A Tradition of Stewardship
A Commitment to Service

Napa County
Groundwater Resources
Advisory Committee

ACTION MINUTES
NAPA COUNTY GROUNDWATER RESOURCES ADVISORY COMMITTEE MEETING
October 27, 2011

1. CALL TO ORDER & ROLL CALL

The Napa County Groundwater Resources Advisory Committee (GRAC) met in regular session on Thursday, October 27, 2011 with the following members present:
Steve Soper; Duane Wall; Bill Trautman; Marilee Talley; Dale Withers; Susanne von Rosenberg; Charles Slutzkin; Jim Verhey; Peter McCrea; Michael Haley; Michelle Benvenuto; Tucker Catlin; Don Gleason; and Alan Galbraith. Dave Graves arrived during Item 2.

2. WELCOME & INTRODUCTIONS

The 15 members of the committee introduced themselves and briefly stated their affiliation with groundwater interests, their reason for joining the committee, and what their participation can contribute. Various County staff was also introduced, as well as the meeting moderator.

3. ORGANIZATIONAL ITEMS

a. ELECT CHAIR/VICE CHAIR

Peter McCrea was nominated and elected as Chair. Tucker Catlin was nominated and elected as Vice Chair.

Vote: Unanimous

b. REVIEW NOTEBOOK/WEBSITE/STAFF CONTACTS

Patrick Lowe, Deputy Director, Conservation, Development and Planning, reviewed with the committee reference materials contained in notebooks for their use, such as a copy of the Resolution creating the committee and its Bylaws, meeting calendar, workplan, collaboration guidelines, members and staff contact information, a section for agendas and minutes, and background information containing the GRAC's website address and a CD containing various groundwater documents.

c. REVIEW/ADOPT BYLAWS

Dorian Fougères, Mediator, Center for Collaborative Policy, CSUS, presented the Bylaws to the committee. The Bylaws were adopted as presented. [Note: Under Item 3d the Committee subsequently amended the Bylaws following review of the Meeting Calendar (see below)]

Vote: Unanimous

d. REVIEW/ADOPT MEETING CALENDAR & WORKPLAN

Hillary Gitelman, Director, Conservation, Development and Planning, presented the meeting calendar and went over the workplan with the committee. The meeting calendar and workplan were adopted with the following amendment to the calendar: Change the meeting date of December 15, 2011 to December 12, 2011. A motion was made and approved to amend Item II.B of the Bylaws to change the meeting start time from 3:00 p.m. to 2:00 p.m. The requested amendment will go before the Board of Supervisors for approval.

Vote: Unanimous

e. REVIEW/ADOPT COLLABORATION GUIDELINES

Dorian Fougères, Mediator, Center for Collaborative Policy, CSUS, went over the collaboration guidelines with the committee. Mr. Fougères agreed to provide an "issue bin" for committee members to later discuss items that may come up during the course of meeting discussion but are not agendized. The collaboration guidelines were adopted as presented.

Vote: Unanimous

f. PRESENTATION/DISCUSSION OF BROWN ACT

Janice Killion, Deputy County Counsel, distributed a PowerPoint handout and discussed key components of the Brown Act and how they are applied to committees and the manner in which public meetings are conducted. Ms. Killion will research if an ad hoc committee can meet with a County resident who has expertise or a special interest and not be subject to the Brown Act.

4. PUBLIC COMMENT

Lavern Mack, via conference telephone, stated he has lived on Fourth Avenue in the Coombsville area since 1947 and has learned a lot about groundwater, wells, and the aquifer and would be willing to share anything he's learned to anyone on the committee or others who would be interested. Mr. Mack also appreciated the opportunity to listen to the meeting via telephone and commended all of the members for volunteering to be on the committee.

5. BREAK

6. PRESENTATIONS AND DISCUSSION ITEMS

a. COUNTY POLICIES REGARDING GROUNDWATER

Hillary Gitelman, Director, Conservation, Development and Planning, distributed a handout containing the water resources goals, policies, and action items from the Napa County General Plan. Ms. Gitelman briefly went through the handout, specifically mentioning Goals CON 10 through CON 12; Policies CON 44(d), 51, 52, 52.5, 53, 57, 59, and 63; and Action Items WR-5, WR-6, WR-8.

b. STAKEHOLDER ASSESSMENT FINDINGS

Dorian Fougères, Mediator, Center for Collaborative Policy, CSUS, presented a PowerPoint presentation on the assessment of the County's groundwater stakeholder interests and concerns, as further detailed in the Final Report contained in the agenda packet. Mr. Fougères went over key findings of the assessment, as well as conclusions and recommendations.

c. NAPA COUNTY GROUNDWATER STUDY RESULTS – PART I

Vicki Kretsinger Grabert, Principal Hydrologist, Luhdorff & Scalmanini Consulting Engineers, presented a PowerPoint presentation on the County's comprehensive groundwater monitoring program recommendations report. Ms. Kretsigner Grabert provided an overview of the overall purpose of study and the components involved, such as collecting data, evaluating the quality of data, researching the tools the County has available, assessing groundwater conditions, review of the Groundwater Ordinance and well permitting processes by the County, and development of recommendations. An executive summary of the study was contained in the agenda packet, and the large number of documents used for data gathering can be found on the GRAC's website, and for the committee members, on the CD contained in their notebooks. Hillary Gitelman, Director, Conservation, Development and Planning, suggested to the committee members that if they have general groundwater questions or very specific questions related to the study to email them to Patrick Lowe, Deputy Director, Conservation, Development and Planning, in advance of the December meeting. Dorian Fougères, Mediator, Center for Collaborative Policy, CSUS, added that a recommended timeline to email the questions would be sent to the committee members in a follow-up email.

7. OTHER BUSINESS

a. CASGEM UPDATE

Phil Miller, Deputy Director-Flood Control and Water Resources, Public Works, reported on the State legislated mandate to monitor all groundwater basins within California. With the help of Vicki Kretsinger Grabert, Principal Hydrologist, Luhdorff & Scalmanini Consulting Engineers, the County has submitted its California Statewide Groundwater Elevation Monitoring (CASGEM) work plan to the State's Department of Water Resources and is awaiting their response. There are 25 wells included in the plan, the majority of which are located in the Napa Valley sub-basin. The County will be conducting outreach efforts to find additional wells in other sub-basins outside the Napa Valley floor over the coming year.

b. GROUNDWATER RFP/CONSULTANT SELECTION UPDATE

Patrick Lowe, Deputy Director, Conservation, Development and Planning, stated that a request for proposal was sent out to find a consultant to assist the County with its continued groundwater monitoring efforts. A total of six proposals were received, of which three entities were offered interviews. Mr. Lowe asked if there was a committee member willing to help conduct interviews on Wednesday, November 9 from 9:00 a.m. to Noon. Dave Graves volunteered to be on the interview panel.

8. ANNOUNCEMENTS

None were mentioned.

9. FUTURE AGENDA ITEMS

- **Napa County Groundwater Study Results – Part II**
- **Guidelines for confidentiality**
- **CASGEM presentation**
- **Update on voluntary well monitoring and public outreach to date**
- **Draft plan for public outreach and education**

10. ADJOURNMENT to the NEXT MEETING

Adjourned to the next regular meeting of the Napa County Groundwater Resources Advisory Committee on Monday, December 12, 2011 at 2:00 p.m.

Vote: Unanimous

PETER McCREA, Chairperson

ATTEST:

PATRICK LOWE, Secretary

By: GREG MORGAN, Supervising Office Assistant

Voting Key

If not unanimous, member votes will be tallied (N = No; X = Excused; A = Abstained) using the following Committee Member abbreviations:

MB = Michelle Benvenuto; TC = Tucker Catlin; AG = Alan Galbraith; DG1 = Donald Gleason; DG2 = Dave Graves; MH = Michael Haley; PM = Peter McCrea; CS = Charles Slutzkin; SS = Steve Soper; MT = Marilee Talley; BT = Bill Trautman; JV = Jim Verhey; SVR = Susanne von Rosenberg; DW1 = Duane Wall; DW2 = Dale Withers

Example Key:

MB	TC	AG	DG1	DG2	MH	PM	CS	SS	MT	BT	JV	SVR	DW1	DW2