

SACRAMENTO GROUNDWATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, February 9, 2023
at 9:00 a.m.

5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692

The Board will discuss all items on this agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on this agenda but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda. The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection on SGA's website. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact aflores@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Notice: In compliance with AB361 the Committee meeting will be held in the RWA Board Room and virtually. The RWA Board Room will be open for SGA Board members and members of the public. Board members are encouraged to attend in person but are not required to do so.

Participation via your computer, tablet, or smartphone:

<https://us06web.zoom.us/j/89873994001?pwd=UGVDZUNQTE1PaWg0UnFrTzdPSEZrdz09>

Phone: 1-669-900-6833

Meeting ID: 898 7399 4001 Passcode: 184537

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT: Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.

3. CONSENT CALENDAR

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

- 3.1 Extend Resolution 2021-02, including requisite findings, to renew authorization to hold meetings of the Board of Directors via teleconference pursuant to Assembly Bill 361 until such time as the State of Emergency resulting from the COVID-19 pandemic no longer impacts the ability of Board members and the public to safely meet in person.
- 3.2 Approve the draft meeting minutes of December 8, 2022 regular SGA Board meeting.
- 3.3 Adoption of the 2023 SGA board meeting calendar.

Action: Approve Consent Calendar Items as presented

4. APPOINTMENT OF BOARD SECRETARY

Discussion/Action: Jim Peifer, Executive Director

Action: Appoint Ashley Flores as Board Secretary

5. SGA 2023 STRATEGIC PRIORITIES

Discussion: Jim Peifer, Executive Director and Trevor Joseph, Manager of Technical Services

Action: Approve SGA 2023 Strategic Priorities

6. DEVELOPMENT OF SGA FISCAL YEAR 2023 – 2024 BUDGET

Information and Presentation: Josette Reina-Luken, Finance and Administrative Services Manager

Action: Chair to Appoint Budget Subcommittee for Fiscal Year 2023 – 2024

7. EXECUTIVE DIRECTOR'S REPORT

8. DIRECTORS' COMMENTS

ADJOURNMENT

Next SGA Board of Director's Meetings:

April 13, 2023, 9:00 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights, the location is subject to change depending on the COVID-19 emergency.

Notification will be emailed when the SGA electronic packet is complete and posted on the SGA website at <https://www.sgah2o.org/meetings/board-meetings/>

2023 SGA BOARD MEMBERS

Organization	Representative/Alternate	Appointing Authority
California American Water	S. Audie Foster Christina Baril (alternate)	Sacramento City Council
Carmichael Water District	Paul Selsky Vice Chair Jeff Nelson (alternate)	Sacramento County
Citrus Heights Water District	Caryl Sheehan, David Wheaton (alternate)	Citrus Heights City Council
City of Folsom	Marcus Yasutake YK Chalamcherla (alternate) Todd Eising (alternate)	Folsom City Council
City of Sacramento	Lisa Kaplan Mai Vang (alternate) Brett Ewart (alternate) Larry Carr (alternate)	Sacramento City Council
County of Sacramento	Vacant Michael Peterson (alternate) Kerry Schmitz (alternate)	Sacramento County
Del Paso Manor Water District	Robert Matteoli Gwynne Pratt (alternate)	Sacramento City Council
Fair Oaks Water District	Randy Marx Chair Christian Petersen (alternate)	Sacramento County
Golden State Water Company	Paul Schubert Lawrence Dees (alternate)	Sacramento City Council
Natomas Central MWC	Matt Lauppe Brett Gray (alternate)	Sacramento City Council
Orange Vale Water Company	John Wingerter Craig Davis (alternate)	Sacramento County
Rio Linda/Elverta CWD	Mary Harris Vacant (alternate)	Sacramento County
Sacramento Suburban Water District	Jay Boatwright Bob Wichert (alternate) Vacant (alternate)	Sacramento City Council
San Juan Water District	Ted Costa Dan Rich (alternate)	Sacramento County
Agriculture	Mike DeWit Nathan Doyel (alternate)	Sacramento County
Self-Supplied Industry	Larry Johnson	Sacramento City Council

AGENDA ITEM 2: PUBLIC COMMENT

Members of the public who wish to address the Board may do so at this time.
Please keep your comments to less than three minutes.

AGENDA ITEM 3: CONSENT CALENDAR

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration. The items to be considered and approved include:

- 3.1** Extend Resolution 2021-02, including requisite findings, to renew authorization to hold meetings of the Board of Directors via teleconference pursuant to Assembly Bill 361 until such time as the State of Emergency resulting from the COVID-19 pandemic no longer impacts the ability of Board members and the public to safely meet in person.
- 3.2** Approve the draft minutes of December 8, 2022 Regular Board meeting
- 3.3** Adopt the 2023 SGA Board Meeting Calendar

Action: Approve Consent Calendar Items

AGENDA ITEM 3.1: EXTEND RESOLUTION 2021-02 INCLUDING REQUISITE FINDINGS

BACKGROUND:

In order for the SGA Board to meet virtually, the SGA Board must approve the extension of Resolution 2021-02. The Board initially approved Resolution 2021-02 at the October 2021 Board meeting and has subsequently approved its extension every board meeting thereafter. If the Board approves the proposed action, the Board meeting may continue using a virtual format. Should the Board not approve the action, the Board meeting will immediately end.

Per legal counsel's recommendation, the action is to extend Resolution 2021-02, including requisite findings, to continue to hold meetings of the Board of Directors via teleconference pursuant to Assembly Bill 361 until such time as the State of Emergency resulting from the COVID-19 pandemic no longer impacts the ability of Board members and the public to safely meet in person.

Attachment:

Resolution 2021-02

RESOLUTION NO. 2021-02

AUTHORIZING CONTINUED UTILIZATION OF TELECONFERENCING FOR MEETINGS OF THE SACRAMENTO GROUNDWATER AUTHORITY BOARD OF DIRECTORS UNDER ASSEMBLY BILL 361 UNTIL SUCH TIME AS THE STATE OF EMERGENCY RESULTING FROM THE COVID-19 PANDEMIC NO LONGER IMPACTS THE ABILITY OF MEETING ATTENDEES TO MEET SAFELY IN PERSON

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency under the California Emergency Service Act in response to the threat of the COVID-19 pandemic; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which repealed or modified certain provisions of previously issued Executive Orders related to the pandemic and extended certain provisions so as to enable the State of California to continue to respond to the COVID-19 pandemic; and

WHEREAS, Paragraph 42 of Executive Order N-08-21 suspended provisions of the Ralph M. Brown Act at California Government Code section 54953 and provided that governing bodies of local public agencies in the State of California could utilize teleconferencing to hold public meetings in place of in-person meetings, subject to certain requirements; and

WHEREAS, Executive Order N-08-21 specified that it would remain in effect through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (AB 361) into law; and

WHEREAS, AB 361 provides that a governing body of a local public agency may conduct public meetings via teleconferencing in any of the following circumstances: (A) the governing body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or (B) the governing body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or (C) the governing body holds a meeting during a proclaimed state of emergency and has previously determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, Governor Newsom's March 4, 2020, proclamation of a State of Emergency is still in effect; and

WHEREAS, both the California Department of Industrial Relations, Division of Occupational Safety and Health and the Sacramento County Public Health Department are currently recommending measures to promote social distancing at worksites; and

WHEREAS, Sacramento Groundwater Authority Board (Authority) meetings, closed session meetings, special meetings, and workshops are attended by Authority Board members, Authority employees and members of the public; and

WHEREAS, on September 20, 2021, Governor Newsom issued Executive Order N-15-21, which affirmed that effective October 1, 2021, governing bodies of local public agencies could utilize teleconferencing for public meetings in accordance with the provisions of AB 361; and

WHEREAS, in accordance with Executive Order N-15-21, the Sacramento Groundwater Authority Board of Directors has met under California Government Code section 54953(e)(1)(B) to determine whether, as a result of the State of Emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sacramento Groundwater Authority hereby finds and determines as follows:

- 1. The Board has considered the circumstances of the State of Emergency declared by Governor Newsom; and**
- 2. Both State and local officials continue to recommend measures to promote social distancing.**

BE IT FURTHER RESOLVED that, pursuant to AB 361 and based on the findings above, all Authority Board meetings, closed session meetings, special meetings, and workshops will be held via teleconference in accordance with the provisions of California Government Code section 54953(e).

EXTENDED this 9th day of February, 2023 by the following vote:

AGENDA ITEM 3.2: Draft Minutes of December 8, 2022 meeting

BACKGROUND:

The draft Minutes of the above referenced meetings are included with this Agenda. Staff believes the draft of the presented Minutes correctly reflect the information shared and actions taken by the Board of Directors.

Attachment:

December 8, 2022 meeting minutes



SACRAMENTO GROUNDWATER AUTHORITY

Board Meeting

Draft Minutes

December 8, 2022

1. CALL TO ORDER

Chair Yasutake called the meeting of the Board of Directors to order at 9:01 a.m. as a teleconference and an in-person meeting. Individuals in attendance are listed below:

Board Members

Audie Foster, California American Water
Paul Selsky, Carmichael Water District
Caryl Sheehan, Citrus Heights Water District
Marcus Yasutake, City of Folsom
Brett Ewart, City of Sacramento
Kerry Schmitz, County of Sacramento
Robert Matteoli, Del Paso Manor Water District
Randy Marx, Fair Oak Water District
Paul Schubert, Golden State Water Company
John Wingerter, Orange Vale Water Company
Mary Harris, Rio Linda/Elverta Community Water District
Robert Wichert, Sacramento Suburban Water District
Ted Costa, San Juan Water District
Mike DeWit, Agriculture
Larry Johnson, Self-Supplied Industry

Staff Members

Jim Peifer, Trevor Joseph, Ryan Ojakian, Raiyna Villasenor, Josette Reina-Luken, Monica Garcia and Chris Sanders, legal counsel

Others in Attendance

Jay Boatwright, Joe Duran, Paul Helliker, Brian Hensley, Cathy Lee, Vanessa Nishikawa, Chris Petersen, Tim Shaw, Ali Taghavi, Peggy Vande Vooren, John Woodling, David Wheaton, Dan York, and Greg Zlotnick

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

Motion/Second Carried (M/S/C) Mr. Ewart moved, with a second by Mr. Costa to approve the minutes of the October 13, 2022 Board meeting and extend Resolution 2021-02, to renew authorization to hold meetings of the Board of Directors via teleconference pursuant to Assembly Bill 361 until such time as the State of Emergency resulting from the COVID -19 pandemic no longer impacts the ability of Board members and the public to safely meet in person. Audie Foster, California American Water, Paul Selsky, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Brett Ewart, City of Sacramento, Kerry Schmitz, County of Sacramento, Robert Matteoli, Del Paso Manor Water District, Randy Marx, Fair Oaks Water District, Paul Schubert, Golden State Water Company, John Wingerter, Orange Vale Water Company, Mary Harris, Rio Linda/Elverta Community Water District, Robert Wichert, Sacramento Suburban Water District, Ted Costa, San Juan Water District, Mike DeWit, Agriculture and Larry Johnson voted yes. The motion passed.

4. 2022 AUDIT REPORT

Ms. Vande Vooren, Gilbert Associates, Inc. presented the final audit report for the fiscal year ending June 30, 2022. She highlighted some of the required communications and the actual audit financial statement report. There is an unqualified opinion, which is the cleanest possible opinion that can be provided. She gave an overview of the financial statements, revenues and expenses, the pension liability, the required supplementary information, and the independent auditor's report.

M/S/C Ms. Harris moved, with a second by Mr. Ewart to accept the 2022 SGA Financial Audit Report. Audie Foster, California American Water, Paul Selsky, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Brett Ewart, City of Sacramento, Kerry Schmitz, County of Sacramento, Robert Matteoli, Del Paso Manor Water District, Randy Marx, Fair Oaks Water District, Paul Schubert, Golden State Water Company, John Wingerter, Orange Vale Water Company, Mary Harris, Rio Linda/Elverta Community Water District, Robert Wichert, Sacramento Suburban Water District, Ted Costa, San Juan Water District, Mike DeWit, Agriculture and Larry Johnson voted yes. The motion passed.

Ms. Harris left the meeting.

5. GROUNDWATER SUSTAINABILITY PROGRAM UPDATE

Mr. Joseph gave an update on the status of the SGA activities. Mr. Joseph discussed that SGA staff have been and plan to continue to remain focused on

meeting the requirements of the Sustainable Groundwater Management Act (SGMA) through the implementation of the North American Subbasin (NASb) Groundwater Sustainability Plan (GSP). Mr. Joseph explained that in addition to SGMA activities, SGA staff plan to continue many non-SGMA activities such as the Regional Contamination Issue Committee (RCIC), monitoring and data collection, and supporting the optimization of conjunctive use. Finally, Mr. Joseph explained that SGA staff are preparing a grant application titled *Advancing NASb Sustainable Groundwater Management* and are seeking authorization in the form of a board resolution to submit the application allowing SGA to enter into an agreement with the Department of Water Resources (DWR) for a series of project components. Mr. Trevor discussed the highlights of the application package, the needs of SGA and its GSA partners, and the issues regarding NASb management of which qualify under the grant. The board took a vote on the approval of Resolution 2022-04.

M/S/C Mr. Foster moved, with a second by Mr. Schubert to approve Resolution 2022-04 authorizing SGA to enter into a grant agreement with the Department of Water Resources for the Advancing North American Subbasin (NASb) Sustainable Groundwater Management project. Audie Foster, California American Water, Paul Selsky, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Brett Ewart, City of Sacramento, Kerry Schmitz, County of Sacramento, Robert Matteoli, Del Paso Manor Water District, Randy Marx, Fair Oaks Water District, Paul Schubert, Golden State Water Company, John Wingerter, Orange Vale Water Company, Ted Costa, San Juan Water District, Mike DeWit, Agriculture and Larry Johnson voted yes. Robert Wichert, Sacramento Suburban Water District voted no. The motion passed.

6. ELECTION OF SGA 2023 OFFICERS

The 2023 SGA Nomination Committee nominated Randy Marx, Fair Oaks Water District for 2023 SGA Chair and Paul Selsky, Carmichael Water District for 2023 SGA Vice Chair.

M/S/C Mr. Costa moved, with a second by Mr. Matteoli to elect the 2023 SGA Chair and Vice Chair. Audie Foster, California American Water, Paul Selsky, Carmichael Water District, Caryl Sheehan, Citrus Heights Water District, Marcus Yasutake, City of Folsom, Brett Ewart, City of Sacramento, Robert Matteoli, Del Paso Manor Water District, Randy Marx, Fair Oaks Water District, Paul Schubert, Golden State Water Company, John Wingerter, Orange Vale Water Company, Robert Wichert, Sacramento Suburban Water District, Ted Costa, San Juan Water District, Mike DeWit, Agriculture and Larry Johnson voted yes. The motion passed.

7. EXECUTIVE DIRECTOR'S REPORT

Mr. Peifer updated the Board on the Brown Act/Emergency Declarations, specifically AB2449, for future board meetings. In addition, Mr. Peifer provided status on the executive assistant replacement, water forum negotiations, and the Annual Holiday Social and Awards ceremony that is being held this evening at the Del Paso Manor Country Club beginning at 5:30 pm.

8. DIRECTORS' COMMENTS

Mr. Selsky gave an update on Carmichael Water District's wells. The awarded bid came in at \$1.59 million to drill a well. They are going to release a request for proposal for 2 more wells.

Mr. Matteoli requested a legal opinion for clarification of SB1168. Specifically on definitions in Chapters 3, 4, and 8 and how it applies to a private water district. Chair Yasutake stated that this request would be deferred to the next SGA meeting in 2023 as an agenda item if needed. Legal Counsel, Chris Sanders, stated that this item has been brought up before and that SGA is in compliance.

Multiple board members thanked Chair Yasutake for his service this past year and complimented staff on their presentations.

ADJOURNMENT

With no further business to come before the Board, Chair Yasutake adjourned the meeting at 10:52 a.m.

By:

Chairperson

Attest:

Josette Reina-Luken, Board Secretary/Treasurer

AGENDA ITEM 3.3: ADOPTION OF THE PROPOSED 2023 SGA BOARD MEETING CALENDAR

BACKGROUND:

SGA Board meetings are normally held on the second Thursday of every other (even) month. The meetings begin at 9:00 am. Following is the proposed schedule of regular standing meetings for 2023:

- Thursday, February 9, 2023
- Thursday, April 13, 2023
- Thursday, June 8, 2023
- Thursday, August 10, 2023
- Thursday, October 12, 2023
- Thursday, December 14, 2023

ACTION: Adopt the 2023 SGA Board Meeting Calendar

AGENDA ITEM 4: APPOINTMENT OF BOARD SECRETARY

BACKGROUND:

Resulting from the recommendations of the RGS Classification and Compensation Study, this item is to appoint the Executive Assistant as Board Secretary in order to better balance the roles and responsibilities of the administrative staff. The Financial and Administrative Services Manager (FASM) will remain as Board Treasurer.

Action: Appoint Ashley Flores as Board Secretary

Discussion/Action: Jim Peifer, Executive Director

AGENDA ITEM 5: SGA 2023 STRATEGIC PRIORITIES

BACKGROUND:

SGA staff has identified a set of strategic priorities for the Board's consideration and approval. The priorities will guide the work of the SGA during the 2023 calendar year. Staff has also prepared a brief verbal update of subbasin conditions as a disclosure on how the subbasin is being managed in addition to providing some context for this item.

The priorities are as follows:

1. Manage and implement activities in compliance with the Sustainable Groundwater Management Act (SGMA) within the North American Subbasin (NASb or Subbasin).

- Manage the North Area Groundwater Basin in compliance with SGMA through the following actions:
 - i. Continue to manage the use of groundwater in the NASb to support the long-term sustainable groundwater yield of the Subbasin;
 - ii. Continue long-term implementation of the Groundwater Sustainability Plan (GSP) for the Subbasin through management and support of identified project and management actions; and
 - iii. Continue to manage and implement activities identified in the GSP through the following activities:
 - 1. Monitoring - Groundwater elevation monitoring, groundwater quality monitoring, subsidence monitoring, and other monitoring.
 - 2. Data Management - Upload groundwater elevation and water quality data to applicable State SGMA database and update NASb Data Management System.
 - 3. Data Analysis - Sustainability indicators, annual report, and CoSANA Groundwater Model.
 - 4. Coordination and Outreach - Quarterly NASb Groundwater Sustainability Agency [GSA] meetings, Annual Report updates, 5-year GSP updates; and other management activities such as fill in data gaps noted in the monitoring well network, track implementation of urban area conjunctive use programs, work with the Regional Water Authority in its development of the Sacramento Regional Water Bank, track progress of supplemental projects, technical work on well construction practices, shallow/domestic well analysis and

groundwater dependent ecosystem assessment
management and annual monitoring.

2. **Lead and support successful Conjunctive Water Management, as well as assess and respond to impacts on water resources within the SGA area and NASb Subbasin.**
 - Manage the use of groundwater in the NASb and facilitate implementation of Conjunctive Use program(s) by water purveyors.
 - Preserve and protect the water supplies of the NASb for present and future uses in the Sacramento region.
 - Devise and implement strategies and projects (e.g., groundwater substitution transfers, water bank project, Natomas Cross Canal, etc) to provide benefits to water users within the Subbasin.
3. **Engage relevant internal and external agencies, organizations with water interests, members of the public, and other beneficial users of groundwater within the NASb Subbasin to promote successful protection and enhancement of the reliability, availability, and quality of groundwater resources.**
 - Through education, discussions, and target outreach with stakeholders and interested parties promote the objectives of the SGA. Internal and external interested parties include but are not limited to ACWA, GRA, SCGA, NCWA, local, state, and federal agencies, the public and other beneficial users of groundwater.
 - Continue activities such as the RCIC to promote coordination and engagement throughout the Subbasin.
 - Support and protect the most sensitive beneficial uses and users of groundwater in the NASb by collaborating with local permitting agencies on well construction practices.
 - Facilitate collaboration between subbasins and adjacent GSAs to support SGMA compliance.
4. **Engage relevant Federal, State and Local Agencies that influence or manage resources related to support successful management of the NASb Subbasin.**
 - Facilitate and lead State and Federal regulatory agencies, local water agencies, responsible parties and members of the public to support successful management of the Subbasin.
5. **Continuously monitor, collect, track, and analyze water levels, quantity, and quality within the Subbasin to comply with SGMA requirements and support**

the development and implementation of strategies to safeguard groundwater within the NASb Subbasin.

- Continue to monitor, collect, manage and analyze data such as groundwater elevation, water level, water quality and shallow water quality to comply with SGMA requirements and that benefit other SGA and RWA projects and programs in the Subbasin.
- Continue to lead quarterly Regional Contamination Issues Committee meetings that provide groundwater quality knowledge transfer and information sharing between regulatory and local agencies.

6. Maintain funding solvency through thorough administrative and project management services.

- Evaluate, support and strategically pursue funding opportunities for members and partner agencies that benefit the NASb and water users within the region.
- Administer funding and financing to implement projects and program activities in accordance with fiscal rules and available budget through industry standard project management processes and adaptive management.

Action: Approve SGA 2023 Strategic Priorities

Discussion/Action: Jim Peifer, Executive Director and Trevor Joseph, Manager of Technical Services

AGENDA ITEM 6: DEVELOPMENT OF SGA FISCAL YEAR 2023 – 2024 BUDGET

BACKGROUND:

Staff is beginning preparation of the 2023-24 SGA budget. The Chair appoints a budget subcommittee at the beginning of the year to provide feedback in preparing a draft budget for consideration by the full Board. This item also includes a brief overview of the budget development process including SGA's budget policies, last year's budget assumptions, budget outlook, and budget schedule.

Action: Chair to Appoint Budget Subcommittee for Fiscal Year 2023 – 2024

Information and Presentation: Josette Reina-Luken, Finance and Administrative Services Manager

Attachment:

SGA Budget FY2024 Presentation

Sacramento Groundwater Authority Fiscal Year 2023-2024 Budget

**SGA Board Meeting
February 9, 2023**



SACRAMENTO GROUNDWATER AUTHORITY

Overview

- Budget Policies
- Budget Assumptions
- Budget Outlook
- Budget Schedule

Budget Policies

- Administrative and Management Service Agreement Policy 100.2 – SGA shares 50% of the administrative costs incurred by RWA to run both organizations

3.3 FTEs for SGA:

- 50% - Executive Director, Manager of Technical Services, FASM, & Exec. Assistant (2 FTE)
 - 20% - Project Research Assistant (.2 FTE)
 - 10% - Legislative & Reg. Affairs Manager (.1 FTE)
 - 100% - Associate Project Manager (1 FTE)
- Compensation Policy 100.3 salaries within range plus potential for COLA and merit for eligible staff

Budget Policies – cont'd.

- Budget Policy 400.2 – Reserve Policy – goal is to have a minimum of 4 months and a maximum of 6 months. This fund will reflect excess funds resulting from additional unanticipated revenues or operating expense savings.
- Budget Policy 400.3 – approve a budget within 90 days of July 1
- Defined Benefit Pension Plan Funding Policy 400.4 – accelerated funding of unfunded pension plan over four years - SGA Unfunded Liability for FY2024 is \$0
 - SGA has their own PERS account
 - Employees pays their full share of employee PERS obligation

Budget Assumptions

When FY23 Budget was approved, we assumed:

- Approximately 8% and 10% increase in FY24 and FY25 respectively
- No remaining SGMA designation/end of grant funds
- Set aside for FY2025 GSP update/GSP Implementation
- Set aside for potential Office Relocation
- Interest income would increase
- Continued payment of unfunded pension liabilities
- Continued SGA common cost sharing with RWA

Budget Outlook

- FY2023 budget was a planned deficit of \$103k covered by unrestricted SGA cash balance
- SGA unrestricted cash balance is a build up of savings from operations resulting from the pandemic, delay of hiring new Associate PM until FY23, and low technical support costs
- FY2023 had a 0% fee increase
- Mid-year budget status is on target with budget plan
- Any savings from FY2023 Budget will roll over to FY2024 but none is expected
- FY2024 projected fee increase may still hold despite PERS savings due to CPI, salary adjustments, OPEB increase, and consultant/professional fee increases
- Actual budget results may not be achieved



Budget Schedule

- Chair typically appoints a Budget Subcommittee in February
- Subcommittee meets one or two times
- Budget approval at SGA's April Board Meeting
- If Budget is not approved, Budget Subcommittee meets again to revise for SGA's June Board Meeting

Questions and Discussion



SACRAMENTO GROUNDWATER AUTHORITY

AGENDA ITEM 7: EXECUTIVE DIRECTOR'S

REPORT FEBRUARY 9, 2023

TO: SGA BOARD OF DIRECTORS

FROM: JIM PEIFER

RE: EXECUTIVE DIRECTOR'S REPORT

- a. Potential Office Move** – The lease expires for the Birdcage Street office on August 31, 2023. RWA staff is working under an RWA Ad Hoc committee to oversee an office move and is working with a broker to identify office space that might accommodate the entire SGA and RWA staff.
- b. Salary Schedule** – SGA Policy 100.3 provides for the adjustment of staff salaries to include a cost-of-living allowance (COLA). SGA Policy 100.3 Exhibit A is attached reflecting a 7.2% COLA.
- c. Financial Reports** – Unaudited Financial Reports through December 31, 2022 are attached. Other statements including LAIF statement are the most recent available.

Attachments:

SGA Policy 100.3 Exhibit A
Financial Reports

EXHIBIT A
SGA POLICY 100.3

MONTHLY SALARY SCHEDULE OF SGA POSITIONS

January 1, 2023

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$15,367	\$15,898	\$16,465	\$17,075	\$17,732	\$18,441
Manager of Strategic Affairs	\$15,367	\$15,898	\$16,465	\$17,075	\$17,732	\$18,441
Principal Project Manager	\$12,806	\$13,248	\$13,699	\$14,229	\$14,776	\$15,367
Senior Project Manager	\$10,672	\$11,039	\$11,434	\$11,857	\$12,314	\$12,806
Associate Project Manager	\$7,630	\$7,893	\$8,175	\$8,477	\$8,804	\$9,156
Finance & Administrative Services Manager I	\$10,697	\$11,066	\$11,462	\$11,886	\$12,343	\$12,837
Executive Assistant	\$6,190	\$6,437	\$6,742	\$6,983	\$7,179	\$7,428
Project Research Assistant	\$5,538	\$5,759	\$5,980	\$6,202	\$6,424	\$6,645

There is no range for the Executive Director position. The Executive Director's compensation is \$19,601 per month.

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2023 ranges include COLA per November 2022 CPI Index of 7.2%)

SACRAMENTO GROUNDWATER AUTH.

Income Statement

December 2022

	<i>6 Months Ended December 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
REVENUES				
Groundwater Fees Revenue	514,099.00	514,099.00	0.00	100 %
Base Administrative Fee	378,516.00	378,516.00	0.00	100 %
2022 GSP Imp - Agencies	2,200.00	146,689.00	144,489.00	1.5 %
Cash Discount	119.51	0.00	(119.51)	
Interest on S/T Investments	5,751.49	3,500.00	(2,251.49)	164.3 %
TOTAL REVENUES	900,686.00	1,042,804.00	142,118.00	86.4 %
Total REVENUE	900,686.00	1,042,804.00	142,118.00	86.4 %
GROSS PROFIT	900,686.00	1,042,804.00	142,118.00	86.4 %
OPERATING EXPENDITURES				
Staff Expenses				
General Salaries	172,888.58	509,837.00	336,948.42	33.9 %
General Salaries - EE PERS	49,441.99	0.00	(49,441.99)	
Employee Benefits - Health	9,680.41	148,131.00	138,450.59	6.5 %
Employee Benefits - Dental	1,788.35	0.00	(1,788.35)	
Employee Benefits - PERS	22,671.56	0.00	(22,671.56)	
Employee Benefits - Vision	290.17	0.00	(290.17)	
Employee Benefits - Disability	979.80	0.00	(979.80)	
OPEB - Other Post Employment Benefits	7,851.00	0.00	(7,851.00)	
PERS Side Fund Payment	26,700.00	0.00	(26,700.00)	
GASB 68 Liability Payment	0.00	22,375.00	22,375.00	
PERS annual lump sum payment	4,573.00	0.00	(4,573.00)	
Worker's Comp Insurance	899.78	0.00	(899.78)	
Payroll Taxes	8,041.11	40,787.00	32,745.89	19.7 %
Travel / Meals	2,706.46	12,000.00	9,293.54	22.6 %
Professional Development	1,155.00	6,000.00	4,845.00	19.3 %
TOTAL Staff Expenses	309,667.21	739,130.00	429,462.79	41.9 %
Office Expenses				
Rent	8,893.50	17,787.00	8,893.50	50.0 %
Insurance - Auto & Gen Liab.	19,784.22	16,750.00	(3,034.22)	118.1 %
Insurance - Property	2,639.00	0.00	(2,639.00)	
Office Maintenance	350.00	500.00	150.00	70.0 %

**6 Months Ended
December 31, 2022**

		Annual Budget	Unused	% Used
Telephone	1,773.37	3,500.00	1,726.63	50.7 %
Dues and Subscription	0.00	6,600.00	6,600.00	
Printing & Supplies	2,421.85	6,500.00	4,078.15	37.3 %
Printing - General	207.28	5,000.00	4,792.72	4.1 %
Office Equipment	904.03	0.00	(904.03)	
Postage	132.53	1,800.00	1,667.47	7.4 %
Postage - Equipment	276.75	0.00	(276.75)	
Meetings	1,480.51	1,500.00	19.49	98.7 %
Computer Equipment & Supplies	4,049.84	3,000.00	(1,049.84)	135.0 %
Computer Software	421.83	0.00	(421.83)	
Computer Support & Maintenance	4,708.04	14,400.00	9,691.96	32.7 %
TOTAL Office Expenses	48,042.75	77,337.00	29,294.25	62.1 %
Office Furniture & Equipment				
Office Furniture	0.00	2,000.00	2,000.00	
Office Move	0.00	10,000.00	10,000.00	
TOTAL Office Furniture & Equipment	0.00	12,000.00	12,000.00	
Professional Fees				
ADP / Banking Charges	184.79	1,800.00	1,615.21	10.3 %
Banking Fees	416.51	0.00	(416.51)	
Audit Fees	10,000.00	15,400.00	5,400.00	64.9 %
Legal Fees	1,645.00	50,000.00	48,355.00	3.3 %
GASB 68 reporting fee	700.00	0.00	(700.00)	
Consulting Expenses	1,629.75	27,750.00	26,120.25	5.9 %
Budget/audit/actuarial	22,460.00	33,800.00	11,340.00	66.4 %
Actuarial Services	0.00	2,150.00	2,150.00	
Human Resources Services	0.00	20,000.00	20,000.00	
Recruiting	9,629.87	0.00	(9,629.87)	
TOTAL Professional Fees	46,665.92	150,900.00	104,234.08	30.9 %
Special Projects Expenses				
2022 GSP Imp - Consulting	3,776.01	167,300.00	163,523.99	2.3 %
TOTAL Special Projects Expenses	3,776.01	167,300.00	163,523.99	2.3 %
TOTAL OPERATING EXPENDITURES	408,151.89	1,146,667.00	738,515.11	35.6 %
OPERATING INCOME (LOSS)	600,045.07	(103,863.00)	(703,908.07)	-577.7 %
NET OPERATING INCOME (LOSS)	492,534.11	(103,863.00)	(596,397.11)	-474.2 %

California State Treasurer

Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

February 02, 2023

[LAIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

SACRAMENTO GROUNDWATER AUTHORITY

ADMINISTRATIVE SERVICES MANAGER
5620 BIRDCAGE STREET, #180
CITRUS HEIGHTS, CA 95610

[Tran Type Definitions](#)

Account Number: 90-34-020

January 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/13/2023	1/12/2023	QRD	1721938	N/A	SYSTEM	7,661.40
1/20/2023	1/20/2023	RW	1722964	1683298	JOSETTE REINA-LUKEN	-115,000.00

Account Summary

Total Deposit:	7,661.40	Beginning Balance:	1,307,762.13
Total Withdrawal:	-115,000.00	Ending Balance:	1,200,423.53



Per California Government Code 6505.5 (e), SGA reports the following unaudited information:

For the period ending September 2022

Cash in checking account:	\$	51,138
LAIF Balance	\$	1,307,762

For the period of October 1 to December 31, 2022

Total cash receipts for the period:	\$	307,511
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Total cash disbursements for the period:	\$	488,828
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AGENDA ITEM 8: Directors' Comments