



City of East Palo Alto
Groundwater Management Plan
Stakeholder Outreach Plan
November 14, 2014

Background

The City of East Palo Alto is initiating a Groundwater Management Plan (GWMP) in compliance with the California State Water Code. Completion of a GWMP will have many benefits, including:

- Development of a monitoring program that addresses groundwater levels, groundwater quality, and land subsidence
- Identification of existing and future groundwater uses and measures to manage groundwater for long-term sustainable use and minimize potential adverse impacts
- Support for City development and management of groundwater supplies to enhance its supply reliability
- Establishment of a State-accepted groundwater management program that can be used to pursue funding for groundwater-related projects and programs

Goal

The goal of this Stakeholder Outreach Plan is to provide a collaborative and open stakeholder process.

Stakeholder Outreach Activities

Initial Stakeholder Involvement

The City has participated in ongoing outreach including participation in San Francisquito Creek Subbasin Groundwater Meetings with the Tuolumne River Trust on January 22, 2013 and September 29, 2014. City staff members have had discussions with other local groundwater users (including Palo Alto Park Mutual Water Company and O'Connor Tract Co-op Water Company), neighboring cities, and local landowners such as Menlo Business Park LLC (MBP).

Public Notices and Hearings

The first step is a notice for a public hearing before the City Council regarding the intent to draft a GWMP. This notice will be published once a week for two successive weeks prior to the hearing (per Government Code 6066). At the hearing, the Council will consider adoption of a resolution of intent to draft a plan. Similarly, a public notice and resolution to adopt the GWMP will be needed for the public hearing after the GWMP is prepared. Copies of the adopted resolutions will be sent to Department of Water Resources (DWR).

Identification of Stakeholders and Other Local Water Agencies

Provision for Stakeholder participation involves identification of interested agencies, organizations and members of the general public, followed by invitations to participate. The lists of invitees and participants in the 2014 San Francisquito Creek Subbasin Groundwater Meetings are a good start, along

with persons participating in other City planning efforts. Additional stakeholders will be identified and invited through word-of-mouth and announcements. Two lists will be prepared and maintained in a spreadsheet: one including stakeholders and another with local water agencies.

Stakeholders include a variety of organizations such as the Tuolumne River Trust (which promotes stewardship of the Tuolumne River plus sustainable water use in the Bay Area), Menlo Business Park, Stanford University, and local water companies such as Palo Alto Park Mutual Water Company and O'Connor Tract Co-op Water Company.

Other local water agencies are important because the City encompasses only a portion of the San Mateo Plain Subbasin; consequently, the GWMP may be a stepping-stone for larger-scale planning. The GWMP will emphasize collaboration with other public agencies in the San Mateo subbasin, including the County of San Mateo, City of Menlo Park, Town of Atherton, and City of Redwood City among other public agencies. Given the hydrologic significance of San Francisquito Creek, the GWMP also will support collaboration with neighboring agencies in the Santa Clara subbasin, namely the City of Palo Alto and Santa Clara Valley Water District. Regional agencies including Bay Area Water Supply & Conservation Agency (BAWSCA) and the San Francisco Public Utilities Commission will be invited.

Persons on the agency and stakeholder lists will receive a stakeholder invitation letter (conveyed by email, mail, or delivery) that informs them of the Stakeholder Outreach Plan and how they can participate in development of the GWMP. The invitation letter also will be posted on the City's website, <http://www.cityofepa.org/index.aspx?NID=540>. Recognizing the City of East Palo Alto is multi-cultural, the website provides translation to 81 languages and many documents are available in English and Spanish.

Citizens Advisory Panel (CAP)

A stakeholder advisory committee, termed the Citizens Advisory Panel (CAP), will be established including representative of local water agencies, stakeholders and members of the public. CAP members will be contacted individually in scheduling workshops and will be provided information materials and the draft GWMP. CAP members will be tasked with active participation in workshops and provision of comments on the draft GWMP. Communication will occur primarily through email, but announcements and materials also will be available on the City website.

Informational Materials

An announcement of GWMP will be prepared and posted on the City's website. The City will dedicate a portion of its website page for announcements and GWMP materials and documents. A City contact person will be identified.

Workshops

The Stakeholder Outreach Plan includes three scheduled workshops to guide development of the GWMP. These are listed below and described in their respective tasks. In brief, the workshops will address the following:

1. **Initial GWMP Workshop** – Introduction to GWMP process, definition of goal of process, introduction of GWMP-Share site, identification of advisory committee, presentation of basin condition and issues.
2. **Basin Management Objectives (BMO) and Actions Workshop** -Review of issues, discussion of basin management objectives and of actions for monitoring and maintaining groundwater within BMOs.
3. **Draft GWMP Workshop** -Present draft GWMP to the City Council and provide public forum for comments and questions

Workshops will provide a forum for questions and answers, with the objective to ensure a shared understanding of basin conditions, issues, objectives, and actions. Activities to be conducted before the next workshop will be summarized. Powerpoint presentations will be prepared along with agenda, handouts, attendance list, and meeting summaries. Workshops will be held in the conference room at City Hall, a well-recognized and suitable meeting place that is central to the community. A late-afternoon meeting time is anticipated, allowing attendance by agency representatives and the public.