



Agenda

San Miguel Groundwater Sustainability Agency

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Joseph Parent, Director

Ashley Sangster, Vice President
Hector Palafox, Director

THURSDAY, November 21, 2019 6:00 P.M. Opened Session BOARD OF DIRECTORS MEETING AGENDA

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:** **6:00 PM**
- II. **Pledge of Allegiance:**
- III. **Roll Call:** *Green*___ *Sangster* ___ *Palafox*___ *Kalvans*___ *Parent* ___
- IV. **Approval of GSA Meeting Agenda:**

M_____ S_____ V_____

V. **ADJOURN TO CLOSED SESSION:**

A. **CLOSED SESSION AGENDA:** None

VI. **Call to Order for Regular Board Meeting/Report out of Closed Session:** N/A

VII. **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.

VIII. **Special Presentations/Public Hearings/Other:** Public Hearing for Final Review of the Groundwater Sustainability Plan (GSP) For Basin 3-004.06 Salinas Valley Paso Robles Area and Consider Approval and Adoption of the Final GSP.

IX. **Staff & Committee Reports – Receive & File:** None

X. **CONSENT CALENDAR:**

- 1. **Review and Approve Board Meeting Minutes:**
 - a. 10-24-2019 Draft Meeting Minutes

The items listed above 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, Discuss, Receive and File the Invoice #18 dated 10-31-2019 (SM20191031-18) Montgomery & Assoc. for payment for proportional share of the "Paso Robles Basin GSP" for \$36.45**

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

M_____ S_____ V_____

2. Consider Approval of Proposal from Montgomery & Associates for Submitting the Paso Robles Sub-basin GSP and Associated Data to the State of California through DWR's GSP Upload Portal

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

M_____ S_____ V_____

3. Consider Approval and Adoption of RESOLUTION 2019-02 the Final Groundwater Sustainability Plan (GSP) for Groundwater Basin 3-004.06 Salinas Valley Paso Robles Area and authorize the submittal of the Final GSP to the California Department of Water Resources (DWR)

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

M_____ S_____ V_____

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 TO NEXT GSA MEETING: 1-23-2020

ATTEST:

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

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on November 15, 2019

Date: November 15, 2019

John Green
John Green President, Board of Directors

Tamara Parent
Tamara Parent, Board Clerk/ Accounts Manager



SAN MIGUEL COMMUNITY SERVICES DISTRICT

NOTICE OF PUBLIC HEARING

A RESOLUTION OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS TO HOLD A PUBLIC HEARING FOR FINAL REVIEW AND ADOPTION OF THE GROUNDWATER SUSTAINABILITY PLAN (GSP) FOR BASIN 3-004.06 SALINAS VALLEY PASO ROBLES

NOTICE IS HEREBY GIVEN THAT THE, San Miguel Community Services District (“District”) Board of Directors will hold a public hearing on:

Thursday, November 21, 2019, at 6:00 P.M., or soon thereafter, **in the Board of Directors’ Chambers located at 1150 Mission Street, San Miguel, CA**, to consider a Resolution to Approve and Adopt the Final Groundwater Sustainability Plan (GSP) for Basin 3-004.06 Salinas Valley Paso Robles.

The Sustainable Groundwater Management Act (SGMA) requires sustainable groundwater management in all high and medium priority basins throughout the State of California, including the Salinas Valley – Paso Robles Area Sub-basin (Paso Basin). SGMA's first critical deadline required the formation of GSAs by June 30, 2017. On October 27, 2016, the District Board adopted Resolution 2016-34, wherein the Board determined to become a GSA for all of those portions of the Paso Robles Groundwater Basin that lie within the District's service area and sphere of influence. The District's application to form a GSA was filed with the DWR on November 22, 2016. Three other agencies, including the City of Paso Robles, the Shandon-San Juan Water District, and the County of San Luis Obispo (collectively referred to as “Paso Basin GSAs”) also formed GSAs within their jurisdiction, such that the service areas of the Paso Basin GSAs collectively cover the entire Paso Basin.

The Paso Basin GSAs entered into a Memorandum of Agreement (MOA) establishing the Paso Basin Cooperative Committee for the purpose of developing a single GSP to be considered for adoption by each Paso Basin GSA and subsequently submitted to DWR for approval. SGMA’s next critical deadline requires the adoption of a Groundwater Sustainability Plan (GSP) by January 31, 2020.

Under the framework of the MOA, the GSAs engaged the public and coordinated to jointly develop the 2019 Paso Basin GSP. At their November 20, 2019 meeting, in accordance with the MOA, the Paso Basin Cooperative Committee will consider a vote to recommend that the GSAs adopt the GSP and submit to DWR. To facilitate submission of the GSP, and as required by the GSP Emergency Regulations, the Paso Basin GSAs have agreed to designate the County Director of Public Works, or designee, as the GSP's "Plan Manager", authorized to submit the GSP to DWR and serve as the point of contact with DWR.

Subject to the Paso Basin Cooperative Committee's unanimous vote to recommend that the GSAs adopt the GSP and submit to DWR, the San Miguel Community Services District Board of Directors will hold a public hearing and consider approval and adoption of the GSP and authorize submittal of the GSP to the DWR.

ALL INTERESTED PARTIES are invited to attend the November 21, 2019, public hearing to express opinions or submit evidence for or against the approval of the Groundwater Sustainability Plan (GSP) For Basin 3-004.06 Salinas Valley Paso Robles. At the above noted time and place, testimony from interested persons will be heard and considered by the San Miguel Community Services District Board of Directors before taking action or making any recommendation on the proposed GSP approval. On request, the agenda and the documents in the hearing agenda packet can be made available to persons with a disability. In compliance with the Americans with Disabilities Act, the San Miguel Community Services District encourages those with disabilities to participate fully in the public hearing process. Any person requiring special assistance to participate in the meeting should notify the Board Clerk by calling 805-467-3388 or in person at 1150 Mission Street, San Miguel, CA, at least forty-eight (48) hours before the meeting.

Interested individuals will be given an opportunity to speak in favor or opposition to the above proposed action. Written comments are also acceptable, if submitted or delivered to the Board Clerk at the District's Office (1150 Mission Street, San Miguel, CA) prior to the public hearing. If a challenge to the above proposed action is made in court, persons may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the District before the meeting.

Copies of the Final GSP are available for public review at the District Office (1150 Mission Street, San Miguel, CA) or may be found on the district website, www.sanmiguelcsd.org. Any additional questions should be directed to the Board Clerk at 805-467-3388, or stop by the office at 1150 Mission Street, San Miguel, CA.

District Contact information: www.sanmiguelcsd.org or 805-467-3388

**BY THE ORDER OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS.**

Date: _____

Published on: _____

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
GROUNDWATER SUSTAINABILITY AGENCY MEETING MINUTES

October 24, 2019

MEETING HELD AT DISTRICT OFFICES
1150 MISSION STREET
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by Director Green – 6:02 P.M.
- II. Pledge of Allegiance lead by Director Kalvans
- III. **Roll Call:** Directors Present: Palafox, Kalvans, Parent, Green
Director Absent: Sangster
District Staff in attendance: Kelly Dodds, Tamara Parent
District Staff Absent: District Engineer, Blaine Reely
- IV. **Adoption of Special Meeting Agenda:**
Motion by Director Parent to adopt Meeting Agenda as presented.
Seconded by Director Kalvans, Motion was approved by vote of 4 AYES and 0 NOES 1 ABSENT.
- V. **Adjourn to closed session:** None
- VI. **Call to order out of the closed session:** None
- VII. **Public Comment and Communications** (for items not on the agenda):
No Public Comment
- VIII. **Special Presentation/Public Hearing/Other:** None
- IX. **Staff & Committee Reports-** Receive & File: None
- X. **Consent Calendar:** 1.a Review and approve 09-26-2019 GSA Meeting Minutes

Motion by Director Kalvans to approve the Consent Calendar, 1.a

Seconded by Director Parent. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

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, Discuss, Receive and File the Invoice #17 dated 9-27-2019 (SM20190927-17) for payment for a proportional share of the "Paso Robles Basin GSP" for \$557.54**

Item presented by Director of Utilities Kelly Dodds, explaining that the invoices are from September 2019.

Board Comment: None

Public Comment: None

Motion by Director Kalvans to Receive and File the Invoice #17 dated 09-27-2019 (SM20190927-17) for payment for a proportional share of the "Paso Robles Basin GSP" for \$557.54

Seconded by Director Parent, Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

2. Review and approve proposal from GSI Water Solutions, Inc. to prepare the 1st Annual Report the Groundwater Sustainability Plan (GSP) for Basin 3-004.06 Salinas Valley Paso Robles Area and authorize Funding per the terms of the GSA Memorandum of Agreement (MOA).

Item presented by District Engineer Blaine Reely, explaining that SIGMA requires an annual report determining how well we are following and implementing the plan and the performance with the Spring and Fall well measurements. Legally the annual report has to be submitted by April 2020. Dr. Reely explained that the cooperative committee met and recommends GSI Water Solutions, Inc. and they had the best proposal and lowest fees. San Miguel GSA will have to pay their share of 3.3% with an estimate of just under \$3,000. There will be no reimbursement for travel or meal expenditures.

Board Comment: Director Parent voiced he has read all the proposals and recommends GSI Water Solutions, Inc.

Public Comment: None

Motion by Director Kalvans to approve proposal from GSI Water Solutions, Inc. to prepare the 1st Annual Report the Groundwater Sustainability Plan (GSP) for Basin 3-004.06 Salinas Valley Paso Robles Area and authorize Funding per the terms of the GSA Memorandum of Agreement (MOA).

Seconded by Director Parent, Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

- XII. BOARD COMMENT:** Director Kalvans asked for an update on the GSP meeting held on 10-23-2019? Dr. Reely explained that it was a very short meeting and that the represented large agricultural voiced that they feel that they have not been included in the process of the GSP.
- Director Parent voiced that he is the Vice-Chair and voiced that during public comment they did voice that they feel that they have not been included but it was explained that they are part of the County and need to voice their concerns with them.
- Next Meeting is November 20th.
- Dr. Reely explained that the next SMCSD GSA meeting will need a Public Hearing for the approve the final GSP for adoption.

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 activities related to District business. No action is to be taken until an item is placed on a future agenda.

- XIII. ADJOURNMENT @ 6:16 P.M.**



City of Paso Robles
 Administrative Services Department
 821 Pine Street, Suite A
 Paso Robles, CA 93446

INVOICE
INVOICE #SM20191031
CUSTOMER # 5922

DATE: 10-31-2019

TO:
 San Miguel Community Services District
 Attn: Rob Roberson, Interim General Mgr.
 1150 Mission Street
 San Miguel, CA 93451
 Email: rob.roberson@sanmiguelcsd.org

FOR SERVICE PROVIDED BY:
 City of Paso Robles
 Public Works Department
 1000 Spring Street
 Paso Robles, CA 93446-7392
 Phone (805) 237-3861 Fax (805) 237-3904

GL 407-23090

DESCRIPTION	Total Invoice	Share %	AMOUNT
Proportional Share of the "Paso Robles Basin GSP"			
Montgomery & Assoc. Invoice No. 9200-19-9A Dated 09/30/2019 (copy attached)	1,203.00	3.030%	36.45
PAST DUE Invoice No. 9200-19-8A Dated 08/31/2019			557.54
TOTAL DUE:			\$593.99

Make all checks payable to: City of Paso Robles
And return to: City of Paso Robles
Attn: Ryan Cornell, Finance Mgr.
821 Pine Street, Suite A
Paso Robles, CA 93446-2881

PLEASE INCLUDE COPY OF INVOICE WITH YOUR PAYMENT
*****Remittance Copy*****



MONTGOMERY

& ASSOCIATES

Water Resource Consultants

www.elmontgomery.com

1550 East Prince Road

Tucson, AZ 85719

520.881.4912

October 23, 2019

Dick McKinley
1000 Spring Street
Paso Robles, CA 93446

SUBJECT: SEPTEMBER 2019 INVOICE, PASO ROBLES GROUNDWATER SUSTAINABILITY PLAN

Dear Mr. McKinley:

Attached is the September 2019 invoice for work completed on the Paso Robles Subbasin Groundwater Sustainability Plan. Total project cost for August was \$1,203.

Table 1 summarizes the budget status on a task basis. On August 7, an additional funding amount of \$19,600 was approved by the City of Paso Robles. This amount was added to Task L (M&A Task 9200.1001), Finalize GSP. The new total approved budget is 1,383,115.

The individual task budgets reflect our understanding of the likely effort on each task at the start of the project. While some tasks are over budget and others are under budget, we are tracking the total budget to ensure that we deliver the complete GSP within the approved total budget.

Please ensure that our total billings match your records and contact us if you have questions.

Sincerely,
MONTGOMERY & ASSOCIATES

Derrick Williams
Principal Hydrogeologist | Project Manager

Timothy Leo
Principal Hydrogeologist | Vice President

**TABLE 1: SUMMARY OF BUDGET STATUS - SEPTEMBER 2019
PASO ROBLES SUBBASIN GROUNDWATER SUSTAINABILITY PLAN**

PROPOSAL TASK ID	PROPOSAL TASK NAME	M&A TASK	APPROVED BUDGET	COST THROUGH SEPTEMBER 2019	VARIANCE
A	Compile and Organize Data	5	\$44,224	\$31,435	\$12,789
B	Develop Introductory and Administrative Information	3	\$26,115	\$19,158	\$6,957
C	Describe Plan Area (plus Notice and Communication)	3	\$32,984	\$19,158	\$13,826
D	Describe Basin Setting (includes water budgets)	4	\$114,080	\$189,782	(\$75,702)
E	Prepare SW-GW Flow Model (+ Optional Task 2)	6	\$166,516	\$226,677	(\$60,161)
F	Identify Sustainable Management Criteria	9	\$293,084	\$123,034	\$170,050
G	Establish Monitoring Networks and Protocols	5	\$82,491	\$31,435	\$51,056
H	Organize Data Management System	5	\$58,791	\$15,718	\$43,073
I	Develop and Analyze Projects and Management Actions (+ Optional Tasks 3 & 4)	7	\$288,734	\$314,109	(\$25,375)
J	Plan Implementation	11	\$24,656	\$1,671	\$22,985
K	Outreach and Stakeholder Involvement (+ Optional Task 1)	8	\$97,660	\$117,855	(\$20,195)
L	Finalize GSP	10	\$66,180	\$48,984	\$17,197
M	Project Management	1,2	\$87,600	\$242,922	(\$155,322)
	TOTAL		\$1,383,115	\$1,381,938	\$1,177



www.elmontgomery.com
1550 East Prince Road
Tucson, AZ 85719
520.881.4912

INVOICE

September 30, 2019

INVOICE NO
9200-19-9A

CITY OF PASO ROBLES
Attn: Mr. Dick McKinley, Project Manager
1000 Spring Street
Paso Robles, CA 93446
DMcKinley@prcity.com

Paso Robles GSP Preparation

PERIOD: September 01, 2019 - September 30, 2019

9200.0101 Project Management-M&A

Professional services: 1) review project status and coordinate work accordingly; and
2) review and process invoice.

Timothy P. Leo, Scientist 8 3.0 hours @ \$195.00/hr.	\$585.00
Derrick Williams, Scientist 8 1.5 hours @ \$240.00/hr.	\$360.00
Juliet M. McKenna, Scientist 6 1.0 hours @ \$172.00/hr.	\$172.00
9200.0101 Subtotal	\$1,117.00

9200.0801 Outreach & Community Engagement-M&A

Professional services: download comments and attachments as requested.

Juliet M. McKenna, Scientist 6 0.5 hours @ \$172.00/hr.	\$86.00
9200.0801 Subtotal	\$86.00

(continued)



**MONTGOMERY
& ASSOCIATES**

STATEMENT - September 30, 2019 (continued)

TOTALS:

9200.0101 Subtotal	\$1,117.00
9200.0801 Subtotal	<u>\$86.00</u>
TOTAL AMOUNT DUE	\$1,203.00

MONTGOMERY & ASSOCIATES

A handwritten signature in cursive script, reading "Mark M. Cross", positioned above a horizontal line.

Mark M. Cross

Professional Fees: \$1,203.00

DUE UPON RECEIPT FOR PAYMENT WITHIN 45 DAYS.
IF PAYMENT HAS NOT BEEN RECEIVED WITHI 45 DAYS, INTEREST WILL
ACCRUE AT 1% PER MONTH FOR UNPAID BALANCE.

ARIZONA | CALIFORNIA | COLORADO | NEVADA | UTAH | CHILE | PERÚ



MONTGOMERY
 & ASSOCIATES

TIME REPORT

NAME: Timothy P. Leo

PROJECT NUMBER: 9200.0101

PERIOD: 9/1/2019 - 9/30/2019

City of Paso Robles Project Management-M&A

DATE	TIME START	TIME STOP	HOURS	WORK DESCRIPTION
09/09/19	9:00	09:30	0.5	Project coordination meeting
09/10/19	14:30	15:00	0.5	Review and process invoice
09/13/19	14:00	14:30	0.5	Prepare invoice cover letter and budget table
09/16/19	10:00	10:30	0.5	Prepare invoice cover letter and budget table
09/30/19	9:00	10:00	1.0	Weekly project status meeting
TOTAL			3.0 HOURS	



MONTGOMERY
& ASSOCIATES

TIME REPORT

NAME: Derrick Williams

PROJECT NUMBER: 9200.0101

PERIOD: 9/1/2019 - 9/30/2019

City of Paso Robles Project Management-M&A

DATE	TIME START	TIME STOP	HOURS	WORK DESCRIPTION
09/09/19	9:00	10:00	1.0	Weekly staff call
	13:30	14:00	0.5	Respond to questions from A. Ruberto regarding invoicing
	TOTAL		1.5 HOURS	



MONTGOMERY
& ASSOCIATES

TIME REPORT

NAME: Juliet M. McKenna

PROJECT NUMBER: 9200.0101

PERIOD: 9/1/2019 - 9/30/2019

City of Paso Robles Project Management-M&A

DATE	TIME START	TIME STOP	HOURS	WORK DESCRIPTION
09/09/19	9:00	10:00	1.0	Weekly coordination call
TOTAL			1.0 HOURS	



MONTGOMERY
 & ASSOCIATES

TIME REPORT

NAME: Juliet M. McKenna

PROJECT NUMBER: 9200.0801

PERIOD: 9/1/2019 - 9/30/2019

City of Paso Robles Outreach & Community Engagement-M&

DATE	TIME START	TIME STOP	HOURS	WORK DESCRIPTION
09/30/19	10:00	10:30	0.5	Download comments and attachments as requested
TOTAL			0.5 HOURS	



San Miguel Groundwater Sustainability Agency

Board of Directors Staff Report

November 21, 2019

AGENDA ITEM: XI-2

SUBJECT: Consider Approval of Proposal from Montgomery & Associates for Submitting the Paso Robles Sub-basin GSP and Associated Data to the State Of California through DWR's GSP Upload Portal

STAFF RECOMMENDATION:

Approve request for supplemental funding from Montgomery & Associates for Submitting the Paso Robles Sub-basin GSP and Associated Data to the State Of California through DWR's GSP Upload Portal.

BACKGROUND:

Montgomery & Associates, who are the consultants that are preparing the GSP have requested supplemental funding in the amount of \$19,200 to cover costs associated with work which was unplanned and not in their original scope of work. The services to be provided are in accordance with a provision of the California's Sustainable Groundwater Management Act (SGMA). Per DWR, the GSP must be submitted by January 31, 2020. Per Water Code §10733.4 and GSP Regulations §353.2, the Department of Water Resources (DWR) has developed an online tool for the submission of GSPs, which is referred as the DWR portal or the GSP Reporting System. The requirement by DWR for GSP submittal using the Reporting System Portal was not in effect at the time the original contract with Montgomery & Associates was executed.

A copy of the consultant's proposal is attached. Unplanned work addressed therein includes:

TASK 1. TEST UPLOAD PORTAL

TASK 2. UPLOAD GSP

TASK 3. PREPARE AND UPLOAD GSP ELEMENTS TEMPLATE

TASK 4. COMPILE AND UPLOAD MAP FILES

TASK 5. COMPILE AND UPLOAD REFERENCES

TASK 6: COMPILE AND UPLOAD MONITORING NETWORK

TASK 7: PREVIEW AND SUBMIT FINAL GSP

The GSA Cooperative Committee staff has met on multiple occasions to discuss and negotiate the requested fee increase and reached a consensus that the supplemental scope of work and associated funding request is appropriate. The proportionate share of the cost to be borne by the San Miguel GSA is 3.3% of the total, which equates to \$633.60. This amount will be eligible for reimbursement back to the District from the DWR grant funds at some point in the future.

FUNDING:

Funding for this project will come from the Water Fund. These costs will be eligible for reimbursement back to the District from DWR grant funds.

PREPARED BY:

APPROVED BY:

Blaine T. Reely

Kelly Dodds

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

Director of Utilities

Attachments:

Montgomery & Associates Proposal, entitled "PROPOSAL FOR SUBMITTING THE PASO ROBLES SUBBASIN GSP AND ASSOCIATED DATA TO THE STATE OF CALIFORNIA THROUGH DWR'S GSP UPLOAD PORTAL"

October 1, 2019

Ms. Angela Ruberto Ford
County of San Luis Obispo
Department of Public Works
1144 Monterey St., Suite B
San Luis Obispo, CA 93408

PROPOSAL FOR SUBMITTING THE PASO ROBLES SUBBASIN GSP AND ASSOCIATED DATA TO THE STATE OF CALIFORNIA THROUGH DWR'S GSP UPLOAD PORTAL

Dear Ms. Ruberto:

The local Groundwater Sustainability Agencies (GSAs) in the Paso Robles Subbasin have contracted with Montgomery & Associates (M&A) to prepare the Groundwater Sustainability Plans (GSPs) in accordance with California's Sustainable Groundwater Management Act (SGMA). The GSP must be submitted by January 31, 2020. Per Water Code §10733.4 and GSP Regulations §353.2, the Department of Water Resources (DWR) has developed an online tool for the submission of GSPs, referred to in this proposal as the DWR portal or the GSP Reporting System. While DWR has hosted workshops and webinars outlining the basic functionality of the GSP Reporting System, the online system and guidance documents are not yet available. This proposal is based on our current understanding of the GSP reporting system and the GSP upload requirements, although the reporting system may differ from our current understanding.

As requested, we are providing the enclosed estimate of costs for uploading the Paso Robles Subbasin GSP and associated data. We have provided a breakdown of the anticipated tasks based on our best guess of the level of effort that will be required. However, there is significant uncertainty in our estimate because the online portal is not yet available, and we will not know the exact nature of the necessary activities until we have worked through the DWR upload portal procedure. The estimated costs assume that this work will begin after a final GSP has been adopted by all four GSAs.

Please note that due to our relationship with DWR and the GSAs, some information in this letter is confidential. We request that the GSAs not share this information with other parties.

SCOPE OF WORK

TASK 1. TEST UPLOAD PORTAL

The designated GSP manager will need to assign permissions to M&A in the GSP submittal system. M&A will test the portal, download appropriate templates and documents, and

identify any obvious activities not covered by this scope of work. This activity will include filling out the background upload information such as location, etc.

TASK 2. UPLOAD GSP

The final GSP consists of twelve chapters, approximately the same number of appendices, and many figures and tables. These are compiled into several separate pdfs that are available for download on the Paso GSP website (www.pasoGSP.com). DWR indicated in the public workshops that GSP files must be uploaded individually and will be subject to size limits. However, M&A now has learned that DWR will not have the capability to handle multiple PDFs, as previously described in DWR workshops and webinar. We expect that in either case, we will need to modify the GSP components to either combine into a single document or split and reduce into separate documents as required by DWR. M&A will create whatever document formats are required, and upload through DWR's portal.

TASK 3. PREPARE AND UPLOAD GSP ELEMENTS TEMPLATE

DWR will supply a spreadsheet template to identify specific locations in the GSP for each of the SGMA required elements. The elements template will be available either as a downloadable Excel file or an online fillable form. M&A will populate the template with links to the correct PDF page number, as well as the section number, figure number, and/or table number if appropriate.

The template is not yet published by DWR. M&A has learned that the *Preparation Checklist for GSP Submittal* issued by DWR in 2016 constitutes only a part of what will be needed for the GSP elements template. The preparation checklist will serve as the starting point for completing the template. However, the template will require M&A to identify the PDF page number for every element and this will not be known until the final PDF document is developed.

It is possible that the elements template will identify items that do not exist in the current GSP. M&A will compile a list of items elements that are not included in the GSP, and provide this list to GSA staff. Addressing any significant gaps is not included in this scope of work.

Upon completing the GSP elements template to the satisfaction of GSA staff, M&A will upload the completed GSP elements table to DWR's portal.

TASK 4. COMPILE AND UPLOAD MAP FILES

All maps included in the GSP must be uploaded electronically to DWR's portal. The electronic file packages must include shapefiles, geodatabases, and other information for each map. It is currently unclear whether DWR will accept compiled geodatabases, or if the files must be uploaded as individual .mxd files. For testing purposes, we have assumed that M&A will develop a .mxd file for each map in the GSP as well as a project geodatabase.

M&A will assemble individual files and upload through the DWR upload portal.

TASK 5. COMPILE AND UPLOAD REFERENCES

The regulations require a reference list in the GSP. This list has been completed and is part of the GSP. Additionally, DWR will provide a references template that must be completed. An internet link to the reference must be provided if the reference is publicly available. If it is not publicly available, the actual reference must be uploaded as part of the GSP submittal. DWR's upload tool will reject the submittal if all the required information is not submitted.

This task includes the following steps:

1. Collect URLs for publicly available references. For references that are publicly available, add access date and URL to references template
2. Locate and create PDFs of all non-publicly available references. For references that are not publicly available, add PDF file name to references template
3. Upload the references template and all non-publicly available PDFs

ACTIVITY 6: COMPILE AND UPLOAD MONITORING NETWORK

M&A believes this task will be the most time-consuming and also comes with the most uncertainty. DWR will provide templates for uploading well completion information, general monitoring site construction information, groundwater elevation data, and general site monitoring data. Some of the information required by these templates may not be available.

We anticipate completing the work in the following steps outlined below.

6.1 Migrate CASGEM wells that are part of the SGMA monitoring network

M&A will migrate all current CASGEM wells in the Paso Robles Subbasin into the SGMA monitoring network. Any CASGEM wells that are not transferred into the SGMA monitoring network will become standby wells, and data for those wells cannot be easily submitted to DWR in the future.

M&A has learned that additional data may be needed for each well, above and beyond what is transferred from CASGEM. SGMA has certain requirements that were not included in CASGEM, and each well's information must be updated to ensure that it is SGMA compliant. It is currently unclear what the additional data requirements will be for each well.

6.2 Identify all Monitoring Locations not in the CASGEM Network and Convert all Data to Correct Units

Any monitoring locations not included in CASGEM must be manually uploaded through the DWR upload portal if the information is available. The required information for each monitoring well is likely to include, at a minimum:

- A unique site identification number and narrative description of the site location

- Well location. Measured using Latitude and Longitude accurate to five decimal places
- Ground surface elevation. Measured using NAVD88, accurate to 0.1 foot
- Reference point elevation. Measured using NAVD88, accurate to 0.5 foot
- Description of the reference point
- A description of how the reference point elevation was measured
- A description of how the ground surface elevation was measured
- Description of the well use, such as public supply, irrigation, domestic, monitoring, or other type of well
- Statement of whether the well is active or inactive
- Statement of whether the well is a single, clustered, nested, or other type of well
- Depth of casing perforations
- Total borehole depth
- Total well depth
- Well completion reports, if available, from which the names of private owners have been redacted
- Geophysical logs, well construction diagrams, or other relevant information, if available
- Identification of principal aquifers monitored
- A description of the type of monitoring, type of measurement taken, and monitoring frequency
- Other relevant well construction information, such as well capacity (acre-feet per year), casing diameter, or casing modifications, as available.

All of these data will be uploaded if they are available from the existing data management system (DMS) for the Paso Robles Subbasin. Data will be converted to the correct units and the corrected data will be entered into the monitoring site template, if available. After the template has been populated and checked, it will be uploaded through the DWR upload portal. We assume that DWR will accept a “not available” designation for any data that is not readily available.

6.3 Identify Monitoring Sites with Data That Can Be Publicly Accessed from Websites

The most efficient method for populating the existing sites template is to collect links to data (GW Levels, GW Quality) that can be downloaded from websites. M&A will add each appropriate URL to the site data in the template, and then will then upload the template with the links to existing sites through the DWR upload portal

6.4 Populate the Groundwater Elevation Data Excel template with groundwater level measurements

M&A will populate the groundwater elevation template with groundwater level data from the existing DMS. It is possible that the DMS may not include all data needed by the groundwater elevation template. M&A will keep a list of required data that are not in the DMS, and will share that list with GSA staff. M&A will also check to ensure there are no duplicate data in the groundwater elevation template.

After the GSA staff approve of the data and data gaps in the template, M&A will upload the groundwater elevation template through the DWR upload portal.

6.5. Populate the General Sites Template

General monitoring sites are any non-well monitoring sites such as stream gauges, extensometers etc. M&A will first populate the general site description construction template with information about each general site. It is possible that the some required data for the general site descriptions may not be available. M&A will keep a list of required data that are not available, and will share that list with GSA staff.

After populating the general site construction template, M&A will populate the general site data template with all necessary historical data. It is possible that the some required data be available. M&A will keep a list of required data that are not available, and will share that list with GSA staff.

M&A will upload both the completed General Sites Description Template and the completed General Sites Data Template to DWR through the DWR upload portal.

TASK 7: PREVIEW AND SUBMIT FINAL GSP

M&A will preview the GSP upload using the GSP preview tool to check the submittal is complete and make necessary adjustments, assuming only minor or no adjustments are necessary. We propose that GSA staff additionally preview and check the GSP. After verifying that the GSP is complete, M&A will officially submit the GSP to DWR. This step locks down the submittal after which no changes can be made, unless a special request is made to DWR.

SCHEDULE

We are prepared to begin this work as soon as the GSAs adopt the final GSP. Our understanding is that the final GSP is scheduled to be available for adoption on November 6, 2019. We estimate approximately four weeks are necessary to complete the process outlined above. This should allow sufficient time to not only compile references, map files, monitoring data, and complete the DWR templates, but also allows time to meet with the GSA staff and make any necessary decisions about missing elements in Task 3. It also allows time for a final preview of the submittal in Task 7.



To meet the January 31, 2020 deadline, this work should commence no later than January 3, 2020, which assumes a final GSP has been adopted by all GSAs by this date.

COST ESTIMATE

Costs are estimated based on time for various professionals and are based on our 2019 billing rates. No mileage or other travel related expenses will be charged to this project. The task breakdown is provided in the table below. Staff working on this project will be the same individuals who have been involved in the GSP development, including myself, Tim Leo, Juliet McKenna, Jon Reeves and Caryn Fogel. Total estimated costs are \$19,200, based on the hours assumed to be necessary for each task given the information we currently have on DWR’s submittal requirements. Significant deviation from these assumptions could result in additional costs.

	Scientist VIII	Scientist VI	Scientist II	Data Specialist	Sci Illustrator	Technical Editor/Clerical	Total Hours	Total Professional Fees
2019 Professional Rates	\$260	\$215	\$125	\$140	\$105	\$80		
Task 1. Test portal	1	1					2	\$500
Task 2. Compile and upload GSP	1	2				8	11	\$1,300
Task 3. GSP elements template; meeting with GSA staff	8	2				8	18	\$3,200
Task 4. Compile and upload map files		2	2	8	8		20	\$2,600
Task 5. Compile and upload references	1	2	12			6	21	\$2,700
Task 6. Compile and upload monitoring network	2	2	36	12			52	\$7,100
Task 7. Preview and submit final GSP	4	2				4	10	\$1,800
Total	17	13	50	20	8	26	134	\$19,200

We appreciate the opportunity to continue to work with the GSAs on the Paso Robles Subbasin GSP. Please let me know if you have any questions or would like to discuss this further.

Sincerely,

Derrik Williams, P.G.
MONTGOMERY & ASSOCIATES



San Miguel Groundwater Sustainability Agency

Board of Directors Staff Report

November 21, 2019

AGENDA ITEM: XI-3

SUBJECT: Consider Approval and Adoption of the 2019 Groundwater Sustainability Plan For The Salinas Valley – Paso Robles Area (“Paso Basin”), Approving Amendment No. 1 To The Memorandum Of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Basin, Authorizing the County Director of Public Works to Serve as Plan Manager and Finding that the Project is Exempt from Section 21000 Et Seq. of the California Public Resources Code (CEQA)

STAFF RECOMMENDATION:

Approve and Adopt the 2019 Groundwater Sustainability Plan For The Salinas Valley – Paso Robles Area (“Paso Basin”); Approve Amendment No. 1 To The Memorandum Of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Basin; Authorize the San Luis Obispo County Director of Public Works to Serve as Plan Manager; and Find that the Project is Exempt from Section 21000 Et Seq. of the California Public Resources Code (CEQA).

BACKGROUND:

In 2014 the California Legislature and the Governor passed into law the Sustainable Groundwater Management Act (SGMA) for local management of groundwater resources in California through the formation of Groundwater Sustainability Agencies (GSAs) and through preparation and implementation of Groundwater Sustainability Plans (GSPs).

Three other local agencies within the Paso Basin, including the County of San Luis Obispo, the Shandon-San Juan Water District and the San Miguel Community Services District (said agencies and the San Miguel Community Services District GSA are collectively referred to as the “Paso Basin GSAs”) decided to become GSAs within their jurisdiction, such that the service areas of the Paso Basin GSAs collectively cover the entire Paso Basin.

Consistent with the options identified in Water Code Section 10727, the Paso Basin GSAs entered into a Memorandum of Agreement Regarding Preparation of a Groundwater

Sustainability Plan for the Paso Robles Groundwater Basin (“MOA”) for purposes of preparing a single groundwater sustainability plan (“GSP”) for the Paso Basin and establishing the Paso Basin Cooperative Committee (“Committee”) to conduct activities related to GSP development and SGMA implementation.

On October 27, 2016 the District Board adopted Resolution 2016-34, wherein the Board determined to become a GSA for all of those portions of the Paso Robles Groundwater Basin that lie within the District’s service area and sphere of influence. The District’s application to form a GSA was filed with the DWR on November 22, 2016.

On February 13, 2018, in accordance with Water Code Section 10727.8 and prior to initiating development of the GSP, the Paso Basin GSAs provided to DWR, and made available to the public, a written statement (“Written Statement”) describing the manner in which interested parties could participate in the development and implementation of the GSP.

Since that time and consistent with the contents of the Written Statement and the requirements of Water Code Section 10723.2 and to otherwise encourage the involvement of diverse social, cultural and economic elements of the population within the Paso Basin, the San Miguel Community Services District GSA Board has considered SGMA implementation within the Paso Basin at several of its public meetings (including through regular staff updates). In addition, the GSA Committee (to which District Board Member Joe Parent, has served as a member, and, Director of Utilities Kelly Dodds has served as the alternate), has held multiple public meetings and there have been several public workshops related to development of the GSP. Public outreach is part of the requirements from the State of California for preparation of a GSP.

The Paso Basin GSAs, with the assistance of Montgomery & Associates, have jointly developed the 2019 Groundwater Sustainability Plan for the Salinas Valley – Paso Robles Area (“Paso Basin GSP”) in the manner described in the MOA, and the GSA Committee adopted a motion on November 20, 2019 recommending that each of the Paso Basin GSAs adopt the Paso Basin GSP.

Prior to the adoption of the GSP, the regulations that DWR has adopted related to GSPs (California Code of Regulations, Title 23, Section 350 et seq.) (“GSP Regulations”) identify and define a “plan manager” as an authorized representative to submit the GSP to DWR and serve as the point of contact with DWR. The other Paso Basin GSAs have agreed that the County Director of Public Works, or designee, shall be authorized to submit the GSP to DWR and serve as the point of contact with DWR.

In conjunction with the approval and adoption of the GSP, and given that the Paso Basin GSAs desire to continue cooperating on the Paso Basin GSP pursuant to the framework established by the MOA on an interim basis regardless of the date of any approval of the Paso Basin GSP by DWR, the Paso Basin GSAs desire to amend the MOA to remove the automatic termination provision.

FUNDING:

No request for funding is associated with this item.

PREPARED BY:

APPROVED BY:

Blaine T. Reely

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

Interim General Manager

Attachments:

1. Resolution 2019-02
 - a. Exhibit A to Resolution 2019-02

RESOLUTION NO. 2019-02

RESOLUTION ADOPTING THE 2019 GROUNDWATER SUSTAINABILITY PLAN FOR THE SALINAS VALLEY – PASO ROBLES AREA (“PASO BASIN”), APPROVING AMENDMENT NO. 1 TO THE MEMORANDUM OF AGREEMENT REGARDING PREPARATION OF A GROUNDWATER SUSTAINABILITY PLAN FOR THE PASO BASIN, AUTHORIZING THE COUNTY DIRECTOR OF PUBLIC WORKS TO SERVE AS PLAN MANAGER AND FINDING THAT THE PROJECT IS EXEMPT FROM SECTION 21000 *ET SEQ.* OF THE CALIFORNIA PUBLIC RESOURCES CODE (CEQA)

WHEREAS, in 2014 the California Legislature and the Governor passed into law the Sustainable Groundwater Management Act (SGMA) for local management of groundwater resources in California through the formation of Groundwater Sustainability Agencies (GSAs) and through preparation and implementation of Groundwater Sustainability Plans (GSPs); and

WHEREAS, three other local agencies within the Paso Basin, including the County of San Luis Obispo, the Shandon-San Juan Water District and the City of Paso Robles (said agencies and the San Miguel Community Services District GSA are collectively referred to as the “Paso Basin GSAs”) decided to become GSAs within their jurisdiction, such that the service areas of the Paso Basin GSAs collectively cover the entire Paso Basin; and

WHEREAS, consistent with the options identified in Water Code Section 10727, the Paso Basin GSAs entered into a Memorandum of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin (“MOA”) for purposes of preparing a single groundwater sustainability plan (“GSP”) for the Paso Basin and establishing the Paso Basin Cooperative Committee (“Committee”) to conduct activities related to GSP development and SGMA implementation; and

WHEREAS, on February 13, 2018, in accordance with Water Code Section 10727.8 and prior to initiating development of the GSP, the Paso Basin GSAs provided to DWR, and made available to the public, a written statement (“Written Statement”) describing the manner in which interested parties could participate in the development and implementation of the GSP; and

WHEREAS, since that time and consistent with the contents of the Written Statement and the requirements of Water Code Section 10723.2 and to otherwise encourage the involvement of diverse social, cultural and economic elements of the population within the Paso Basin, the San Miguel Community Services District GSA Board has considered SGMA implementation within the Paso Basin at several of its public meetings (including through regular staff updates). In addition, the GSA Committee (to which District Board Member Joe Parent, has served as a member, and, Director of Utilities Kelly Dodds has served as the alternate), has held multiple public meetings and there have been several public workshops related to development of the GSP. Public outreach is part of the requirements from the State of California for preparation of a GSP; and

WHEREAS, the Paso Basin GSAs have jointly developed the 2019 Groundwater Sustainability Plan for the Salinas Valley – Paso Robles Area (“Paso Basin GSP”) in the manner described in the MOA, and the Committee adopted a motion on November 20, 2019 recommending that each of the Paso Basin GSAs adopt the Paso Basin GSP; and

WHEREAS, In accordance with Sections 351((z) and 353.4 of Title 23 of the California Code of

Regulations, the San Miguel Community Services GSA hereby appoints the San Luis Obispo County Director of Public Works, or designee, as the authorized representative of the San Miguel Community Services GSA to do the following on behalf of the Paso Basin GSAs: (a) submit the Paso Basin GSP to DWR provided that each Paso Basin GSA has adopted the Paso Basin GSP; (b) to submit the First Annual Report to DWR provided that said report has been approved by the affirmative vote of sixty-seven percent of the Committee as described in Section 4.8 of the MOA and (c) to otherwise serve as the point of contact with DWR on behalf of the Paso Basin GSAs with respect the Paso Basin GSP and First Annual Report; and

WHEREAS, given that the Paso Basin GSAs desire to continue cooperating on the Paso Basin GSP pursuant to the framework established by the MOA on an interim basis regardless of the date of any approval of the Paso Basin GSP by DWR, the Paso Basin GSAs desire to amend the MOA to remove the automatic termination provision, such MOA Amendment is attached as Exhibit A to this Resolution

NOW, THEREFORE, THE SAN MIGUEL COMMUNITY SERVICES DISTRICT GSA BOARD HEREBY RESOLVES AS FOLLOWS:

- Section 1: The foregoing recitals are true and correct and are incorporated herein by reference.
- Section 2: The San Miguel Community Services District GSA Board hereby adopts the Paso Basin GSP.
- Section 3: The County Director of Public Works, or designee, is hereby authorized and directed to submit the Paso Basin GSP to DWR and to serve as the point of contact with DWR on behalf of the County GSA and the other Paso Basin GSAs consistent with the authorization described above and the requirements contained within the GSP Regulations. Without limiting the foregoing, the County Director of Public Works is hereby authorized to provide to DWR all information required by SGMA and necessary for DWR’s evaluation of the Paso Basin GSP thereunder, to submit Annual Reports, and to take such further actions as may be necessary to effectuate the purposes of this Resolution.
- Section 4: The District Board hereby approves and authorizes the President to sign Amendment No. 1 to Memorandum of Agreement (MOA) Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin and directs District staff and its representative to the Committee to continue cooperating on the Paso Basin GSP and SGMA implementation pursuant to the framework established by the MOA on an interim basis consistent with approved budgets.
- Section 5: The San Miguel Community Services District GSA Board finds that the adoption of this Resolution is exempt from the requirements of the California Environmental Quality Act (Public Resources Code §§ 21000 *et seq.*) (CEQA) pursuant to Water Code Section 10728.6 and Section 15061(b)(3) of the CEQA Guidelines.

APPROVED this ____ day of _____, 20__, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

John Green, President

ATTEST:

Tamara Parent, District Clerk

**RESOLUTION 2019-02
EXHIBIT A**

**AMENDMENT NO. 1 TO
MEMORANDUM OF AGREEMENT REGARDING PREPARATION OF A
GROUNDWATER SUSTAINABILITY PLAN FOR THE PASO ROBLES
GROUNDWATER BASIN**

This Amendment No. 1 to Memorandum of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin (“Amendment”) is entered into by and between the City of El Paso de Robles, the San Miguel Community Services District, the County of San Luis Obispo and the Shandon-San Juan Water District (collectively, “Parties”).

WHEREAS, on or about September 20, 2017, the Parties and the Heritage Ranch Community Services District ("HRCSD") entered into a Memorandum of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin (“MOA”), a copy of which is attached hereto as Attachment 1 and incorporated herein by this reference, for purposes of establishing a framework for preparing a single groundwater sustainability plan for the Paso Robles Area basin (“GSP”) and for continued cooperation among the Parties; and

WHEREAS, the HRCSD provided written notice of its withdrawal from the MOA pursuant to Section 9.1 on or around January 18, 2019 and its withdrawal became effective shortly thereafter; and

WHEREAS, the Parties desire to continue cooperating on the GSP pursuant to the framework established by the MOA on an interim basis regardless of the date of any approval of the GSP by the California Department of Water Resources.

NOW, THEREFORE, the PARTIES agree with the above recitals, and hereby further agree as follows:

1. Section 1 (Purpose) of the MOA shall hereafter be and read as follows:

The purpose of this MOA is to establish a committee to develop a single GSP that will be considered 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 development of a long-term governance structure for implementation of the GSP.

2. Section 2 (Term) of the MOA shall hereafter be and read as follows:

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 below.

3. Section 4.9 of the MOA shall hereafter be and read as follows:

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, including, without limitation, the power to implement the GSP within its jurisdictional boundaries, shall reside with that Party.

4. Section 12.2 of the MOA is hereby deleted in its entirety.
5. Except as expressly modified by this Amendment, all terms and provisions of the MOA shall remain in full force and effect.
6. This Amendment shall be effective as of the date that it has been signed by all Parties.

IN WITNESS THEREOF, the Parties hereto have executed this Amendment on the dates shown below.

(insert signature blocks)