



**SACRAMENTO GROUNDWATER AUTHORITY**  
**MEETING OF THE BOARD OF DIRECTORS**

**Thursday, August 8, 2024**  
**at 9:00 a.m.**

**2295 Gateway Oaks, Suite 100**  
**Sacramento, CA 95833**  
**(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.

**IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:**

The Sacramento Groundwater Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. 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.

**Join the meeting from your computer, tablet or smartphone**

<https://us06web.zoom.us/j/86234537375>

**Phone: 1-669-900-6833**

**Meeting ID: 862 3453 7375 Passcode: 955951**

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 [jpeifer@rwah2o.org](mailto:jpeifer@rwah2o.org). Requests must be made as early as possible, and at least one full business day before the start of the meeting.

**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** Approve the draft meeting minutes of April 11, 2024 SGA Board meeting.

**Action: Approve Consent Calendar items as presented**

**4. CONSULTANT SELECTION RECOMMENDATION**

Presenter: Trevor Joseph, Manager of Technical Services

**Discussion/Action: Approve SGA Staff Consultant Selection Recommendation in accordance with SGA Architectural and Engineering Services Selection Policy 300.1**

**5. OPPORTUNITY FOR PUBLIC TO ADDRESS CLOSED SESSION MATTERS**

**6. CLOSED SESSION**

6.1 Closed session regarding labor negotiations (Gov. Code, § 54957.6)  
Agency Representative: SGA Chair and Vice Chair  
Unrepresented Employee: Executive Director

**7. RETURN TO OPEN SESSION – ANNOUNCEMENT OF REPORTABLE ACTION IN CLOSED SESSION**

**8. REVISIONS TO POLICY 100.3 (COMPENSATION POLICY)**

Presenter: Paul Selsky, Chair

**Action: Adopt Resolution 2024-02; and Approve revisions to SGA Policy 100.3 (Employee Compensation Policy), waiving Section 2 of the policy for Fiscal Year 2024/2025 and apply a COLA of 1.9% beginning with the first full pay period of July 2024**

**9. INFORMATION: LEGISLATIVE AND REGULATORY UPDATE**

Presenter: Ryan Ojakian, Manager of Government Relations

**10. EXECUTIVE DIRECTOR'S REPORT**

**11. BOARD DIRECTORS' COMMENTS**

**ADJOURNMENT**

**Next SGA Board of Director's Meetings:**

October 10, 2024, 9:00 a.m. at the RWA/SGA office, 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. The location is subject to change.

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/>

Posted on: August 2, 2024

*Ashley Flores*  
\_\_\_\_\_  
Ashley Flores, CMC, Secretary

## 2024 SGA BOARD MEMBERS

| Organization                       | Representative/Alternate  | Appointing Authority        | Term Ends                            |
|------------------------------------|---|-----------------------------|--------------------------------------|
| California American Water          | S. Audie Foster<br>Christina Baril (Alternate)  | Sacramento City Council     | August 2028                          |
| Carmichael Water District          | Paul Selsky <b>Chair</b><br>Jeff Nelson (Alternate)                                   | Sacramento County           | August 2026                          |
| Citrus Heights Water District      | Caryl Sheehan<br>Raymond Riehle (Alternate)   | Citrus Heights City Council | August 2024                          |
| City of Folsom                     | Marcus Yasutake<br>YK Chalamcherla (Alternate)<br>Todd Eising (Alternate)             | Folsom City Council         | Jan 2027                             |
| City of Sacramento                 | Lisa Kaplan<br>Shoun Thao (Alternate)<br>Brett Ewart (Alternate)                      | Sacramento City Council     | April 2028<br>(Annual Review)        |
| County of Sacramento               | Chris Hunley <b>Vice Chair</b><br>Kerry Schmitz (Alternate)<br>Matt Satow (Alternate) | Sacramento County           | July 17, 2026                        |
| Del Paso Manor Water District      | Robert Matteoli<br>Gwynne Pratt (Alternate)   | Sacramento City Council     | August 2028                          |
| Fair Oaks Water District           | Randy Marx<br>Christian Petersen (Alternate)  | Sacramento County           | August 2026                          |
| Golden State Water Company         | Paul Schubert<br>Sean Twilla (Alternate)  | Sacramento City Council     | August 2028                          |
| Natomas Central MWC                | Matt Lauppe<br>Brett Gray (Alternate)   | Sacramento City Council     | August 2028                          |
| Orange Vale Water Company          | John Wingerter<br>Craig Davis (Alternate)   | Sacramento County           | August 2026                          |
| Rio Linda/Elverta CWD              | Mary Harris<br>Anthony Cline (Alternate)  | Sacramento County           | August 2026                          |
| Sacramento Suburban Water District | Jay Boatwright<br>Robert Wichert (Alternate)<br>Kevin Thomas (Alternate)              | Sacramento City Council     | July 2026<br><i>(Updated 4/4/23)</i> |
| San Juan Water District            | Ted Costa<br>Dan Rich (Alternate)   | Sacramento County           | August 2026                          |
| Agriculture                        | Mike DeWit<br>Nathan Doyel (Alternate)  | Sacramento County           | August 2026                          |
| Self-Supplied Industry             | Clint Luedtke<br>Del Paso Country Club  | Sacramento City Council     | August 2028                          |

Topic: Public Comment  
Type: New Business  
Item For: Information/Discussion  
Purpose: Routine

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|               |                                 |            |                                 |
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| SUBMITTED BY: | Ashley Flores, CMC<br>Secretary | PRESENTER: | Ashley Flores, CMC<br>Secretary |
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**EXECUTIVE SUMMARY**

This is an information item to provide an opportunity for the Sacramento Groundwater Authority Board of Directors to recognize or hear from visitors that may be attending the meeting or to allow members of the public to address the Board of Directors on matters that are not on the agenda.

As noted on the agenda, members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.

**STAFF RECOMMENDED ACTION**

None. This item is for information only.

**BACKGROUND**

Public agencies are required by law to provide an opportunity for the public to address the SGA Board of Directors matters that are not on the agenda.

### **3.0 CONSENT CALENDAR**

Topic: Meeting Minutes  
Type: Consent Calendar  
Item For: Action; Motion to Approve  
Purpose: [SGA Policy 200.1, Chapter 3.15](#)

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|               |                                 |            |                                 |
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| SUBMITTED BY: | Ashley Flores, CMC<br>Secretary | PRESENTER: | Ashley Flores, CMC<br>Secretary |
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**EXECUTIVE SUMMARY**

This is an action item for the Sacramento Groundwater Authority Board of Directors to review and consider approving the draft minutes of the regular Sacramento Groundwater Authority Board of Directors Meeting of April 11, 2024.

**STAFF RECOMMENDED ACTION**

A motion to approve the draft minutes, as presented or amended.

**BACKGROUND**

The draft minutes of the above referenced meetings are included with this Agenda. The minutes reflect the SGA Policy 200.1, § 3.15 to document specific details on items discussed at the meetings.

The Executive Director may list on the agenda a "consent calendar", which will consist of routine matters on which there is generally no opposition or need for discussion. Examples of consent calendar items might include approval of minutes, financial reports and routine resolutions. Any matter may be removed from the consent calendar and placed on the regular calendar at the request of any member of the Board. The entire consent calendar may be approved by a single motion made, seconded and approved by the Board.

**FINDING/CONCLUSION**

Staff believes the draft of the presented minutes correctly reflect the information shared and actions taken by the Board of Directors.

**ATTACHMENTS**

Attachment 1- Draft meeting minutes of the Sacramento Groundwater Authority Board of Directors Meeting of April 11, 2024



**1. CALL TO ORDER**

Chair Selsky called the regular meeting of the SGA Board of Directors to order on April 11, 2024 at 9:00 a.m. at the RWA conference room located at 2295 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833.

A quorum was established of 11 participating members. Individuals in attendance are listed below:

**Board Members**

- Paul Selsky, Carmichael Water District, Chair
- Marcus Yasutake, City of Folsom
- Brett Ewart, City of Sacramento
- Chris Hunley, County of Sacramento, Vice Chair
- Gwynne Pratt, Del Paso Manor Water District
- Randy Marx, Fair Oaks Water District – *Exited at 10:27a.m.*
- Paul Schubert, Golden State Water Company
- Mary Garrison, Rio Linda/Elverta Community Water District
- Jay Boatwright, Sacramento Suburban Water District
- Ted Costa, San Juan Water District
- Nathan Doyel, Agriculture

**Staff Members**

Jim Peifer, Trevor Joseph, Tom Hoffart, Ryan Ojakian, Raiyna Villasenor, Ashley Flores and Chris Sanders, legal counsel

**Others in Attendance**

John Wingerter, Orange Vale Water Company; Todd Eising, City of Folsom; Vanessa Nishikawa, Stantec; Greg Zlotnick, San Juan Water District; Paul Helliker, San Juan Water District; Dan York, Sacramento Suburban Water District; John Woodling, SCGA; Tony Barela, San Juan Water District; David Wheaton, Citrus Heights Water District; Tim Shaw, Rio Linda/Elverta CWD

**2. PUBLIC COMMENT**

None

**3. CONSENT CALENDAR**

**3.1** Approve the draft meeting minutes of February 8, 2024 SGA Board meeting.



**A motion was made to approve the Consent Calendar.**

Motion/Second/Carried Director Ewart moved with a second by Director Schubert

Paul Selsky, Carmichael Water District; Marcus Yasutake, City of Folsom; Brett Ewart, City of Sacramento; Chris Hunley, County of Sacramento; Gwynne Pratt, Del Paso Manor Water District; Randy Marx, Fair Oaks Water; Paul Schubert, Golden State Water Company; Mary Garrison, Rio Linda/Elverta Community Water District; Jay Boatwright, Sacramento Suburban Water District; Ted Costa, San Juan Water District; Nathan Doyel, Agriculture; voted yes. Motion passed.

Ayes- 11  
Noes- 0  
Abstained- 0  
Absent- 5

***Item 9 LEGISLATIVE UPDATE was taken out of order by Chair Selsky***

**9. LEGISLATIVE UPDATE**

This was an information item presented by Ryan Ojakian, Manager of Government Relations to provide a briefing on important legislative and regulatory updates for the Sacramento Groundwater Authority Board of Directors.

No action taken this item was for information/discussion only.

**4. REVISIONS TO POLICY 400.3 (BUDGET POLICY)**

This is an action item presented by Tom Hoffart, Finance & Administrative Services Manager for the Sacramento Groundwater Authority Board of Directors to review and update SGA Policy 400.3 (Budget Policy). During the preparation of the Fiscal Year 2024/2025 Budget, it was discovered that there were discrepancies between the Joint Powers Agreement and SGA Policy 400.3 (Budget Policy) related to when the adoption of the fiscal year budget should occur. The Joint Powers Agreement states that the budget should be adopted “prior to commencement of each fiscal year.” SGA Policy 400.3 (Budget Policy), included wording that the budget “must be approved within 90 days of July 1st.” To better align SGA Policy 400.3 (Budget Policy) with the Joint Powers Agreement, staff proposes revisions to the policy.

**A motion was made to approve revisions to SGA Policy 400.3 (Budget Policy).**

Motion/Second/Carried: Director Yasutake moved with a second by Director Schubert

Paul Selsky, Carmichael Water District; Marcus Yasutake, City of Folsom; Brett Ewart, City of Sacramento; Chris Hunley, County of Sacramento; Gwynne Pratt, Del Paso Manor Water District; Randy Marx, Fair Oaks Water; Paul Schubert, Golden State Water Company; Mary Garrison, Rio Linda/Elverta Community Water District;

Jay Boatwright, Sacramento Suburban Water District; Ted Costa, San Juan Water District; Nathan Doyel, Agriculture; voted yes. Motion passed.

Ayes- 11

Noes- 0

Abstained- 0

Absent- 5

**5. SGA FISCAL YEAR 2023/2024 BUDGET AMENDMENT**

This is an action item presented by Tom Hoffart, Finance & Administrative Services Manager for the Sacramento Groundwater Authority Board of Directors to review consider approving the Proposed Fiscal Year 2023/2024 budget amendment. The Board of Directors approves an annual budget each year based on projections. After adoption of the FY 2023/2024 budget, the SGA was awarded a NASb SGMA Grant from the Department of Water Resources. As a result, the NASb SGMA Grant related Revenues and Expenses were not included in the budget. In order to remain on track with the NASb SGMA Grant deadlines, it is projected that the consulting expenses will be \$453,929 and related grant revenue will be \$453,929 for FY 2023/2024.

**A motion was made to approve a FY 2023/2024 budget amendment for the projected NASb SGMA Grant Revenues of \$453,929 and related Consulting Expenses of \$453,929.**

Motion/Second/Carried: Director Hunley moved with a second by Director Costa

Paul Selsky, Carmichael Water District; Marcus Yasutake, City of Folsom; Brett Ewart, City of Sacramento; Chris Hunley, County of Sacramento; Gwynne Pratt, Del Paso Manor Water District; Randy Marx, Fair Oaks Water; Paul Schubert, Golden State Water Company; Mary Garrison, Rio Linda/Elverta Community Water District; Jay Boatwright, Sacramento Suburban Water District; Ted Costa, San Juan Water District; Nathan Doyel, Agriculture; voted yes. Motion passed.

Ayes- 11

Noes- 0

Abstained- 0

Absent- 5

**6. FISCAL YEAR 2024/2025 BUDGET**

This is an action item presented by Tom Hoffart, Finance & Administrative Services Manager for the Sacramento Groundwater Authority Board of Directors to review consider approving the proposed Fiscal Year 2024/2025 Budget.

**A motion was made to adopt Resolution 2024-01, a Resolution of the Sacramento Groundwater Authority Adopting and Assigning Costs to Fund the Administrative and Program Budgets for FY 2024/2025 and Providing for the Collection of Said Funds.**

Motion/Second/Carried: Director Ewart moved with a second by Director Boatwright

**At the request of the Chair the following votes were taken by roll call:**

Paul Selsky, Carmichael Water District; Marcus Yasutake, City of Folsom; Brett Ewart, City of Sacramento; Chris Hunley, County of Sacramento; Gwynne Pratt, Del Paso Manor Water District; Randy Marx, Fair Oaks Water; Paul Schubert, Golden State Water Company; Mary Garrison, Rio Linda/Elverta Community Water District; Jay Boatwright, Sacramento Suburban Water District; Ted Costa, San Juan Water District; Nathan Doyel, Agriculture; voted yes. Motion passed.

Roll Call Vote: Ayes- 11  
                  Noes- 0  
                  Abstained- 0  
                  Absent- 5

**7. SACRAMENTO REGIONAL WATER BANK UPDATE**

This was an information item presented by Trevor Joseph, Manager of Technical Services for the Sacramento Groundwater Authority Board of Directors to receive updates on the progress of the Sacramento Regional Water Bank. No action taken this item was for information/discussion only.

**8. SUSTAINABLE GROUNDWATER MANAGEMENT ACT GROUNDWATER SUSTAINABILITY PLAN IMPLEMENTATION AND WATER ACCOUNTING FRAMEWORK UPDATES**

This was an information item presented by Trevor Joseph, Manager of Technical Services for the Sacramento Groundwater Authority Board of Directors to receive updates on the progress of the Sustainable Groundwater Management Act Groundwater Sustainability Plan Implementation and Water Accounting Framework. No action taken this item was for information/discussion only.

**9. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Peifer referred the Board to his written report. He also disclosed that he had breakfast with Director Costa to discuss groundwater in particular recharge ideas. He reminded everyone that their Form 700's are due.

**10. DIRECTORS' COMMENTS**

Director Ewart announced the City Council approved an ARTETIAN Agreement to reinvesting groundwater through recharge programs.

Director Boatwright announced that Carmichael Water District is no longer seeking to consolidate with Sacramento Suburban Water District.

Director Costa reported that he attended the Sacramento Regional Sanitation District meeting and they have an excellent recycled water program.

**ADJOURNMENT**

With no further business to come before the Board, Chair Selsky adjourned the meeting at 10:48 a.m.

By:

\_\_\_\_\_  
Paul Selsky, SGA Chair

Attest:

\_\_\_\_\_  
Ashley Flores, CMC, Clerk of the Board

## Agenda Item 4

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Topic: Consultant selection recommendation  
Type: New Business  
Item For: Board Action  
Purpose: Architectural and Engineering Services Selection Policy; SGA Policy 300.1  
Impact: Current

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| SUBMITTED BY: | Trevor Joseph<br>Manager of Technical<br>Services | PRESENTER: | Trevor Joseph<br>Manager of Technical<br>Services |
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### EXECUTIVE SUMMARY

This item is a request to the SGA Board of Directors to approve SGA staff's consultant selection recommendation consistent with SGA Architectural and Engineering Services Selection Policy 300.1.

### STAFF RECOMMENDED ACTION

SGA staff recommend the SGA Board of Directors approve SGA staff's consultant selection recommendation consistent with SGA Architectural and Engineering Services Selection Policy 300.1.

### BACKGROUND

SGA Policy 300.1 governs architectural and engineering services selection and contracting policy. The policy requires SGA to undergo a competitive selection process for architectural and engineering services that would cost more than \$50,000. These services must be obtained by a competitive proposal process by issuance of a Request for Proposals or the issuance of a Request for Qualifications (RFQ), as determined by the Executive Director, and a contract for such services will be subject to approval of the Board of Directors.

On the June 3, 2024, SGA staff released a RFQ to 10 consultants seeking proposals that provide groundwater resources planning, groundwater and project management, and modeling experience to support Sustainable Groundwater Management Act (SGMA) implementation and other groundwater management activities within the North American Subbasin (NASb).

SGA received 3 separate consultant proposals by the July 9, 2024, due date. SGA staff in consultation with NASb Groundwater Sustainability Agencies (GSAs) evaluated each consultant proposal consistent with pre-established evaluation and scoring criteria that was documented in the RFQ including 1) firm profile, 2) qualifications of staff, 3) past relevant experience, and 4) consulting firm fee schedules. In addition to the review of consultant proposals, SGA staff and NASb GSAs conducted consultant interviews based on a predetermined set of questions with each consultant on July 29, 2024. Based on a careful and thorough evaluation of consultant prepared proposals and interviews, SGA staff and NASb GSAs support the following recommendation.

## Agenda Item 4

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The consultant that scored the highest through the RFQ process is Woodard & Curran. Woodard & Curran has an extensive background and working knowledge of the SGMA, the existing NASb Groundwater Sustainability Plan (GSP), and SGA. Woodard Curran has been instrumental in aiding SGA and NASb GSAs with groundwater modeling and water budget components of the prior NASb GSP and subsequent annual reports as required by the Department of Water Resources.

Woodard & Curran is well suited to provide support to SGA (and the NASb GSAs) with continued implementation of the SGMA and other groundwater management requirements in the foreseeable future including the NASb GSA's evaluation and 2026 update of the NASb GSP which will be funded through a DWR grant agreement. If the SGA Board of Directors supports this recommendation, SGA staff will work to prepare a professional services agreement with task order(s) with Woodard & Curran for consideration at the October 2024 Board meeting.

Therefore, SGA staff recommend the SGA Board of Directors approve the consultant selection process employed by SGA staff enabling the Executive Director to develop a draft professional services agreement with Woodard & Curran for the Board of Directors future consideration.

## **Agenda Items #5-7**

**Closed Session Material TBD**

Topic: Revisions to Policy 100.3 (Compensation Policy)  
Type: New Business  
Item For: Motion to Approve  
Purpose: SGA Policies 100.2 and 100.3

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SUBMITTED BY: Paul Selsky, Chair

PRESENTER: Paul Selsky, Chair

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**EXECUTIVE SUMMARY**

The purpose of this discussion item is for the Board of Directors to consider and approve a resolution and revisions to Policy 100.3 which will 1) help to confirm the Executive Director’s salary to be fully pensionable under CalPERS rules and, 2) revise when a cost-of-living adjustment is made to the staff to be consistent with the compensation policy of the Regional Water Authority (RWA).

**RECOMMENDED ACTION**

Adopt Resolution 2024-02 and revisions to Policy 100.3 including Exhibit A to Policy 100.3. Waive Policy 100.3 for fiscal year 2024/2025 and retroactively apply a cost-of-living adjustment of 1.9% beginning with the first full pay period of July 2024.

**BACKGROUND**

The Sacramento Groundwater Authority (“SGA”) and the Regional Water Authority (“RWA”), two public agencies established for the purpose of preserving and protecting water supplies for present and future uses in the Sacramento region, have entered into an Administrative and Management Services Agreement (SGA Policy 100.2) to efficiently and effectively manage these costs. Section 4 of SGA Policy 100.2 requires that the RWA shall be responsible for “Common Costs” which include employee costs, and the SGA shall reimburse the RWA for common costs.

At the July 11, 2024 RWA Board Meeting, the RWA Board of Directors approved changes to RWA Policy 400.3 (Employee Compensation Policy). Those changes were made to revise RWA’s policies and salary schedules as necessary to ensure that the Executive Director’s salary is pensionable under CalPERS rules and to improve the budgeting process to include an actual COLA instead of an estimate. As part of the RWA Board action, the RWA approved a cost-of-living adjustment of 1.9% beginning with the first full pay period of July 2024.

**Revisions to the Policy to confirm the Executive Director’s salary is pensionable**

State law and CalPERS regulations are such that to confirm that a local agency executive’s salary is fully pensionable, certain steps need to be taken to appropriately characterize the salary in the



agency's approved salary schedules. The RWA Board of Directors took action to:

- Convert the Executive Director's salary on RWA salary schedules on Exhibit A of RWA Policy 400.2 from a single value to a salary range.
- Revise Policy 400.2 to reflect that RWA will adopt salary ranges for the Executive Director position and that the range be consistent with existing RWA policy directing that the minimum and maximum salary of a position be separated by 20%.
- Accommodate annual change to the Executive Director range by no more or less than other RWA staff to avoid complication with CalPERS policy or compaction of positions.
- Ensure that the set of proposed salary ranges bounds the Executive Director salary over the entire five-year evaluation period.
- Add additional content to the RWA website that identifies the exact Executive Director salary for the purposes of transparency. This will be separate from formal salary schedules.
- Based on the advice from special counsel, revised Exhibit A to reflect a range without steps for the executive class of employees.
- Retroactively approve salary schedules from 2020 to 2024 which include the salary ranges for the Executive Director position and the next class of management employees with no change to current or retroactive compensation.

To ensure uniformity with SGA's and RWA's compensation policies, SGA also seeks to effectuate these same changes and brings this item to the SGA Board of Directors for their consideration and approval of these changes.

The proposed changes to Policy 100.3 and SGA's salary schedules will not result in any changes to SGA staff salaries, except for the application of a COLA as described below.

#### **Shifting the COLA from January to July**

The RWA recently revised their compensation policy that applies a COLA to staff salaries in July instead of January. The purpose of this is to provide for improved budgeting by using an actual COLA instead of estimating the COLA when preparing the budget for adoption by July 1. The action recommended to the SGA Board of Directors proposes that the March Consumer Price Index be used instead of the November CPI.

In order to be fair to the employees while not overpaying a COLA, it is recommended that a partial COLA be applied in July to address inflation that has occurred between last November and March. The inflation during that period was 1.9%. Staff recommends waiving section 2 of Policy 100.3 to prevent an overpayment of a COLA. If the Board does not waive Policy 100.3 for Fiscal Year 2024/2025, the COLA would be 3.6%.

The recently adopted FY 2024/2025 budget has funding for a 1.9% COLA.

CONCLUSION

The proposed policy revisions will result in more equitable treatment of the employees and better budgeting practices.

ATTACHMENTS

Attachment 1 - Draft Revisions to Policy 100.3

Attachment 2 - Draft Revisions to Exhibit A to Policy 100.3

Attachment 3 - Draft Resolution 2024-02

Attachment 4 - Draft Exhibit A to Policy 100.3 for Fiscal Year 2024-2025

# SACRAMENTO GROUNDWATER AUTHORITY POLICIES AND PROCEDURES MANUAL

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|               |                                     |
|---------------|-------------------------------------|
| Policy Type   | Human Resources                     |
| Policy Title  | Employee Compensation Policy        |
| Policy Number | 100.3                               |
| Date Adopted  | February 14, 2019                   |
| Date Amended  | December 14, 2023<br>August 8, 2024 |

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## EMPLOYEE COMPENSATION POLICY

It is the intent of the Sacramento Groundwater Authority (Authority) to provide employee compensation (pay and benefits) that is fair and equitable and that is comparable, based upon an employee's experience, skills and performance consistent with established job descriptions, and with that of similar water and public entities regionally. As a small, professional, management-focused organization, it is the intent of the Authority to provide employee compensation at or above the labor market for the industry and the geographic area. The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.

The Executive Director will have the authority to set and change employee base rate of pay in accordance with the intent of this Policy and within the budgetary guidelines approved by the Board of Directors. As part of the annual budget review process, the Executive Director will be responsible for preparing and presenting a labor budget to the Board of Directors in accordance with this Policy. The Board of Directors will consider, amend as required, and approve the annual labor budget for the Authority. Once the labor budget has been approved, the Executive Director may determine in his or her discretion how to apply any approved increase to each employee's existing base rate of pay. Changes to employee benefits will generally require Board action to approve changes to the Employee Handbook and other policies.

The specific terms of this Policy apply to staff only, except as specified in Section IV, below. All aspects of the Executive Director's compensation are subject to Board approval of an employment contract.

### I. Pay Ranges

It is the Authority's Policy to provide a program for advancement of its employees within the pay range of their position using a merit-based system based on objective regular goal setting and performance evaluations. Employees will typically advance within their pay

range annually, subject to the discretion of the Executive Director, based on evaluation of the employee's performance and growth in responsibility and/or expertise in performing the work of the position. The Executive Director may move an employee to a higher-level classification or provide a merit-based salary increase, predicated upon performance, experience and documented needs of the organization.

All classification pay ranges shall typically be established with a 20% range between the minimum and maximum of the range. Except as provided below, steps will be established within each range to provide guidelines for use in annual budgeting. For executive-level positions (currently the Executive Director, Managers of Technical Services, Strategic Affairs, and Government Relations), there will be no steps established within the positions' ranges.

All rank-and-file and executive-level positions shall be eligible for a merit-based salary increase up to no more than 12% per year (equivalent of three steps), as movement through their salary range provided all merit-based salary increases can be covered by the approved budget for the current year. Any increase above 12% for rank-and-file positions must be recommended by the Executive Director and then be ratified by the Board of Directors for exemplary performance or in recognition of unusual circumstances. Any increase above 12% along the salary range for executive-level positions, including the Executive Director, shall be ratified by the Board of Directors for exemplary performance or in recognition of unusual circumstances. In all cases, a staff report supporting the request for Board approval of an increase above 12% shall describe the nature of the exemplary performance or unusual circumstances.

The Executive Director shall recommend pay ranges for all employment classifications with the Authority, with the exception of the Executive Director position. All changes to the pay scales are subject to review and approval by the Board of Directors.

Any salary increases provided as movement through an employee's approved pay range shall be effective on the first day of the first pay period after the increase was approved

## II. Cost of Living Adjustment (COLA)

The Executive Director will consider the United States Department of Labor's Consumer Price Index (CPI) for All Western Small Cities (population under 2.5 million) for the 12 months ending in November of each year in developing the proposed budget for the Authority<sup>1</sup>. If the Board approves a budget that includes funding for a cost of living adjustment (COLA), the Executive Director will have the discretion to apply a COLA to all staff salaries, regardless of position within a salary range in the fiscal year for which the budget is adopted.

To avoid penalizing employees at or near the top of the salary range, and to ensure pay ranges remain comparable to the market between compensation surveys, the November

CPI will be applied annually in January at an effective date as determined by the Board of Directors in conjunction with the beginning of a payroll period.

Effective July 1, 2024, the Authority will consider CPI data from the 12 months ending in March, with any approved COLA increase becoming effective the first day of the first pay period beginning in July.

### III. Compensation Survey

The Board of Directors will generally direct staff to conduct a compensation survey at least every five years to ensure that the total compensation offered by the Authority (base rate of pay and benefits) is consistent with this Policy; provided, however that a compensation survey may be commissioned at any time if directed by the Board of Directors or if recommended by the Executive Director and approved by the Board of Directors. The Board of Directors may also use its discretion to waive or vary the five-year commitment.

Before initiating the survey, staff will brief the Board of Directors and solicit feedback on the scope of the compensation survey, including comparable agencies/organizations to be surveyed and data elements to be collected prior to commencing the survey. Survey organizations should be selected to provide a representative sampling of 1) local water agencies, 2) water-related associations located in the Sacramento region, 3) regional planning organizations within the Sacramento region, and 4) regional membership organizations in the region.

The Executive Director will use the results of the survey to propose modifications to base rate of pay and/or benefits necessary to achieve the intent of this policy. Proposed pay ranges should include consideration of such things as 1) the mean, median and 62.5<sup>th</sup> percentile of the compensation data, 2) the comparability of surveyed classifications to SGA job classifications, and 3) SGA experience recruiting and retaining staff in each classification.

### IV. Executive Director Compensation

The Board of Directors will establish an Executive Director pay range. The pay range shall be established with the same 20% range between the minimum and maximum of the range as is applied to other staff pay ranges under Section I. There will be no steps established within the range. The Board of Directors shall update the Executive Director pay range annually by the amount of any COLA applied to all staff salaries under Section II.

The Board of Directors shall determine Executive Director compensation within the established Executive Director pay range and such compensation will be subject to approval of an employment contract by the Board of Directors, with a maximum change of up to 12% annually, consistent with the maximum salary movement of all executive-level positions as described in Section 1. Any annual increase above 12% for the Executive Director must be approved by the Board of Directors for exemplary performance or unusual

circumstances. The Board of Directors may direct staff to conduct a survey of executive compensation to guide negotiation of the Executive Director employment contract. The conduct, timing, and scope of such a survey will be at the sole discretion of the Board of Directors.

**EXHIBIT A**  
**SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective July 6, 2024

| <b>Classification</b>                     | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                        | \$20,023                 | -             | -             | -             | -             | \$24,028                 |
| Manager of Technical Services             | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Manager of Strategic Affairs              | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Manager of Government Relations           | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Principal Project Manager                 | \$13,454                 | \$13,919      | \$14,392      | \$14,949      | \$15,523      | \$16,144                 |
| Senior Project Manager                    | \$11,212                 | \$11,597      | \$12,012      | \$12,457      | \$12,937      | \$13,454                 |
| Associate Project Manager                 | \$8,016                  | \$8,293       | \$8,588       | \$8,906       | \$9,249       | \$9,619                  |
| Finance & Administrative Services Manager | \$11,239                 | \$11,626      | \$12,042      | \$12,487      | \$12,968      | \$13,486                 |
| Executive Assistant                       | \$6,503                  | \$6,763       | \$7,083       | \$7,336       | \$7,543       | \$7,804                  |
| Project Research Assistant II             | \$6,691                  | \$6,958       | \$7,225       | \$7,493       | \$7,762       | \$8,029                  |
| Project Research Assistant I              | \$5,818                  | \$6,051       | \$6,282       | \$6,515       | \$6,749       | \$6,981                  |

Exhibit A will be updated annually based on the March Consumer Price Index and/or when a new salary survey is completed. (2024 ranges include a COLA of 1.9% effective July 6, 2024 and a COLA of 3.1% effective January 8, 2024. Two COLAs were awarded in 2024 due to the RWA revising its compensation policy to shift the COLA from January to July.)

Salaries for Executive Director, Manager of Technical Services, Manager of Strategic Affairs, and Manager of Government Relations are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

## RESOLUTION NO. 2024-02

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO GROUNDWATER AUTHORITY REVISING POLICY 100.3 (EMPLOYEE COMPENSATION POLICY)

**WHEREAS**, Sacramento Groundwater Authority (SGA) has a contract with CalPERS for the provision of pension benefits to eligible employees;

**WHEREAS**, the SGA Board of Directors intends that, to the maximum amount permitted by law and CalPERS regulations, all CalPERS-eligible SGA employees will have their SGA salary considered pensionable by CalPERS;

**WHEREAS**, SGA, in coordination with the Regional Water Authority (RWA), maintains and publishes Board-approved annual salary schedules consistent with CalPERS requirements;

**WHEREAS**, SGA and RWA employ an Executive Director to serve as chief executive officer of SGA and RWA;

**WHEREAS**, SGA's past salary schedules provide ranges with five incremental salary steps for all employee positions except the Executive Director;

**WHEREAS**, for the Executive Director, past salary schedules have stated the Executive Director's then-current salary as a single value, identifying what was paid at the time, which was not consistent with RWA and SGA's intention of having an implied salary range applicable to the Executive Director classification;

**WHEREAS**, in 2022, RWA's Board of Directors approved updates to the Executive Director's employment agreement and updates to RWA's Policy 400.4 (Employee Compensation Policy). These updates included the creation of a new Executive Director Bonus Policy and bonus program to provide special, non-salary compensation for the Executive Director position;

**WHEREAS**, in adopting these updates, the RWA Board of Directors clarified its intent to keep longstanding compensation practices consistent across certain employee groups, and in alignment with the Public Employees' Retirement Law ("PERL");

**WHEREAS**, changes were made to how compensation for executive positions, including the Executive Director, are conveyed to the public on RWA's Salary Schedule, but bonuses awarded under the new bonus program would not be pensionable;

**WHEREAS**, in 2022 and 2023, SGA's Board of Directors received the results of compensation studies for all SGA positions. These studies found that salaries for several SGA positions, including the Executive Director position, were below the relevant market and should receive salary increases;



**WHEREAS**, In response to the studies, the SGA Board of Directors considered and approved salary increases for several SGA positions, including the Executive Director position;

**WHEREAS**, SGA has received advice from special counsel on retirement benefit issues that it is necessary to further clarify SGA's policies concerning Executive Director compensation to effectuate the Board of Director's intent that SGA salaries should align with the PERL and be consistent across all classifications;

**WHEREAS**, the advice from SGA special counsel generally recommends that SGA adopt updated policies and retroactive salary schedules that, like other SGA positions, present the Executive Director position's salary as a range on SGA salary schedules rather than a single value, consistent with the other classifications and the Board's intent to provide movement up and down for the Executive Director classification outside of cost of living adjustments;

**WHEREAS**, as recommended by special counsel, the following updates are proposed for adoption:

- a. Updates to SGA Policy 100.3, Compensation Policy, concerning how the Executive Director and other executive-level positions are reflected on SGA salary schedules, which updates are attached as Exhibit A to the Resolution; and
- b. Updates to SGA Board-approved salary schedules for January 1, 2020 to present, which updates are attached as Exhibit B to the Resolution; and

**WHEREAS**, the proposed updates in Exhibits A and B have been reviewed and approved as to form by SGA's general counsel and special counsel for retirement benefits issues.

**THEREFORE, BE IT RESOLVED** by the Board of Directors of the Sacramento Groundwater Authority as follows:

1. The proposed updates to Policy 100.3 attached as Exhibit A are adopted as of the date of this Resolution and shall apply retroactively back to January 1, 2020, which is the date of the earliest updated salary schedule in Exhibit B.
2. The proposed updated salary schedules attached as Exhibit B are adopted and shall be effective as of the effective dates set forth on each schedule. The updated salary schedules shall be posted to the SGA website and maintained with prior versions of the salary schedules as required by CalPERS.

3. To maintain transparency in local agency compensation, the SGA website shall maintain an “Employee Compensation” page that states the current SGA Executive Director’s monthly salary.
  
4. The Board of Directors finds that the changes approved by this Resolution will not result in any change to the Executive Director’s salary. The Board of Directors further finds that, to the extent the changes approved by this Resolution affect the Executive Director position’s pension entitlement, such changes are intended to be consistent with the Board of Directors’ intent that, to the maximum amount permitted by law and CalPERS regulations, all CalPERS-eligible SGA employees, including the Executive Director, will have their SGA salary included in pension calculations made by CalPERS.

**PASSED and APPROVED** by the Sacramento Groundwater Authority Board of Directors on August 8, 2024.

By:

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Paul Selsky, Chair

Attest: \_

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Ashley Flores, CMC, Clerk of the Board

## CERTIFICATION

I, Ashley Flores, Sacramento Groundwater Authority Board Secretary, do hereby certify that the foregoing Resolution 2024-02 was duly and regularly adopted by the Board of Directors of the Sacramento Groundwater Authority at the regular meeting held on August 8, 2024 by the following vote of the Board:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Ashley Flores, CMC  
Clerk of the Board

**EXHIBIT A**  
**SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective July 6, 2024

| <b>Classification</b>                     | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                        | \$20,023                 | -             | -             | -             | -             | \$24,028                 |
| Manager of Technical Services             | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Manager of Strategic Affairs              | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Manager of Government Relations           | \$16,144                 | -             | -             | -             | -             | \$19,374                 |
| Principal Project Manager                 | \$13,454                 | \$13,919      | \$14,392      | \$14,949      | \$15,523      | \$16,144                 |
| Senior Project Manager                    | \$11,212                 | \$11,597      | \$12,012      | \$12,457      | \$12,937      | \$13,454                 |
| Associate Project Manager                 | \$8,016                  | \$8,293       | \$8,588       | \$8,906       | \$9,249       | \$9,619                  |
| Finance & Administrative Services Manager | \$11,239                 | \$11,626      | \$12,042      | \$12,487      | \$12,968      | \$13,486                 |
| Executive Assistant                       | \$6,503                  | \$6,763       | \$7,083       | \$7,336       | \$7,543       | \$7,804                  |
| Project Research Assistant II             | \$6,691                  | \$6,958       | \$7,225       | \$7,493       | \$7,762       | \$8,029                  |
| Project Research Assistant I              | \$5,818                  | \$6,051       | \$6,282       | \$6,515       | \$6,749       | \$6,981                  |

Exhibit A will be updated annually based on the March Consumer Price Index and/or when a new salary survey is completed. (2024 ranges include a COLA of 1.9% effective July 6, 2024 and a COLA of 3.1% effective January 8, 2024. Two COLAs were awarded in 2024 due to the RWA revising its compensation policy to shift the COLA from January to July.)

Salaries for Executive Director, Manager of Technical Services, Manager of Strategic Affairs, and Manager of Government Relations are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective January 8, 2024

| <b>Classification</b>                     | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                        | \$19,650                 | -             | -             | -             | -             | \$23,580                 |
| Manager of Technical Services             | \$15,843                 | -             | -             | -             | -             | \$19,013                 |
| Manager of Strategic Affairs              | \$15,843                 | -             | -             | -             | -             | \$19,013                 |
| Manager of Government Relations           | \$15,843                 | -             | -             | -             | -             | \$19,013                 |
| Principal Project Manager                 | \$13,203                 | \$13,659      | \$14,124      | \$14,670      | \$15,234      | \$15,843                 |
| Senior Project Manager                    | \$11,003                 | \$11,381      | \$11,788      | \$12,225      | \$12,696      | \$13,203                 |
| Associate Project Manager                 | \$7,867                  | \$8,138       | \$8,428       | \$8,740       | \$9,077       | \$9,440                  |
| Finance & Administrative Services Manager | \$11,029                 | \$11,409      | \$11,817      | \$12,254      | \$12,726      | \$13,235                 |
| Executive Assistant                       | \$6,382                  | \$6,637       | \$6,951       | \$7,199       | \$7,402       | \$7,658                  |
| Project Research Assistant II             | \$6,566                  | \$6,828       | \$7,090       | \$7,353       | \$7,617       | \$7,879                  |
| Project Research Assistant I              | \$5,710                  | \$5,938       | \$6,165       | \$6,394       | \$6,623       | \$6,851                  |

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2024 ranges include COLA per November 2023 CPI Index of 3.1%)

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective July 1, 2023

| <b>Classification</b>                     | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                        | \$19,059                 | -             | -             | -             | -             | \$22,871                 |
| Manager of Technical Services             | \$15,367                 | -             | -             | -             | -             | \$18,441                 |
| Manager of Strategic Affairs              | \$15,367                 | -             | -             | -             | -             | \$18,441                 |
| Manager of Government Relations           | \$15,367                 | -             | -             | -             | -             | \$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 | \$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 II             | \$6,369                  | \$6,623       | \$6,877       | \$7,132       | \$7,388       | \$7,642                  |
| Project Research Assistant I              | \$5,538                  | \$5,759       | \$5,980       | \$6,202       | \$6,424       | \$6,645                  |

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%)

Salaries for Executive Director, Manager of Technical Services, Manager of Strategic Affairs, and Manager of Government Relations are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective January 1, 2023

| <b>Classification</b>                       | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                          | \$19,059                 | -             | -             | -             | -             | \$22,871                 |
| Manager of Technical Services               | \$15,367                 | -             | -             | -             | -             | \$18,441                 |
| Manager of Strategic Affairs                | \$15,367                 | -             | -             | -             | -             | \$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                  |

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%)

Salaries for Executive Director, Manager of Technical Services, and Manager of Strategic Affairs are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective November 10, 2022

| <b>Classification</b>                       | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                          | \$17,779                 | -             | -             | -             | -             | \$21,335                 |
| Manager of Technical Services               | \$14,335                 | -             | -             | -             | -             | \$17,202                 |
| Manager of Strategic Affairs                | \$14,335                 | -             | -             | -             | -             | \$17,202                 |
| Principal Project Manager                   | \$11,946                 | \$12,358      | \$12,779      | \$13,273      | \$13,784      | \$14,335                 |
| Senior Project Manager                      | \$9,955                  | \$10,298      | \$10,666      | \$11,061      | \$11,487      | \$11,946                 |
| Associate Project Manager                   | \$7,118                  | \$7,363       | \$7,626       | \$7,908       | \$8,213       | \$8,541                  |
| Finance & Administrative Services Manager I | \$9,979                  | \$10,323      | \$10,692      | \$11,088      | \$11,514      | \$11,975                 |
| Executive Assistant                         | \$5,774                  | \$6,005       | \$6,289       | \$6,514       | \$6,697       | \$6,929                  |
| Project Research Assistant                  | \$5,166                  | \$5,372       | \$5,578       | \$5,785       | \$5,993       | \$6,199                  |

Effective July 1, 2022, 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. (2022 ranges include COLA per November 2021 CPI Index of 6.9%)

Exhibit A modified mid-cycle to reflect board direction upon review of compensation survey.

Salaries for Executive Director, Manager of Technical Services, and Manager of Strategic Affairs are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board



**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective January 1, 2022

| <b>Classification</b>                       | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                          | \$17,779                 | -             | -             | -             | -             | \$21,335                 |
| Manager of Technical Services               | \$14,088                 | -             | -             | -             | -             | \$16,906                 |
| Manager of Strategic Affairs                | \$14,088                 | -             | -             | -             | -             | \$16,906                 |
| Principal Project Manager                   | \$11,525                 | \$11,986      | \$12,446      | \$12,907      | \$13,368      | \$13,829                 |
| Senior Project Manager                      | \$9,689                  | \$10,079      | \$10,463      | \$10,852      | \$11,239      | \$11,626                 |
| Associate Project Manager                   | \$6,876                  | \$7,151       | \$7,426       | \$7,700       | \$7,977       | \$8,252                  |
| Finance & Administrative Services Manager I | \$8,627                  | \$8,972       | \$9,316       | \$9,661       | \$10,006      | \$10,352                 |
| Executive Assistant                         | \$5,774                  | \$6,005       | \$6,289       | \$6,514       | \$6,697       | \$6,929                  |
| Project Research Assistant                  | \$5,166                  | \$5,372       | \$5,578       | \$5,785       | \$5,993       | \$6,199                  |

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2022 ranges include COLA per November 2021 CPI Index of 6.9%)

Salaries for Executive Director, Manager of Technical Services, and Manager of Strategic Affairs are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective January 1, 2021

| <b>Classification</b>                                  | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|--|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| <b>Executive Director</b>                              | \$16,631                 | -             | -             | -             | -             | \$19,958                 |
| <b>Manager of Technical Services</b>                   | \$13,179                 | -             | -             | -             | -             | \$15,815                 |
| <b>Manager of Strategic Affairs</b>                    | \$13,179                 | -             | -             | -             | -             | \$15,815                 |
| <b>Principal Project Manager</b>                       | \$10,781                 | \$11,212      | \$11,644      | \$12,075      | \$12,505      | \$12,937                 |
| <b>Senior Project Manager</b>                          | \$9,064                  | \$9,428       | \$9,788       | \$10,152      | \$10,514      | \$10,876                 |
| <b>Associate Project Manager</b>                       | \$6,432                  | \$6,689       | \$6,947       | \$7,203       | \$7,462       | \$7,719                  |
| <b>Finance &amp; Administrative Services Manager I</b> | \$8,070                  | \$8,393       | \$8,715       | \$9,037       | \$9,360       | \$9,684                  |
| <b>Executive Assistant</b>                             | \$5,401                  | \$5,617       | \$5,833       | \$6,049       | \$6,265       | \$6,482                  |
| <b>Project Research Assistant</b>                      | \$4,833                  | \$5,025       | \$5,217       | \$5,412       | \$5,606       | \$5,799                  |

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2021 ranges include COLA per November 2020 CPI Index of 1.6%)

Salaries for Executive Director, Manager of Technical Services, and Manager of Strategic Affairs are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

**EXHIBIT A  
SGA POLICY 100.3**

**MONTHLY SALARY SCHEDULE OF SGA POSITIONS**

Effective January 1, 2020

| <b>Classification</b>                       | <b>Step 1 or Minimum</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6 or Maximum</b> |
|---|--------------------------|---------------|---------------|---------------|---------------|--------------------------|
| Executive Director                          | \$16,370                 | -             | -             | -             | -             | \$19,643                 |
| Manager of Technical Services               | \$12,971                 | -             | -             | -             | -             | \$15,566                 |
| Principal Project Manager                   | \$10,611                 | \$11,035      | \$11,460      | \$11,884      | \$12,308      | \$12,733                 |
| Senior Project Manager                      | \$8,922                  | \$9,279       | \$9,634       | \$9,992       | \$10,348      | \$10,705                 |
| Associate Project Manager                   | \$6,330                  | \$6,584       | \$6,838       | \$7,090       | \$7,344       | \$7,597                  |
| Finance & Administrative Services Manager I | \$7,943                  | \$8,260       | \$8,578       | \$8,895       | \$9,213       | \$9,531                  |
| Executive Assistant                         | \$5,316                  | \$5,529       | \$5,741       | \$5,954       | \$6,166       | \$6,380                  |
| Project Research Assistant                  | \$4,757                  | \$4,946       | \$5,136       | \$5,327       | \$5,518       | \$5,707                  |

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2020 ranges include COLA per November 2019 CPI Index of 2.5%)

Salaries for Executive Director and Manager of Technical Service are set as a range, rather than steps, with the minimum and maximum respectively appearing in the columns for Step 1 and 6.

Revised and adopted by the RWA Board of Directors on: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of the Board

Topic: Legislative and Regulatory Update  
 Type: New Business  
 Item For: Information  
 Purpose: Routine

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|               |  |            |  |
|---------------|--|------------|--|
| SUBMITTED BY: | Ryan Ojakian<br>Manager of Government<br>Relations | PRESENTER: | Ryan Ojakian<br>Manager of Government<br>Relations |
|---------------|--|------------|--|

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**EXECUTIVE SUMMARY**

This is an information item for the Manager of Government Relations to provide a briefing on important legislative and regulatory updates for the Sacramento Groundwater Authority Board of Directors.

**STAFF RECOMMENDED ACTION**

None. This item is for information/discussion only.

**BACKGROUND**

The legislative session ends at midnight on August 31<sup>st</sup>. The Governor has until September 30<sup>th</sup> to act on bills. The SGA board was briefed earlier in the year on many of the bills still moving. A short summary of those bills follows here:

[AB 828](#) (Connoly D- San Rafael) Would limit GSA authority to restrict pumping or impose fees on managed wetlands or small disadvantaged communities.

[AB 2060](#) (Soria D- Fresno) Would largely codify the Governors Executive Order on diversion of flood flows to groundwater recharge.

[AB 2079](#) (Bennett D- Ventura) Would have significantly limited the ability to install new private groundwater wells.

[SB 867](#) (Allen D- Santa Monica) Places Proposition 4 a \$10 billion resources bond on the November 5<sup>th</sup> ballot.

[SB 1156](#) (Hurtado D- Sanger) Would require reporting on financial interests for those associated with GSA’s.

[SB 1390](#) (Caballero D- Salinas) Refines and extends the ability to divert flood flows for recharge.

Topic: Executive Directors' Report  
Type: New Business  
Item For: Information  
Purpose: General

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|               |                                  |            |                                  |
|---------------|----------------------------------|------------|----------------------------------|
| SUBMITTED BY: | Jim Peifer<br>Executive Director | PRESENTER: | Jim Peifer<br>Executive Director |
|---------------|----------------------------------|------------|----------------------------------|

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**EXECUTIVE SUMMARY**

This is an information item for the Executive Director to provide a briefing on important activities, reports, communications, advocacy, and other updates for the Sacramento Groundwater Authority Board of Directors.

**STAFF RECOMMENDED ACTION**

None. This item is for information/discussion only.

**BACKGROUND**

This agenda item is a standing item to provide an opportunity for the Executive Director to report to the Executive Committee on important activities, reports, communications, advocacy, and other updates.

**Annual Holiday Social and Award Ceremony (Save the Date)** – the annual Holiday Social and Award Ceremony on Thursday, December 12<sup>th</sup> at the Delta King, more information to follow.

**Public Policy of California (PPIC)** – Please see the document from the PPIC on Groundwater in California (attached)

**Financials** – Unaudited financial reports from January – March 2024 are attached.

**ATTACHMENTS**

- Attachment 1 – Financial Reports
- Attachment 2 – Groundwater in California

**Attachment 1**  
**Financial Reports**

# SACRAMENTO GROUNDWATER AUTH.

## Income Statement

March 2024

|                               | <i>9 Months Ended<br/>March 31, 2024</i> | <i>Annual<br/>Budget</i> | <i>Unused</i>    | <i>% Used</i>  |
|-------------------------------|--|--------------------------|------------------|----------------|
| <b>REVENUES</b>               |  |                          |                  |                |
| Groundwater Fees Revenue      | 528,075                                  | 528,075                  | 0                | 100.0 %        |
| Base Administrative Fee       | 379,004                                  | 379,004                  | 0                | 100.0 %        |
| 20th anniversary              | 6,460                                    | 0                        | (6,460)          |                |
| Special Project Fees Revenue  | 247,588                                  | 0                        | (247,588)        |                |
| Miscellaneous Revenues        | 285                                      | 0                        | (285)            |                |
| Cash Discount                 | 629                                      | 0                        | (629)            |                |
| Interest Income               | 28,448                                   | 22,000                   | (6,448)          | 129.3 %        |
| <b>TOTAL REVENUES</b>         | <b>1,190,488</b>                         | <b>929,079</b>           | <b>(261,409)</b> | <b>128.1 %</b> |
| <br>                          |  |                          |                  |                |
| Total REVENUE                 | 1,190,488                                | 929,079                  | (261,409)        | 128.1 %        |
| <br>                          |  |                          |                  |                |
| <b>GROSS PROFIT</b>           | <b>1,190,488</b>                         | <b>929,079</b>           | <b>(261,409)</b> | <b>128.1 %</b> |
| <br>                          |  |                          |                  |                |
| <b>OPERATING EXPENDITURES</b> |  |                          |                  |                |
| Staff Expenses                |  |                          |                  |                |
| General Salaries              | 380,218                                  | 541,489                  | 161,271          | 70.2 %         |
| Benefits/Taxes                | 124,015                                  | 201,257                  | 77,242           | 61.6 %         |
| Travel / Meals                | 11,469                                   | 13,000                   | 1,531            | 88.2 %         |
| Professional Development      | 90                                       | 6,500                    | 6,410            | 1.4 %          |
| <b>TOTAL Staff Expenses</b>   | <b>515,791</b>                           | <b>762,246</b>           | <b>246,455</b>   | <b>67.7 %</b>  |
| Office Expenses               |  |                          |                  |                |
| Rent & Utilities              | 8,956                                    | 15,000                   | 6,044            | 59.7 %         |
| Insurance                     | 31,234                                   | 24,000                   | (7,234)          | 130.1 %        |
| Office Maintenance            | 791                                      | 700                      | (91)             | 113.0 %        |
| Telephone                     | 1,619                                    | 5,000                    | 3,381            | 32.4 %         |
| Dues and Subscription         | 5,030                                    | 6,800                    | 1,770            | 74.0 %         |
| Printing & Supplies           | 2,511                                    | 12,000                   | 9,489            | 20.9 %         |
| Postage                       | 316                                      | 1,800                    | 1,484            | 17.6 %         |
| Meetings                      | 24,729                                   | 3,000                    | (21,729)         | 824.3 %        |
| Events                        | 4,966                                    | 0                        | (4,966)          |                |
| Computer Equipment/Support    | 12,380                                   | 18,500                   | 6,120            | 66.9 %         |
| <b>TOTAL Office Expenses</b>  | <b>92,532</b>                            | <b>86,800</b>            | <b>(5,732)</b>   | <b>106.6 %</b> |
| Office Furniture & Equipment  |  |                          |                  |                |
| Office Furniture              | 0  | 10,000                   | 10,000           |                |

|                                      | <i>9 Months Ended<br/>March 31, 2024</i> | <i>Annual<br/>Budget</i> | <i>Unused</i> | <i>% Used</i> |
|--------------------------------------|--|--------------------------|---------------|---------------|
| Office Move                          | 9,323                                    | 10,000                   | 677           | 93.2 %        |
| TOTAL Office Furniture & Equipment   | 9,323                                    | 20,000                   | 10,677        | 46.6 %        |
| Professional Fees                    |  |                          |               |               |
| ADP / Banking Charges                | 1,185                                    | 2,000                    | 815           | 59.3 %        |
| Audit Fees                           | 14,450                                   | 17,500                   | 3,050         | 82.6 %        |
| Legal Fees                           | 22,355                                   | 50,000                   | 27,645        | 44.7 %        |
| GASB 68 reporting fee                | 700                                      | 0                        | (700)         |               |
| Consulting Expenses                  | 8,487                                    | 53,400                   | 44,913        | 15.9 %        |
| Budget/audit/actuarial               | 28,732                                   | 39,250                   | 10,518        | 73.2 %        |
| Human Resources Services             | 0  | 6,250                    | 6,250         |               |
| TOTAL Professional Fees              | 75,909                                   | 168,400                  | 92,491        | 45.1 %        |
| Consulting - Program Management      |  |                          |               |               |
| Update GSP                           | 0  | 25,000                   | 25,000        |               |
| SGMA Consulting                      | 108,260                                  | 0                        | (108,260)     |               |
| TOTAL Consulting Program Management  | 108,260                                  | 25,000                   | (83,260)      | 433.0 %       |
| Special Projects Expenses            |  |                          |               |               |
| 2022 GSP Imp - Consulting            | 7,870                                    | 83,171                   | 75,301        | 9.5 %         |
| TOTAL Special Projects Expenses      | 7,870                                    | 83,171                   | 75,301        | 9.5 %         |
| TOTAL OPERATING EXPENDITURES         | 809,686                                  | 1,145,617                | 335,931       | 70.7 %        |
| OPERATING INCOME (LOSS)              | 380,802                                  | (216,538)                | (597,340)     | -175.9 %      |
| OTHER & NON RECURRING EXPENSES       |  |                          |               |               |
| Misc Exp. - Shared                   | (120)                                    | 0                        | 120           |               |
| TOTAL OTHER & NON RECURRING EXPENSES | (120)                                    | 0                        | 120           |               |
| NET OPERATING INCOME (LOSS)          | 380,682                                  | (216,538)                | (597,220)     | -175.8 %      |
| NET INCOME (LOSS) OF PROGRAM         | 380,682                                  | (216,538)                | (597,220)     | -175.8 %      |





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

For the period ending March 31, 2024

|                           |    |           |
|---------------------------|----|-----------|
| Cash in checking account: | \$ | 89,112    |
| LAIF Balance              | \$ | 1,486,484 |

For the period of January 1 to March 31, 2024

|                                     |    |        |
|-------------------------------------|----|--------|
| Total cash receipts for the period: | \$ | 16,778 |
|-------------------------------------|----|--------|

|  |    |         |
|--|----|---------|
| Total cash disbursements for the period: | \$ | 296,918 |
|--|----|---------|

# California State Treasurer *Fiona Ma, CPA*



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

May 29, 2024

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

## SACRAMENTO GROUNDWATER AUTHORITY

FINANCE MANAGER  
2295 GATEWAY OAKS DRIVE  
SACRAMENTO, CA 95833

[Tran Type Definitions](#)

**Account Number:** 90-34-020

March 2024 Statement

### Account Summary

|                   |      |                    |              |
|-------------------|------|--------------------|--------------|
| Total Deposit:    | 0.00 | Beginning Balance: | 1,486,483.97 |
| Total Withdrawal: | 0.00 | Ending Balance:    | 1,486,483.97 |

**Attachment 2**  
**Groundwater in California**

# Groundwater in California

Kyle Greenspan, Spencer Cole,  
and Caitlin Peterson

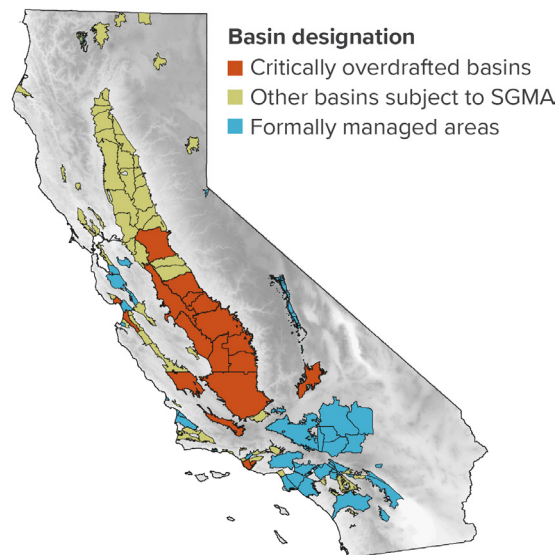
## Groundwater is a vital, but threatened, component of California’s water supply.

- ▶ On average, groundwater basins provide [approximately 40%](#) of the water used by California’s farms and communities, and significantly more in dry years. Many communities rely entirely on groundwater for drinking water, and it is a critical resource for many Central Valley and coastal farmers.
- ▶ In some basins, groundwater pumping has exceeded replenishment for decades, causing groundwater depletion or “overdraft.” Many basins also face challenges with salt or contaminants in groundwater.
- ▶ Groundwater use was largely unregulated by the state until the passage of the 2014 Sustainable Groundwater Management Act (SGMA). This law requires local agencies to address the undesirable impacts of overpumping and to bring their basins into balance by ending long-term overdraft.

## SGMA now requires local agencies across California to manage groundwater sustainably.

- ▶ Prior to SGMA, some areas—including many cities in Southern California and Silicon Valley—had created local authorities to regulate pumping and charge fees to fund groundwater replenishment programs.
- ▶ SGMA now requires local agencies in other parts of the state to manage their basins sustainably. While SGMA gives agencies until the early 2040s to achieve this goal, they must prevent significant undesirable results of pumping along the way.
- ▶ The biggest challenges lie in “critically overdrafted” basins, which have the largest imbalances. This includes much of the [southern Central Valley](#)—California’s largest farming region—where overdraft is nearly 2 million acre-feet annually (more than 10% of net water use).

## The Sustainable Groundwater Management Act governs groundwater use across California



Source: Developed by the authors using information from the California Department of Water Resources (DWR): [SGMA Data Viewer](#), [Reference Layers](#), and [SGMA Portal](#).

Notes: The map shows the designation under SGMA of 129 basins that account for most of California’s groundwater use. This includes 21 “critically overdrafted” basins, most of which had to submit their sustainability plans in 2020, and 66 other high- and medium-priority basins, which submitted their plans in 2022. Formally managed areas are basins that already had formal management in place prior to SGMA. This includes 34 adjudicated groundwater basins, which have court-appointed watermasters and are exempt from SGMA requirements, as well as 10 areas with other management arrangements, such as special management districts, which have approved alternative plans under SGMA (two of these—Pajaro Valley and Borrego Springs—are considered critically overdrafted but are shown as formally managed areas). For adjudicated basins, the map shows subarea boundaries.

## Unsustainable groundwater use affects many Californians, particularly during drought.

- ▶ Overdraft can cause many undesirable impacts, including falling groundwater levels, impaired water quality, and damage to infrastructure and aquifer storage capacity from sinking lands. These effects are heightened during droughts, when water users increase pumping to make up for reduced surface supplies.
- ▶ As the depth to access groundwater increases, the energy costs to pump water also rise. Wells that are not sufficiently deep, including many domestic wells, can go dry altogether. More than 2,000 domestic wells went dry in each of two recent droughts.
- ▶ Where groundwater and surface water are connected, overdraft can lead to reduced flows in rivers and streams. Lower flows can harm ecosystems and downstream users. And in coastal basins, seawater can intrude into depleted aquifers, damaging crops and contaminating drinking water.

## Groundwater quality is a growing concern.

- ▶ The State Water Board requires water utilities to meet drinking water quality standards, and some groundwater contains contaminants at [levels that exceed these standards](#). While it is sometimes possible to address contamination by relocating wells, meeting drinking water quality standards can require costly treatment to remove contaminants.
- ▶ Industrial chemicals such as PCE, TCE, hexavalent chromium, and PFAS are particularly a concern in parts of urban Southern California. Nutrients such as nitrate from fertilizer and manure are present in groundwater in many farming areas. Some naturally occurring contaminants, such as arsenic, also pose challenges.
- ▶ Salinity is a growing threat to [southern Central Valley agriculture](#) as well as drinking water supplies. Salts in the region's soils and groundwater lower crop yields, increase production costs, and will eventually reduce the availability of groundwater and lands that are suitable for irrigation.

## Local agencies are now implementing their first groundwater sustainability plans under SGMA.

- ▶ Groundwater sustainability plans (GSPs) detail the extent of groundwater overdraft in each basin, the local impacts of this overdraft, and strategies to achieve sustainability. In some southern Central Valley basins, the state has found that GSPs do not adequately address undesirable results of pumping; hearings are underway to determine whether basins will be put under probation, with State Water Board oversight.
- ▶ Most plans rely heavily on strategies to increase water supply in overdrafted areas. One popular strategy is [groundwater recharge](#)—capturing and storing more water underground during wet years, using methods such as moving water to dedicated recharge basins, spreading water on farmland, or switching over to surface water use to allow basins to replenish naturally. In 2023, managed recharge in the southern Central Valley [increased by 17%](#) compared to 2017, a comparably wet year.
- ▶ The 2020–22 drought also saw some local agencies accelerate the implementation of demand reduction strategies to help bring their basins into balance. Common strategies include pumping restrictions, fees for volumes pumped, and programs to incentivize growers to fallow some farmland. Local agencies have also been increasing efforts to address the impacts of overdraft, for instance by mitigating impacts to domestic wells and avoiding pumping in areas where land is sinking.

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Supported with funding from the S. D. Bechtel, Jr. Foundation.

Sources: Cole et al., "[Addressing Groundwater Overdraft in the Sacramento Valley](#)" (PPIC, 2023); [DWR, Dry Well Reporting System Data](#) (number of wells that went dry during recent droughts); Hanak et al., "[A Review of Groundwater Sustainability Plans in the San Joaquin Valley](#)" (PPIC, 2020) (GSP supply and demand portfolios); Peterson et al. [Replenishing Groundwater in the San Joaquin Valley: 2024 Update](#) (PPIC, 2024) (recharge volume estimates).

Topic: Board Directors' Comments  
Type: New Business  
Item For: Information  
Purpose: Routine

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|               |                                 |            |                      |
|---------------|---------------------------------|------------|----------------------|
| SUBMITTED BY: | Ashley Flores, CMC<br>Secretary | PRESENTER: | Paul Selsky<br>Chair |
|---------------|---------------------------------|------------|----------------------|

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**EXECUTIVE SUMMARY**

This is an information item to provide an opportunity for the Sacramento Groundwater Authority Board of Directors to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.

**STAFF RECOMMENDED ACTION**

None. This item is for information only.

**BACKGROUND**

This agenda item is a standing item to provide an opportunity to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.