

# Board Meeting

## Petaluma Valley Groundwater Sustainability Agency

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Regular Meeting Minutes  
For January 25, 2018  
4:00 pm  
Petaluma Community Center  
320 N McDowell Blvd, Petaluma

### Directors

Mike Healy	<i>City of Petaluma</i>
David Rabbitt	<i>County of Sonoma</i>
Carolyn Wasem	<i>North Bay Water District</i>
Susan Gorin	<i>Sonoma County Water Agency</i>
Bruce Abelli-Amen	<i>Sonoma Resource Conservation District</i>

### Alternates

Dan St. John	<i>City of Petaluma</i>
James Gore	<i>County of Sonoma</i>
Mike Sangiacomo	<i>North Bay Water District</i>
James Gore	<i>Sonoma County Water Agency</i>
Jennifer Kuszmar	<i>Sonoma Resource Conservation District</i>

### 1. Call to Order, Roll Call

**Bruce Abelli-Amen**, Vice Chairman, called the meeting to order at 4:03 pm, and noted that a quorum of the board was present, consisting of the following Directors: Bruce Abelli-Amen, Mike Healy, and Carolyn Wasem. Susan Gorin joined the meeting at 4:31 pm. Director Rabbitt was absent.

### 2. Consent Calendar

- A. **Approve Minutes of October 26, 2017**
- B. **Approve Financial Report**
- C. **Approve report on In-kind Contribution Status**

**Director Healy** moved to approve the consent calendar, **Director Wasem** seconded. No public comments were received. Motion passed unanimously.

### 3. Director/Subcommittee Reports

None.

### 4. Advisory Committee Report

**Valerie Quinto**, Interim Administrator, presented the Advisory Committee Report.

### 5. Information Items

- A. **Overview of the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act (June 2018) and the Water Quality and Water Supply Act of 2018 (November 2018)**

**Ann DuBay**, Sonoma County Water Agency, presented the item as an informational item to the Board with the following correction to the packet material: the funds for

groundwater plans and projects should read “\$50 million”.

The Board asked for additional information to be presented at the next board meeting.

No public comments were received.

**B. Overview of Basin Boundary Modification Process, Regulations, and Local Considerations**

**Jay Jasperse**, Plan Manager, introduced the informational item.

**Marcus Trotta**, Sonoma County Water Agency, presented on the Department of Water Resources basin boundary request process.

The Board will follow with a discussion and potential action at the next board meeting after receiving feedback from the Advisory Committee.

No public comments were received.

**6. Action Items**

**A. Board Chair and Vice Chair Elections.** Selection of a Board Chair and Vice Chair per the Petaluma Valley Groundwater Sustainability Agency Joint Powers Agreement.

Recommended Action: Elect a Board Chair and Vice Chair.

**Valerie Quinto**, Interim Administrator, introduced the required election of Board Chair and Vice Chair as per the Joint Exercise Powers of Agreement.

**Vice Chairmen Abelli-Amen**, moved to nominate David Rabbitt as Board Chair, **Director Gorin** seconded.

No public comments were received.

**Director Healy** moved to nominate Bruce Abelli-Amen as Board Vice Chair, **Director Gorin** seconded.

No public comments were received.

The motions for Board Chair and Vice Chair passed unanimously.

**B. Preliminary Budget for FY18-19.** Discussion of preliminary budget for FY18-19 including Member Agency contributions, and Board Member feedback in preparation for final budget adoption at March 2018 Board meeting.

Recommended Action: Direct staff to modify budget based on discussion.

**Valerie Quinto**, Interim Administrator, presented a preliminary budget and asked the Board to provide feedback for the preparation of a final budget to be adopted at the March 22, 2018 Board meeting.

The Board discussed the budget and requested that staff prepare a budget that cuts approximately \$10,000 in order to maintain the same level of member agency contributions in FY18-19.

The Interim Administrator advised the budget vote must be unanimous from all board members. If a Director is not present, arrangements with Alternates should be made.

**C. Bylaws.** Consider adoption of proposed Agency bylaws per the Petaluma Valley Groundwater Sustainability Agency Joint Powers Agreement.

Recommended Action: Approve item as presented.

**Scott Morris**, General Council, presented the item.

**Director Gorin**, read the changes made to the bylaws by the Sonoma Valley GSA, which included: Article III, Section 3.1, Item (a)(i)(K), reduce the check/claim amount that can be signed solely by the Administrator to \$25k, require the second signature be Chair or Vice Chair. She requested that the same changes be made to the Petaluma Valley bylaws.

**Director Healy**, moved to approve the proposed Agency bylaws as written with the changes requested by Director Gorin, **Director Wasem** seconded.

No public comment was received.

Motion passed unanimously.

**D. Conflict of Interest Code.** Consider adoption of proposed Agency Conflict of Interest Code per Government Code section 87300.

Recommended Action: Approve item as presented.

**Scott Morris**, General Council, presented the item.

**Director Healy**, moved to approve the item as read, **Director Gorin** seconded.

No public comments were received.

Motion passed unanimously.

**E. Document Retention Policy.** Consider adoption of proposed Document Retention Policy.

Recommended Action: Approve item as presented.

**Scott Morris**, General Council, presented the item with the correction to Item 6, Category C3 correcting "4-4" to "W-4".

The board discussed the item.

**Director Healy**, moved to approve the item with the correction, **Director Gorin** seconded.

No public comment was received.

Motion passed unanimously.

**F. Community Engagement Plan.** Consider adoption of Community Engagement Plan.

Recommended Action: Approve item as presented.

**Ann DuBay**, Sonoma County Water Agency, presented the item.

The board discussed the item.

**Director Healy**, moved to approve the item as read, **Director Wasem** seconded.

No public comments were received.

Motion approved unanimously.

**7. Administrator & Plan Manager Reports**

**Valerie Quinto**, Interim Administrator, submitted the written Administrator Report and presented report highlights.

**Jay Jasperse**, Plan Manager, presented the Plan Manager Report.

**8. Public comment on matters not listed on the agenda but within the subject matter jurisdiction of the board**

No public comments were received.

**9. Adjournment**

**Vice Chair Abelli-Amen** adjourned the meeting at 5:51 pm.

The next Board meeting is scheduled for, March 22, 2018, 4:00 pm, at the Petaluma Veterans Memorial Building.