

1. CALL TO ORDER

Chair Schubert called the meeting of the Executive Committee to order at 8:30 a.m. Individuals in attendance are listed below:

Executive Committee Members

Ron Greenwood, Carmichael Water District
Marcus Yasutake, City of Folsom
Sean Bigley, City of Roseville
Michelle Carrey, City of Sacramento
Paul Schubert, Golden State Water Company
Brent Smith, Placer County Water Agency
Kerry Schmitz, Sacramento County Water Agency
Dan York, Sacramento Suburban Water District
Pam Tobin, San Juan Water District

Staff Members

Jim Peifer, Rob Swartz, Ryan Ojakian, Josette Reina-Luken, Amy Talbot, Cecilia Partridge and Ryan Bezerra, legal counsel

Others in Attendance

Bruce Kamilos, Rob Roscoe, Rebecca Franklin and Andy Fecko. Ellen Cross participated for agenda item 6 via conference phone.

2. PUBLIC COMMENT

None.

Agenda item number 6 was moved after agenda item 3, but is reported in the order listed on the agenda.

3. CONSENT CALENDAR

- a. The minutes from the October 23, 2019 Executive Committee meeting
- b. In Communications Contract Extension

On March 12, 2015 the RWA Board approved a contract validation with IN Communications for the Water Efficiency Program and for the Public Relations

Programs. The recurring contract with IN Communications has an indefinite term period. As stated in Section II of RWA Policy 300.2 Professional Services Selection and Contracting, staff must request validation from the Executive Committee for recurring contracts with an indefinite term every five years. The current contract validation approval will expire on March 12, 2020.

To ensure continuity of services, staff requests that the Executive Committee extend the IN Communications contract through December 31, 2020 for the Water Efficiency and Public Relations Programs.

Motion/Second Carried (M/S/C) Mr. Greenwood moved, with a second by Ms. Schmitz, to approve the October 23, 2019 Executive Committee meeting minutes and approve IN Communications Contract extension for both the Water Efficiency and Public Relations Programs through December 31, 2020. The motion carried by the unanimous voice vote of all directors present.

4. LAND IQ IMAGERY ANALYSIS CONTRACT

Amy Talbot, Water Efficiency Program Manager gave a presentation in support of the Land IQ Imagery Analysis Contract. In 2016, RWA contracted with Land IQ to perform a basic urban residential analysis of Sacramento and Placer County public imagery and parcel data to estimate irrigated landscape area (Total cost: \$10,700). In 2018, the Governor approved Senate Bill (SB) 606 and Assembly Bill (AB) 1668, which outlined a framework for water supplier level water demand budgets. These budgets include a residential and commercial landscape water budget component. The Department of Water Resources (DWR) has begun a process to formally define the methodology and regulation associated with these landscape water budget components. Five RWA water supplier members (City of Yuba City, City of West Sacramento, City of Folsom, Sacramento County Water Agency, and San Juan Water District) are interested in simultaneously exploring similar landscape budget methodologies for their respective service areas using regionally obtained landscape imagery files (Part 1). The five participating suppliers will fund this project through a subscription program. No RWA general or Water Efficiency Program funding will be used for this project. RWA directly sent the RFP to five firms, posted the RFP on the RWA website and sent out an eblast notification through the RWA list service to those contacts that selected contracting interest. Only three responses were received.

M/S/C Ms. Tobin moved, with a second by Mr. Yasutake, to direct the Executive Director to contract with Land IQ for the aerial imagery analysis work. The motion carried by the unanimous voice vote of all directors present.

5. RETIRED ANNUITANT TEMPORARY EMPLOYMENT

Jim Peifer reported that SGA staff has identified the need for assistance to complete the state-mandated Groundwater Sustainability Plan (GSP), which is due by January 31, 2022. Among other requirements, preparation of the GSP will include: 1) detailed analysis of groundwater level data and trends to assess basin health from a quantity perspective; 2) the relationship between groundwater and surface water; and 3) detailed analysis of groundwater quality data and trends to characterize basin health from a quality perspective.

Staff identified Barbara Houghton as an Annuitant with the experience to assist with the work. Ms. Houghton is a California Professional Geologist and Certified Hydrogeologist with more than 25 years of private and public sector experience in groundwater. Most recently, Ms. Houghton was a manager with the El Dorado County Environmental Management Department where she had oversight of multiple programs including the Hazardous Materials Program (underground storage tanks, hazardous materials, hazardous waste, incident response), Solid Waste Program (illegal dumping, litter), Water Program (small water systems and wells), and Liquid Waste Program (septic systems). Ms. Houghton retired from this position in December 2018, and is eligible to be employed as an Annuitant.

Staff worked with RWA and SGA legal counsel to develop a temporary employment contract with Ms. Houghton for the period January 1, 2020 through January 31, 2022. Staff requested authorization from the Executive Committee to enter into this agreement upon its completion. To fully authorize the proposed employment action through the remainder of the current fiscal year, staff will seek concurrence of the SGA Board on December 12, 2019 to fund the temporary staff position through the remainder of the current fiscal year. Future funding would be subject to approval of the RWA Board during its annual budget process, with concurrence of the SGA Board.

To recognize the additional expense and revenue associated with the Annuitant position for FY20, staff requested that the Executive Committee approve a budget adjustment that includes increasing the Staff expense budget category and also increasing the SGA Service Fee revenue budget category. Both budget categories would increase by \$30,000, which offsets the additional RWA staff expense with revenue from SGA. Staff reported that this action is required by RWA Policy 500.11.

M/S/C Mr. Yasutake moved, with a second by Mr. York, to authorize the Executive Director to Enter into an Agreement with Barbara Houghton as a Retired Annuitant Temporary Employee and Approve a Budget Adjustment to Increase Revenues in the SGA Service Fee Budget Category by \$30,000 and Increase Expenses by \$30,000 in the Staff Budget Category. The motion carried by the unanimous voice vote of all directors present.

6. STRATEGIC PLAN

Ellen Cross with Strategy Drive participated in this agenda item via conference phone. The RWA prepared a strategic plan in 2013 and adopted minor plan updates in 2017. Executive Committee input was requested. Similar to the 2013 update, the Executive Committee will guide the development of the process to update the plan, including schedule, the process(es) used to solicit input from members and stakeholders, and other considerations.

Potential strategic plan meetings and topics include strengths, weaknesses, opportunities and threats. Speakers who could inform the board of what the opportunities and threats might be could be invited. A copy of a proposed schedule and topics was given to the Executive Committee. We want to reaffirm the RWA mission and vision, determine future goals, implementation, advocacy and education and outreach. We would like to make sure the goals are sufficient or if an additional goal should be added. An additional workshop may be added to work on objectives.

Ms. Cross commented that a goal is for the RWA to become more unified. She encouraged everyone to update the strategic plan and also to plan ahead for what the next five years looks like, what has been done in the last five years that has been successful and identify some areas that we need to be more progressive on for example the federal affairs, the young professionals idea, communications and resiliency. The Strategic Plan could consider ways to save costs within the agencies along with how the region could deal with Bay Delta efforts and SGMA implementation. The plan should include a focus on what is important to our agencies for collective benefit and a stronger voice. Speakers would help initiate a discussion for a proper vision.

Mr. Peifer shared his proposal for the strategy plan. Staff feels that the RWA mission should remain the same but the members should make some changes to the vision. He suggested some potential speakers and recommended that communication should be a goal within the strategy plan. In the listening sessions that he conducted he heard from small and medium size agencies about how the RWA could potentially pool its resources or members could pool their resources. Additionally, there is a lot going on with the Bay Delta efforts and a lot of work to be done in our region on SGMA implementation.

Understanding the roles of the Water Forum and RWA going forward is imperative due to a lot of cross over between the organizations

7. VOLUNTARY AGREEMENT AD HOC COMMITTEE

Chair Schubert appointed an ad hoc committee to address the RWA's role in the Bay Delta Water Quality Control Plan (WQCP) and the Voluntary Agreements (VA). The new ad hoc committee's charge is to oversee the participation of RWA and its Executive Director in the ongoing negotiations and proceedings concerning the SWRCB proposal to amend the WQCP. Ad Hoc committee Chair Kerry Schmitz reported that after discussion

by the committee members, it was determined that RWA should have a role in the VA process.

An agreement was developed for a subscription program was presented to the executive Committee. The program would include hiring a consultant.

Andy Fecko, Placer County Water Agency said that there have been struggles with the complexity of the regulatory process. He suggested that the ad hoc committee consider how to staff the VA on a permanent basis for the benefit of the members and expand the scope of the committee and delay taking action on the subscription program giving the committee time to discuss options including a longer term subscription program and RWA staffing or a general program and staffing internally. There are a number of future issues that require time to assess.

After discussion it was agreed to give the ad hoc committee additional time to discuss and define the RWA role and commitments of resources with recommendations to be presented at the January 2020 Executive Committee meeting.

No action was taken on this item at this time.

8. RWA LEGISLATIVE AND REGULATORY PRIORITY AND POLICY ISSUES

Ryan Ojakian, Legislative and Regulatory Program Manager gave an overview of the “redline” update to the Legislative and Regulatory Program policy principles adopted September 10, 2015 that was included in the packet for review. The revisions are minor with the exception of adopting a policy related to climate change adaptation and adopting policies relating to our individual agencies authority to set rates. The rate setting authority is largely being driven by a conversation with the Water Board on the affordability of water.

Mr. Bezerra said that when Policy 100.5 was amended to allow RWA to take legislative positions in a timely manner. There have been periodic updates to the Policy and Principles. This update is necessary to stay in compliance with required regular updates to the policy.

Mr. Ojakian said that the intent is for this policy to be update annually. It is imperative to have the authority to take positions on legislation and move quickly when necessary.

M/S/C Mr. Bigley moved, with a second by Ms. Tobin, to recommend the board of Directors approve the RWA Legislative and Regulatory Priority and Policy Issues. The motion carried by the unanimous voice vote of all directors present.

9. FEDERAL AFFAIRS AD HOC COMMITTEE – COMMITTEE RECOMMENDATIONS AND RWA FEDERAL PLATFORM

Chair Schubert appointed an ad hoc committee to address the RWA's role in Federal Affairs. The new ad hoc committee's charge was to make recommendations to the RWA Board on the role of the RWA on federal matters and to provide direction to the Executive Director on federal matters. The committee will terminate upon completion of the updated strategic plan.

Mr. Peifer addressed the process with respect to the strategic Plan. It is expected that the strategic plan will catch up with the work that the ad hoc committee has engaged in. An additional task was assigned to the ad hoc committee requesting they develop a Federal Affairs Platform focused on federal affairs issues. The Executive Committee gave direction to the Executive Director and the Ad Hoc committee to bring a federal affairs platform to the Board for its consideration and approval at the January 9, 2020 board meeting.

Sean Bigley, ad hoc committee chair summarized the report that the ad hoc committee has produced that addresses several questions. The committee has developed a memo with recommendations compiled from a survey to the general managers that requested feedback. One of the key survey responses was gauging what the top federal policies are and what an appropriate level of federal involvement is. This has been an informed process, developed over several meetings of the ad hoc committee.

10. RWA JANUARY 9, 2020 BOARD MEETING AGENDA

After discussion it was decided to move agenda items 5 and 6 to the consent calendar and remove the Voluntary Agreement Consultant Assistance Program Agreement agenda item on the RWA January 9, 2020 meeting agenda.

M/S/C Ms. Tobin moved, with a second by Mr. Bigley, to approve the January 9, 2020 Board of Directors Meeting agenda with the changes indicated. The motion carried by the unanimous voice vote of all directors present

11. EXECUTIVE DIRECTOR'S REPORT

Grants Update – Staff submitted a funding proposal through the California Department of Water Resources' Proposition 1, Round 1 Integrated Regional Water Management (IRWM) Implementation Grant Program on December 6, 2019. The proposal seeks \$7.74 million to fund 10 priority projects in the state's Sacramento River Funding Area portion of the American River Basin (ARB) IRWM region. A separate application seeking \$1 million was submitted to fund a single project in the San Joaquin River Funding Area was also submitted on November 15, 2019. The distinct applications were required by DWR, because the ARB overlaps two funding areas. Final DWR award recommendations are expected in mid-2020.

RWA Outreach – Jim Peifer and Ryan Ojakian attended the fall ACWA Conference in San Diego. Meetings were scheduled to discuss the Sacramento Regional Water Bank, the Resiliency Portfolio and the Voluntary Agreements with a few managers from the American River Region and representatives from other regions around the State.

External Regional Communications – In an effort to improve our external regional communications, we will be using the services of a facilitator to work with the general managers, utility directors and the Executive Director to develop protocols for communications to external parties, such as state and federal officials. Tania Carlone from Consensus Building Institute will be the facilitator.

Mr. Bezerra congratulated Ms. Tobin on her election as the ACWA Vice Chair

12. DIRECTORS' COMMENTS

Ms. Tobin said that she appreciated all of the support she received during her campaign. She thanked Chair Schubert for his excellent leadership through a challenging year.

Mr. Greenwood extended an invitation to attend a retirement open house for Steve Nugent on December 27th at the Carmichael Water District. The District continues the process to hire a general manager. Water transfers are currently being negotiated. The district recently paid off debt obligations and borrowed funds in the form of bonds. He thanked Chair Schubert for his expert service.

Mr. York thanked the committee, staff and Chair Shubert for guiding us through a challenging year.

Mr. Bigley reported that the City of Roseville is working with SMUD on a CVPIA water transfer with a stated purpose of refining their groundwater program. They have been invited to submit an application under the LITHY program to request partial funding for construction of six new aquifer storage and recovery wells within the City of Roseville.

Ms. Carrey announced that Dan Sherry is retiring from the City of Sacramento at the end of 2019. Tony Bertrand is the new division manager. The City of Sacramento has a similar effort to the Land IQ with a water supply master plan using West Yost Associates as consultants.

Mr. Yasutake congratulated Ms. Tobin on her election as ACWA Vice President. City of Folsom City Council approved rate increases for water, waste water and solid waste.

Chair Schubert said he appreciated serving as 2019 RWA Chair and the support he received from Vice Chair Schmitz and the Executive Committee.

13. ADJOURNMENT

Chair Schubert adjourned the meeting at 10:14 a.m.

By:

Chairperson

Attest:

Josette Reina-Luken, Board Secretary / Treasurer