A Tradition of Stewardship
A Commitment to Service

Napa County
Groundwater Resources
Advisory Committee

ACTION MINUTES
NAPA COUNTY GROUNDWATER RESOURCES ADVISORY COMMITTEE MEETING
June 28, 2012

1. CALL TO ORDER & ROLL CALL

The Napa County Groundwater Resources Advisory Committee (GRAC) met in regular session on Thursday, June 28, 2012 with the following members present:
Michelle Benvenuto; Vice Chair Tucker Catlin; Don Gleason; Michael Haley; Chair Peter McCrea; Steve Soper; Marilee Talley; Jim Verhey; Susanne von Rosenberg; Charles Slutzkin; and Duane Wall. Bill Trautman arrived during Item 5.a; Jim Verhey left at the end of item 5.b; and Alan Galbraith, Dave Graves, and Dale Withers were excused.

2. WELCOME & OPENING REMARKS

Steve Lederer, Interim Director, Public Works, announced he would become the permanent Public Works Director within the next 12 days. Hillary Gitelman, Director, Conservation, Development and Planning was unable to attend today's meeting, but she sent her regards and confirmed she will attend the next meeting. Mr. Lederer also provided an overview of the reorganization of the Environmental Management, Public Works, and Conservation, Development and Planning departments (See Item 7.a).

3. ORGANIZATIONAL ITEMS

a. APPROVAL OF ACTION MINUTES AND MEETING SUMMARY

Action Minutes approved as amended and Meeting Summary approved.

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

b. REVIEW MEETING AGENDA AND PROCESS

Dorian Fougères, Ph.D., Mediator, Center for Collaborative Policy, CSUS, briefly reviewed the background and purpose of each agenda item.

4. PUBLIC COMMENT

None.

5. PRESENTATIONS AND DISCUSSION ITEMS

a. REVIEW & ADOPT MISSION STATEMENT

After review and discussion of the current draft and consideration of several amendments, the GRAC unanimously adopted as their Mission Statement the GRAC's purpose as stated in the Board of Supervisors' Resolution with a change to indicate that the groundwater monitoring program is "non-regulatory" and with additional minor amendments for grammatical clarity: The GRAC was created to assist County staff and technical consultants with recommendations regarding (a) Synthesis of existing information and identification of critical data needs; (b) Development and implementation of an ongoing non-regulatory groundwater monitoring program; (c) Development of revised well pump test protocols and related revisions to the County's groundwater ordinance; (d) Conceptualization of hydrogeologic conditions in various areas of the County and an assessment of groundwater resources as data becomes available; (e) Development of groundwater sustainability objectives that can be achieved through voluntary means and incentives; and (f) Building community support for these activities and next steps. The GRAC shall cease to exist upon completion of these purposes or on December 31, 2014, whichever occurs first, unless the GRAC is affirmatively perpetuated by resolution of the Board of Supervisors.

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

b. REVIEW DRAFT NAPA COUNTY GROUNDWATER MONITORING PLAN

Vicki Kretsinger Grabert, Principal Hydrologist, Luhdorff & Scalmanini Consulting Engineers (LSCE), presented a PowerPoint presentation of the draft Napa County Groundwater Monitoring Plan, which focused on the objectives for the plan, groundwater monitoring objectives and priorities and actions to be taken. Ms. Kretsinger Grabert also referenced the first three sections of the plan that were included in the agenda packet: 1) Introduction; 2) Hydrogeology of Napa County; and 3) Groundwater Resources Goals and Monitoring Objectives. There was substantive discussion on the criteria for groundwater monitoring needs and priorities. An ad hoc committee made up of Chair Peter McCrea, Vice Chair Tucker Catlin, and Members Michelle Benvenuto and Susanne von Rosenberg was appointed to further discuss the criteria and report back to the GRAC at the next meeting. The ad hoc subcommittee would meet on Friday, July 6 at 1:00 p.m. at the Flood District office.

c. PRESENTATION OF DRAFT COMMUNICATION AND EDUCATION PLAN

Michael Haley referred to the draft plan and FAQs included in the agenda packet, as well as a draft brochure that was distributed. Mr. Haley stated key points of the plan are to emphasize it is voluntary in nature, our water is of good quality although there are a few sub-basins and areas with problems that need to be monitored, and to monitor beyond the problem areas. Priorities should be set on reaching out to specific areas first rather than trying to reach out to the entire County at once. The Committee provided comments on the plan, FAQs and brochure. Patrick Lowe, Deputy Director, Conservation, Development and Planning, suggested that members email him any additional comments by July 10. A revised set of the draft documents incorporating the Committee's comments would be brought to the joint GRAC/WICC meeting next month.

d. REVIEW DRAFT AGENDA FOR JOINT MEETING WITH THE WATERSHED INFORMATION CENTER & CONSERVANCY BOARD (WICC)

Patrick Lowe, Deputy Director, Conservation, Development and Planning, went over the proposed joint GRAC-WICC meeting agenda included in the agenda packet. Items for discussion will include an update on activities of the WICC and GRAC, as well as a review of the latest draft communication and education outreach materials.

6. OTHER BUSINESS

a. UPDATE ON THE GRANT APPLICATION FOR GROUNDWATER MONITORING WELLS

Patrick Lowe, Deputy Director, Conservation, Development and Planning, reported that County staff and Vicki Kretsinger Grabert, Principal Hydrologist, LSCE, are working on a grant application to the Department of Water Resources that is due in mid-July. If approved, the grant would provide up to $250,000 to fund 12 shallow groundwater monitoring wells on six sites that would be located on public property, right of ways or park sites. The status of the grant application will be provided at the next few GRAC meetings.

b. UPDATE ON THE CALIFORNIA STATEWIDE GROUNDWATER ELEVATION MONITORING (CASGEM) PROGRAM

Phil Miller, Deputy Director-Flood Control and Water Resources, Public Works, distributed a copy of a letter and agreement, as well as a copy of the State water code, sent to participants of the CASGEM program. When participants of the program were originally recruited last year, it wasn't known that precise well locations could be viewed online until after the recruitment letters were sent. The Department of Water Resources requested that the participants receive a letter that clarifies the well information that is accessible to the public. The CASGEM workplan has been temporarily set aside pending receipt of the revised agreements.

7. ANNOUNCEMENTS

a. UPDATE ON THE REORGANIZATION OF NAPA COUNTY DEPARTMENTS OF PUBLIC WORKS, CONSERVATION, DEVELOPMENT & PLANNING, & ENVIRONMENTAL MANAGEMENT

(Discussed after Item 1.) Steve Lederer, Interim Director, Public Works, stated realignment of the three departments would entail permitting functions of the Environmental Management (EM), Public Works (PW) and Conservation, Development and Planning (CDP) departments being combined under the current CDP department, which will later be renamed as the Planning, Building and Environmental Services department. This department will take up the entire second floor of the County administration building and will be managed by Hillary Gitelman, the current director of CDP. The realignment was a result of customer feedback and is intended to promote efficiency. The purchasing, animal shelter and solid waste functions under EM will be transferred to PW, which will be managed by Mr. Lederer and will still maintain traditional public works services, such as work related to roads and construction. The PW office will relocate from one half of the second floor of the County Administration building to an office on the first floor. Physical location changes are expected to occur during December/January concurrent with the holiday season. A natural resources conservation group under PW will be formed with five current County employees (Patrick Lowe and Jeff Sharp – CDP, Deborah Elliott – Flood, and Amy Garden and David Briggs – EM), managed by Patrick Lowe and will be located at the Flood office.

Item 7.a...Continued

The GRAC was previously supported by CDP but will now be supported by PW with Ms. Gitelman remaining actively involved.

8. FUTURE AGENDA ITEMS

Future agenda items were not formally discussed.

9. ADJOURNMENT to the NEXT MEETING

Adjourned to the next joint special meeting of the Napa County Groundwater Resources Advisory Committee (GRAC) and Watershed Information Center & Conservancy (WICC) on Thursday, July 26, 2012 at 4:00 p.m. at the Yountville Community Center.

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