

Tracy Subbasin GSP Coordination Committee Meeting

Thursday, January 20, 2022
1:00 PM to 3:00 PM

Teleconference Meeting Only

Teleconference Link: <https://stantec.zoom.us/j/93541056999>

Phone Number: 1-669-900-6833

Meeting ID: 935 4105 6999

NOTICE: CORONAVIRUS COVID-19

Assembly Bill 361 amends Section 54953 of the Government Code to allow the legislative body of a local agency to meet remotely without complying with the normal teleconference rules for agenda posting, physical location access, or quorum rules. To do so, one of three scenarios must exist, all of which require that the Governor has proclaimed a State of Emergency pursuant to Government Code section 8625:

- A. State or local officials have imposed or recommended measures to promote social distancing;
- B. The agency is holding a meeting for the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees; or
- C. The agency is holding a meeting and has determined that meeting in person would present imminent risks to the health or safety of attendees.

Assuming the State of Emergency remains in effect and an agency wishes to continue meeting under the modified rules, it must adopt an initial resolution within 30 days of the first teleconference meeting (which applies retroactively to that first meeting), and then must adopt an extension resolution at least every 30 days thereafter. (Id. at subd. (e)(3).)

California Governor Gavin Newsom declared a state of emergency on March 4, 2020 in response to the COVID-19 pandemic. The state of emergency declaration remains in place. Pursuant to the requirements of Section 54953 of the Government Code, the Tracy Subbasin Sustainability Agencies have adopted a resolution determining that meeting in person would present imminent risks to the health and safety of attendees. This resolution allows the GSP Coordination Committee to continue to hold meetings remotely for a period of at least 30-days.

The following options are available to members of the public to listen to these meetings and provide comments to the Committee Members before and during the meeting:

CALL-IN

Member of the public are encouraged to use the call-in number, which will allow them to fully participate in the meeting without having to be present in person. ***Once connected, we request you kindly mute your phone.***

PUBLIC COMMENT

If you wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the Wednesday prior to the meeting. Please submit your comment via email to Matt Zidar, San Joaquin County, at mzidar@sjgov.org. Your comment will be shared with the Tracy Subbasin Groundwater Sustainability Agencies members and placed into the record at the meeting. Every effort will be made to read comments received during the meeting into the record but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

DISABILITY-RELATED MODIFICATIONS

If you need disability-related modification or accommodation in order to participate in this meeting, please call 1 (209) 468-3089 at least 48 hours prior to the start of the meeting.

AGENDA

- I. **Opening of Meeting/Roll Call**
- II. **Scheduled Items**
 - A. Approval to Extend Resolution Proclaiming a Local Emergency, Ratifying the COVID-19 State of Emergency, and Authorizing Remote Teleconference Meetings of the Tracy Subbasin GSP Coordination Committee Pursuant to the Ralph M. Brown Act – *Action Item*
 - B. Approval of December 16 GSP Coordination Committee Meeting Minutes – *Action Item*
 - C. Outreach Update – *Discussion Item*
 - D. Fiscal Year 2022 Annual Budgeting Process and Schedule – *Discussion Item*
 - E. Approval of Scope and Budget for GSP Implementation Technical Support – *Action Item*
 - F. Greater San Joaquin Integrated Regional Water Management Group – *Discussion Item*
 - G. DWR Status Report – *Discussion Item*
- III. **Public Comments**
- IV. **Agency Comments**
- V. **Next GSP Coordination Committee Meeting – February 17, 2022**
- VI. **Adjournment**

**Tracy Subbasin
GSP Coordination Committee Special Meeting**

**Thursday, December 16, 2021
1:00 PM to 3:00 PM**

Teleconference Meeting Only
Teleconference Link: <https://stantec.zoom.us/j/93541056999>
Phone Number: 1-669-900-6833
Meeting ID: 935 4105 6999

DRAFT MINUTES

I. Opening of Meeting/Roll Call

The meeting was called to order at 1:04 PM.

Roll call found the following Groundwater Sustainability Agency (GSA) representatives present via teleconference:

- David Weisenberger, Banta-Carbona Irrigation District GSA
- Greg Gibson, City of Lathrop GSA
- Lemar Saffi, City of Tracy GSA
- Ryan Alameda, Stewart Tract GSA

Other attendees:

- Jackson Cook, California Department of Water Resources (DWR)
- Lea Emmons, City of Tracy GSA
- Richard Shatz, GEI
- John Brodie, San Luis & Delta-Mendota Water Authority
- Elizabeth Simon, Stantec
- Kirsten Pringle, Stantec

II. Scheduled Items

A. Approval of November 18 GSP Coordination Committee Meeting Minutes

RESULT: APPROVED

MOVER: David Weisenberger, Banta-Carbona Irrigation District GSA

SECONDER: Greg Gibson, City of Lathrop GSA

AYES: Banta-Carbona Irrigation District GSA, City of Lathrop GSA, City of Tracy GSA, Stewart Tract GSA

NOES: None

ABSENT: Byron-Bethany Irrigation District GSA, San Joaquin County GSA

ABSTAIN: None

- B. Resolution Proclaiming a Local Emergency, Ratifying the COVID-19 State of Emergency, and Authorizing Remote Teleconference Meetings of the Tracy Subbasin GSP Coordination Committee Pursuant to the Ralph M. Brown Act

RESULT: APPROVED

MOVER: Greg Gibson, City of Lathrop GSA

SECONDER: Ryan Alameda, Stewart Tract GSA

AYES: Banta-Carbona Irrigation District GSA, City of Lathrop GSA, City of Tracy GSA, Stewart Tract GSA

Stewart Tract GSA

NOES: None

ABSENT: Byron-Bethany Irrigation District GSA, San Joaquin County GSA

ABSTAIN: None

- C. Inter-Basin Coordination Update

Kirsten Pringle, Stantec, stated that she is coordinating inter-basin coordination meetings with GSAs in the Northern & Central Delta-Mendota Region and East Contra Costa Subbasin. Meetings are likely to occur in January 2022.

- D. Draft Scope and Budget for GSP Implementation Technical Support

Richard Shatz, GEI, provided an overview of the draft scope and budget for technical support for Groundwater Sustainability Plan (GSP) implementation and data needs for development of the first annual report. Mr. Shatz stated that he had contacted OpenET in accordance with direction provided during the November GSP Coordination Committee (Committee) meeting; however, he has

not yet heard back. As a next step, Mr. Shatz will send data requests to each of the GSAs. He requested that the data requests be fulfilled by January 15 to support development of the annual report.

Greg Gibson, City of Lathrop GSA, noted that Fiscal Year (FY) 2021-22 was half-way over and requested a clarification be added to the draft scope and budget. Ms. Pringle stated that the scope and budget are intended to cover development of the first annual report and other costs incurred prior to adoption of the FY 2022-23 budget.

The GSA representatives requested that Mr. Shatz provide a breakdown of the draft FY 2021-22 budget by GSA.

Mr. Gibson asked whether it would make sense to provide data on a calendar year basis. Mr. Shatz responded that the annual reports will be developed based on water years which extend from October 1 through September 30 of each year.

E. DWR Status Report

Jackson Cook, DWR, informed the Committee that the Principles and Strategies for Groundwater Management and Drinking Water Wells have been publicly released. Mr. Cook also noted that the critically-overdrafted basins in the San Joaquin Valley that have not yet received their GSP evaluation have been notified of potential deficiencies and DWR will make the final determination on the GSPs by January 31, 2022. He noted that DWR is accepting funding proposals through the Small Community Drought Relief Program and Integrated Regional Water Management Grant Program and Round 2 funding for the Sustainable Groundwater Management Grant Program will be available in late 2022/early 2023.

Mr. Shatz provided an update on the AEM surveys. Ms. Pringle advised that GSAs should be prepared for questions from the public (due to potential visibility of the survey in progress in the Subbasin) when the surveys are being conducted.

III. Public Comments

No additional comments were provided.

IV. Agency Comments

Mr. Gibson suggested that the Tracy Subbasin GSAs coordinate with the regional Integrated Regional Water Management Groups.

V. Next GSP Coordination Committee Meeting – January 20, 2021

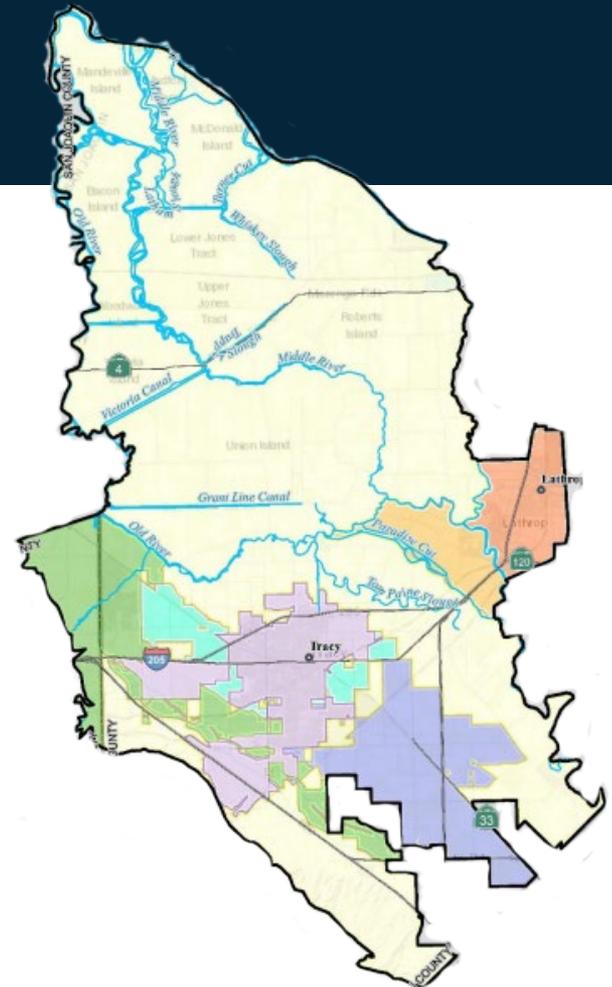
The next GSP Coordination Committee Meeting will be held January 20, 2021.

VI. Adjournment

Ms. Pringle adjourned the meeting at 1:39 pm.

January 20, 2022

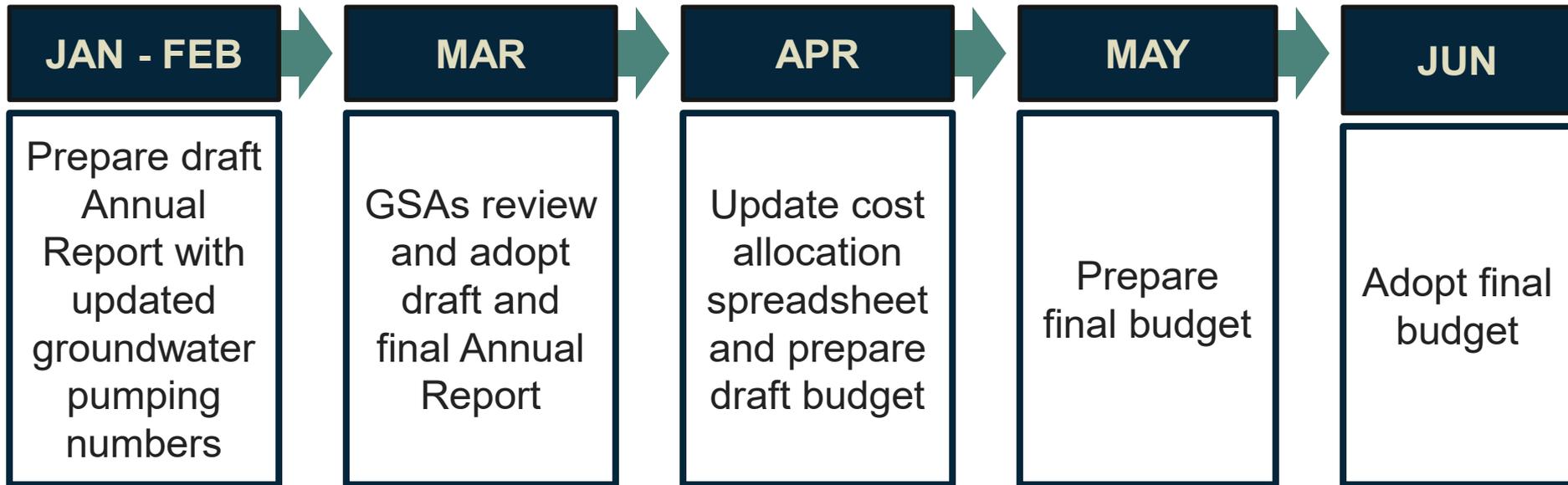
Item C. Fiscal Year 2022 Annual Budgeting Process and Schedule



Proposed Annual Budgeting Process

- Proposed Fiscal Year (FY): July – June
- New budget will be adopted each June for the following FY
- Cost allocation spreadsheet will be updated annually with groundwater pumping numbers provided in Annual Report

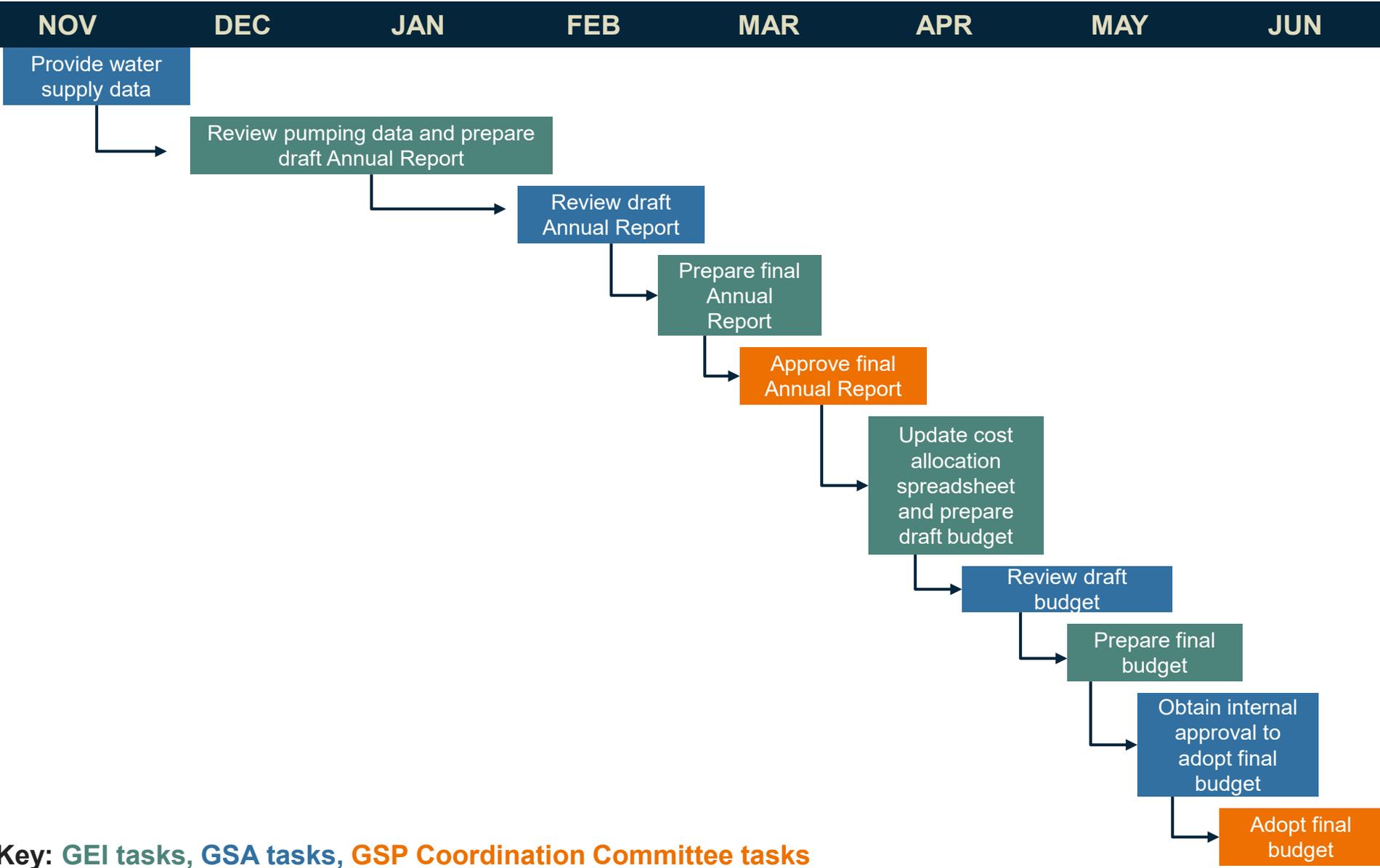
DRAFT FY 2022 Budget Schedule



KEY DATES

- March 1 – Draft Annual Report released for GSA review
- March 24 – Adopt Annual Report at regularly scheduled meeting
- April 1 – Deadline to submit annual report to DWR
- June 23 – Adopt FY 22 budget at regularly scheduled meeting

Annual Budget Process



Questions for Committee Members

- How far in advance does the final budget and revised cost allocation spreadsheet need to be prepared prior to adoption by the GSP Coordination Committee?
- How much time do you need to receive approval to take action on the final budget?
- What supporting materials, if any, do you need to support your internal process for receiving approval to take action on the budget?

January 10, 2022



Consulting
Engineers and
Scientists

Mr. Matt Zidar
Water Resources Division
San Joaquin County Public Works
1810 E. Hazelton Avenue
P.O. Box 1810
Stockton CA 95201

Subject: On-Call Services FY2021-22, Tracy Subbasin GSP Implementation

Dear Mr. Zidar:

GEI Consultants, Inc. (GEI) has prepared this proposal to assist San Joaquin County Flood Control and Water Conservation District (District) to support the implementation of the Groundwater Sustainability Plan (GSP) for the Tracy Subbasin (Subbasin). This proposal describes these services.

PROJECT SCOPE AND APPROACH

The following five tasks describe the services to be provided for the remaining portion of fiscal year (FY) 2021-22, from January through June 2022:

Task 1: Annual Report

The Groundwater Sustainability Management Act and the GSP Emergency Regulations require that all groundwater basins who have adopted GSPs submit annual reports summarizing the groundwater conditions in relation to sustainability indicator by April 1, 2022. The annual report is for water year 2020-21 (October 1 through September 30). GEI will prepare the annual report for the non-Delta management area to include, the following:

- Documentation of general information; including, an executive summary and a location map depicting the subbasin covered by the report.
- Assessment of the type of water year by obtaining the San Joaquin River Index and water year classification.
- Obtain and tabulate groundwater production data from the cities of Lathrop and Tracy to be reported as actual groundwater use.
- Compile and tabulate measured surface water diversions by Banta-Carbona and Byron-Bethany Irrigation Districts, and imports by the cities of Lathrop and Tracy.
- Compile and tabulate measured recycled water reuse.
- Estimate groundwater pumping by agriculture in the non-Delta areas of the TSb by utilizing monthly METRIC evapotranspiration data provided by the Irrigation Training and Research Center (Cal Poly San Luis Obispo). The data sets will be processed by GSA area to obtain annual evapotranspiration, minus annual surface water deliveries (provided by each GSA) with the residual being groundwater pumping.

- Obtain groundwater level measurements from CASGEM, the County, the cities of Lathrop and Tracy, and from reports sent to the Regional Water Quality Control Board (RWQCB) and process the data to prepare hydrographs for each representative monitoring wells and compare those measurements to minimum thresholds and measurable objectives established in the GSP. The groundwater levels will be stored in the data management system, and it will be used to process and prepare the hydrographs.
- Develop groundwater elevation contour maps for spring 2020, fall 2020, spring 2021 and fall 2021 for the two principal aquifers.
- Create change in groundwater in storage maps for the two principal aquifers in the basin.
- Prepare a map showing the distribution of estimated and actual groundwater pumping by GSA.
- Obtain InSAR subsidence data from the California Department of Water Resources (DWR), if available, and plot the data along with ground surface elevations changes from October 2020 to October 2021.
- Obtain water quality data to tabulate the results in comparison to minimum thresholds and measurable objectives.
- Prepare the text portion of the annual report which will include the progress toward the Plan implementation, including Projects and Management Action and filling of data gaps.
- Provide a draft report for all GSAs to review and comment. Incorporate comments in the report and finalize.
- Upload the report to DWR's website before April 1, 2022.

Assumption: The GSAs will provide the pumping and surface water supply information for October 1, 2020, through September 30, 2021, to GEI by January 15, 2022. A draft Annual Report will be provided to the GSA about March 1, 2022, for review and comment. GEI will upload the Annual Report to DWR by April 1, 2022.

Deliverables: Draft and final 2020-21 Annual Report.

Task 2: Technical Support Services (TSS) Applications

The Subbasin GSAs requested GEI develop an application to seek support from DWR for construction of monitoring wells in the subbasin. The general application was submitted and approved. Since this time, the GSP has been completed and the locations of some the wells have been moved and new wells have been added. This task is to prepare site specific applications for four new monitoring wells. GEI will:

- Meet with County staff, City of Mountain House, the City of Tracy and BCID to review and select locations of the proposed new wells.
- Prepare applications for the new or modified well locations.
- Provide drafts of the application for County and GSA review.
- Submit the applications to DWR.
- Meet with DWR to gain final approval of the sites for construction.

- Assist to prepare and obtain well permits.

Assumption: District will pay or arrange for well permits fees. DWR or the GSAs will prepare CEQA documentation.

Deliverables: Draft and final TSS well applications.

Task 3: Data Management System and Website Upgrades and Maintenance

GEI designed and prepared a website that included a Groundwater Communication Portal (GCP) in FY 2019-20 to help the Tracy Subbasin Groundwater Sustainability Agencies (GSAs) fulfill the stakeholder and engagement requirements of the Sustainable Groundwater Management Act (SGMA) and the accompanying Groundwater Sustainability Plan (GSP) Regulations. A data management system (DMS) was also developed to store groundwater use, groundwater level and water quality data.

This scope of services describes the elements to upgrade and maintain the Tracy Subbasin website and DMS. The website and DMS are currently stored on GEI servers. GEI has developed and purchased a client on a unique URL for the website. GEI will:

- Post of Tracy Subbasin Annual Report to the website.
- Continue to host the website and Groundwater Communications Portal and pay the URL fee for FY 2020-21.
- Continue to maintain the TSb website.
- Provide minor upgrades to the website as requested based on time and materials

Assumption: GEI will continue to host the website and DMS on GEI servers for a fee of \$1,000 annually. Post of post meeting notices, agenda and outreach documentation to the website will be performed by Stantec under a separate contract with the County. Upgrades to the website will be performed within a maximum of \$16,552 (labor). More extensive upgrades may require additional funding.

Deliverables: Working and upgraded website and DMS.

Task 4: AEM Information Support

DWR is providing Airborne Electromagnetic (AEM) surveys throughout the state to assist in the definition of the vertical and horizontal extent of aquifers and confining beds. DWR is requesting the Subbasin provide them with a sketch map of areas of interest by January 14, 2022, followed by technical information such as well and geophysical logs, and spring depth to groundwater as soon as reasonably possible. GEI will create the area of interest map and provide DWR with well and geophysical logs (City of Tracy), along with other pieces of pertinent information. This work was not included in the GSP budget for the Tracy Subbasin.

Assumption: The GSAs approve of release of information.

Deliverables: Information will be provided directly to DWR. A pdf copy of the information will be provided to the GSAs.

Task 5: Public Outreach

During the year several meetings will be required to share information. GEI will:

- Prepare and present at four monthly Technical Committee meeting, during Annual Report preparation, and at the June quarterly meeting.
- Prepare and present at one public meeting the findings of the Annual Reports.

Assumption: All meetings will be virtual, no travel required. Bi-weekly project management meetings will be held one-month prior to the anticipated meetings to develop agendas, organize and develop assignments for presentation materials. Stantec will develop meeting agendas, meeting notes and advertisements for the meetings under a separate contract.

Deliverables: Components for Board packages and meeting presentations.

GENERAL PROJECT SCHEDULE

The five tasks described above will be completed during the FY 2021-22 as shown on Figure 1. The Annual Report preparation will take precedence in early 2022 and be completed by April 1, 2022. Preparation of the information for the AEM surveys will be the second task to be completed. Preparation of the TSS applications will be the third task to be completed to allow DWR to begin scheduling and potentially complete the drilling to allow the information to be used for their Airborne Electromagnetic surveys. Website updates will be performed within the first two months of authorization to proceed, with continual maintenance of the site through the remainder of the year. Continued monthly meetings will commence in January and quarterly meetings will begin in March 2022 along with a public meeting to present the Annual Report results to the public.

COST ESTIMATE

The estimated cost will be \$121,399 and will be on a not-to-exceed budget and a time and materials basis. Table 1 provides the breakdown of the costs. Table 2 provides the cost distribution by GSA. Attached is our 2022 Standard Rate Schedule.

We look forward to continuing to assist you with managing of your water resources. If you have any questions, please contact Richard Shatz via email at RShatz@geiconsultants.com or via phone at 916.631.4566.

Respectfully submitted,

GEI Consultants, Inc.



Richard W. Shatz, P.G., C.E.G., CH.G.
Principal Hydrogeologist



Michael Cornelius, P.G.
Vice President/Principal Geologist

**Table 1
Summary of Costs
On-Call Services 2021-22
Tracy Subbasin**

Task No.	Description													Expenses		Total Cost
		Grade 8 (Cornelius)	Grade 7 (Shatz, Miller)	Grade 6	Grade 5 (Pascol, Irving)	Grade 4	Grade 3 (Storey, Heidari)	Grade 2 (Espinoza, Yap)	Grade 1	CAD/GIS	Admin	Subtotals		Expenses		
												Hrs	Cost			
		\$318 /hr	\$284 /hr	\$239 /hr	\$210 /hr	\$178 /hr	\$159 /hr	\$145 /hr	\$132 /hr	\$159 /hr	\$118 /hr					
TASK 1 - Annual Report		8	48	0	6	0	64	27	0	34	8	195	\$37,877	\$31,625	\$69,502	
TASK 2 - Technical Support Services		0	35	0	0	0	56	0	0	0	8	99	\$19,646	\$0	\$19,646	
TASK 3 - DMS and Website Upgrades and Maintenance		0	8	0	68	0	0	0	0	0	0	76	\$16,552	\$1,000	\$17,552	
TASK 4 - AEM Information Support		0	8	0	0	0	17	0	0	4	0	29	\$5,611	\$0	\$5,611	
TASK 5 - Public Outreach		0	32	0	0	0	0	0	0	0	0	32	\$9,088	\$0	\$9,088	
	Total	8	131	0	74	0	137	27	0	38	16	431	\$88,774	\$32,625	\$121,399	

**Table 2
Summary of Costs
On-Call Services 2021-22
Tracy Subbasin**

Task No.	100	Total Cost	Cost by GSA						
			BBID	BCID	City of Lathrop	City of Tracy	San Joaquin County	Stewart Tract	
TASK 1 - Annual Report		\$69,502	\$9,876	\$6,457	\$13,886	\$12,406	\$25,250	\$1,626	
TASK 2 - Technical Support Services		\$19,646	\$2,792	\$1,825	\$3,925	\$3,507	\$7,137	\$460	
TASK 3 - DMS and Website Upgrades and Maintenance		\$17,552	\$2,494	\$1,631	\$3,507	\$3,133	\$6,377	\$411	
TASK 4 - AEM Information Support		\$5,611	\$797	\$521	\$1,121	\$1,002	\$2,038	\$131	
TASK 5 - Public Outreach		\$9,088	\$1,291	\$844	\$1,816	\$1,622	\$3,302	\$213	
		Total	\$121,399	\$17,251	\$11,278	\$24,256	\$21,670	\$44,104	\$2,841

FEE SCHEDULE

<u>Personnel Category</u>	<i>Hourly Billing Rate</i> \$ per hour
Staff Professional – Grade 1	\$ 132
Staff Professional – Grade 2	\$ 145
Project Professional – Grade 3	\$ 159
Project Professional – Grade 4	\$ 178
Senior Professional – Grade 5	\$ 210
Senior Professional – Grade 6	\$ 239
Senior Professional – Grade 7	\$ 284
Senior Consultant – Grade 8	\$ 318
Senior Consultant – Grade 9	\$ 388
Senior Principal – Grade 10	\$ 388

Senior Drafter and Designer	\$ 159
Drafter / Designer and Senior Technician	\$ 145
Field Professional	\$ 119
Technician, Word Processor, Administrative Staff	\$ 118
Office Aide	\$ 92

These rates are billed for both regular and overtime hours in all categories.

Rates will increase up to 5% annually, at GEI's option, for all contracts that extend beyond twelve (12) months after the date of the contract. Rates for Deposition and Testimony are increased 1.5 times.

OTHER PROJECT COSTS

Subconsultants, Subcontractors and Other Project Expenses - All costs for subconsultants, subcontractors and other project expenses will be billed at cost plus a 15% service charge. Examples of such expenses ordinarily charged to projects are subcontractors; subconsultants: chemical laboratory charges; rented or leased field and laboratory equipment; outside printing and reproduction; communications and mailing charges; reproduction expenses; shipping costs for samples and equipment; disposal of samples; rental vehicles; fares for travel on public carriers; special fees for insurance certificates, permits, licenses, etc.; fees for restoration of paving or land due to field exploration, etc.; state and local sales and use taxes and state taxes on GEI fees. The 15% service charge will not apply to GEI-owned equipment and vehicles or in-house reproduction expenses.

Field and Laboratory Equipment Billing Rates – GEI-owned field and laboratory equipment such as pumps, sampling equipment, monitoring instrumentation, field density equipment, portable gas chromatographs, etc. will be billed at a daily, weekly, or monthly rate, as needed for the project. Expendable supplies are billed at a unit rate.

Transportation and Subsistence - Automobile expenses for GEI or employee owned cars will be charged at the rate per mile set by the Internal Revenue Service for tax purposes plus tolls and parking charges or at a day rate negotiated for each project. When required for a project, four-wheel drive vehicles owned by GEI or the employees will be billed at a daily rate appropriate for those vehicles. Per diem living costs for personnel on assignment away from their home office will be negotiated for each project.

PAYMENT TERMS

Invoices will be submitted monthly or upon completion of a specified scope of service, as described in the accompanying contract (proposal, project, or agreement document that is signed and dated by GEI and CLIENT).

Payment is due upon receipt of the invoice. Interest will accrue at the rate of 1% of the invoice amount per month, for amounts that remain unpaid more than 30 days after the invoice date. All payments will be made by either check or electronic transfer to the address specified by GEI and will include reference to GEI's invoice number.