

Colusa Groundwater Authority Board of Directors

1213 Market Street, Colusa, CA 95932 | 530-458-0891 | www.colusagroundwater.org

MEETING AGENDA

March 22, 2022 | 1:00 p.m.

NOTICE: Pursuant to Government Code section 54953(e) (AB 361), and due to the State of Emergency declared by Governor Newsom on March 4, 2020, this meeting will be conducted in person with a teleconference option. The public may attend the meeting and offer public comments in person or via Zoom

In-person meeting location: Colusa Industrial Properties, 100 Sunrise Blvd., Colusa, CA 95932

Virtual meeting via Zoom:

Colusa Groundwater Authority Board of Directors Meeting

Time: Mar 22, 2022 01:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://countyofcolusa.zoom.us/j/6707238820?pwd=NjFMcnJOUENuSFhtRFFtaWltejYzZz09>

Meeting ID: 670 723 8820

Passcode: 004212

One tap mobile

+16699006833,,6707238820#,,,,*004212# US (San Jose)

+12532158782,,6707238820#,,,,*004212# US (Tacoma)

** Indicates action item*

1. Call To Order and Determination of Quorum

a. Roll Call of Directors and Alternates

SIX (6) Members must be present to constitute a quorum.

As of July 1, 2021, and through June 30, 2023, **Maxwell Irrigation District** sits as the representative for Maxwell I.D. and Westside W.D.; and **Princeton-Codora-Glenn Irrigation District** sits as the representative for Princeton-Codora-Glenn I.D. and Provident I.D.

Note: Beginning July 1, 2023, Westside Water District and Provident Irrigation District will represent their respective Memberships on the CGA Board.

4.1 Board of Directors. *The business of the Authority will be conducted by a Board of Directors that is hereby established, and that shall be initially composed of and appointed as follows: One member of the Board of the Maxwell Irrigation District or the Westside Water District, said appointment to alternate every two years beginning with an appointment by the Maxwell Irrigation District of one of its Board members; One member of the Board of the Princeton-Codora-Glenn Irrigation District or the Provident Irrigation*

District, said appointment to alternate every two years beginning with an appointment by the Princeton-Codora-Glenn Irrigation District of one of its Board members.

Entity	Name
COUNTY OF COLUSA	
BOARD MEMBER	Denise Carter
ALTERNATE	Gary Evans
CITY OF COLUSA	
BOARD MEMBER	Jesse Cain
ALTERNATE	Denise Conrado
ALTERNATE	Tom Reische
CITY OF WILLIAMS	
BOARD MEMBER	Sajit Singh
ALTERNATE	Alfred Sellers, Jr.
GLENN COLUSA IRRIGATION DISTRICT	
BOARD MEMBER	Blake Vann
ALTERNATE	Thad Bettner
COLUSA COUNTY WATER DISTRICT	
BOARD MEMBER	Knute Meyers
ALTERNATE	Shelly Murphy
PRINCETON-CODORA-GLENN IRRIGATION DISTRICT	
BOARD MEMBER	Jim Campbell
ALTERNATE	Lance Boyd
MAXWELL IRRIGATION DISTRICT	
BOARD MEMBER	Drew Dirks
ALTERNATE	Chris Dobson
ALTERNATE	Dan Ruiz
RECLAMATION DISTRICT 108	
BOARD MEMBER	Hilary Reinhard
ALTERNATE	Bill Vanderwaal
RECLAMATION DISTRICT 479	
BOARD MEMBER	Derrick Strain
ALTERNATE	Vacant
COLUSA DRAIN MUTUAL WATER COMPANY	
BOARD MEMBER	Jim Wallace
ALTERNATE	Lynell Pollock
PRIVATE PUMPER	Darrin Williams
PRIVATE PUMPER	Jeff Moresco
WESTSIDE WATER DISTRICT	
BOARD MEMBER	Zach Dennis
ALTERNATE	Dan Ruiz
PROVIDENT IRRIGATION DISTRICT	
BOARD MEMBER	Jim Campbell
ALTERNATE	Lance Boyd

Agenda Item 1.b: Introductions of Others in Attendance

2. Approval of Agenda and Minutes

- a. * Approval of Minutes from the January 25, 2022 Board Meeting

Colusa Groundwater Authority Board of Directors

January 25, 2022 | 1:00 p.m.

This meeting was conducted by teleconferencing.

MEETING MINUTES

In Attendance: Agency Members

Agency	Board Member	Alternate Board Members
County of Colusa	Denise Carter	
City of Colusa	Jesse Cain	Denise Conrado
City of Williams		Alfred Sellers
Glenn Colusa Irrigation District (GCID)		
		Shelly Murphy
Princeton-Codora-Glenn Irrigation District (Princeton)		
Provident Irrigation District (Provident)		
Maxwell Irrigation District (MID)		Dan Ruiz
Westside Water District (WWD)		Dan Ruiz
Reclamation District 108 (RD 108)		
Reclamation District 479 (RD 479)		
Colusa Drain Mutual Water Company (CDMWC)	Jim Wallace	
Private Pumper		
Private Pumper	Jeff Moresco	

Members of the Public

Greg Plucker, Colusa County	
Lisa Hunter, GGA	
Luis Mendoza – County of Glenn	
Brett Stroud	
Kelly Shiromizu, CPA Robert Johnson CPA Group	

Agenda Item 1. CALL TO ORDER AND DETERMINATION OF A QUORUM

Denise Carter, Chair, opened the meeting at 1:03 p.m. Ms. Carter called for a Roll Call of Officers and Agency Representatives and determined that a quorum is present. Ms. Carter introduced the members of the public present.

Agenda Item 2. CONSIDER APPROVAL OF RESOLUTION NO. 2021-05 RENEWING USE OF REMOTE TELECONFERENCE MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)

Chair Carter introduced the item and explained that the adoption of the resolution was necessary in order to be able to hold meetings remotely.

Motion: Mr. Ruiz moved to approve said resolution, Ms. Carter seconded, and the motion passed unanimously per roll call vote.

Agenda Item 3. APPROVAL OF AGENDA AND MINUTES

Chair Carter introduced the item, mentioned that the approval of the December minutes was necessary to be submitted with the GSP, and asked for a motion to approve both sets of minutes.

Motion: Mr. Wallace moved to approve the Meeting Minutes from the October 7, 2021 and December 13, 2021 CGA Board Meetings, Mr. Moresco seconded, and the motion passed unanimously per roll call vote.

Agenda Item 4.a PRESENTATION AND APPROVAL OF 2020-21 AUDIT

Chair Carter introduced the item and Ms. Shiromizu.

Kelly Shiromizu, CPA, from Robert Johnson CPA Group introduced the CGA 2020-21 Audit report and its structure. Ms. Shiromizu stated that the intent was to provide a financial overview of the current finances and the potential future endeavors of the CGA. She mentioned that Page 6 of the report provides the overall balance sheet or Statement of Net Position, and discussed the overall finances (revenues over expenditures) and general grant revenues and expenditures that the CGA has received this last year.

Chair Carter asked for any questions and stated that there would need to be another audit next year.

Motion: Mr. Cain moved to approve the audit, Mr. Moresco seconded, and the motion passed unanimously per roll call vote.

Agenda Item 4.b REVIEW FINANCIAL STATEMENTS FOR NOVEMBER AND DECEMBER, 2021

Chair Carter introduced the item, mentioned that Crippen & Associates submitted the financial statements for November and December, provided information on tax bills and other payments. She also stated that there is the need for some assistance with respect to diving into the CGA financial information but that would be discussed later as there is an agenda item for that.

Agenda Item 5. PERIOD OF PUBLIC COMMENT

Chair Carter asked if there were any public comments. Hearing none move to the next item.

Agenda Item 6. RESOLUTION 2022-22

Chair Carter introduced the item and stated that Ms. Mary Fahey was previously designated as the authorized representative for the grant and that we her leaving that a new authorized representative

would need to be designated; the proposed resolution designates the CGA chair as the authorized representative.

Chair Carter asked for a motion.

Motion: Ms. Murphy moved to approve the resolution, Mr. Cain seconded, and the motion passed unanimously per roll call vote.

Agenda Item 7. FY 2022/2023 ANNUAL BUDGET

Chair Carter introduced the item and stated that there was the need to establish an Ad Hoc Committee to establish the 2022/2023 budget and work on developing next year's operational fee to cover costs. Chair Carter asked for volunteers. Discussion ensued about the task and that at Friday's joint CGA/GGA meeting this item would be discussed.

Mr/ Ruiz, Mr. Moresco, and Ms. Murphy all agreed to be on the committee.

Agenda Item 8. COLUSA SUBBASIN GROUNDWATER SUSTAINABILITY PLAN (GSP) UPDATE

Chair Carter provided an update as to the submittal of the GSP for the Colusa Subbasin, the remaining items and that the submittal is on track.

Agenda Item 9. BUTTE SUBBASIN GROUNDWATER SUSTAINABILITY PLAN (GSP) UPDATE

Chair Carter provided an update and noted that most of the information has been uploaded into DWR's portal.

Agenda Item 10. STAFF INFORMATION/DISCUSS ITEMS

Chair Carter introduced the item. General discussion occurred on the following items with specific comments on: (1) the need to place minimum GSP thresholds on the hydrographs to better understand groundwater levels; (2) potential recharge from the TCC should move the ephemeral stream trickle recharge project forward this year; (3) the executive committee did not meet to discuss staffing; (4)

- Sampling of hydrographs from the fall readings: will be more helpful if minimum GSP thresholds are on noted on hydrographs
- InSAR Subsidence dataset update releasing in February, will include data through October 2021. Moving forward, data will be updated quarterly.
- Ephemeral Stream Trickle Recharge Project Update: Mr. Vanderwaal emailed update that potential recharge from the TCC should move the project forward this year.
- The executive committee did not meet this past month, so have not had further discussions on Mary's replacement. Chair Carter with assistance from GGA staff, Colusa staff and GSP consultants are keeping the CGA moving.
- There is about \$8,300 remaining in the Task 4, Funding Financing piece of the grant, which will only be available until April 2022. CGA/GGA staff are working with ERA Economics to develop a presentation for a Joint Board Meeting in the near future to engage the Boards in discussion and direction.

- Chair Carter would like to ask for assistance with the following activities:
 - Bookkeeping/accounting oversight: Mr. Ruiz, Mr. Moresco, Ms. Murphy, Chair Carter volunteered
 - Well Monitoring Pilot Project: Mr. Wallace volunteered
 - Develop CGA Program Manager Job Description, recruitment: Ms. Murphy, Ms. Rinehard and Chair Carter volunteered
 - TAC to work on Implementation: TAC members will remain the same, Mr. Vanderwaal, Mr. Bettner, Mr. Wallace, Darrin Williams, Chair Carter
 - Long Term Funding Ad Hoc Committee: Ms. Hunter and Chair Carter are working with ERA Economics to develop a presentation for a Joint CGA/GGA meeting in early March to present various options to consider for funding. Mr. Bettner, Mr. Williams, Mr. Moresco volunteered
- Review CGA Ad Hoc and Standing Committees, eliminate those not needed any longer. Remove the Long Term Financing Standing Committee, and the following Ad Hocs: Public Outreach, Environmental Defense Fund, Western Foothills, Proposition 68 Grant.
- **FPPC Form 700's** are due April 1, 2021. Below is a link to the updated Form 700 and Reference Pamphlet. [Form 700 and Reference Pamphlet](#). If you are leaving office, you must file a “Leaving Office” form. If you are newly joining the Board, you must file a “Resuming Office” form.

Agenda Item 11. CORRESPONDENCE RECEIVED

Chair Carter provided the CGA of the letter from Colusa County giving notice of termination of staffing services and the letter from the Yolo Subbasin Groundwater Agency.

Agenda Item 12. MEMBER REPORTS AND COMMENTS

Chair Carter asked for any comments and there was none.

Agenda Item 13. NEXT MEETING

Chair Carter stated that the next Board meeting would held February 22, 2022, 1:00 pm and that there would be at least a Zoom option, and may be in person as well.

Agenda Item 14. ADJOURN

Chair Carter adjourned the meeting at 2:12 pm.

3. Period Of Public Comment

At this time, members of the public may address the CGA Board regarding items that are not on the agenda but are of relevance to the CGA. The Board may not act on items not on the agenda.

4. Financial Report

- a. Review Financial Statements
- b. * Review and consider approval of Claims

Colusa Groundwater Authority
Balance Sheet
As of March 16, 2022

	Mar 16, 22
ASSETS	
Current Assets	
Checking/Savings	
Umpqua Money Mkt 4884	188,626.30
Umpqua Public Funds Ckg 9527	483,859.00
Umpqua Public Funds Svg 7346	32,997.09
Total Checking/Savings	705,482.39
Accounts Receivable	
11000 · Accounts Receivable	2,301.26
Total Accounts Receivable	2,301.26
Other Current Assets	
Grant Receivable	333,074.70
Retention Receivable	124,371.56
Total Other Current Assets	457,446.26
Total Current Assets	1,165,229.91
TOTAL ASSETS	1,165,229.91
LIABILITIES & EQUITY	
Equity	
Contingency Fund	100,000.00
Legal Defense Fund	73,000.00
32000 · Unrestricted Net Assets	677,195.50
Net Income	315,034.41
Total Equity	1,165,229.91
TOTAL LIABILITIES & EQUITY	1,165,229.91

Colusa Groundwater Authority
Statement of Revenue & Expenditures - Income Tax Basis
For the three months & sixteen days ended March 16, 2022

	Jul 1, '21 - Mar 16, 22
Ordinary Income/Expense	
Income	
Assessments	
Prop 218 Ops Fee Agreements	6,812.36
Prop 218 Ops Fee Parcels	171,679.29
Total Assessments	178,491.65
45000 · Investments	
Interest-Money Market	16.62
Interest - Prop 218	22.61
45030 · Interest-Savings	7.10
Total 45000 · Investments	46.33
46400 · Other Types of Income	
Grant Funding - GSP Development	
Prop 1 GSP Round2 Grant Funding	
Retention - Prop 1	-21,399.70
Prop 1 GSP Round2 Grant Funding - Other	213,996.98
Total Prop 1 GSP Round2 Grant Funding	192,597.28
Prop68 GSP Round3 Grant Funding	
Retention - Prop 68	-15,608.61
Prop68 GSP Round3 Grant Funding - Other	156,086.02
Total Prop68 GSP Round3 Grant Funding	140,477.41
Grant Funding - GSP Development - Other	267,193.46
Total Grant Funding - GSP Development	600,268.15
Total 46400 · Other Types of Income	600,268.15
Total Income	778,806.13
Gross Profit	778,806.13
Expense	
Bank Fees	75.00
Grant expense-Prop #1	0.00
Professional Services-Admin	
60900 · Financial Services Bookkeeping	3,140.80
62140 · Legal Services	13,322.75
65000 · Auditor	7,000.00
65010 · Program Manager	42,535.67
Total Professional Services-Admin	65,999.22
62100 · Professional Services-Technical	
Consult Prop 218 Operation fee	2,152.75
62101 · GSP Development	393,456.88
Total 62100 · Professional Services-Technical	395,609.63
62890 · Publications/Legal Notices	90.00
65050 · Website	245.87
65160 · JPA Insurance	1,752.00
Total Expense	463,771.72
Net Ordinary Income	315,034.41
Net Income	315,034.41

CGA CLAIMS SUMMARY 01/13/2022

Billor	Service	Inv. # / Dates of Service	Inv. Date	Invoice Total
Young Wooldridge	Legal Services	Jan & Feb, 2022	1/31/2022 02/28/2022	\$ 1,705.00
Crippen and Associates	Bookkeeping	January 20222	2/7/2022	\$ 430.00

TOTAL \$ 2,135.00

Ratify the following claim

			TOTAL CLAIMS	\$ -

GSP GRANT FUNDED (paid with funds from Proposition 1 GSP Grant)

			TOTAL CLAIMS	\$ -

9:22 AM

03/10/22

Colusa Groundwater Authority Transaction List by Vendor February 1 through March 10, 2022

Type	Date	Num	Memo	Account	Clr	Split	Debit	Credit
Crippen and Associates								
Bill	02/07/2022	7146		20000 · Accounts P...		60900 · Financ...		430.00
Bill Pmt -Check	03/10/2022	1114		Umpqua Public Fun...		20000 · Accou...		430.00
Young Wooldridge								
Bill	02/07/2022			20000 · Accounts P...		62140 · Legal ...		672.50
Bill	03/07/2022			20000 · Accounts P...		62140 · Legal ...		1,032.50
Bill Pmt -Check	03/10/2022	1115		Umpqua Public Fun...		20000 · Accou...		1,705.00

CRIPPEN & ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS 

Colusa Ground Water Authority
1213 Market Street
Colusa, CA 95932

February 7, 2022
Invoice: 7146

For Professional Services Rendered:

01/10/22	BMG	Bookkeeping - enter bills into QB's and update claims summary worksheet
01/13/22	AV	Bookkeeping - Call client to follow up with bank statements needed, schedule time to come in and sign checks, went over with BG items to give to client.
	BMG	Bookkeeping - review documents received from client. verify all items have been entered in QB's. enter new bills into QB's. generate five checks and prepare with bills for client to pickup.
		Bookkeeping - print statements and check register. enter written checks into QB's. reconcile accounts 4884 and 9527 for the month of November
01/14/22	BMG	Bookkeeping - print monthly reports, generate deposit of Petty cash into main account. generate check for Davids Engineering and enter into QB's. update CGA worksheet and print. prepare December monthly reports.
		Bookkeeping - correspond with Denise regarding deposit. reconcile accounts 9527, 4884, and 7346 for the period ending December

Invoice Total	\$430.00
Previous Balance	\$995.80

Current Payments -\$995.80

Balance Due \$430.00

Payment is due upon receipt. Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% monthly finance charge, 18% APY.

Thank you for your business!

Current	31 to 60	61 to 90	91 and Over	Total
430.00	0.00	0.00	0.00	430.00

 Please detach and return this portion with payment.

Colusa Ground Water Authority

February 7, 2022

Credit Card Type _____ Check # _____

Invoice 7146

Card # _____ CVV2 _____

Amount Due \$ 430.00

Exp. Date _____ Zip/Postal Code _____

Amount Enclosed \$ _____

Signature _____



E-MAILED



A LIMITED LIABILITY PARTNERSHIP • EST. 1939
1800 30TH STREET, FOURTH FLOOR
BAKERSFIELD . CA. 93301

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

HTTP://WWW.YOUNGWOOLDRIDGE.COM
EMAIL: ACCOUNTING@YOUNGWOOLDRIDGE.COM
PHONE: (661) 327-9661
FACSIMILE: (661) 327-1087

CONFIDENTIAL

COLUSA GROUNDWATER AUTHORITY
ANGELICA VILLAR, CRIPPEN AND ASSOCIATES
P.O. BOX 1177
410 BRIDGE STREET
COLUSA, CA 95932

February 28, 2022

Client ID 20494 SKK

Statement for period through February 28, 2022

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$633.50	\$0.00	\$0.00	\$633.50
34	GROUNDWATER MANAGEMENT PLAN	\$0.00	\$0.00	\$1,032.50	\$1,032.50
100	COSTS	\$39.00	\$0.00	\$0.00	\$39.00
PRIOR STATEMENT BALANCE					\$672.50
CURRENT CHARGES					\$1,032.50 ✓
PAY THIS AMOUNT					\$1,705.00 ✓

Any Payments Received After 02/28/22 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

RECEIVED
3.7.22

A FINANCE CHARGE OF 1.5% WILL BE ADDED TO YOUR BALANCE 30 DAYS AFTER STATEMENT DATE

5. Colusa Subbasin Groundwater Sustainability Plan Update

- a. Groundwater Sustainability Plan Annual Report-Presentation by Davids Engineering
- b. GSP Development Grants (Proposition 1 and Proposition 68) and Project Agreements
- c. Groundwater Sustainability Plan Implementation

- a. The Colusa Subbasin Annual Report is being prepared by Davids Engineering. The agreement was finalized in December 2021 to complete the work. The Consultant Team is compiling the necessary information and working with GSA staff as needed. The Consultant Team shared draft outcomes of the Annual Report with the CGA/GGA TAC on March 11, 2022. The presentation will be available on the website in the near future. The Annual Report is due April 1, 2022. Additional updates may be provided.



Groundwater Sustainability Plan First Annual Report, 2022

Overview of Groundwater Conditions and Water Supply through 2021

March 22, 2022

Introductions

Grant Davids, PE
Davids Engineering

Ken Loy, PG, CEG, CHG
West Yost

Katie Klug, PhD
Davids Engineering

Anna Reimer, PG
West Yost

Outline

- 1. Overview**
 - Colusa Subbasin GSP
 - Annual Report Requirements
- 2. Groundwater Conditions**
 - Groundwater Levels
 - Change in Groundwater Storage
 - Subsidence
- 3. Water Supplies and Water Use**
- 4. GSP Implementation**
- 5. Questions and Answers**

Overview

Colusa Subbasin Groundwater Sustainability Plan (GSP)

GSP implementation has begun and will continue through 2042.

The **GSP is a dynamic planning document** that will guide how groundwater will be managed over the next two decades.

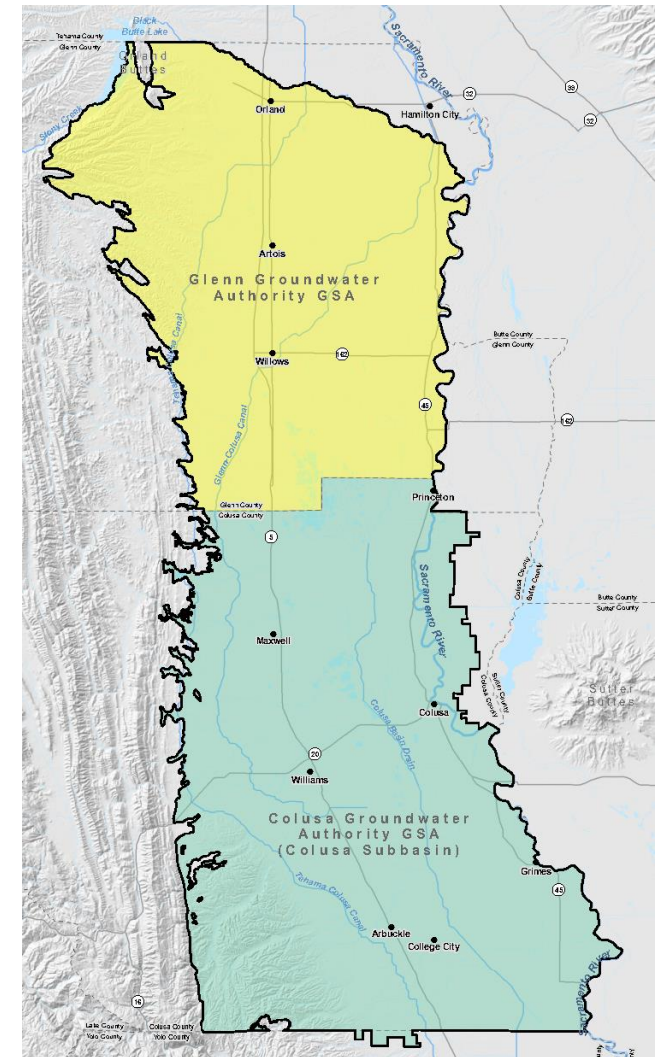
As conditions change and data gaps are filled, the GSP will be updated.

GSP describes groundwater conditions and how groundwater management will avoid adverse impacts to beneficial users, including domestic, municipal, tribal, agricultural, industrial, and environmental uses.

Avoiding adverse impacts is based on the evaluation of six Sustainability Indicators:



Note: Seawater intrusion was determined to be not applicable in the Colusa Subbasin.



Annual Report Requirements (23 CCR §356.2)

- GSAs must prepare Annual Reports each year during GSP implementation
 - Provide updates for a subset of GSP content every water year (Oct 1 – Sept 30)
 - Due April 1 each year from 2022 through 2042
- Required Contents:
 - Updates on Groundwater Conditions since the GSP analyses (2015) or, in future years, since prior Annual Report
 - Water Supply and Water Use Conditions
 - Progress Toward Plan Implementation

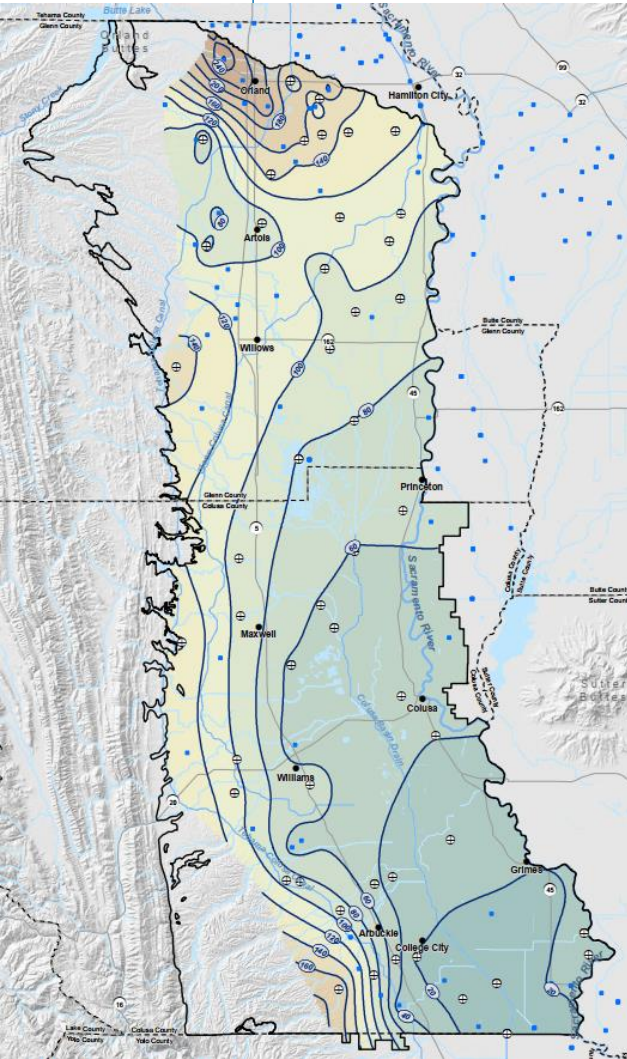
Groundwater Conditions

Groundwater Levels
Change in Groundwater Storage
Subsidence

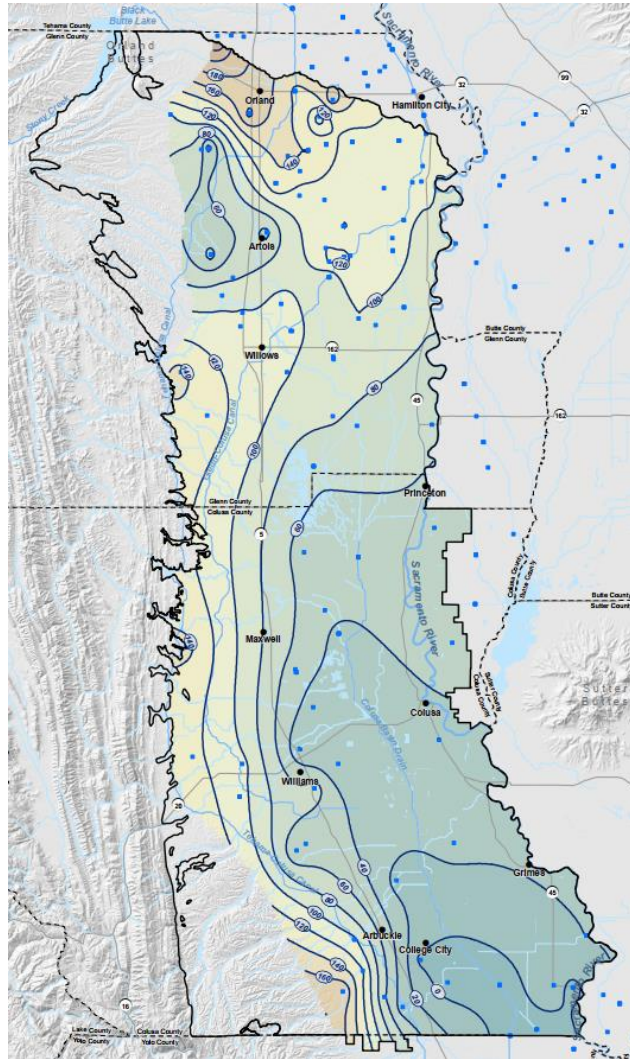
Groundwater Elevations 2020 through 2021

****DRAFT for Discussion****

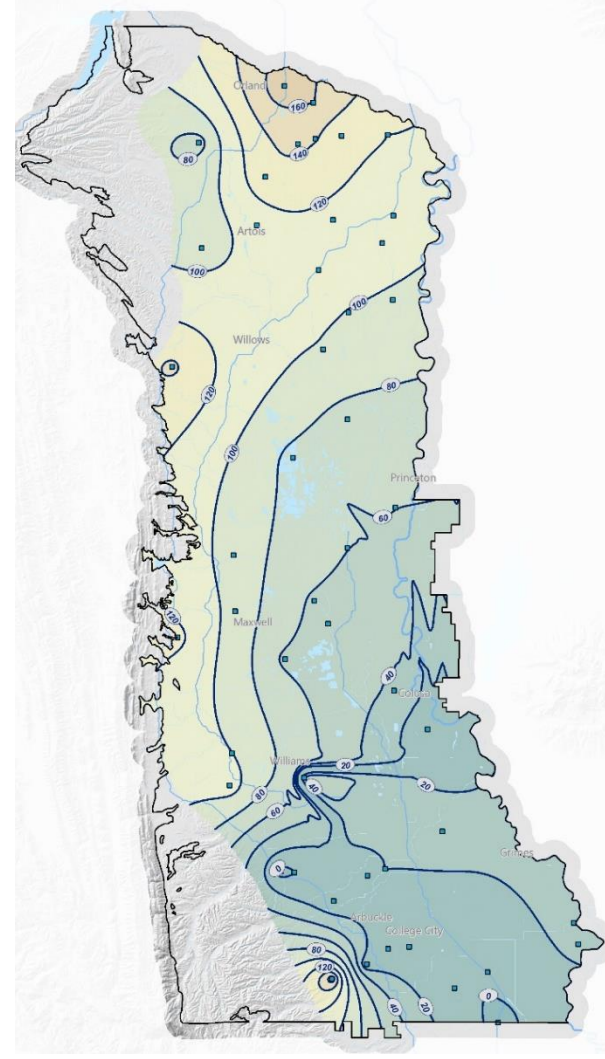
Spring 2020



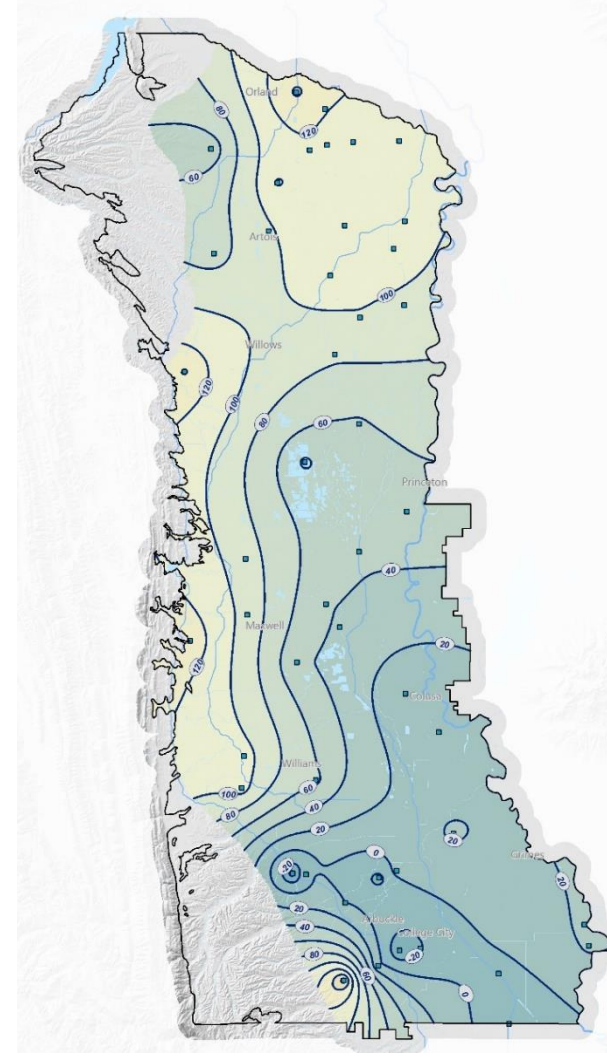
Fall 2020



Spring 2021

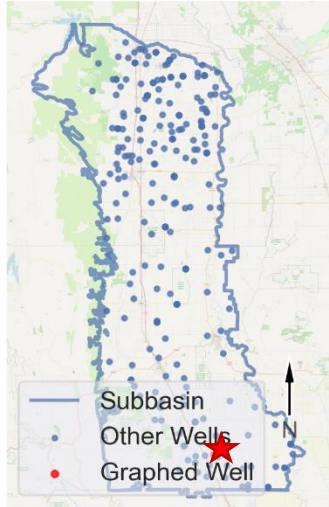


Fall 2021



COLUSA Subbasin - State Well Number (SWN): 13N01W07G001M

Well Location Map



Sustainable Management Criteria:

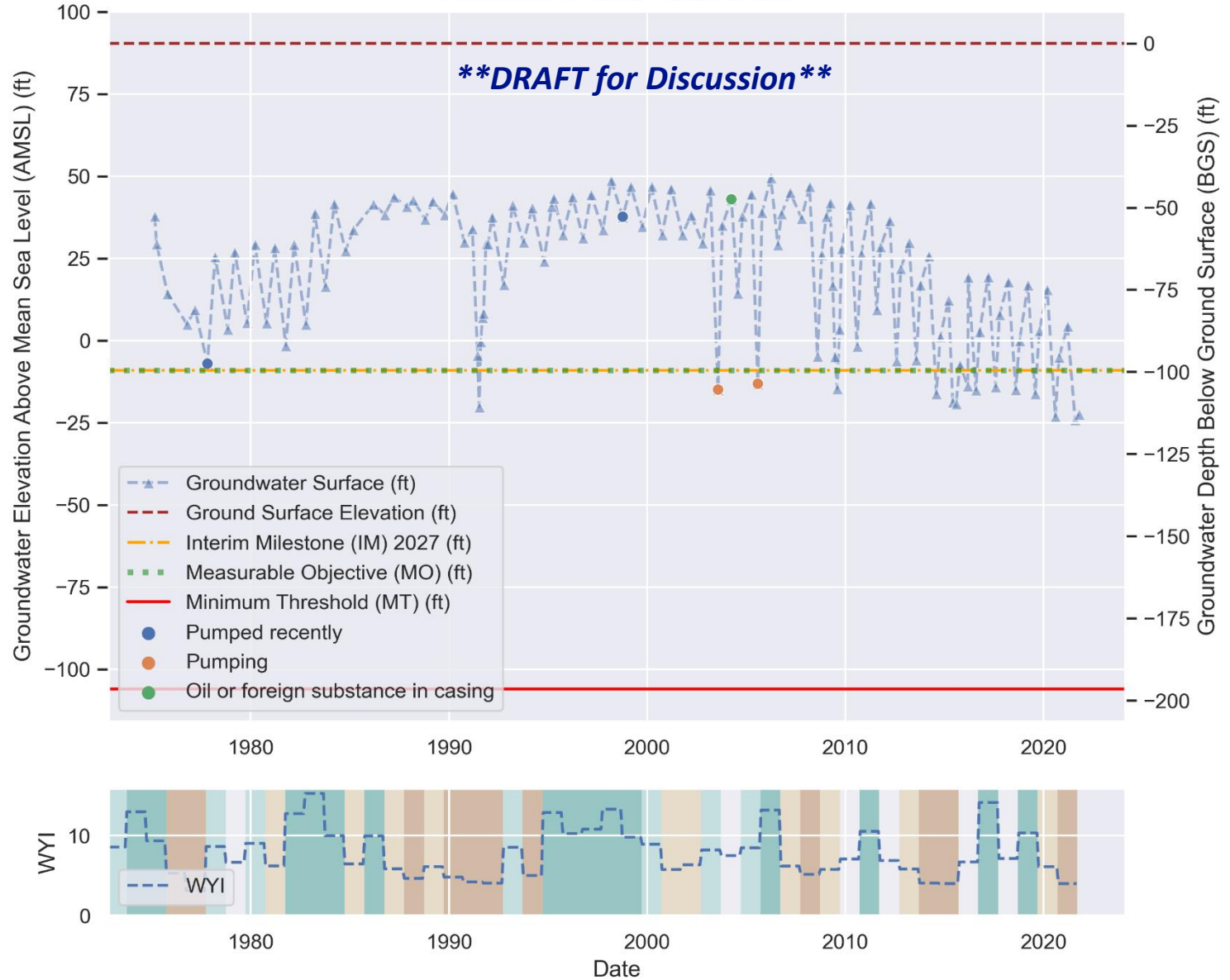
IM (2027) = -9.0 ft AMSL
 MO = -9.0 ft AMSL
 MT = -106.0 ft AMSL

Minimum Threshold is 50% of Range Below Historical.

Sacramento Valley Water Year Index (WYI) shown on lower right. Meaning of colors defined below.



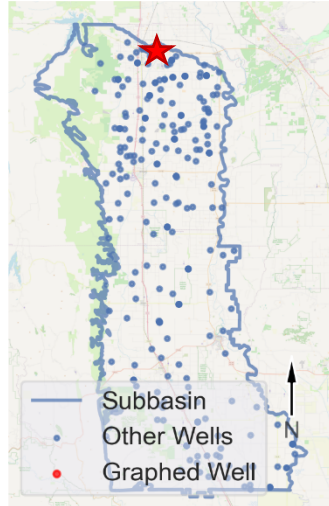
Perforation 1: 108.0 - 180.0 ft BGS



COLUSA Subbasin - State Well Number (SWN): 22N03W24E002M

Perforation 1: 130.0 - 150.0 ft BGS; Perforation 2: 170.0 - 180.0 ft BGS

Well Location Map

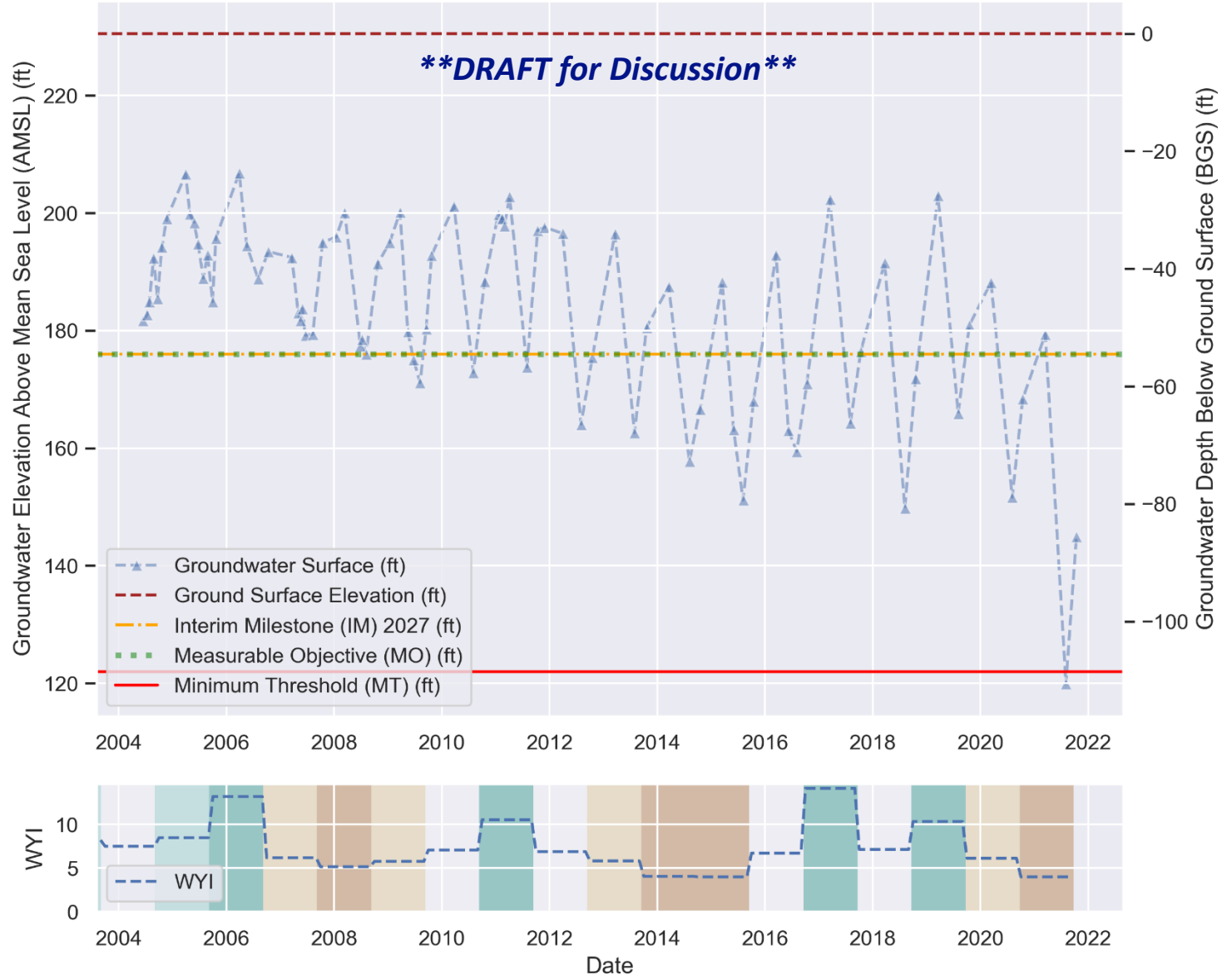


Sustainable Management Criteria:

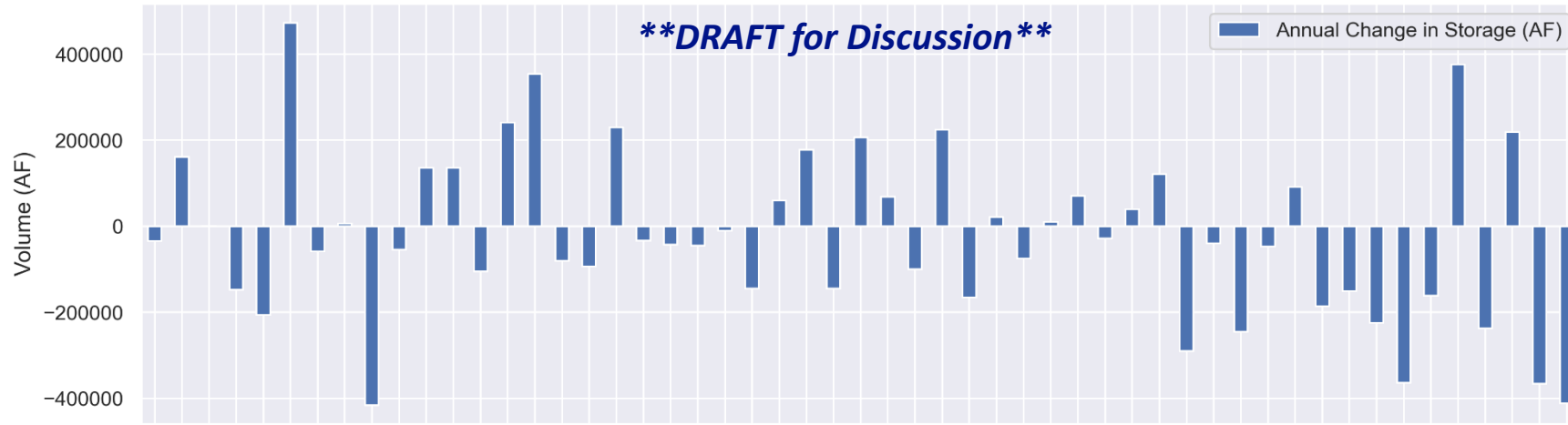
IM (2027) = 176.0 ft AMSL
 MO = 176.0 ft AMSL
 MT = 122.0 ft AMSL

Minimum Threshold is 50% of Range Below Historical.

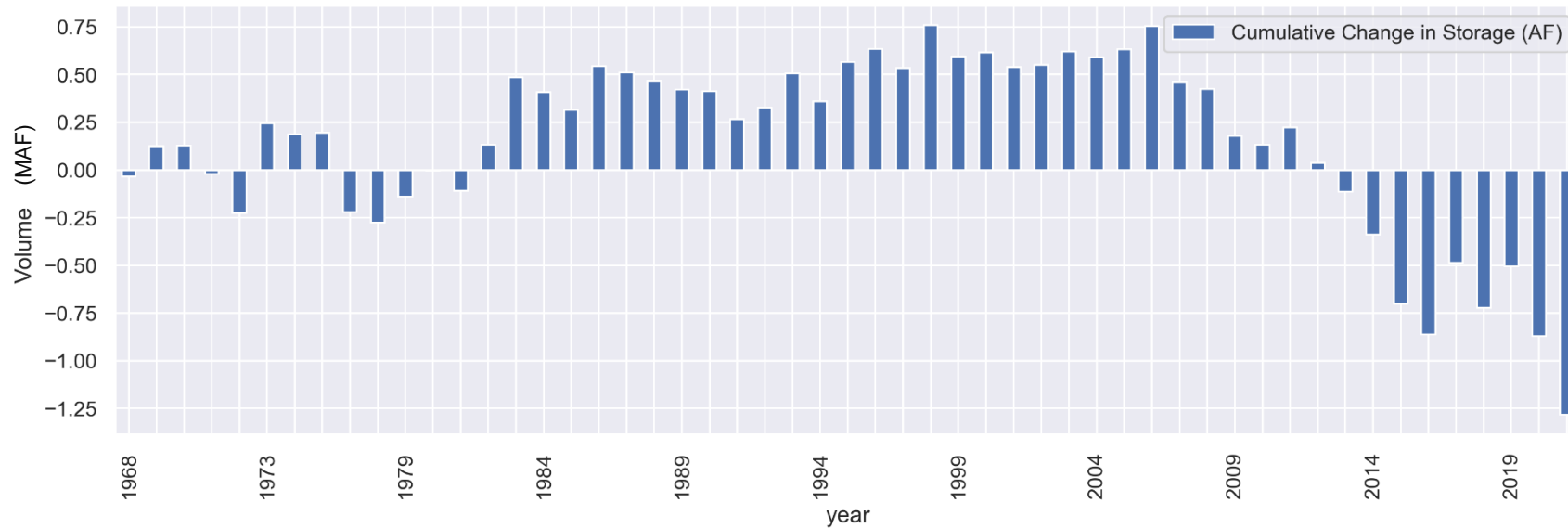
Sacramento Valley Water Year Index (WYI) shown on lower right. Meaning of colors defined below.



Annual and Cumulative Change in Groundwater Storage



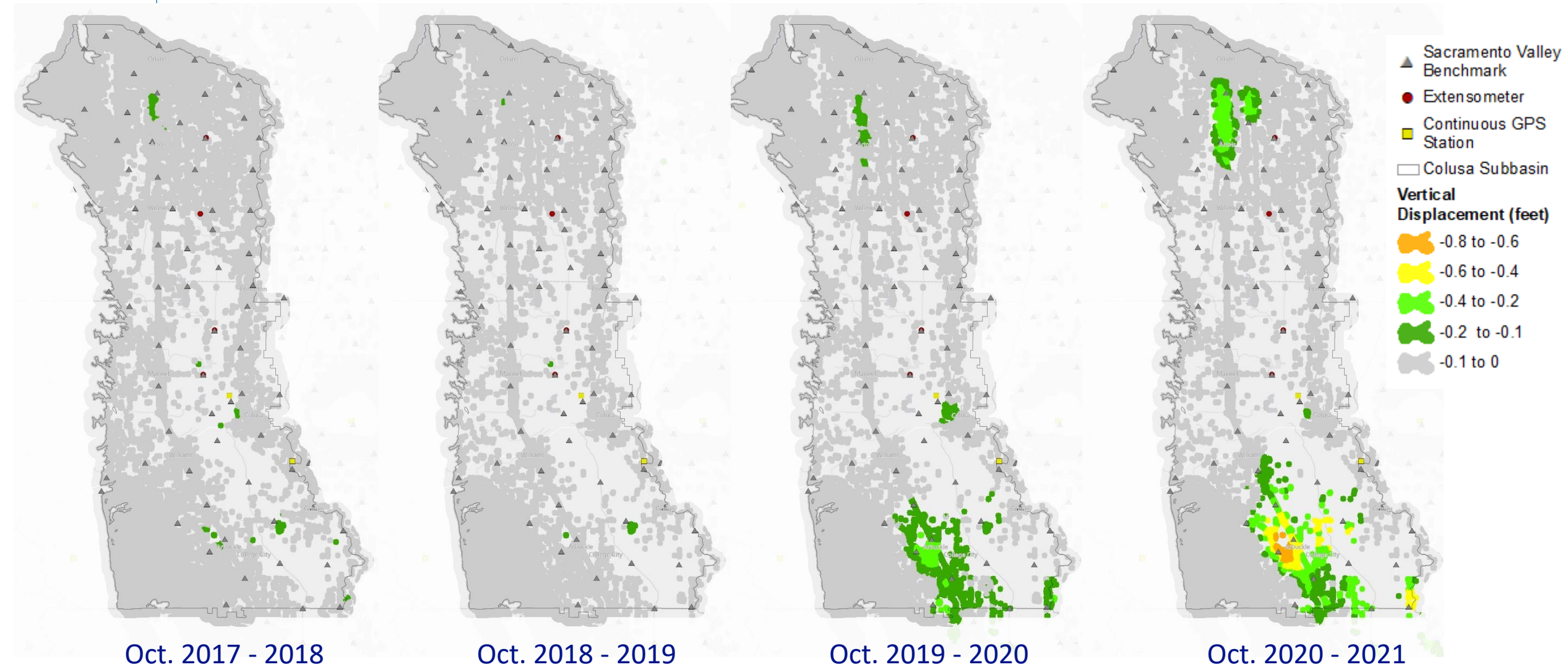
Annual



Cumulative

Annual Subsidence 2017 to 2021 (TRE-ALTAMIRA InSAR Land Survey)

****DRAFT for Discussion****



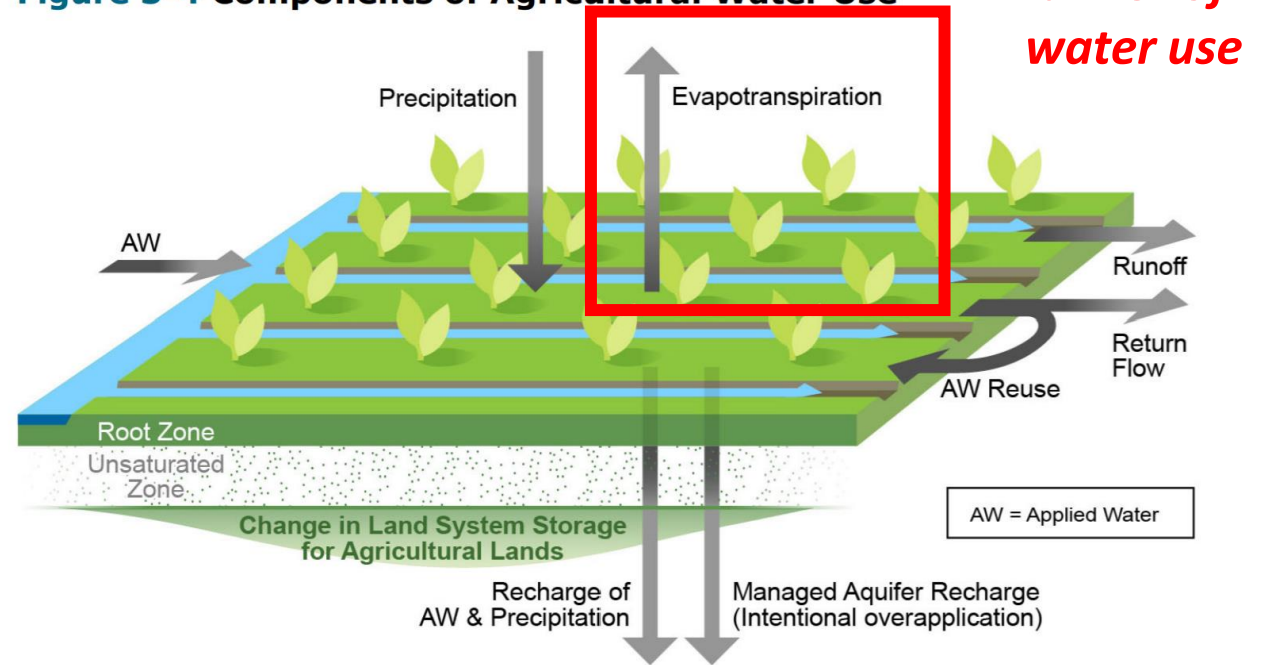
Water Supplies and Water Use

Surface Water Supplies
Groundwater Extraction
Total Water Use

Approach for Quantifying Water Use

- Use measured data (where available)
- Estimate the remaining use through a water balance approach using reliable evapotranspiration data

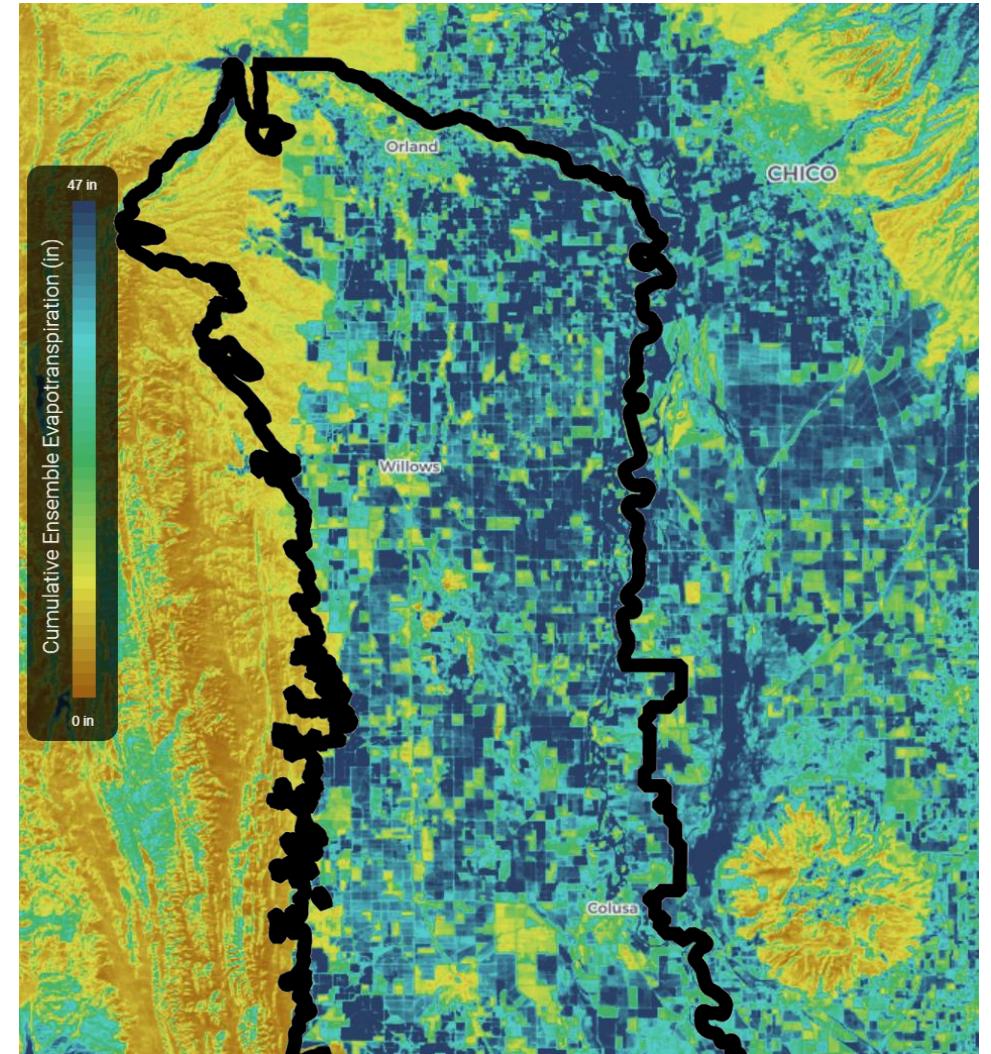
Figure 3-4 Components of Agricultural Water Use



Source: DWR. 2020. Draft Handbook for Water Budget Development With or Without Models. Available at: <https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Data-and-Tools/Files/Water-Budget-Handbook.pdf>

Consumptive Water Use (Evapotranspiration)

- Evapotranspiration (ET) is a major driver of water use in the Colusa Subbasin
- Total water demand quantified from OpenET and remote sensing data



Source: <https://openetdata.org/>

Surface Water Supplies Available Each Water Year

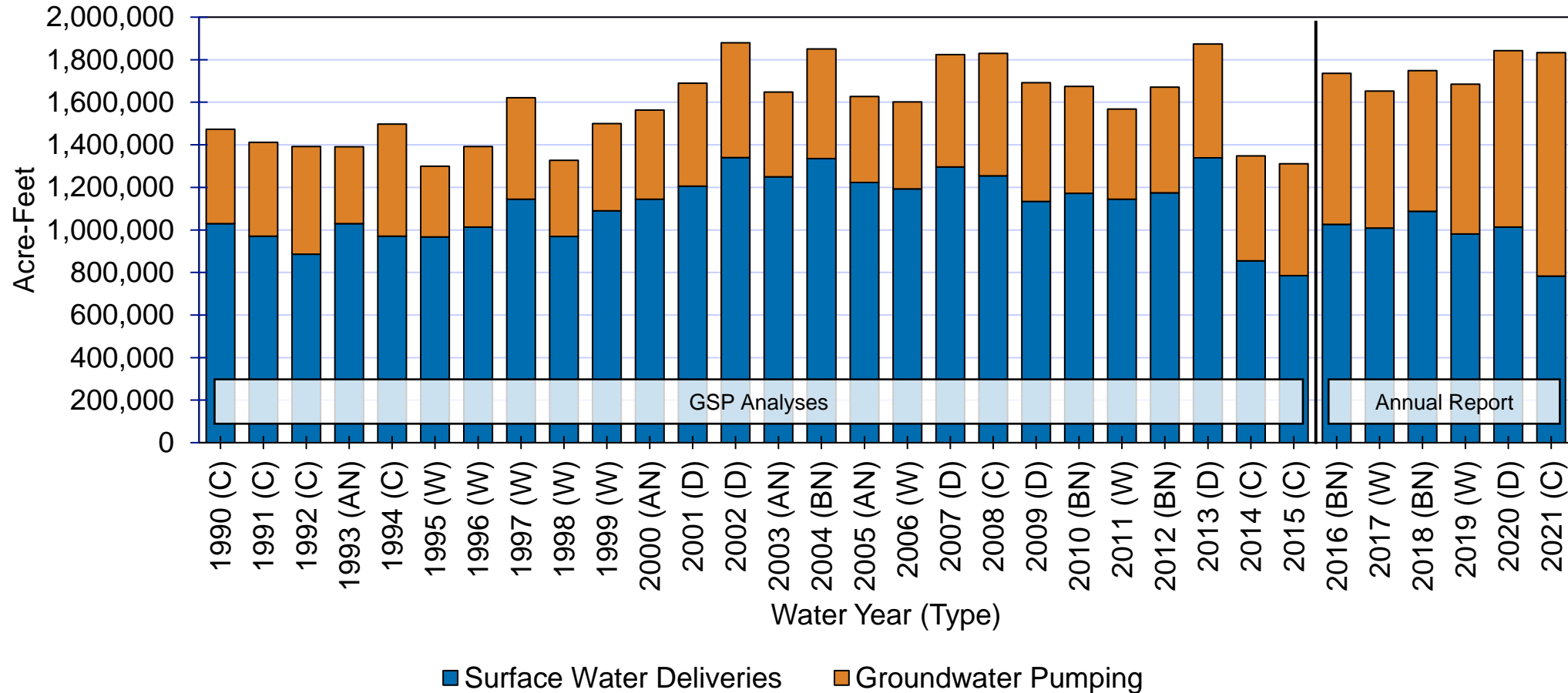
Average in 2016-2021 (*Volume in 2021*)

*****DRAFT for Discussion*****

- CVP Contract Supplies:
 - Tehama-Colusa Canal: 181 TAF (139 TAF)
 - Sacramento River: 929 TAF (778 TAF)
- Other Supplies:
 - Orland Project (South Canal): 44 TAF (28 TAF)
 - Colusa Basin Drain: some diversions of natural flows when available; not much in dry years (most water is passed through from upstream Sacramento diverters)

Total Water Use for Agriculture

****DRAFT for Discussion****



- **Urban and Rural Residential Groundwater Production: 10.2 TAF in 2021**
 - Measured (Williams, Orland, Willows): 4 TAF in 2021
 - Estimated (Colusa, Arbuckle, Unincorporated): 6.2 TAF in 2021
- **Managed Wetlands:**
 - Primarily Sacramento NWR, Delevan NWR, and Colusa NWR
 - Unconstrained conditions: CVPIA Full Level 4 water supplies total more than 100 TAF
 - Constrained conditions in 2021, refuges allocated 75% of this quantity
- **Native Vegetation:** Driven by ET, most is met by precipitation

GSP Implementation

Progress on PMAs Since GSP Development

- Colusa Subbasin Multi-Benefit Groundwater Recharge
- Sycamore Slough Groundwater Recharge Pilot Project
- Orland-Artois Water District Land Annexation and Groundwater Recharge
- Tehama-Colusa Canal Trickle Flow to Ephemeral Streams (RD 108)

Other Activities Since GSP Development

- Well Monitoring Pilot Program
 - Planning program expansion to add 16 new sites in spring 2022
 - Plan for program operation through December 2024
- Hydrogeologic Investigation
 - Planning efforts to fill data gaps
 - Sample topics:
 - Shallow groundwater monitoring (GDEs, interconnected surface water)
 - Subsidence benchmarks (subsidence monitoring)
- Expansion of subsidence monitoring network (10 additional benchmarks)

Closing Remarks

- Complete draft Annual Report is available for review now
- Comments and questions can be directed to:
Katie Klug
Katherine@davidsengineering.com

Questions and Answers

- b. The Proposition 1 and Proposition 68 GSP Development Grants are managed by the CGA. Staff worked with the CGA Chair to submit the invoice and progress report to DWR covering October through December 2021. A grant agreement amendment was submitted to DWR in December 2021 to update contact information, allocate funding to better align with expected costs, include the preparation and submittal of the Annual Report as a reimbursable task, and adjust the language slightly in the Data Management System task. The amendment was approved 3/16/2022.

Proposition 1 Grant Funds: \$1,000,000.00
Expended: \$948,051.40 (through December 2021- Invoice 13)
Remaining: \$51,948.60

Proposition 68 Grant Funds: \$999,600.00
Expended: \$641,022.60 (through December 2021- Invoice 13)
Remaining: \$358,577.40

The GGA holds the agreements with Davids Engineering for two active projects. Work from these projects is invoiced to CGA to include in the grant reimbursement requests (grant invoices). CGA reimburses the GGA after payment from DWR is received.

Colusa Subbasin GSP Development Project
Contract Amount: \$1,337,000
Expended: \$1,232,655.33 (through January 2022)
Remaining: \$104,344.67

Colusa Subbasin Annual Report 2022
Contract Amount: \$50,000.00
Expended: \$5,369.00 (through February 2022)
Remaining: \$44,631.00

The Consultant Team has focused activities on the preparation of the Annual Report, continued coordination and planning for the Well Monitoring Pilot Program, and preparation for the CGA/GGA Joint Board Meeting (presentation on Colusa Subbasin funding mechanisms options) and the CGA/GGA Joint TAC Meeting (presentations on Sustainable Management Criteria and Annual Report draft results).

Staff continues to coordinate with the Consultant Team and CGA representative on remaining tasks, for instance the Data Management System, Well Monitoring Pilot Program, the hydrogeologic investigations task, subsidence benchmarks, and Annual Report.

- c. Discussion will continue on the shift from GSP planning to GSP implementation. The GGA will consider concepts, goals, and priorities for initial GSP implementation and may provide direction to staff.

Attachments

Davids Engineering January 2022 updates
Davids Engineering February 2022 updates



*Specialists in Agricultural Water Management
Serving Stewards of Western Water since 1993*

Memorandum

To: Colusa Groundwater Authority, Glenn Groundwater Authority
From: Davids Engineering
Date: February 10, 2022
Subject: GSP Development Status Update—January 2022

This memorandum provides a summary of activities related to the Groundwater Sustainability Plan (GSP) Development Project for the Colusa Subbasin during the month of January 2022. In addition to activities occurring in January, related past and upcoming activities are discussed.

GSP Document Preparation and Adoption

In December 2021, the Colusa Groundwater Authority (CGA) and Glenn Groundwater Authority (GGA) each held public hearings to consider adoption of the final Colusa Subbasin GSP. Following public input and Board discussions in each hearing, the final GSP was approved by both the CGA Board of Directors and the GGA Board of Directors.

As noted in the December 2021 update, the Director representing the City of Orland voted not to approve the GSP after expressing concerns that the GSP would not sufficiently protect groundwater levels in the City of Orland area and the desire to include interim triggers prior to reaching minimum thresholds. Since then, GSA staff and the Consultant Team have discussed the concerns raised by the City of Orland and have begun making plans to communicate with the City of Orland to resolve those concerns.

In January 2022, the Consultant Team and groundwater sustainability agency (GSA) staff uploaded the final GSP document and all required supporting materials to the Department of Water Resources (DWR) Sustainable Groundwater Management Act (SGMA) online portal. The adopted GSP and all required supporting materials were submitted to DWR on January 28, 2022, before the January 31, 2022, deadline.

Public Outreach

In January, the Consultant Team and GSA staff developed a press release to announce the successful adoption and submittal of the Colusa Subbasin GSP. The press release is anticipated to be circulated in February 2022.

Interbasin Coordination

In January, the Consultant Team participated in the Northern California Water Association (NCWA) interbasin coordination meeting to discuss coordinated monitoring between subbasins, coordinated approaches to GSP Annual Report development, and interbasin groundwater management efforts after GSP submittal.



*Specialists in Agricultural Water Management
Serving Stewards of Western Water since 1993*

Memorandum

To: Colusa Groundwater Authority, Glenn Groundwater Authority
From: Davids Engineering
Date: March 11, 2022
Subject: **GSP Development Status Update—February 2022**

This memorandum provides a summary of activities related to the Groundwater Sustainability Plan (GSP) Development Project for the Colusa Subbasin during the month of February 2022. In addition to activities occurring in February, related past and upcoming activities are discussed.

GSP Document Preparation and Adoption

The adopted GSP and all required supporting materials were submitted to DWR on January 28, 2022, before the January 31, 2022, deadline.

Public Outreach

In February, the Consultant Team and GSA staff prepared and distributed promotional materials advertising the second round solicitation for the Well Monitoring Pilot Program (described below). The Consultant Team and GSA staff also revised a press release to announce the successful adoption and submittal of the Colusa Subbasin GSP, which is anticipated to be released in March 2022.

Funding and Financing Planning

In February, the Consultant Team worked to develop a presentation for the CGA and GGA Boards to prompt discussion of funding and financing planning for GSP implementation. The presentation is intended to provide an overview of GSP costs, the finance plan development process, and various options and examples that the GSAs may consider for assigning costs. The presentation to the GSA Boards is planned for a Joint Board meeting on March 10, 2022.

Well Monitoring Pilot Program

In February, the Consultant Team and GSA staff resumed plans for expansion of the Well Monitoring Pilot Program (WMPP). New applicants and new sites were solicited by email and social media beginning February 24. The deadline to submit applications is March 10, 2022. The WMPP expansion is expected to be funded through an amendment to the grant that has supported other GSP development work. A response to the grant amendment request is anticipated in March 2022, after which selected sites would be enrolled in the program and monitoring equipment would be procured and installed prior to the conclusion of the grant period.

Data Management System

In February, the Consultant Team and GSA staff resumed discussions of the draft task outline for the recommended DMS work and discussed synergies with the Annual Report work. The Consultant Team continued updating the existing DMS to support the Annual Report work.

Annual Report

Work on the Annual Report continued in February 2022. The Consultant Team continued collecting and processing data to describe water supply, water use, and groundwater conditions in the Colusa Subbasin since the end of the GSP historical water budget period (2015) through the previous water year (2021). The Consultant Team also continued soliciting information from proponents about projects and management actions that have progressed since GSP development.

In December 2021, GSA staff submitted a grant amendment request that, among other changes, would allocate funding for the Annual Report. A response to the grant amendment request is anticipated in March 2022.

The slides of the Joint CGA/GGA Board and TAC meetings can be found on the Colusa Groundwater Authority website as linked below:

March 10, 2022 Joint CGA/GGA Board Meeting Presentations: <https://colusagroundwater.org/wp-content/uploads/2022/03/Funding-and-Financing-Planning-for-GSP-Implementation-ERA-Presentation.pdf>

DWR Presentation: <https://colusagroundwater.org/wp-content/uploads/2022/03/Update-on-DWR-Land-Subsidence-and-other-Groundwater-Data-Tools-DWR-Presentation.pdf>

March 11, 2022 Joint CGA/GGA TAC Presentations: Sustainable Management Criteria

<https://colusagroundwater.org/wp-content/uploads/2022/03/Colusa-Subbasin-GWL-SMC-Discussion-TAC-Presentation-20220311.pdf>

Annual Report <https://colusagroundwater.org/wp-content/uploads/2022/03/Colusa-Subbasin-2022-Annual-Report-TAC-Presentation-20220311.pdf>

6. *Consider approval of Provost and Prichard Addendum #3 to Consultant Services Agreement (CSA) No. 18-197: Consulting Services for Tax Year 2022-2023 Direct Charge Preparation, Colusa Groundwater Authority, Colusa and Yolo Counties, California

- a. Staff recommends authorizing the Chair to execute an agreement with Provost & Pritchard Consulting Group pending legal review in an amount not to exceed \$3,500.

- In order for the CGA property-related fee to be placed on the Colusa and Yolo County Tax Roll for fiscal year 2022/2023, the direct charge file must be submitted to the Colusa County and Yolo County Assessor's office by August 10, 2022. In addition to the standard information for each entry, the file includes the parcel number and fee associated with the parcel. This list may change slightly from year to year for a variety of reasons, such as parcel splits.
- Because Provost & Pritchard Consulting Group has the data files and mapping components that were used to compile the 2019 fee study and the 2019, 2020, and 2021 direct charge files, staff requested Provost & Pritchard to prepare a proposal to update the files for fiscal year 2022/2023. Staff believes contracting with Provost & Pritchard to complete this task will create the most consistent process and will be the most cost-efficient.
- Provost & Pritchard Consulting Group has prepared the proposal in the form of an addendum to the original agreement to prepare the fee study in 2019. Addendums were executed for the preparation of the direct charge files in 2020 and 2021.

Attachment

- Provost & Pritchard Proposal: Addendum #3 to Consultant Services Agreement (CSA) No. 18-197 - Consulting Services for Tax Year 2022-2023 Direct Charge Preparation, Colusa Groundwater Authority, Colusa County, California

February 24, 2022

Ms. Denise Carter
Colusa Groundwater Authority
1213 Market Street
Colusa, CA 95932

Subject: Addendum #3 to Consultant Services Agreement (CSA) No. 18-197 - Consulting Services for Tax Year 2022-2023 Direct Charge Preparation, Colusa Groundwater Authority, Colusa and Yolo Counties, California

Dear Ms. Carter:

Thank you for the opportunity to submit this addendum to provide consulting services for the subject project. This addendum discusses our understanding of the project, recommends a scope of services together with associated fees, deliverables and approximate schedules, sets forth our assumptions and discusses other services that may be of interest as the project proceeds.

Project Understanding

We understand that the Colusa Groundwater Authority (CGA) would like assistance in preparing the Direct Charge documents for the 2022-2023 Tax Year for Colusa County and Yolo County.

Scope of Services

Our proposed scope of work for this addendum is described in one phase below.

Phase T23: Tax Year 2022-23

- Complete parcel updates based on information provided by Colusa County Auditor-Controller and Yolo County Department of Financial Services
- Update calculations for parcels within CGA, based on guidance from CGA for current year charges
- Prepare Data File(s) and submit to Counties for testing (30 days prior to Aug 10), (not required but can be included if requested by CGA)
- Assist in completing Direct Charge forms as required by the Counties
- Submit final Direct Charge data file to Counties (Due Aug 10)

Professional Fees

Provost & Pritchard Consulting Group will perform the services for this Phase on a time and materials basis, in accordance with our Standard Fee Schedule in effect at the time services are rendered. For budgeting purposes, we estimate our fees to be \$2,500 to \$3,500 for the 2022-23 tax year effort, depending on the number of parcel updates required. These fees will be invoiced monthly as they are accrued. Reimbursable expenses will be invoiced in addition to professional fees and are included in the estimated ranges above. If it appears we will need to

exceed the upper range above, we will notify you in writing before we do so and will provide a revised estimate. We will not continue work beyond the initial budget without additional authorization.

Schedule

Once we receive an executed copy of this addendum, and are authorized to proceed, we can prepare the draft data file for initial submittal to Colusa and Yolo County by July 11 (if requested by CGA). The final data file and required documentation will be submitted by August 10, as legally required. Agency review time is beyond our control.

Assumptions

- This proposal does not include updates to the ownership information associated with the parcels within the Colusa Groundwater Authority. Updates to parcel information is limited to merges/splits/assignment of new APNs.
- CGA shall forward the Direct Charge packet instructions from Colusa and Yolo Counties to Provost & Pritchard, once made available.
- CGA will help coordinate the completion and submittal of Direct Charge forms required by Colusa and Yolo Counties, including Counsel review.
- CGA is responsible for scheduling Board meetings to coincide with the submittal and/or approval of the Direct Charge documents by August 10. The fee estimate does not include meeting attendance by Provost & Pritchard, but staff can be available to do so for the same time and materials rate at the CGA's request.

Additional Services

The following services are not included in this proposal, however these and others can be provided at additional cost, upon request.


- Updates of ownership information for the CGA jurisdiction, as provided by Colusa and Yolo County Assessor's offices.


Terms and Conditions

Consulting, Job No. 2846-21-002, New Phase T23

This is an addendum to the previously authorized Provost & Pritchard Consulting Group CSA No. 18-197, with new project number referenced above and is subject to the same terms and conditions as described in the CSA. The signature below hereby authorizes Phase T23 and the performance of the above-described tasks for a time and materials budget of \$2,500 to \$3,500. If this addendum is acceptable, please sign and return a copy to our office. This document will serve as our Notice to Proceed. This proposal is valid for 60 days from the date above.

Regards,
Provost & Pritchard Consulting Group


Mallory C. Serrao
Project Manager


Linda G. Sloan, PG 8299/CHG 930
Director of Operations, Chico/Sacramento

Terms and Conditions Accepted

By Colusa Groundwater Authority

Signature

Signature

Printed Name

Printed Name

Title

Date

Title

Date

7. *Consider approval pending legal review of RFP for Program Manager Services for the CGA.

Ad Hoc Committee Report (Denise Carter, Shelly Murphy)

Denise Carter, and Shelly Murphy met Feb. 22, 2022 to review job requirements and one proposal for staffing received. It has come to our attention that there are other interested parties for this position, so the Ad Hoc Committee believes it is in the best interest of the CGA and transparency to develop an RFP for the Program Manager services.

REQUEST FOR PROPOSALS FOR Program Management Services

RFP Issued: March 22, 2022

RFP Submission Deadline: **April 6, 2022**

Issued by:

Colusa Groundwater Authority

1213 Market Street

Colusa, CA 95932

TABLE OF CONTENTS

SECTION 1 – INTRODUCTION	Page 1
SECTION 2 - BACKGROUND INFORMATION	Page 1
SECTION 3 - MINIMUM QUALIFICATIONS	Page 1
SECTION 4 - PROPOSAL REQUIREMENTS.....	Page 1-2
SECTION 5 - TERMS AND CONDITIONS	Page 3-4
SECTION 6 - REQUESTS FOR CLARIFICATION	Page 4
SECTION 7 – SUBMISSION OF PROPOSALS.....	Page 4-5
SECTION 8 - SELECTION PROCESS AND EVALUATION CRITERIA.....	Page 5-6
SECTION 9 - PUBLIC RECORDS ACT	Page 6
SECTION 10 - PROPOSAL ACCURACY	Page 6
SECTION 11 – DISCLAIMER.....	Page 67
SECTION 12 - CONFLICTS OF INTEREST	Page 7
SECTION 13 - DISCRIMINATION	Page 7
EXHIBIT A: SCOPE OF SERVICES REQUESTED	Page 8-9
EXHIBIT B: ACKNOWLEDGEMENT FORM.....	Page 10
EXHIBIT C: CONFLICT OF INTEREST FORM.....	Page 11-12

SECTION 1 - INTRODUCTION

The Colusa Groundwater Authority (CGA) invites interested firms and individuals with experience in project management, stakeholder engagement and Public Agency administrative requirements to submit a Proposal for Project Management of the Colusa Groundwater Authority. A firm/individual selected as Project Manager will serve at the pleasure of the Board of Directors of the CGA.

SECTION 2 - BACKGROUND INFORMATION

On September 14, 2014, the Governor of California signed into law three bills collectively referred to as the Sustainable Groundwater Management Act (SGMA). In accordance with SGMA, the Colusa Groundwater Authority, a Joint Powers Authority, was formed to act as the Groundwater Sustainability Agency (GSA) for the Colusa County portions of the subbasins subject to SGMA, and to sustainably manage groundwater resources in coordination with other local GSAs in the most efficient manner possible.

The CGA is a Joint Powers Authority comprised of the following Members: County of Colusa, City of Colusa, City of Williams, Glenn Colusa Irrigation District, Colusa County Water District, Princeton-Codora-Glenn Irrigation District, Provident Irrigation District, Maxwell Irrigation District, Westside Water District, Reclamation District 108, Reclamation District 479, and Colusa Drain Mutual Water Company. The JPA Board also consists of two private pumper representatives from the Colusa County Groundwater Commission appointed by the Colusa County Board of Supervisors, and serving as Directors on the Board of the Authority.

SECTION 3 - MINIMUM QUALIFICATIONS

1. The firm/individual with primary responsibility for the services provided to the CGA must have at least 4 years' experience providing Project Manager duties for joint powers authorities, special districts (includes irrigation districts, water districts, reclamation districts, county water districts), municipalities or other local public agencies. While direct water and natural resources related experiences are desired, the most important factors are the capacity to learn, a positive can-do attitude, and professional integrity.

SECTION 4 - PROPOSAL REQUIREMENTS

Please see attached Exhibit “A” Scope of Requested Services for listing of many activities Program Management will be expected to perform.

All Proposals must include and will be evaluated based on the following criteria:

1. A detailed scope of services that reflects the firm’s understanding of the CGA’s requirements. Your proposal may also include other recommended services and, if so, should include an explanation of how these services would benefit the CGA.
2. Personnel Qualifications: The Proposal shall identify the Program Manager who will be primarily responsible for providing Management to the CGA, and any other staff to be assigned to CGA. Please include the qualifications for Program Manager and other staff who will perform the services outlined herein.
3. List of Clients: A list of major public agency clients represented by the firm during the last four (4) years, with contact information (i.e., name of the clients, addresses, phone numbers, and contact person). The CGA reserves the right to contact any of the references.
4. Questions: Please respond in the Proposal to the following questions:
 - a) If the firm or you were selected to represent the CGA, do you anticipate that it would have to obtain conflict waivers from any current existing client or employer?
 - b) Are you aware of any other ethical conflicts or other related issues which would preclude the firm or you from providing services to the CGA?
 - c) How does the firm or you propose to staff the Program Manager duties?
 - d) Where will the majority of the firms or your work be conducted?
 - e) Will the firm and/or staff be available for in person meetings as requested by the CGA?

Fee Schedule: Please answer the following:

- a) Please state the hourly rate(s), together with costs reimbursement(s), you propose for rendering program management services to the CGA, including rates for Program Manager, and all other staff firm plans to utilize, and travel time to CGA meetings in Colusa County. Also provide an estimate of total annual cost to CGA.

SECTION 5 - TERMS AND CONDITIONS

1. Acknowledgement of CGA Contract Provisions.

Interested firms should review and acknowledge in the Proposal that the following provisions will be included in the proposed contract:

The firm/individual shall procure and maintain the insurance required, for the duration of the contract, to insure against claims for injuries to persons or damages to property arising from or in connection with the performance of program management services performed.

2. Insurance Requirements:

a. **Commercial General Liability:** Coverage should include \$1,000,000 per occurrence, \$2,000,000 aggregate, as applicable. Prior to the start of work, the selected firm shall provide to the CGA evidence of insurance from an insurer(s) certifying the coverage. The CGA and its Directors, officers, employees, agents and volunteers are added as insureds. Additional insured endorsements shall be provided on Commercial General Liability form ISO 20 10 11 85 (or form ISO 20 10 10 01 accompanied by form ISO 20 3710 01).

b. **Business Automobile Liability:** Business Automobile Liability insurance insuring all owned, non-owned and hired automobiles - coverage code 1 "any auto" (Insurance Service Office policy form CA 0001 or insurer's equivalent) in the amount of \$1,000,000 combined single limit per accident for bodily injury and property damage.

c. **Workers' Compensation and Employer's Liability Insurance:** Shall be furnished in accordance with statutory requirements of the State of California and shall include Employer's Liability coverage of \$1,000,000 per accident for bodily injury or disease.

d. **Professional Liability Insurance:** For the full term of the contract, the firm shall procure and maintain errors and omissions liability insurance appropriate to the legal profession. Such coverage shall have minimum limits of no less than one million dollars (\$1,000,000.00) per claim.

e. Commercial General Liability and Workers' Compensation and Employer's Liability Insurance: Policies shall contain a waiver of transfer of rights of recovery ("waiver of subrogation") against the CGA, its Directors, officers, employees, agents and volunteers for any claims arising out of the work of the firm.

f. Additional Insured Requirements: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CGA, its Directors, officers, employees, agents and volunteers as additional insureds.

SECTION 6 - REQUESTS FOR CLARIFICATION

A firm/individual requesting clarification pertaining to this RFP shall submit all requests through written correspondence via email or U.S. Postal Service **by 5:00 p.m. on March 30, 2022 to:**

Colusa Groundwater Authority

Attention: Denise Carter

CGA Chair

1213 Market Street, Colusa, CA 95932

Email: waterresources@countyofcolusa.com

[\(530\) 458-0480](tel:(530)458-0480)

All questions and responses related to the RFP will be distributed via email to all firms that have requested a copy of the RFP.

Proposers are advised that they are limited to communicating with Ms. Carter exclusively during the conduct of this RFP process, and are prohibited from communicating with any representatives of the CGA member agencies regarding the RFP. This communication restriction applies from the time the Public Notice is published for this RFP until the CGA Board of Directors approves the final agreement for services with the firm, decides to reject all proposals, or cancels this RFP process.

Violation of this provision by any Proposer and/or their agent may lead to disqualification of the Proposer's Proposal from consideration.

SECTION 7 – SUBMISSION OF PROPOSALS

To be considered, an original of the Proposal must be received by the CGA, no later than **5:00 p.m. on April 6, 2022**. Email submissions will be accepted.

The following information shall be included within the Proposal:

- 1) Title Page and Table of Contents.
- 2) Detailed Proposal.
- 3) Signed Acknowledgement Form - refer to Exhibit "B" attached hereto.
- 4) Signed Conflict of Interest Form - refer to Exhibit "C" attached hereto.

Please submit your Proposal to:

Colusa Groundwater Authority

Attention: Denise Carter

CGA Chair

Email: waterresources@countyofcolusa.com

[\(530\) 458-0480](tel:(530)458-0480)

1213 Market Street, Colusa, CA 95932

Email submissions will be accepted. Once your submittal is received you will receive an email confirmation within forty-eight (48) hours of the submittal. Should you not receive a submission confirmation or wish to confirm receipt, it is your responsibility to follow-up on the status of your submission by calling the County's Community Development Department at (530) 458-0480.

No late proposals will be accepted for any reason. No exceptions will be allowed.

SECTION 8 – SELECTION PROCESS AND EVALUATION CRITERIA

Proposals will be examined for compliance with all of the requirements in this RFP. The CGA, in its discretion, may waive any omission which it deems to be non-essential or inconsequential.

CGA Directors and staff will evaluate each proposal submitted for completeness, including all of the information requested in this RFP. Proposing firms should note that its fee proposal and pricing, while important, will not be the only deciding factor in final selection, but rather the ability of the firm to provide and perform the required duties on behalf of the CGA as outlined herein.

Oral presentations and written questions for further clarifications may be required of some or all firms. Final selection will be based on evaluation of the Proposal and interview. The Proposals will be initially screened by the CGA's Program Manager Ad Hoc Committee and an

invitation to interview with the Committee and/or the CGA Board will be extended to selected firm. The Program Manager Ad Hoc Committee will recommend one or more firm to the Board of Directors for possible further review and interview(s).

The CGA reserves the right to modify the process.

Firms/individuals shall bear the cost of any interviews or meetings with the Program Manager Ad Hoc Committee and Board of Directors.

It is anticipated that the CGA Board of Directors will select a qualified firm at its April or May, 2022 Board of Directors meeting.

SECTION 9 - PUBLIC RECORDS ACT

All Proposals submitted in response to this RFP will become the property of the CGA upon submission and a matter of public record pursuant to applicable law. The CGA reserves the right to make copies of all Proposals available for inspection and copying by interested members of the public as records of the CGA and the CGA shall be under no obligation to the firm to withhold such records.

The CGA is subject to the Public Records Act under California Government Code section 6250 et. seq. As such, all required submitted information is subject to disclosure to the general public. Firms are further advised that all the terms and conditions, including fees and fee structures, forming part of any agreement entered into shall, upon such agreement being executed, become a public record of the CGA and subject to full disclosure, and each firm submitting a Proposal waives any right to object to any such disclosure.

SECTION 10 - PROPOSAL ACCURACY

A Proposal which is incomplete, irregular, or conditional may be rejected. By submitting a Proposal, the submitting firm agrees that any significant inaccuracy in information given by the firm to the CGA will constitute good and sufficient cause for rejection of the Proposal.

SECTION 11 - DISCLAIMER

The CGA reserves the right:

- 1) To enter into agreements for program manager services at any time with persons or firms who do not respond to this RFP;
- 2) To waive any irregularities, and to accept or reject any or all Proposals regardless of qualifications either in whole or part with or without cause;

- 3) To withdraw this solicitation at any time without prior notice;
- 4) To award its total requirements to one respondent or to apportion those requirements among two or more respondents as the CGA may deem to be in its best interests;
- 5) To negotiate a final contract with any respondents as necessary to serve the best interest of the CGA; and
- 6) To amend this RFP.

The CGA does not make any representations that any contract will be awarded to any firm responding to this RFP.

SECTION 12 - CONFLICTS OF INTEREST

The CGA is subject to the Political Reform Act and to conflicts of interest provisions under California Government Code section 1090, et seq. To protect the CGA, all potential contracting parties with the CGA shall be required to complete a Conflict of Interest Questionnaire prior to the award, if any, of a contract. Refer to Exhibit "C" attached hereto.

SECTION 13 - DISCRIMINATION

The firm and all subcontractors must not discriminate, nor permit discrimination, against any person on the grounds of race, national origin, sex, handicap, sexual orientation, veteran status, or any other protected class in their employment practices, in any of their contractual arrangements, in all services and accommodations they offer the public or in their business operations.

EXHIBIT “A” SCOPE OF PROGRAM MANAGEMENT DUTIES

- Management:
 - Serve as Program Manager of the CGA, lead or support Board and committee meetings & public outreach. Work with stakeholders, Board members and consultants as required.
 - Develop Board/Technical Advisory/other committee meetings agendas, minutes, staff reports. Ensure proper noticing and documentation of board actions and minutes, in compliance with the Brown Act. It is anticipated that there will be approximately 20 meetings per year.
 - Ensure all CGA records are maintained and transmit all records monthly to Colusa County Community Development Department, Water Resources, as the Public agency designated to be the keeper of records. Respond to Public Records Act requests as needed.
 - Develop and coordinate implementation of the Groundwater Sustainability Plan in order to achieve the goals of SGMA.
 - Communicate with Legal Counsel as necessary

- Outreach/Inter-and Intra-Basin Coordination:
 - Serve as the principal spokesperson for the CGA at public and professional functions; oversee public information and coordinate media relations.
 - Represent CGA at various regional meetings as required. Examples: Glenn Groundwater Authority, Butte Basin Advisory and Managers Meetings, Colusa and Glenn Board of Supervisors DWR sponsored meetings. It is estimated to be 10 meetings per year.
 - Coordinate CGA activities with Glenn Groundwater Authority, our partner GSA that covers the Colusa Subbasin and shares one Groundwater Sustainability Plan. This coordination is ongoing. Develop outreach materials and execute presentations as required.
 - Coordinate CGA activities, outreach materials, and presentations with the GSAs in the Butte Subbasin. This coordination is ongoing.

- Fiscal Management:
 - Work with existing Bookkeeping firm to prepare financial reports
 - Develop, maintain and track annual budget
 - Develop RFP for annual audit, manage and assist as required

- Grant Administration:
 - Complete Grant applications, management and reporting administration.
 - Manage the acquisition and coordinate the activity of firms (including developing RFPs for technical firms, auditor, accounting services, etc.)

- Consultant Management:
 - Develop and review RFP/RFQs, screen applicants, and prepare and manage agreements
 - Oversee and/or coordinate with consultant firms
 - Track consultant progress

- Other Activities:
 - Maintain and update CGA Website and social media
 - Ensure all required reporting data is submitted in a timely manner
 - Ability to use ArcGIS, WordPress, Excel, Word, Virtual Meeting Platforms

Estimated time requirement is 25-30 hours per week on average at this time.

EXHIBIT "B" ACKNOWLEDGMENT FORM

Request for Proposals for Program Manager Services
For the Colusa Groundwater Authority

PART A

The proposing firm/individual warrants the following:

1. That it will not delegate or subcontract its responsibilities under contract without the express, prior written permission from the CGA Board of Directors.
2. That all information provided in connection with this Proposal is true and correct.
3. That it will acknowledge and agree with all terms and conditions stated in this Request for Proposal.

Firm Name (Respondent to RFP): _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____

Title: _____

Telephone No: _____

Email: _____

Signature: _____

PART B

The above listed firm/individual is responding to a Request for Proposals for a qualified and experienced firm to provide program management services.

THIS COMPLETED FORM MUST BE INCLUDED WITHIN THE PROPOSAL SUBMITTED TO THE CGA BOARD OF DIRECTORS BY THE RESPONDING FIRM.

SUBMIT PRIOR TO 5:00 P.M. April 6, 2022

Colusa Groundwater Authority

Attention: Denise Carter

CGA Chair

Email: waterresources@countyofcolusa.com, (530) 458-0480

1213 Market Street, Colusa, CA 95932

EXHIBIT “C” CONFLICT OF INTEREST FORM

Request for Proposals for Program Management Services
For the Colusa Groundwater Authority

The CGA and California state law prohibit its Directors and staff from making a decision in which they may have certain financial or personal relationships with a contracting party. The questions that follow are intended to alert CGA to potential code of conduct conflicts. If conflicts of only a remote interest exist, a contract may nonetheless be awarded as disclosure allows CGA to choose processes for negotiation, award, and administration of contracts to avoid such conflicts. However, CGA reserves the right to review and make a final determination regarding whether any actual or potential conflicts would violate CGA’ policies or California law and thus preclude a contracting party’s participation in this award. All contracting parties and proposed sub-firms must respond to each of the following questions. For responses answered “yes,” CGA may require additional information to evaluate potential conflicts prior to award. Failure to fully disclose conflicts will result in rejection of the proposal or immediate termination of any contract awarded therefrom.

1. To the best of your knowledge, do any current CGA Directors or employees have any of the following financial relationships with your Firm or with proposed sub-firms?

Owner [Yes] [No]

Member [Yes] [No]

Partner [Yes] [No]

Officer [Yes] [No]

Employee [Yes] [No]

Contractor; Firm [Yes] [No]

Broker [Yes] [No]

Major Stockholder [Yes] [No]

(Major stockholder means ownership of 3% or more of firm stock.)

If “Yes” to any of the above, did this Board member or employee participate in formulating your submittal?

[Yes] [No]

2. Are you or, to the best of your knowledge, are any officers or key employees of your firm or proposed sub-firms an immediate family member of any current CGA Director or employee?

[Yes] [No]

3. To the best of your knowledge, is a CGA Director or employee seeking or being considered for employment by your firm or by proposed sub-firms?

[Yes] [No]

4. To the best of your knowledge, have you or any officers or key employees of your firm or any proposed sub-firms provided contributions directly or indirectly to a CGA Director while this potential new contract is pending before CGA?

[Yes] [No]

5. To the best of your knowledge, have you or any officers or key employees of your firm or any proposed sub-firms ever served on CGA Board?

[Yes] [No]

6. Have any of your current employees been employed by CGA in the past five (5) years?

[Yes] [No]

7. On a separate sheet, identify and disclose any business relationship(s), direct or indirect, past, present, or pending, with any associated entity in the CGA' service area, or any such entity which has engaged in past or present litigation against CGA.

I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct.

Name (type or print)

Signature

Title

Date

Firm Name

THIS COMPLETED FORM MUST INCLUDED WITHIN THE PROPOSAL SUBMITTED TO CGA BOARD OF DIRECTORS BY THE RESPONDING FIRM

SUBMIT PRIOR TO 5:00 P.M. April 6, 2022:

Colusa Groundwater Authority

Attention: Denise Carter
CGA Chair

Email: waterresources@countyofcolusa.com
[\(530\) 458-0480](tel:(530)458-0480)

1213 Market Street, Colusa, CA 95932

8. Committee Reports

- a. Long Term Funding Ad Hoc – Thad Bettner, Darrin Williams, Jeff Moresco
Presentation by ERA Economics and discussion at the Joint Board meeting held March 10th, presentation is located on the CGA website under presentations. If there are two additional board members who are interested in working on this Ad Hoc that can be accommodated.
- b. Program Manager Ad Hoc –Shelly Murphy, Denise Carter
The Ad Hoc Committee met to develop scope of services required for CGA and prepare RFP. Looking for a couple of other board members to review proposals and possibly interview.
- c. Budget Ad Hoc – Dan Ruiz, Shelly Murphy, Jeff Moresco, Denise Carter.
The Ad Hoc Committee met on Feb. 22, 2022 to review expenditures and budget. Will work with Crippen & Associates to reorganize Quickbooks reporting to make it easier to understand our net position.
- d. Consider adding Ad Hoc on community outreach –

9. Presentation: Pilot Project, Trickle charge to Ephemeral Streams – William Vanderwaal Attachment

Buckeye Creek Recharge Project

February 2022 Update

Executive Summary

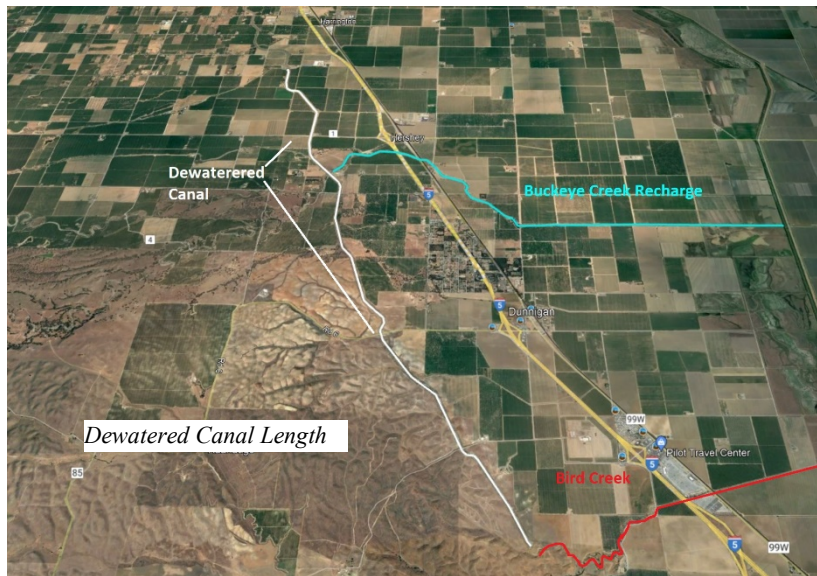
In early February 2022 an opportunity was provided to conduct a test of the Buckeye Creek Trickle Recharge Project. The Tehama-Colusa Canal developed a small leak in the siphon under Buckeye Creek, immediately downstream of the dewatering gate that will be used for the recharge project. In order to conduct the repairs, the Tehama-Colusa Canal had to be dewatered and this was done at two locations, the dewatering gate which empties into Buckeye Creek and out the end of the canal, into Bird Creek, several miles south of Buckeye Creek. Approximately 275 AF of water was discharged into Buckeye Creek, about 200 AF into Bird Creek, over the period of Thursday, February 3rd through Friday, February 11th with about 50% of the water being discharged in the initial 24-36 hours. Estimates of the recharge are that somewhere between 128 and 211 AF was recharged into the aquifer during that timeframe.



Buckeye Dewatering Gate

Details

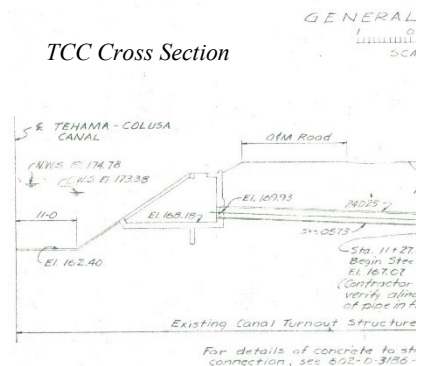
On Wednesday evening, February 2nd, Dunnigan Water District Waterman, Steve Soares, discovered a small leak in Buckeye Creek where the Tehama-Colusa Canal (TCC) siphon passes underneath the creek bed. He alerted Tehama-Colusa Canal Authority (TCCA) staff and they determined by Thursday morning the canal needed to be dewatered to allow access for repairs. Around noon and Thursday, February 3rd, the TCCA began dewatering the canal into Buckeye Creek and out the end of the canal into Bird Creek. The TCCA had agreed to dewater as slowly as possible to facilitate more infiltration. When the dewatering was started, the water



Dewatered Canal Length

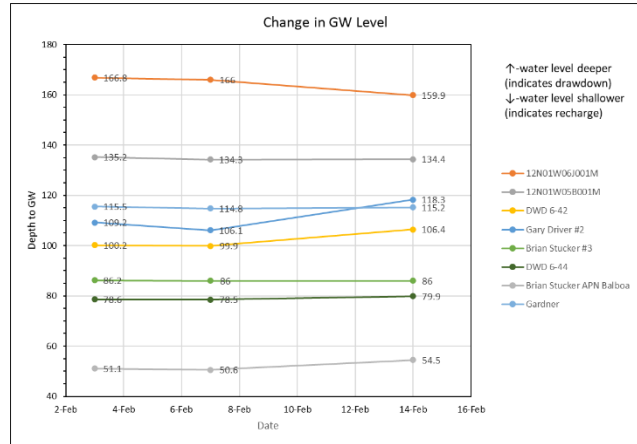
depth in the canal was 13 ft deep, and by Friday the 4th around noon the depth was 6 ft. This indicates that around 50% of the water was drained in the first 24 hrs while the remaining 50% drained over the following week, mostly into Buckeye Creek. The TCCA staff estimated around 275 AF was drained into Buckeye Creek and 200 AF drained into Bird Creek which is at the south end of the TCC. Based on as built drawings (see right) in the Dunnigan Water District (DWD) archives, we calculate the quantity of water to be discharged, in total

TCC Cross Section



to be at least 505 AF. During the first day, the flow in Buckeye Creek was going to the Colusa Basin Drain (CBD) but over the weekend, it ceased to flow into the CBD and by Monday the 7th had ceased to flow beyond County Road 88.

Readings in the surrounding wells were done on Thursday morning, February 3rd, before any recharge would've reached the wells, again on Monday the 7th and then again on Monday, February 14th, after the recharge was stopped. The majority of readings between the 3rd and the 7th show a recharge, with a few wells showing drawdown because of nearby production wells pumping. The change from the 3rd to the 14th however shows a general drawdown which correlates with the irrigation starting and the general bloom happening that week.



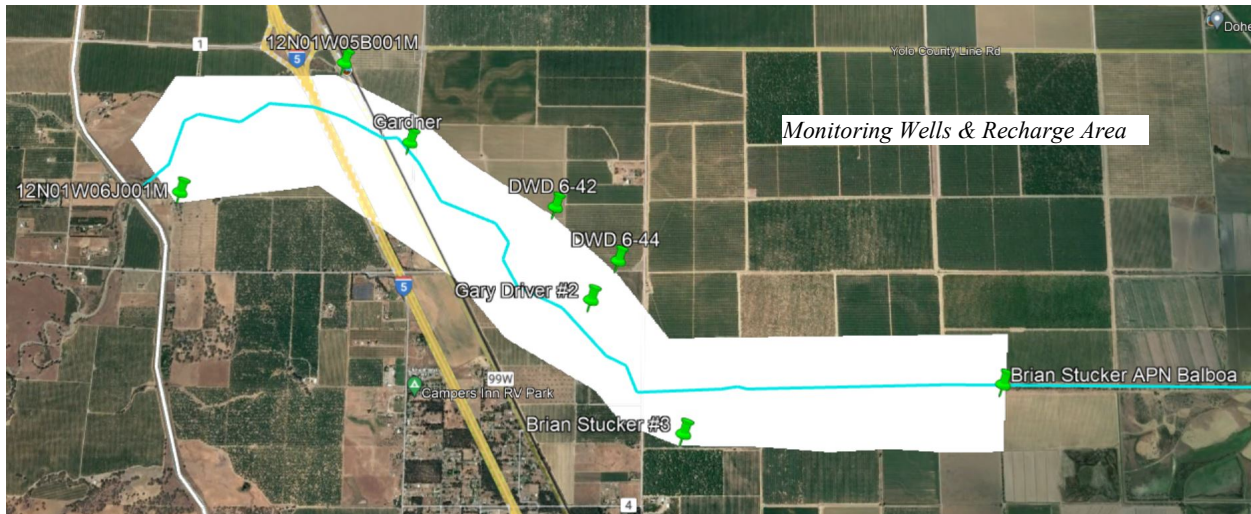
The graph above shows the trend described above of the wells that are in closest proximity to Buckeye Creek and the most likely to be affected by the recharge. The

Well	3-Feb	7-Feb	14-Feb	3 to 7 Δ	3 to 14 Δ
12N01W06J001M	166.8	166	159.9	0.8	6.9
12N01W05B001M	135.2	134.3	134.4	0.9	0.8
DWD 6-42	100.2	99.9	106.4	0.3	-6.2
Gary Driver #2	109.2	106.1	118.3	3.1	-9.1
Brian Stucker #3	86.2	86	86	0.2	0.2
DWD 6-44	78.6	78.5	79.9	0.1	-1.3
Brian Stucker APN Balboa	51.1	50.6	54.5	0.5	-3.4
Gardner	115.5	114.8	115.2	0.7	0.3

Negative change means drawdown | Positive means recharge

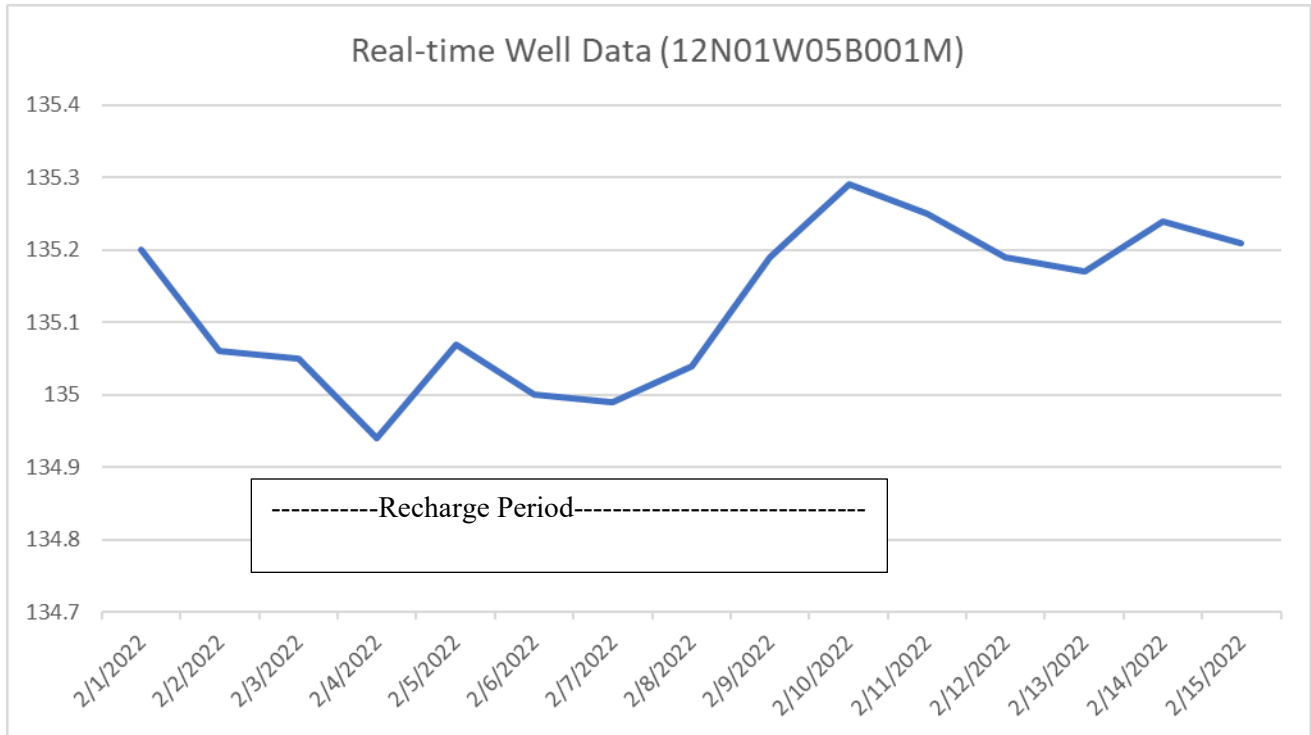
Creek and the most likely to be affected by the recharge. The average difference between the 3rd and 7th in those wells is 0.825 ft rise with one outlier of 3.1 ft rise. If that outlier is disregarded, the average rise is 0.5 ft. Details of each wells is included in the Table and the photo shows the locations of the wells.

The estimation of volume is based on the changes in GW elevation measured in the wells and then spread over an area that covers the recharge area that is covered by the monitoring wells. The recharge area is approximately 1284 acres in size. When the average rise in GW level of 0.825 ft is spread over the recharge



area, we see a gain of almost 212 AF and when an average rise of 0.5 ft (casting out the 3.1 ft outlier) the gain is 128 AF. We therefore conclude that it is reasonable to estimate the total recharge was between 128 AF and 212 AF.

DWR well 12N01W05B001M has real time data that is gathered by the Yolo GSA and is included in the monitoring wells used for this. Real time information from it confirms the local aquifer gain over the recharge period. In the graph below you can see the downward trend prior to the recharge, then the rise from the 3rd to 11th and a return to downward trending after the recharge ended.





Buckeye Creek at dewatering gate outfall



Buckeye Creek upstream of County Road 89



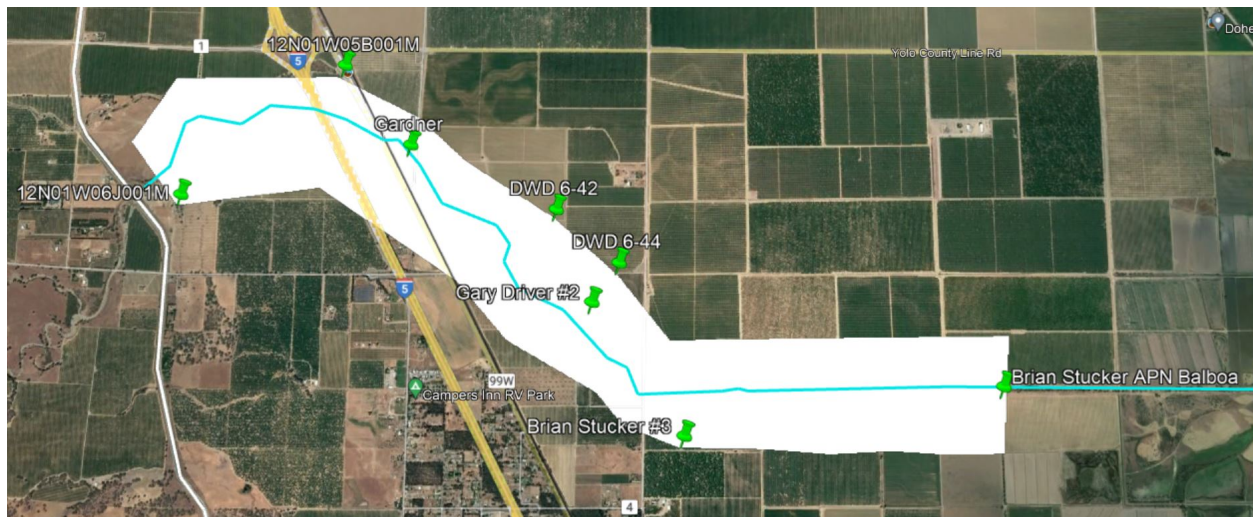
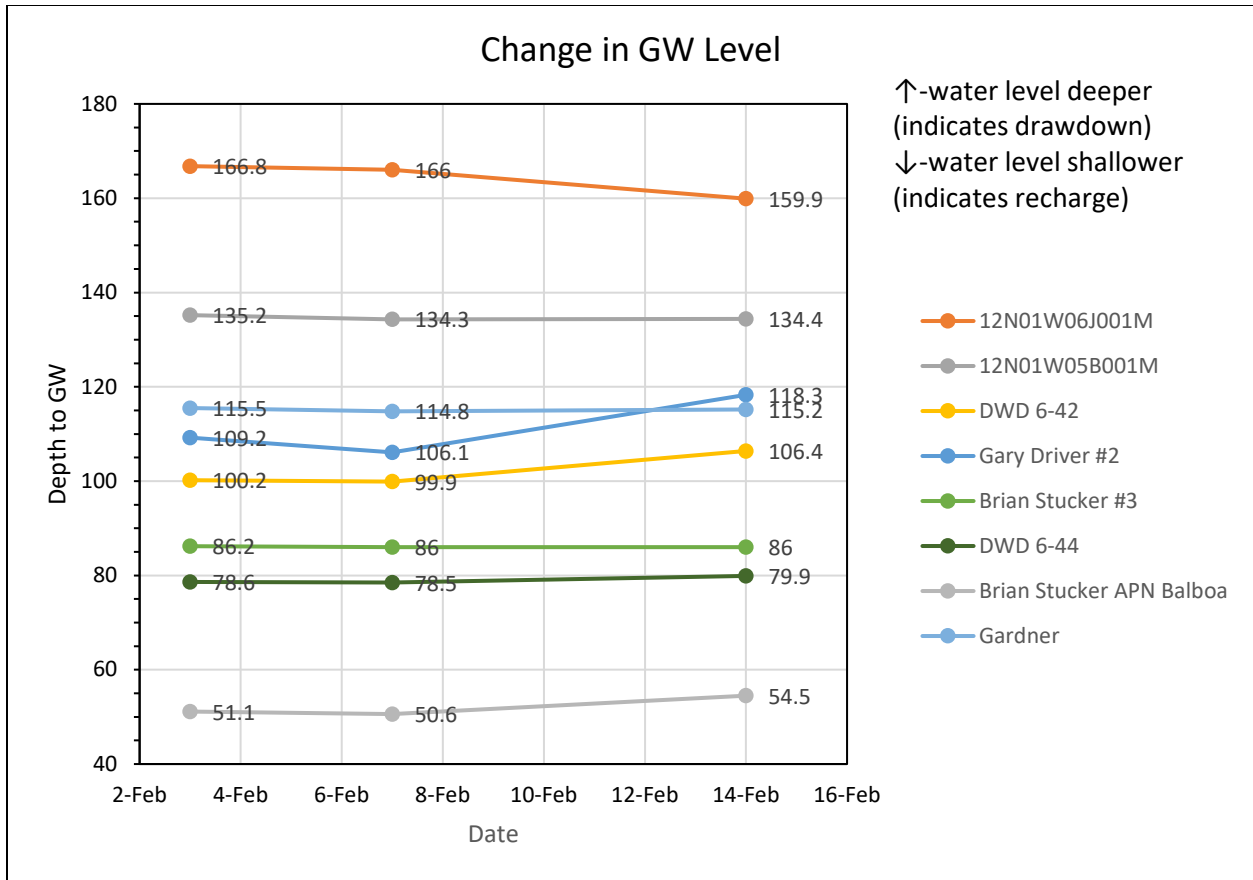
Buckeye Creek downstream County Road 89



Flowing over County Road 88



Flow at the downstream end of recharge area.



Please direct questions to William Vanderwaal at wvanderwaal@rd108.org or 530.812.6276.

Appreciation to the following persons and entities for their assistance with this project: RD-108 Board of Trustees, Yolo GSA/YCFCWCD, Dunnigan WD, Tehama-Colusa Canal Authority, Kristin Sicke, Jack Cronin, Steve Soares, David Schaad, Gary Driver, Brian Stucker, Gardner Armstrong, Jeff Sutton, Don Babb, Jordon Navarrot and Lewis Bair.

10. Presentation from RCD on funding opportunities for Groundwater Sustainability Projects-Liz Harper

11. DWR Update: Brandon Davison

12. Program Manager Report

Administrative Updates:

- Continued coordination with Glenn Groundwater Authority (CGA) representatives, GSP Development Team, facilitation team, and others as needed to organize and direct joint tasks and upcoming activities
- Various meeting preparations, follow up tasks, cancellations, schedule changes, and post-meeting tasks (Board, standing and ad hoc committees, projects)
- Various website updates
- Internal coordination meetings
- Discussion with Counsel on various items
- Coordination with GGA regarding staffing
- Attend various meetings on behalf of the CGA and provide updates as requested

General Updates:

- Future Grant Funding Opportunities
<https://water.ca.gov/work-with-us/grants-and-loans/sustainable-groundwater>
- **California Fair Political Practices Commission (FPPC) Statement of Economic Interests (Form 700s)- 2021/2022 Forms are due April 1, 2022.** Please complete the Form 700 online. If you are having difficulties or wish to submit manually:

Mailing address:

Colusa Groundwater Authority
ATTN: Denise Carter
1213 Market St.
Colusa, CA 95932

Hand delivery:

Planning and Community
Development Services Agency
Denise Carter
1213 Market St.
Colusa, CA 95932

13. Closed Session

Gov't Code 54956.9 – Conference with Legal Counsel – existing litigation
Aqualliance, California Water Impact Network, and California Sportfishing Alliance vs. Colusa Groundwater Authority, Glenn Groundwater Authority
Colusa County Superior Court – Case Number CV24584

14. Report out of Closed Session

15. Member Reports and Comments

Members of the GGA Board are encouraged to share information, reports, comments, and suggest future agenda items. Action cannot be taken on items brought up under this item.

16. Next Meeting: April 26, 2022

17. Adjourn

A complete agenda packet, including back-up information, is available for inspection during normal business hours at 1213 Market Street, Colusa, CA 95932. The full agenda packet can also be found on the CGA website:

<https://colusagroundwater.org>

In compliance with the Americans with Disability Act, if you require special accommodation to participate in CGA Board or Subcommittee meetings, please contact the Colusa County Water Resources Division at 530-458-0891 prior to any meeting and arrangements will be made to accommodate you.