eligible Projects

Projects eligible for advanced payment must be consistent with an adopted IRWM Plan and awarded less than \$1,000,000 in grant funds. Only 50 percent of the grant award may be advanced, the remaining 50 percent of the grant award will be reimbursed in arrears.

B. Eligible Grantees

Eligible Grantees are the following:

- Nonprofit organizations
- DACs
- Proponents of projects that benefits a DAC

C. Process to Apply for Advanced Payment

Within 90 days after the date of the grant award, the Grantee shall provide DWR with the following information:

- Project description
- Names of the entities that will received funding
- An updated budget for the project
- An updated schedule for the project which shows how the advanced funds will be expended within six months of receipt
- An update on project status and funds expended to date
- And other information that DWR may deem necessary, including a discussion of the Grantee's financial capacity to complete the project once the advance funds have been expended.

If the Grantee fails to provide this list and the related information within 90 days of grant awards, funds may not be advanced. Within 60 days of grant execution and subject to the availability of funds, DWR will authorize payment of 50 percent of the grant award for the qualified project.

D. Accountability Report Requirements

Upon receipt of advanced payment, there are requirements and responsibilities that must be met by the Grantee. The Grantee shall provide to DWR, quarterly, an Accountability Report regarding the advanced funds that, at a minimum:

- Itemizes what advanced funds have been expended
- Itemizes how remaining advanced funds will be expended over the next reporting period
- Documents that the funds were spent on eligible reimbursable costs
- Documentation that advanced funds were placed in a non-interest-bearing account

E. Advance Payment Requirements

Any of the following actions are considered as a default on the advanced payment eligibility requirements and may result in DWR requesting the Grantee to stop work and return all or a portion of the advanced funds, including both expended and unexpended funds:

- Failure to expend the advanced funds within six months of receipt
- Failure by Grantee to submit an accurate Accountability Report by the required due date

- Failure to deposit funds in a non-interest bearing account
- Ineligible expenses and/or activities not consistent with the grant agreement
- An inappropriate use of funds, as deemed by DWR

If the advanced funds are not expended within six months of the date of receipt, then the Grantee must return the advanced funds to DWR, unless the DWR waives this requirement. DWR will consider waiving the required return of advanced funds if the project is:

- In compliance with grant agreement terms
- Making progress towards completion
- Submitting accurate and timely Accountability Reports

At any given time, DWR reserves the right to revoke advanced funds based on failure to comply with the advanced payment requirements. Notwithstanding Water Code Section 10551(c)(4), if advanced funds are not fully expended by project completion or by the grant agreement termination date, whichever is earlier, the unused portion of the grant shall be returned to DWR within 60 days.

CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
DIVISION OF INTEGRATED REGIONAL WATER MANAGEMENT



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI-7

SUBJECT: Consideration and Discussion of the Proposed Cost Sharing Memorandum of Agreement (MOA) for the Groundwater Sustainability Plan (GSP) preparation among all groundwater sustainability agencies in the Paso Robles Basin.

STAFF RECOMMENDATION:

Discuss the Proposed Cost Sharing Memorandum of Agreement (MOA) for the Groundwater Sustainability Plan (GSP) preparation among all groundwater sustainability agencies in the Paso Robles Basin. .

BACKGROUND:

The Paso Robles Basin (Basin) is required, by the Sustainable Groundwater Management Act (SGMA), to form a GSA and to prepare and implement a groundwater sustainability plan (GSP) that protects local water source and restores overdraft conditions within Basin. SGMA also requires all eligible agencies, such as cities, counties, special districts to work cooperatively and collaborate in preparing these plans. GSP documents must be adopted by January 31, 2020.

To meet this deadline, it will be important that all eligible agencies adopt their portion of a region-wide GSP and the entire Basin GSP no later than Fall, 2019. The eligible agencies in the Basin are:

County of San Luis Obispo

County of Monterey--Salinas Valley GSA

City of Paso Robles

Special Districts: Estrella-El Pomar-Creston Water District, Heritage Ranch CSD, San Miguel CSD and Shandon-San Juan Water District

There are four agencies currently with GSA formation filings at DWR: San Miguel CSD, City of Paso Robles, County of Monterey Salinas Valley GSA, and Heritage Ranch CSD. The deadline for the formation of a GSA is June 30, 2017. The only agencies that are currently DWR recognized as having exclusive boundaries are the San Miguel CSD and City of Paso Robles GSA. As other eligible agencies submit for formation recognition then all eligible GSA's are expected to work collaboratively and cooperatively on a GSP.

To assure that some measure of cooperation and collaboration is effective in preparing a Basin GSP document, there is a proposal to use a Memorandum Agreement (MOA) for determining, among other things, how the allocation of costs for the GSP preparation are to be distributed among the eligible agencies, In recent informational meetings of all eligible agencies, a draft MOA was circulated for discussion and comment. SMCSD has participated in the reviewing and commenting process.

The provisions of the MOA sets forth the mechanism for establishing a Cooperative Committee that will manage the development of a single GSP that is to be adopted by each eligible GSA agency, then submitted for DWR approval. This MOA may also serve as the basis for continued cooperation among the GSA's in the management of the Basin during the period between adoption of the GSP and approval by DWR. This MOA, once fully executed, will automatically sunset upon DWR's approval of the GSP for the Basin in 2020. In 2020, there would be another agreement or some other means adopted by each eligible agency and collectively for continued groundwater management activities.

The provisions of the MOA require that on all matters considered by the Cooperative Committee, the vote of each member shall be weighted in accordance with the percentages set forth below. Until the EPCWD becomes a Party to the MOA and appoints a member and alternate member, the EPCWD percentage shall be added to the County percentage such that the County's total percentage is 57 percent. The weighted allocation percentages were generally established based on the estimated groundwater use within the GSA boundary of each Party.

City Member	15%
SMCSD Member	3%
HRCSD Member	1%
SSJWD Member	24%
County Member	24%
EPCWD Member	33%

Under the terms and conditions of the MOA, any action or recommendation considered by the Cooperative Committee shall require the affirmative vote of 60 percent based on the percentages set forth above. Notwithstanding the foregoing, the following shall require the affirmative vote of 100 percent based on the percentages set forth above: (A) a recommendation that each of the Parties adopt the GSP or adopt any amendment thereto prepared in response to comments from DWR and (B) a recommendation that the Parties amend this MOA.

The next meeting of the GSA working group is scheduled for Wednesday, May 24th, 2017 between 9:30AM – 11:00AM in the City of Paso Robles Chambers Conference Room (1000 Spring Street, Paso Robles). The DE will attend. A copy of the most current version of the DRAFT MOA is attached for your review.

FUNDING:

No funding request is made in conjunction with this item.

FISCAL IMPACT

Other than Staff and District Engineer time there are no other current external costs to this point.

STAFF RECOMMENDATION

Board of Directors should discuss this issue and provide direction to staff regarding their desire to pursue continued participation in the GSA working group.

PREPARED BY:

APPROVED BY:

Blaine T. Reely

Blaine T. Reely, P.E., District Engineer

General Manager

Attachments: Draft MOA

**MEMORANDUM OF AGREEMENT REGARDING
PREPARATION OF A GROUNDWATER SUSTAINABILITY PLAN
FOR THE PASO ROBLES GROUNDWATER BASIN**

This Memorandum of Agreement regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin (“MOA”) is entered into by and between the City of El Paso de Robles (“City”), the San Miguel Community Services District (“SMCSD”), the Heritage Ranch Community Services District (“HRCSD”), the County of San Luis Obispo (“County”) and the Shandon San Juan Water District (“SSJWD”) (each referred to individually as a “Party” and collectively as the “Parties”) for purposes of preparing a groundwater sustainability plan for the Paso Robles Area Subbasin.

Recitals

WHEREAS, on September 16, 2014, Governor Jerry Brown signed into law Senate Bills 1168 and 1319 and Assembly Bill 1739, known collectively as the Sustainable Groundwater Management Act (Water Code §§ 10720 *et seq.*) (“SGMA”), which became effective on January 1, 2015 and which have been and may continue to be amended from time to time; and

WHEREAS, SGMA requires the establishment of a groundwater sustainability agency (“GSA”) or agencies for all basins designated as medium or high priority by the California Department of Water Resources (“DWR”) on or before June 30, 2017; and

WHEREAS, SGMA further requires the adoption of a groundwater sustainability plan (“GSP”) or coordinated GSPs for all basins designated by DWR as high or medium priority and subject to critical conditions of overdraft on or before January 31, 2020; and

WHEREAS, DWR has designated the Paso Robles Area Subbasin (Basin No. 3-004.06) (“Basin”) as a high priority basin subject to critical conditions of overdraft; and

WHEREAS, each of the Parties has decided to become the GSA within its respective service area overlying the Basin and has informed DWR of its decision and intent to undertake sustainable groundwater management therein; and

WHEREAS, each of the Parties desires to collectively develop and implement a single GSP to sustainably manage the portions of the Basin underlying their combined service areas (*i.e.* all portions of the Basin located within the County of San Luis Obispo); and

WHEREAS, the Parties share the common goal of cost effective, sustainable groundwater management that considers the interests and concerns of all beneficial uses and users of groundwater within the Basin; and

WHEREAS, on April 6, 2017, the San Luis Obispo Local Agency Formation Commission conditionally approved the formation of the Estrella-El Pomar-Creston Water District (“EPCWD”) for purposes of serving as a GSA within its service area; and

WHEREAS, given that the EPCWD, if formed, will not be formed until after the June 30, 2017 deadline, this MOA provides for the future addition of the EPCWD as a Party and interim coverage and representation by the County within the potential EPCWD service area.

NOW, THEREFORE, it is mutually understood and agreed as follows:

Section 1
Purpose

The purpose of this MOA is to establish a committee to develop a single GSP that will be considered for adoption by each individual Party and subsequently submitted to DWR for approval. This MOA may also serve as the basis for continued cooperation among the Parties in the management of the Basin during the period between adoption of the GSP by each Party and approval of the GSP by DWR. As more specifically set forth in Section 12.2 below, this MOA shall automatically terminate upon DWR’s approval of the GSP for the Basin.

Section 2
Term

This MOA shall become effective on the date that the last of the five (5) Parties signs (“Effective Date”) and shall remain in effect until terminated in accordance with Section 9.2 or Section 12.2 below.

Section 3
EPCWD

The County included the potential service area of the EPCWD within the boundaries of the Paso Basin – County of San Luis Obispo Groundwater Sustainability Agency that the County formed on May 16, 2017 by Resolution [REDACTED]. It is anticipated that if and when the EPCWD is formed and its Board of Directors decides to become the GSA within its service area, the County will decide to withdraw from serving as the GSA within said area. Upon the effective date of any such withdrawal, the EPCWD shall have the right to become a Party to this Agreement by signing the Addition of Party to Memorandum of Agreement regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin in the form attached hereto as Exhibit A (“Addition”) provided that the EPCWD reimburses the County for all costs incurred by the County associated with the County’s interim coverage and representation of the EPCWD service area and provided that the County has accepted the Addition. Given that it is anticipated that the EPCWD will become a Party to this MOA, this

MOA includes reference to the EPCWD in Section 4.6 related to voting percentages and in Section 5 related to MOA funding.

Section 4
Paso Basin Cooperative Committee

4.1 The Parties hereby establish the Paso Basin Cooperative Committee (“Cooperative Committee”) which shall be composed of a member and alternate member from each of the five (5) Parties.

4.2 The governing body of each Party shall promptly appoint a member and alternate member to the Cooperative Committee. Each Cooperative Committee member and alternate member shall serve at the pleasure of the appointing Party, and may be removed from the Cooperative Committee by the appointing Party at any time. Each Cooperative Committee member’s compensation, if any, for his or her service on the Cooperative Committee shall be the responsibility of the appointing Party.

4.3 If and when the EPCWD becomes a Party to this MOA, the Cooperative Committee shall include a member and alternate member from the EPCWD appointed by the EPCWD.

4.4 The Cooperative Committee shall conduct activities related to GSP development and SGMA implementation at the pleasure and under the guidance of the Parties, including, but not limited to:

- A. Development of a GSP that achieves the goals and objectives outlined in SGMA;
- B. Review and participation in the selection of consultants related to Cooperative Committee efforts, as more specifically set forth in Section 6 below;
- C. Development of recommended annual budgets and additional funding needs for consideration and approval of the Parties and development of a record of expenditures, in accordance with and subject to Section 5 below. Consistent with Section 7 below, it is expected that each of the Parties will contribute in-kind staff support; therefore, recommended annual budgets shall generally not include the staff costs of any Party associated with participation in this MOA;
- D. Development of a plan that describes the anticipated tasks to be performed under this MOA and a schedule for performing said tasks;
- E. Implementation of the actions and/or policies undertaken pursuant to this MOA and resolution of any issues related to these actions and/or policies;

- F. Development of measures that may be implemented in the event insufficient or unsatisfactory progress is being made in development of the GSP;
- G. Development of a stakeholder participation plan that includes public outreach and education programs and workshops as appropriate and that involves the interested stakeholders in developing and implementing the GSP (*e.g.* workshops at key milestones); if determined necessary by the Cooperative Committee and supported by the Parties, the Cooperative Committee may lead implementation of the stakeholder participation plan or other stakeholder engagement activities;
- H. Establishment from time to time of one or more standing or ad hoc committees to assist in carrying out the purposes and objectives of the Cooperative Committee as may be necessary;
- I. Recommendation that each individual Party adopt the GSP developed under this MOA;
- J. Resolution of differences among the Parties;
- K. Coordination with neighboring GSAs in the Salinas Valley Groundwater Basin and with neighboring GSPs as may be required and/or to ensure no adverse effects.

4.5 The Cooperative Committee shall meet at least quarterly to carry out the activities described above. The Cooperative Committee shall prepare and maintain minutes of its meetings, and all meetings of the Cooperative Committee shall be conducted in accordance with the Ralph M. Brown Act (Government Code §§ 54950 *et seq.*). A majority of the members of the Cooperative Committee shall constitute a quorum for purposes of transacting business, except that less than a quorum may vote to adjourn the meeting. Attendance at all Cooperative Committee meetings may be augmented to include Parties' staff or consultants to ensure that the appropriate expertise is available.

4.6 On all matters considered by the Cooperative Committee, the vote of each member shall be weighted in accordance with the percentages set forth below. Until the EPCWD becomes a Party in accordance with Section 3 and appoints a member and alternate member, the EPCWD percentage shall be added to the County percentage such that the County's total percentage is 57 percent.

City Member	15%
SMCSD Member	3%
HRCSD Member	1%
SSJWD Member	24%
County Member	24%
EPCWD Member	33%

4.7 Any action or recommendation considered by the Cooperative Committee shall require the affirmative vote of 60 percent based on the percentages set forth in Section 4.6 above. Notwithstanding the foregoing, the following shall require the affirmative vote of 100 percent based on the percentages set forth in Section 4.6 above: (A) a recommendation that each of the Parties adopt the GSP or adopt any amendment thereto prepared in response to comments from DWR and (B) a recommendation that the Parties amend this MOA.

4.8 The creation of the Cooperative Committee shall not be construed as a delegation of any powers or authorities, and all powers and authorities of each individual Party shall reside with that Party.

Section 5 Funding

5.1 The Fiscal Year of the Cooperative Committee shall be July 1 through June 30.

5.2 For Fiscal Years 2017 – 2018, 2018 – 2019 and 2019 – 2020, the Cooperative Committee shall develop a recommended budget for consideration by each Party. Subject to each Party's approval of the budget for the relevant Fiscal Year, each Party shall be responsible for funding a portion of said budget in accordance with the percentages set forth in Section 4.6 above. Until the EPCWD becomes a Party in accordance with Section 3 and appoints a member and alternate member, the EPCWD percentage shall be added to the County percentage such that the County's total percentage is 57 percent. Neither the Cooperative Committee nor any Party on behalf of the Cooperative Committee shall make any financial expenditures or incur any financial obligations or liabilities pursuant to this MOA for Fiscal Years 2017 – 2018, 2018 – 2019 or 2019 – 2020 prior to approval of the budget for the relevant Fiscal Year by each Party.

5.3 For Fiscal Year 2020 – 2021 and following, the Cooperative Committee shall develop a recommended budget and recommended contribution percentages for consideration by each Party. Subject to each Party's approval of the budget and its contribution percentage, each Party shall be responsible for funding a portion of said budget in accordance with the percentages approved by each Party. Neither the Cooperative Committee nor any Party on behalf of the Cooperative Committee shall make any financial expenditures or incur any financial obligations or liabilities pursuant to this MOA for Fiscal Year 2020 – 2021 and following prior to approval of the budget and contribution percentages for the relevant Fiscal Year by each Party.

5.4 It is anticipated that the vast majority of budgeted costs will involve costs for consultant services. Consequently, most contributions shall be paid as described in Section 6.6 below. For budgeted costs that do not involve consultant services (if any), the Cooperative Committee shall determine how such contributions shall be paid.

5.5 The Cooperative Committee shall make recommendations related to any additional non-budgeted funding needs, but shall have no authority to require any Party to contribute funds over and above those included in the budgets approved by each Party.

5.6 On an annual basis, the Cooperative Committee and/or contracting agent shall provide the Parties with a record of expenditures from the previous Fiscal Year related to this MOA.

Section 6 Engagement of Consultants

6.1 It is anticipated that the Cooperative Committee will desire to retain the services of one or more consultants in conducting the activities identified in Section 4.4 above, including, but not necessarily limited to, its development of the GSP.

6.2 The City agrees to act as the contracting agent on behalf of the Cooperative Committee and shall follow its own procurement policies in the engagement of such consultant(s) subject to Section 6.3 below.

6.3 The City agrees that the Parties and the Cooperative Committee shall be included in the selection of any consultant retained by the City on behalf of the Cooperative Committee. More specifically, staff representatives from each of the Parties shall be given an opportunity to review and approve all requests for proposals prior to their release and to participate in the various stages of the selection process, including, but not limited to, review of proposals and participation on interview panels. In addition, the City shall not issue a notice to proceed to any selected consultant until the Cooperative Committee has confirmed the consultant and related contract.

6.4 The Cooperative Committee may request that the City terminate a consultant contract entered into on behalf of the Cooperative Committee subject to and in accordance with the terms specified in the contract.

6.5 All consultant contracts entered into by the City on behalf of the Cooperative Committee shall include the following: (A) a provision that the consultant shall not commence work until a notice to proceed is issued and acknowledgement that a notice to proceed will not be issued until the Cooperative Committee confirms the consultant and contract; (B) a provision requiring that the consultant name each Party, its employees, officers and agents as an additional insured; and (C) an expected spend plan estimating the amount of the not to exceed contract amount that the consultant expects to invoice the City each month.

6.6 Upon receipt of each invoice from a consultant retained on behalf of the Cooperative Committee, the City shall calculate each Party's payment obligation based on the percentages set forth in Section 4.6 or on the percentages approved by each Party as set forth in

Section 5.3, depending on the Fiscal Year. The City shall submit an invoice to each Party showing the foregoing calculation, and each Party shall remit payment to the City within thirty (30) days.

Section 7

Roles and Responsibilities of the Parties

In addition to performance of the roles and responsibilities set forth above related to, among other things, appointment of members and alternate member to the Cooperative Committee, consideration of annual budgets and cost contributions and participation in the selection of consultants, the Parties shall:

- A. Work to jointly to meet the objectives of this MOA through, among other things, coordination of all activities related to fulfillment of said objectives;
- B. Internally or jointly designate a staff person(s) to provide expertise and existing information in a timely manner and to participate in the development of the GSP and/or related technical studies and/or other materials or actions being considered by the Cooperative Committee;
- C. Upon recommendation of the Cooperative Committee, consider adoption of the GSP and, as defined in the GSP once approved, implement the GSP within its respective GSA service area. Notwithstanding the foregoing, nothing contained in this MOA shall be construed as obligating any Party to adopt the GSP developed under this MOA or as preventing any Party from adopting the GSP developed under this MOA in the event that another Party or Parties elect not to adopt the GSP developed under this MOA;
- D. Bring any dispute over any of the activities discussed in this MOA to the Cooperative Committee in order to provide the Cooperative Committee with an opportunity to resolve the dispute.

Section 8

Interagency Communication and Providing Proper Notice

8.1 In order to provide for consistent and effective communication among the Parties, each Party agrees to designate a representative as its central point of contact on all matters relating to this MOA and the GSP. Additional representatives from the community or staff may be appointed to serve as points of contact on specific actions or issues.

8.2 All notices, statements or payments related to implementing the objectives of this MOA shall be deemed to have been duly given if given in writing and delivered electronically, personally or mailed by first-class, registered, or certified mail to the Parties at the addresses set forth in Exhibit B. Notwithstanding any other provision of this MOA, the Parties may update Exhibit B from time to time without formally amending this MOA.

Section 9
Withdrawal and Termination

9.1 Any Party may unilaterally withdraw from this MOA without causing or requiring termination of this MOA. Withdrawal shall become effective upon thirty (30) days written notice to the remaining Parties' designated addresses as listed in Exhibit B. A Party that has withdrawn from this MOA shall remain obligated to pay its percentage cost share of expenses and obligations as outlined in the current budget incurred, accrued or encumbered up to the date the Party provided notice of withdrawal, including, but not limited to, its cost share obligation under any existing consultant contract for which the City has issued a notice to proceed. If a Party withdraws, the Cooperative Committee shall reassess the contributions of each remaining Party to fund the current budget and determine if the Cooperative Committee needs to request the contribution of additional funding from the governing board of each Party.

9.2 This MOA may be terminated upon unanimous written consent of all current Parties.

Section 10
Amendments

This MOA may be amended only by unanimous written consent of all current Parties. Approval from a Party is valid only after that Party's governing body approves the amendment at a public meeting. Neither individual Cooperative Committee members nor individual members of the Parties' governing boards have the authority, express or implied, to amend, modify, waive or in any way alter this MOA or the terms and conditions hereof.

Section 11
Indemnification

No Party, nor any officer or employee of a Party, shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by another Party under or in connection with this MOA. The Parties further agree, pursuant to Government Code Section 895.4, that each Party shall fully indemnify and hold harmless each other Party and its agents, officers, employees and contractors from and against all claims, damages, losses, judgments, liabilities, expenses and other costs, including litigation costs and attorney fees, arising out of, resulting from, or in connection with any work delegated to or action taken or omitted to be taken by such Party under this MOA.

Section 12
Miscellaneous

12.1 Execution in Counterparts. This MOA may be executed in counterparts.

12.2 Automatic Termination of MOA. This MOA shall automatically terminate upon DWR's approval of the adopted GSP. Depending on the content of the GSP, the Parties may decide to enter into a new agreement to coordinate GSP implementation.

12.3 Choice of Law. This MOA is made in the State of California, under the Constitution and laws of said State and is to be so construed.

12.4 Severability. If any provision of this MOA is determined to be invalid or unenforceable, the remaining provisions shall remain in force and unaffected to the fullest extent permitted by law and regulation.

12.5 Entire Agreement. This MOA constitutes the sole, entire, integrated and exclusive agreement between the Parties regarding the contents herein. Any other contracts, agreements, terms, understandings, promises, representations not expressly set forth or referenced in this writing are null and void and of no force and effect.

12.6 Construction and Interpretation. The Parties agree and acknowledge that this MOA has been developed through negotiation, and that each Party has had a full and fair opportunity to revise the terms of this MOA. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this MOA.

IN WITNESS WHEREOF, the Parties have executed this MOA on the dates shown below.

CITY OF EL PASO DE ROBLES

SHANDON SAN JUAN WATER DISTRICT

By: _____

By: _____

Its: _____

Its: _____

APPROVED AS TO FORM AND
LEGAL EFFECT:

APPROVED AS TO FORM AND
LEGAL EFFECT:

By: _____

By: _____

Its: _____

Its: _____

COUNTY OF SAN LUIS OBISPO

HERITAGE RANCH COMMUNITY SERVICES
DISTRICT

By: _____

By: _____

Its: _____

Its: _____

APPROVED AS TO FORM AND
LEGAL EFFECT:

APPROVED AS TO FORM AND
LEGAL EFFECT:

By: _____

By: _____

Its: _____

Its: _____

SAN MIGUEL COMMUNITY
SERVICES DISTRICT

By: _____

Its: _____

APPROVED AS TO FORM AND
LEGAL EFFECT:

By: _____

Its: _____

EXHIBIT A

Addition of Party to Memorandum of Agreement regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin

WHEREAS, certain local agencies that each decided to become the groundwater sustainability agency with their respective service areas overlying the Paso Robles Area Subbasin (Basin No. 3-004.06) (“Basin”) have entered into an agreement entitled “Memorandum of Agreement regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin” (“Agreement”); and

WHEREAS, the Estrella-El Pomar-Creston Water District (“EPCWD”) could not be an original signatory to the Agreement, because it had not yet been formed; and

WHEREAS, Section 3 of the Agreement sets forth the process by which the EPCWD can become a party to the Agreement; and

WHEREAS, the EPCWD has received and reviewed a copy of the Agreement; and

WHEREAS, on _____, the EPCWD Board of Directors held a public hearing and by Resolution _____ decided to become the groundwater sustainability agency within its service area and a signatory to the Agreement; and

WHEREAS, on _____, the County of San Luis Obispo Board of Supervisors held a public hearing and by Resolution _____ decided to withdraw from serving as the groundwater sustainability agency within the EPCWD’s service area and to accept the signature below; and

WHEREAS, the EPCWD has satisfied its reimbursement obligations under Section 3 of the Agreement; and

NOW, THEREFORE, acknowledging that the recitals above are correct and are part of this agreement, the EPCWD, upon acceptance by signature below by the County of San Luis Obispo Board of Supervisors, shall become a party to the Agreement effective immediately. The EPCWD shall bear the benefits and enjoy the burdens of the Agreement as though the EPCWD had originally executed said Agreement as it now exists or may be amended in the future, and for so long as the Agreement remains in effect or for so long as the EPCWD is a party to the Agreement.

ACCEPTED AND APPROVED BY THE ESTRELLA-EL POMAR-CRESTON WATER DISTRICT BOARD OF DIRECTORS:

By: _____

Its: _____

APPROVED AS TO FORM AND LEGAL EFFECT:

By: _____

Its: _____

Address for purposes of Exhibit B to the Agreement:

Estrella-El Pomar-Creston Water District

Attention: _____

APPROVED AS TO FORM AND LEGAL EFFECT:

By: _____

Its: _____

**ACCEPTED AND APPROVED BY
THE COUNTY OF SAN LUIS OBISPO
BOARD OF SUPERVISORS IN ACCORDANCE WITH
THE AGREEMENT:**

By: _____

Its: _____

APPROVED AS TO FORM AND LEGAL EFFECT:

By: _____

Its: _____

**EXHIBIT B
PARTY ADDRESS LIST**

County of San Luis Obispo

Attention: _____

City of El Paso de Robles

Attention: _____

San Miguel Community Services District

Attention: _____

Heritage Ranch Community Services District

Attention: _____

Shandon San Juan Water District

Attention: _____



San Miguel Community Services District

Board of Directors Staff Report

May 25, 2017

AGENDA ITEM: XI. 8

SUBJECT: Discuss June, July, August, and September 2017 Board Meeting Schedule.

STAFF RECOMMENDATION:

Discuss June, July, August, and September 2017 Board Meeting Schedule.

BACKGROUND:

The June 2017 San Miguel Community Services District (“District”) Board of Directors (“Board”) meeting is scheduled for June 22, 2017. The July 2017 Board meeting is scheduled for July 27, 2017. The August 2017 Board meeting is scheduled for August 24, 2017. The September 2017 Board meeting is scheduled for September 28, 2017.

Due to several Board Directors’ summer schedules, it is advised that a discussion take place to ensure that a quorum will be met at these summer Board meetings. If quorum is not possible, it is advised that the Board consider rescheduling these meetings.

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

Staff recommends that the Board ensure it has quorum for the June, July, August, and September 2017 Board meetings. If not, staff recommends rescheduling these meetings to accommodate a quorum of the Board.

PREPARED BY:

Douglas L. White, District General Counsel



San Miguel Community Services District

Staff Report

May 25, 2017

ITEM: XI. 9

SUBJECT: Consider Adoption of **Resolution No. 2017-20** Authorizing the Abatement of Weeds Within the District Boundaries.

STAFF RECOMMENDATION:

Hold a hearing to hear and consider objections to the “Notice to Destroy Weeds,” overrule any objections, and adopt **Resolution No. 2017-20** authorizing the Fire Chief to have weeds abated from the properties identified on the attached list (Exhibit A).

DISCUSSION:

The San Miguel Community Services District (“District”) is authorized to take the necessary abatement action where property owners, after proper notification, fail to abate public nuisances caused by the accumulations of weeds or debris on their properties. In accordance with provisions of Section 14875 *et seq.* of the Health & Safety Code, property owners on the attached list have been given a “Notice to Destroy Weeds” (“Notice”). The Notice advised property owners that the District Board of Directors (“Board”) would hold a hearing on May 25, 2017, to hear and consider all objections and protests to the proposed removal of weeds.

At the conclusion of the hearing, the Board may allow or overrule any objections to the removal of weeds, after which it acquires jurisdiction to order the abatement of the public nuisance. By adopting the attached Resolution, the Board will authorize the Fire Chief to hire contractors to abate the remaining fire hazards. Approximately 92 notices were sent out to property owners on April 28, 2017, informing them of their obligation to abate their properties of combustible weeds by May 25, 2017. The attached list, Exhibit A, lists the properties that have not complied with the abatement notice as of May 20, 2017.

FISCAL IMPACT:

The District will incur the initial costs associated with performing the weed abatement. However, once the abatement occurs, District staff will notice a public hearing for a future Board meeting to initiate the process of placing liens or special assessments on each affected parcel.

Prepared by:

Rob Roberson

Rob Roberson
Fire Chief

Approved by:

Douglas L. White

Douglas L. White
Acting General Manager

ATTACHMENTS: Resolution No. 2017-20 and Exhibit A-Property List

APN	Street	Legal	Est. Acres	Sup. Dist.	Avg. Slope
021-051-022		0 BOE 872-40-10D PAR 19	2.66	Supdist 1	2
021-141-024	00000 MISSION ST	PM 63/67-71 PAR 8	0.43	Supdist 1	1
021-171-008	00000 14TH ST	TN SAN MIG BL 56 PTN LTS 17 TO 21	0.18	Supdist 1	4
021-211-012	01337 MISSION ST	TN SAN MIGUEL BL 57 LTS 12 TO 16	0.42	Supdist 1	1
021-401-001	00620 12TH ST	T25S R12E SEC 16 PTN SW 1/4 OF SW 1/4	2.71	Supdist 1	2
021-231-017	00599 12TH ST	T25S R12E PTN SEC 16	0.31	Supdist 1	1
021-231-041	00000 N ST	TN SAN MIGUEL BL 73 PTN LTS 10 THRU 14	0.3	Supdist 1	1
021-231-024	01222 N ST	TN SAN MIGUEL BL 73 PTN LTS 10 TO 14	0.48	Supdist 1	1
021-331-034	00968 L ST	TN SAN MIGUEL MC D ADD BL 61 LTS 23 THUR 24	0.19	Supdist 1	2
021-302-010		TN SAN MIGUEL BL 31 LTS 10 TO 12	0.3	Supdist 1	7
021-302-008	01010 L ST	TN SAN MIG BL 31 LTS 13 TO 16 LESS 50% MR	0.38	Supdist 1	8
021-323-001	00238 9TH ST	TN SAN MIGUEL MC D ADD BL 77 PTN LTS 1 TO 5	0.23	Supdist 1	8
021-371-005		0 T25S R12E PTN SEC 20	0.28	Supdist 1	10
021-371-003	00000 MONTEREY RD	T25S R12E PTN SEC 20	0.23	Supdist 1	10

5/20/2017
TNT

RESOLUTION NO. 2017-20

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT OVERRULING
OBJECTIONS AND ORDERING THE ABATEMENT OF WEEDS WITHIN
DISTRICT BOUNDARIES**

WHEREAS, on April 27, 2017, the Board of Directors (“Board”) of the San Miguel Community Services District (“District”) adopted Resolution No. 2017-05 declaring certain weeds located on private properties within District boundaries to be a public nuisance; and

WHEREAS, a hearing was held on May 25, 2017 at 7:00 p.m. at 1150 Mission Street, San Miguel, California 93451, to hear objections and protests related to the proposed removal of such weeds.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the San Miguel Community Services District does hereby declare, determine, and order as follows:

1. That the above recitals are true and correct and incorporated herein by this reference.
2. That the District Board held a public hearing on May 25, 2017, at 7:00 p.m., at 1150 Mission Street, San Miguel, California 93451, to hear objections to the proposed removal of such weeds, and the hearing was closed with all objections and protests overruled.
3. That the District Fire Chief, or his or her designee, is ordered to abate the nuisance declared by Resolution No. 2017-20 by removing the weeds located on the properties described in Exhibit “A” attached hereto and incorporated herein by this reference. The Fire Chief, or his or her designee, may enter private property to abate the nuisance. Before the Fire Chief or designee arrives, any property owner listed in Exhibit “A” may remove such weeds at his or her own expense.
4. The Fire Chief or designee shall keep an account of the cost of abatement in front of or on each separate lot or parcel of land or both, where the work is to be done and shall submit to the District Board an itemized report on June 22, 2017, at the hour of 7:00 p.m., at 1150 Mission Street, San Miguel, California 93451, which date, time, and place of hearing of such report is hereby fixed for the hearing of any objections of any of the property owners liable to be assessed for the costs and expenses of such abatement. The Fire Chief or designee shall post a true and correct copy of said report on or near the District Board’s chambers for at least three (3) days prior to its submission to the District Board, with a notice of the time and place the report will be submitted to the District Board for confirmation.

(Continued on next page)

On the motion of Director _____, seconded by Director _____, and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 25th day of May, 2017.

Anthony Kalvans,
President Board of Directors

ATTEST:

Douglas L. White, Acting General Manager

APPROVED AS TO FORM:

Douglas L. White, District General Counsel