

Colusa May 24, 2022 | 1:00 p.m.

[AGENDA SUPPORT MATERIALS](#)

Colusa Groundwater Authority Agenda Full Packet

May 24, 2022 | 1:00 p.m.

This meeting will be held in-person

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

The public may attend the meeting in person or via conference line, using the Zoom Link below:

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)

AGENDA ITEM 1: CALL TO ORDER AND DETERMINATION OF A QUORUM

AGENDA ITEM 1.a: Roll Call of Officers 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...*

Colusa May 24, 2022 | 1:00 p.m.
AGENDA SUPPORT MATERIALS

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

AGENDA ITEM 2: APPROVAL OF AGENDA AND MINUTES

ACTION ITEMS

- a. AGENDA ITEM 2.a: *Approval of Minutes from the April 26, 2022 CGA/GGA Joint Board Meeting

**Joint Colusa Groundwater Authority and
Glenn Groundwater Authority Board of Directors
Minutes**

**April 26, 2022 | 1:00 p.m.
Colusa Industrial Properties Conference Room
100 Sunrise Blvd.
Colusa, CA 95932**

**Alternate Meeting Location: Glenn County, 225 N. Tehama St., Willows, CA 95988
Alternate meeting location was joined via Zoom**

1. Call to Order, Roll Call, and Introductions

In Attendance:

Colusa Groundwater Authority:

Director Members Present:	Alternate/2 nd Alternate Directors	Agency Representing:
X Denise Carter	Gary Evans	County of Colusa
Jesse Cain	X Denise Conrado	City of Colusa
	Tom Reische	City of Colusa
X Sajit Singh	Alfred Sellers, Jr.	City of Williams
Blake Vann	X Thad Bettner	Glenn Colusa Irrigation District
Knute Myers	X Shelly Murphy	Colusa County Water District
Zach Dennis	X Dan Ruiz	Westside Water District
Jim Campbell	X Lance Boyd	Provident Irrigation District
X Hilary Reinhard	X Bill Vanderwaal	Reclamation District 108
Derrick Strain	Vacant	Reclamation District 479
X Jim Wallace	Lynell Pollock	Colusa Drain Mutual Water Company
Darrin Williams		Private Pumper
Jeff Moresco		Private Pumper
Drew Dirks	Chris Dobson	Maxwell Irrigation District
	Dan Ruiz	Maxwell Irrigation District

Glenn Groundwater Authority:

Director Members Present:	Alternate/2 nd Alternate Directors	Agency Representing:
X Grant Carmon	X Tom Arnold	County of Glenn
X Bruce Roundy	Pete Carr	City of Orland

AGENDA SUPPORT MATERIALS

		Ed Vonasek (2 nd)	City of Orland
	Gary Hansen	X Evan Markey	City of Willows
X	Matt Deadmond	Leslie Nerli	Glide Water District
	John Amaro	X Thad Bettner (1:03)	Glenn-Colusa Irrigation District
X	Charles Schonauer	X Emil Cavagnolo	Orland-Artois Water District
X	Randy Hansen	Wade Danley	Kanawha Water District
X	Mark Lohse	Seth Fiack	Monroeville Water District
X	Gary Enos	X Lance Boyd	Princeton-Codora-Glenn Irrigation District/ Provident Irrigation District

Others in attendance: Valerie Kincaid (GGA Counsel), Alan Doud (CGA Counsel), Arne Gustafson, Brandon Davison (DWR)

2. * Consider Approval of Resolution No. 2022-04 Renewing Use of Remote Teleconference Meetings in Accordance with Government Code Section 57953(e) (CGA Board)

Moved by Shelly Murphy, second by Denise Conrado, motion carried unanimously.

3. Period of Public Comment

None received.

4. Approval of minutes from the March 10, 2022 Joint GGA-CGA Board Meeting

Shelly Murphy moved to approve the minutes from the March 10, 2022 Joint GGA-CGA Board Meeting. Denise Conrado seconded the motion and passed by the following vote:

Ayes: Denise Carter, Shelly Murphy, Denise Conrado, Thad Bettner (CGA & GGA), Bill Vanderwaal, Jim Wallace, Grant Carmon, Bruce Roundy, Matt Deadmond, Charles Schonauer, Randy Hansen, Mark Lohse, Gary Enos, Evan Markey

Nos: none.

Abstain: Sajit Singh

5. 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

No public comments were heard. The CGA and GGA Boards adjourned to closed session at 1:05 p.m.

6. Report out of Closed Session:

The CGA and GGA Board reconvened to open session at approximately 1:25 p.m. No reportable action was taken.

b. AGENDA ITEM 2.b: *Approval of Minutes from the April 26, 2022 CGA Board Meeting

Colusa Groundwater Authority Board of Directors

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

MEETING MINUTES OF APRIL 26, 2022, 1:30PM

The meeting was held in-person at 100 Sunrise Blvd., Colusa, CA 95932 and via a Teleconference call.

2. Call To Order and Determination of Quorum

Denise Carter, Chair, opened the meeting at 1:30 p.m and called for a Roll Call of Officers and Agency Representatives and determined that a quorum is present.

Agency	Board Member	Alternate Board Members
County of Colusa	Denise Carter	
City of Colusa		Denise Conrado
City of Williams	Sajit Singh	
Glenn Colusa Irrigation District (GCID)		Thad Bettner
Colusa County Water District		Shelly Myers
Princeton-Codora-Glenn Irrigation District		
Provident Irrigation District (Provident)		
Maxwell Irrigation District (MID)		Dan Ruiz
Reclamation District 108 (RD 108)	Hilary Reinhard	Bill Vanderwaal
Reclamation District 479 (RD 479)		
Colusa Drain Mutual Water Company (CDMWC)	Jim Wallace	
Private Pumper	Darrin Williams	
Private Pumper	Jeff Moresco	
Westside Water District (WWD)		Dan Ruiz
Provident Irrigation District		

Members of the Public

Greg Plucker, Colusa County Comm. Dev.	Ben King
Tana Loudon, Colusa County Comm. Dev.	Mike Andreotti
Kuljeet Mundi, Colusa County Env. Health	Tyler Schofield
Allen Doud	Christie Schofield
Kelsie Dirks	Richard Selover
Arnie Gustafson	Susan Meeker
Janice Bell, Colusa County OES	

3. Approval of Agenda and Minutes

- a. *Approval of Agenda
- b. *Approval of Minutes from the March 22, 2022 Board Meeting

Chair Carter asked if there were any changes to the agenda or minutes, there was none.

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

Motion: Ms. Conrado moved to approve the minutes, Mr. Ruiz seconded and the motion passed unanimously with Mr. Singh abstaining per roll call vote.

4. Period Of Public Comment

Chair Carter asked if there were any public comments.

Mr. Ben King stated that it was important for the CGA to focus on costs while managing legal consultants and maybe these types of contracts should go out for competitive bid.

No other public comments were provided.

5. Financial Report

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

Chair Carter introduced the Item and provided clarification on the grant income and the legal defense fund.

Chair Carter discussed the submitted claims.

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

5. *Annual Board Review and consideration of the fiscal year 2022-2023 CGA Budget

Chair Carter introduced the Item and provided a brief overview of the draft budget, and informed the Board the 218 assessments would be on the agenda next month.

Discussion was held regarding how the 218 would affect the budget numbers and it was decided to table the approval of the budget until next month.

6. Program Manager RFP Update

Chair Carter introduced the item then stated that the deadline for submittals was the previous day. Two proposals were received and the ad hoc committee will be meeting after this meeting to set up meetings

with the applicants. The ad hoc committee is hoping to be able to have their recommendation available at the meeting next month.

Mr. King reiterated the need to manage costs and limit redundancy.

7. *Review and possible action on entering into a Task Order Agreement with Davids Engineering for Professional Engineering Services

Chair Carter introduced the Item and provided a brief summary of the need for the agreement and Task #1 in the amount of \$10,000.

Motion: Mr. Wallace moved to approve the items subject to legal review, Ms. Murphy seconded, and the motion passed unanimously per roll call vote.

8. Outreach Ad Hoc regarding Governor Newsom Executive Order N-7-22

- a. Receive Ad Hoc update and review Executive Order N-7-22
- b. *Consider approval of Task Order with Davids Engineering to assist Outreach Ad Hoc with technical expertise in analysis of Executive Order N-7-22
- c. *Review and consider approval of Consistency Determination Form for CGA compliance with Executive Order N-7-22

Mr. Greg Plucker provided an overview of the program the County has developed for the areas outside of the basin since the order was issued and added that one well has been issued using that approach. Mr. Ben King stated the groundwater quality is a hot potato and then asked why Colusa County doesn't have a moratorium on well drilling like Glenn County does. Mr. Wallace discussed Yolo County's approach and added that he would like to see the GSA weigh in officially on some level for a Consistency Determination. Chair Carter stated that the hydrographs needed to be updated and that it is important to make sure they are funneling all the information to the County. Mr. Moresco stated that he does like the structure that Yolo County has however he would like to keep it as simple as possible. Mr. Plucker stated that the GSA needs to make a different determination than the County does and this could possibly cause conflict and suggested the addition of an additional acknowledgement to read as follows:

I acknowledge that obtaining GSA approval does not guarantee the County will be able to find the well consistent.

No action was taken on the consideration of a Task Order with David Engineering for technical expertise in analysis of Executive Order N-7-22.

Motion: Mr. Wallace moved to approve the Consistency Determination Form with the additional language proposed, subject to legal review, Ms. Murphy seconded, and the motion passed unanimously per roll call vote.

9. Colusa Subbasin Groundwater Sustainability Plan (GSP) Development

- a. General GSP Updates
- b. *Well Monitoring Pilot Program Round 2 Site Selection

c. GSP Funding Update

Chair Carter introduced the items and provided a brief update on the GSP and the Annual Report. Chair Carter then stated that Double A Walnuts is listed twice on the site selection list because one of those wells is a domestic well. Mr. Wallace stated that posed no issues and he would actually like to see more domestic wells on the list. He then stated that there were a few of his wells on the list that he could switch to their domestic wells instead. All were in agreement.

Motion: Mr. Moresco moved to approve the Item with at least one domestic well and more if possible on the list, Mr. Ruiz seconded, and the motion passed unanimously per roll call vote.

10. Ad Hoc Committee Reports

Chair Carter provided an overview of the committees with specific discussion as noted.

- a. Long Term Funding Ad Hoc – Thad Bettner, Darrin Williams, Jeff Moresco
- c. Program Manager Ad Hoc –Shelly Murphy, Denise Carter
- d. Budget Ad Hoc – Dan Ruiz, Shelly Murphy, Jeff Moresco, Denise Carter.
- e. Outreach Ad Hoc – Jim Wallace, Darrin Williams, Jeff Moresco, Bill Vanderwaal.

Chair Carter updated the group that the Outreach Ad Hoc committee is in the processes of scheduling community meetings in Arbuckle, Colusa, and Maxwell. She added that the City of Williams has requested one be done there as well.

11. Program Manager Report

Chair Carter updated the Board regarding the airborne electromagnetic (AEM) surveys that DWR will be performing in the County.

12. Member Reports and Comments

Mr. Singh stated that the City of Williams received funding for well #11.

13. Next Meeting: May 24, 2022

14. Adjourn

The meeting was adjourned at 3:29 p.m.

AGENDA ITEM 3: PERIOD OF PUBLIC COMMENT

Members of the public may comment on items not on today’s agenda that are relevant to the CGA. Public comments are limited to no more than 5 minutes. No action can be taken on items that are not on the agenda.

AGENDA ITEM 4: FINANCIAL REPORT

ACTION ITEM

AGENDA ITEM 4.a: Review Financial Statements

Review of Financial Statements.

AGENDA ITEM 4.b: Review and Consider Approval of Claims

*The following claims have been submitted for approval.

CGA CLAIMS SUMMARY 05/12/2022

Billor	Service	Inv. # / Dates of Service	Inv. Date	Invoice Total
Young Wooldridge	Legal Services	Apr-22	4/30/2022	\$ 1,595.75
Crippen and Associates	Bookkeeping	7788 March 2022 8198 April 2022	04/14/2022 05/11/2022	\$ 893.10

TOTAL \$ 2,488.85

Ratify the following claim

TOTAL CLAIMS				\$ -

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

Glenn Groundwater	GSP Development	22-GGA-01	04/19/2022	\$ 175,707.70
TOTAL CLAIMS				\$ 175,707.70

ATTACHMENTS:

Invoices

Colusa Groundwater Authority
Balance Sheet
As of May 12, 2022

	May 12, 22
ASSETS	
Current Assets	
Checking/Savings	
10200 · Umpqua Money Mkt 4884	588,631.43
10300 · Umpqua Public Funds Ckg 9527	-95,570.55
10440 · Umpqua Public Funds Svg 7346	32,997.90
	526,058.78
Total Checking/Savings	526,058.78
Accounts Receivable	
11000 · 11000 · Accounts Receivable	2,301.26
	2,301.26
Total Accounts Receivable	2,301.26
Other Current Assets	
11100 · Grant Receivable	333,074.70
11400 · Retention Receivable	124,371.56
	457,446.26
Total Other Current Assets	457,446.26
Total Current Assets	985,806.30
TOTAL ASSETS	985,806.30
LIABILITIES & EQUITY	
Equity	
31200 · Contingency Fund	100,000.00
31250 · Legal Defense Fund	73,000.00
32000 · 32000 · Unrestricted Net Assets	677,195.50
Net Income	135,610.80
	985,806.30
Total Equity	985,806.30
TOTAL LIABILITIES & EQUITY	985,806.30

Colusa Groundwater Authority Monthly - Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40100 · Assessments				
40200 · Prop 218 Ops Fee Agreements	6,812.36	6,812.00	0.36	100.0%
40250 · Prop 218 Ops Fee Parcels	171,679.29	390,432.00	-218,752.71	44.0%
Total 40100 · Assessments	178,491.65	397,244.00	-218,752.35	44.9%
45000 · 45000 · Investments				
Interest-Money Market	16.62	80.00	-63.38	20.8%
Interest - Prop 218	27.74	0.00	27.74	100.0%
45030 · Interest-Savings	7.91	25.00	-17.09	31.6%
Total 45000 · 45000 · Investments	52.27	105.00	-52.73	49.8%
46400 · 46400 · Other Types of Income				
Grant Funding - GSP Development				
Prop 1 GSP Round2 Grant Funding				
Retention - Prop 1	-21,399.70	0.00	-21,399.70	100.0%
Prop 1 GSP Round2 Grant Funding - Other	213,996.98	788,400.00	-574,403.02	27.1%
Total Prop 1 GSP Round2 Grant Funding	192,597.28	788,400.00	-595,802.72	24.4%
Prop68 GSP Round3 Grant Funding				
Retention - Prop 68	-15,608.61	0.00	-15,608.61	100.0%
Prop68 GSP Round3 Grant Funding - Other	156,086.02	0.00	156,086.02	100.0%
Total Prop68 GSP Round3 Grant Funding	140,477.41	0.00	140,477.41	100.0%
Grant Funding - GSP Development - Other	267,193.46			
Total Grant Funding - GSP Development	600,268.15	788,400.00	-188,131.85	76.1%
Total 46400 · 46400 · Other Types of Income	600,268.15	788,400.00	-188,131.85	76.1%
Total Income	778,812.07	1,185,749.00	-406,936.93	65.7%
Gross Profit	778,812.07	1,185,749.00	-406,936.93	65.7%
Expense				
Prop 218 Ops Fee Collections-Co	0.00	10,000.00	-10,000.00	0.0%
Special Projects - Funding Mech	0.00	0.00	0.00	0.0%
60100 · Bank Fees	75.00			
60350 · Grant expense-Prop #1	0.00			
60500 · GSP Implementation Fund	0.00	150,000.00	-150,000.00	0.0%
60800 · Professional Services-Admin				
60850 · Administrative Assistant	0.00	50,000.00	-50,000.00	0.0%
60900 · Financial Services Bookkeeping	4,246.40	5,000.00	-753.60	84.9%
62140 · 62140 · Legal Services	15,939.00	100,000.00	-84,061.00	15.9%
65000 · 65000 · Auditor	7,000.00	6,500.00	500.00	107.7%
65010 · 65010 · Program Manager	42,535.67	125,000.00	-82,464.33	34.0%
Total 60800 · Professional Services-Admin	69,721.07	286,500.00	-216,778.93	24.3%

Colusa Groundwater Authority Monthly - Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
62100 · Professional Services-Technical				
Consult Prop 218 Operation fee	2,152.75	0.00	2,152.75	100.0%
GSP - Grant Application	0.00	20,000.00	-20,000.00	0.0%
GSP Annual Report	0.00	50,000.00	-50,000.00	0.0%
62101 · GSP Development	569,164.58	0.00	569,164.58	100.0%
Total 62100 · Professional Services-Technical	571,317.33	70,000.00	501,317.33	816.2%
62890 · Publications/Legal Notices	90.00			
65020 · Postage, Mailing Service	0.00	5,000.00	-5,000.00	0.0%
65030 · Printing and Copying/Outreach	0.00	3,000.00	-3,000.00	0.0%
65050 · 65050 · Website	245.87	250.00	-4.13	98.3%
65160 · 65160 · JPA Insurance	1,752.00	1,800.00	-48.00	97.3%
Total Expense	643,201.27	526,550.00	116,651.27	122.2%
Net Ordinary Income	135,610.80	659,199.00	-523,588.20	20.6%
Other Income/Expense				
Other Expense				
80000 · 80000 · Ask My Accountant	0.00	0.00	0.00	0.0%
90100 · Legal Defense Fund Contingency	0.00	50,000.00	-50,000.00	0.0%
90150 · OPERATIONS RESERVE	0.00	50,000.00	-50,000.00	0.0%
Total Other Expense	0.00	100,000.00	-100,000.00	0.0%
Net Other Income	0.00	-100,000.00	100,000.00	0.0%
Net Income	135,610.80	559,199.00	-423,588.20	24.3%

Colusa Groundwater Authority
Statement of Revenue & Expenditures - Income Tax Basis
For the five months & twelve days ended May 12, 2022

	Jul 1, '21 - May 12, 22
Ordinary Income/Expense	
Income	
40100 · Assessments	
40200 · Prop 218 Ops Fee Agreements	6,812.36
40250 · Prop 218 Ops Fee Parcels	171,679.29
Total 40100 · Assessments	178,491.65
45000 · 45000 · Investments	
Interest-Money Market	16.62
Interest - Prop 218	27.74
45030 · Interest-Savings	7.91
Total 45000 · 45000 · Investments	52.27
46400 · 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 · 46400 · Other Types of Income	600,268.15
Total Income	778,812.07
Gross Profit	778,812.07
Expense	
60100 · Bank Fees	75.00
60350 · Grant expense-Prop #1	0.00
60800 · Professional Services-Admin	
60900 · Financial Services Bookkeeping	4,246.40
62140 · 62140 · Legal Services	15,939.00
65000 · 65000 · Auditor	7,000.00
65010 · 65010 · Program Manager	42,535.67
Total 60800 · Professional Services-Admin	69,721.07
62100 · Professional Services-Technical	
Consult Prop 218 Operation fee	2,152.75
62101 · GSP Development	569,164.58
Total 62100 · Professional Services-Technical	571,317.33
62890 · Publications/Legal Notices	90.00
65050 · 65050 · Website	245.87
65160 · 65160 · JPA Insurance	1,752.00
Total Expense	643,201.27
Net Ordinary Income	135,610.80
Net Income	135,610.80



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BAKERSFIELD . CA. 93301

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FACSIMILE: (661) 327-1087

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

CONFIDENTIAL

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

April 30, 2022

Client ID 20494 SKK

RECEIVED
5-9-22

Statement for period through April 30, 2022.

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$767.00	-\$767.00	\$737.50	\$737.50
9	CONSULTANTS	\$236.00	-\$236.00	\$0.00	\$0.00
34	GROUNDWATER MANAGEMENT PLAN	\$0.00	\$0.00	\$855.50	\$855.50
100	COSTS	\$17.50	-\$17.50	\$2.75	\$2.75
				PRIOR STATEMENT BALANCE	\$1,020.50
				TOTAL PAYMENTS AND ADJUSTMENTS	-\$1,020.50
				CURRENT CHARGES	\$1,595.75
				PAY THIS AMOUNT	\$1,595.75

Any Payments Received After 04/30/22 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

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

3

CRIPPEN & ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

Colusa Ground Water Authority
1213 Market Street
Colusa, CA 95932

April 14, 2022
Invoice: 7788

For Professional Services Rendered:

- 03/4/22 BMG Bookkeeping - email client requesting bank statements and update on next meeting .
- 03/10/22 BMG Bookkeeping - print monthly reports for board meeting

Bookkeeping - input Crippen and Wooldridge bills into QB's and pay. generate checks.
- 03/11/22 AV Bookkeeping - Check Financial Statements

BMG Bookkeeping - email client regarding monthly reports to be picked up.
- 03/16/22 BMG Bookkeeping - void check and bill per email with Denise. reprint Balance sheet and Statement of Revenue and Expenditures, and email to Denise
- 03/23/22 AV Client Meeting - meet with Denise in office go over chart of accounts, budget, reports, assist with items that need to be updated.

BMG Client Meeting - Client in Office - go over QB's accounts with Denise, assign class to each transactions, clean up chart of accounts. and reports for client's monthly meetings.
- 03/24/22 BMG Bookkeeping - enter classes for unclassified transactions in QB's and reclassify grant items to correct class per meeting with client

Late Fee \$0.10

Invoice Total	\$528.10
Previous Balance	\$642.50
Current Payments	-\$430.00
Balance Due	\$740.60

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
528.10	212.50	0.00	0.00	740.60

 Please detach and return this portion with payment.

Colusa Ground Water Authority

April 14, 2022

Credit Card Type _____ Check # _____

Invoice 7788

Card # _____ CVV2 _____

Amount Due \$ 740.60

Exp. Date _____ Zip/Postal Code _____

Amount Enclosed \$ _____

Signature _____

CRIPPEN & ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS

RECEIVED
5.11.22

Colusa Ground Water Authority
1213 Market Street
Colusa, CA 95932

May 11, 2022
Invoice: 8198

For Professional Services Rendered:

04/13/22 BMG Bookkeeping - Reconcile Bank Statements for accounts ending 4884, 9527, and 7346 for the month of March

Bookkeeping - enter and pay bills in QB's. generate checks for Crippen & Assoc and Young Wooldrigde. print monthly reports. Also, print and mail outstanding invoices per email from client.

04/14/22 AV Bookkeeping - Check Financial Statements

BMG Bookkeeping - email client reports are ready for pick up

04/21/22 BMG QuickBooks Support/Setup - assign account numbers in Chart of Accounts per client request

04/25/22 AV Bookkeeping - Check Financial Statements

Bookkeeping - Check Financial Statements

Bookkeeping - Check Financial Statements

04/29/22 SMR Bookkeeping - Filing bank statements

Invoice Total	\$365.00
Previous Balance	\$740.60

Current Payments	-\$212.50
Balance Due	<u><u>\$893.10</u></u>

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
893.10	0.00	0.00	0.00	893.10

 Please detach and return this portion with payment.

Colusa Ground Water Authority

May 11, 2022

Credit Card Type _____ Check # _____

Invoice 8198

Card # _____ CVV2 _____

Amount Due \$ 893.10

Exp. Date _____ Zip/Postal Code _____

Amount Enclosed \$ _____

Signature _____



Glenn Groundwater Authority

Groundwater Sustainability Agency

225 North Tehama Street, Willows, CA 95988 | 530.934.6540

INVOICE

INVOICE # 22-GGA-01

INVOICE DATE: 4/19/22

Terms: Payable within 30 days

BILL TO:

COLUSA GROUNDWATER AUTHORITY
1213 MARKET STREET
COLUSA, CA 95932

PLEASE REMIT TO:

GLENN GROUNDWATER AUTHORITY
225 N TEHAMA ST
WILLOWS, CA 95988

Details

AMOUNT

GSP Development Project Reimbursement

Dauids Engineering, Inc. # 1178.03-4927
(NOV 2021) \$59,308.81

Travel charges previously credited
manually on 21-GGA-16 and removed
from Invoice 1178.03-4927 \$136.64

Dauids Engineering, Inc. #1178.03-4976
(DEC 2021) \$39,988.50

Dauids Engineering, Inc. #1178.03-5028
(JAN 2022) \$21,560.50

Dauids Engineering, Inc. #1178.03-5071
(FEB 2022) \$6,615.75

GSP Annual Report

Dauids Engineering, Inc. #1178.04-5003
(DEC 2021-JAN 2022) \$1,293.50

Dauids Engineering, Inc. #1178.04-5050
(FEB 2022) \$4,075.50

Dauids Engineering, Inc. #1178.04-5122
(MAR 2022) \$42,728.50

PAY THIS TOTAL \$175,707.70

Make all checks payable to: GLENN GROUNDWATER AUTHORITY

If you have any questions concerning this invoice, use the following contact information:

Lisa Hunter, (530) 934-6540, lhunter@countyofglenn.net

Signed:

Title: John Amaro, Chairperson

For Office Use Only: Ordered by: 04796000 56200

AGENDA ITEM 5: ANNUAL BOARD REVIEW OF OPERATIONS FEE ACCORDING TO RESOLUTION NO. 2019-02 ENTITLED "RESOLUTION CERTIFYING THE RESULTS OF A PROPOSITION 218 MAJORITY PROTEST PROCEEDING AND SETTING THE AUTHORITY'S OPERATIONS FEE"

AGENDA ITEM 5.a: Background
INFORMATION ONLY

BACKGROUND: The Colusa Groundwater Authority (CGA) is a twelve-member Joint Powers Authority that serves as the Groundwater Sustainability Agency for the Colusa County portion of the Colusa Subbasin and a portion of the Butte Subbasin. The CGA was formed on June 29, 2017 to ensure compliance with the Sustainable Groundwater Management Act (SGMA) and avoid State intervention for all landowners in the CGA's jurisdiction.

The Colusa Groundwater Authority is responsible for implementing SGMA according to the statute, including developing, adopting and implementing a Groundwater Sustainability Plan (GSP). The CGA is also responsible for complying with all Public Agency rules and regulations. These things require staff, a functional office, insurance, professional consultants and legal counsel services, among other expenses. Upon formation, the Members of the Authority agreed to finance the agency for two years, through fiscal year 2018/2019, after which a long-term funding plan was required to be in place.

In March, 2019, a *Fee Study for the Colusa Groundwater Authority* was completed by Provost and Pritchard Consulting Group. The fee study was prepared by a professional Engineer and describes information about the CGA and SGMA, the Operations Fee structure, and the need and purpose for the fee. (The Fee Study can be downloaded from the CGA website here: https://colusagroundwater.org/mdocs-posts/2019_03_26_cga-prop-218-fee-study/). The Fee Study provided a recommended budget and Operations Fee. On April 10, 2019, the CGA board passed Resolution No. 2019-01: a "Resolution of the Board of Directors of the Colusa Groundwater Authority Fixing Procedures for a Proposition 218 Majority Protest Regarding the Operations Fee and Declaring its Intent to Adopt a Five Year Budget, to Fix and Collect the Operations Fee, to Declare the Necessity for Levying the Operations Fee, and to Call and Notice a Public Hearing." (Resolution No. 2019-01 can be downloaded from the CGA website here: https://colusagroundwater.org/mdocs-posts/cga-resolution-2019-01_prop-218/).

On June 5, 2019, the CGA Board held a public hearing and passed Resolution No. 2019-02: a "Resolution Certifying the Results of a Proposition 218 Majority Protest Proceeding and Setting the Authority's Operations Fee". (Resolution No. 2019-02 can be downloaded from the CGA website here: https://colusagroundwater.org/mdocs-posts/cga-resolution-2019_02_prop-218/). The Operations Fee was adopted at a maximum rate of \$1.21 per acre with the option in

subsequent years to include an inflation factor indexed to the Consumer Price Index, Western Region.

The CGA operates in a fiscally responsible manner, seeking out all available grant and other funding opportunities in order to keep local costs at a minimum. CGA has been successful in obtaining Facilitation Support Services and Technical Support Services from the California Department of Water Resources. CGA has also been awarded \$1,999,600.00 in DWR Sustainable Groundwater Management Program grant funding for GSP development in the Colusa Subbasin, in cooperation with the Glenn Groundwater Authority (GGA).

AGENDA ITEM 5.b: Consider Budget Ad Hoc Committee recommendation regarding the CGA Operations Fee and determine whether any adjustment of the fee is appropriate for fiscal year 2022/2023 as authorized by Resolution No. 2019-02

ACTION ITEM

Requires 2/3rds vote of Directors present

BACKGROUND: The Budget Ad Hoc committee met on Feb. 22, 2022, and on May 18, 2022, to review and discuss the current fiscal year 2021/2022 budget and the draft fiscal year 2022/2023 budget. The Committee also reviewed options for setting the Operations Fee for fiscal year 2022/2023.

The original Operations Fee was adopted at a maximum rate of \$1.21 per acre with the option in subsequent years to include an inflation factor indexed to the Consumer Price Index, Western Region (CPI). The maximum fee that the CGA can adopt this year is \$1.21/acre plus adjustment for CPI. The current Fiscal Year 2021/2022 Operations Fee is set at \$1.00/acre.

After review of the budget and recognizing savings that has been achieved through GSP grant funding, and various other efforts to minimize operations costs, the Budget Ad Hoc Committee recommends that the 2022/2023 CGA Operations Fee be set at \$1.00/acre.

RECOMMENDATION: Set the 2022/2023 CGA Operations Fee at \$1.00/acre.

**AGENDA ITEM 6: ANNUAL BOARD REVIEW AND CONSIDERATION OF THE FISCAL YEAR
2022/2023 CGA BUDGET**

ACTION ITEM

Budget adoption requires 2/3rds vote of Directors present

BACKGROUND: The Budget Ad Hoc committee met on Feb. 22, 2022, via email, and once again on May 18, 2022 and reviewed the CGA's current financial position and have prepared the attached budget for review. In the 2022 -2023 year note the following:

- Administrative services with the hiring of an outside consultant to perform the duties of Program Manager. During the past 6 months, the role has been done at no cost to the CGA by Chair Carter. \$175,000 has been allocated to Program Manager services.
- Legal Services will be greater due to the current litigation.
- Required Annual Report Due April 2023 (\$45,000, will not be covered by grant funding)
- GSP Implementation: we will need assistance in writing the GSP Implementation Grant for 2023-2024, possibly drought related grant opportunities, other tasks that we may do to benefit the basin during the drought. The budget committee recommends we earmark \$202,000 to GSP related activities (ongoing technical assistance, \$45,000, grant application work, \$20,000, GSP related work, \$137,244, refer to Chapter 7 of the GSP)
- Special Project to develop potential alternative funding mechanism, \$40,000.
- The Operations Reserve has been capped at \$150,000, no additional budget funds for 2022-2023.
- Legal Defense Fund has been capped at \$150,000, no additional budget funds for 2022-2023.
- Grant retention, \$199,000 should be received in the 2022/2023 budget year and is being utilized in the year's budget.

RECOMMENDATION:

*The Board may; a) adopt the fiscal year 2022/2023 budget as presented, b) adopt the fiscal year 2022/2023 budget with any recommended adjustments.

ATTACHMENTS:

- 1 Projected Five-Year Annual Budget from the March, 2019 Fee Study for the Colusa Groundwater Authority
- 2 2022-2023 Budget Proposal

Since the Agency is newly formed and has not previously collected assessments, historical financial information is not applicable. However, the CGA was formed in part to provide the landowners a vehicle to participate in SGMA and under this proposal the CGA is seeking to incur funding for future annual operational and SGMA-related expenses. The costs shown in

Table 3-2 assume that the assessments shown will be collected and used in the fiscal years shown, enabling the Agency to meet SGMA obligations during the period indicated. If a higher assessment rate is necessary to meet the CGA's SGMA obligations as a result of project development during implementation, the Board will again need to comply with the Proposition 218 process to increase assessments. These revenues, if approved, are anticipated to be levied in the fall of 2019 and become payable with County taxes in December 2019 and April 2020 and each subsequent December and April.

Table 3-2 lists the estimated annual budget for the on-going administration of the CGA and special studies, not including the inflation factor.

Table 3-2. Projected Five-Year Annual Budget

Category	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24
OPERATING EXPENSES					
Legal Services					
General	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Legal Defense Fund	50,000	50,000	50,000	50,000	50,000
Total Legal Services	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Technical Services					
218 Election	\$0	\$0	\$0	\$0	\$0
Total Engineering Services	\$0	\$0	\$0	\$0	\$0
Miscellaneous Expenses					
Administration and Management	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Administrative Support	50,000	50,000	50,000	50,000	50,000
Audits	9,750	10,000	0	20,000	0
Outreach materials, printing, copying	3,000	3,000	3,000	3,000	3,000
Postage	5,000	5,000	5,000	5,000	5,000
General Liability Insurance	1,800	1,800	1,800	1,800	1,800
Website Development, Maintenance	500	500	500	500	500
Financial Svc (bookkeeper, bank)	14,000	8,000	2,000	2,000	2,000
Prop 218 on Tax rolls	10,000	10,000	10,000	10,000	10,000
Contingency Fund	50,000	50,000	50,000	50,000	50,000
Total Miscellaneous Expenses	\$244,050	\$238,300	\$222,300	\$242,300	\$222,300
TOTAL OPERATING EXPENSES	\$394,050	\$388,300	\$372,300	\$392,300	\$372,300
GROUNDWATER SUSTAINABILITY PLAN					
Consultant Prop. 1 GSP Grant Proposal	\$0	\$0	\$0	\$0	\$0
GSP Development	102,175	67,175	79,350	0	0
GSP Implementation and Monitoring			50,000	50,000	50,000
TOTAL GSP	\$102,175	\$67,175	\$129,350	\$50,000	\$50,000
TOTAL CGA EXPENSES	\$496,225	\$455,475	\$501,650	\$442,300	\$422,300

**2022-2023 BUDGET
WORKSHEET
5.24.2022**

**2021/2022
Draft Budget**

**2021/2022 YTD
Actuals**

**2021/2022 Est
year end**

**2022/2023
Draft Budget**

**Just CGA
activities to
balance with
fees & one time
retention \$**

Est CGA
carryover

Grant
Retention

Bank Accounts (Sav, Ckg, MM)	Asset	\$ 494,243	\$ 405,482	\$ 405,482	\$ 405,482	\$ 602,920	Est CGA carryover
Contingency Fund (established 2020)		\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000		
Legal Defense Fund (established 2020)		\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000		
TOTAL ASSETS		\$ 694,243	\$ 705,482	\$ 705,482	\$ 705,482	\$ 602,920	
Grant Funding							
GSP development (Prop. 1 funded)	Income	\$ 788,400	\$ 192,597	\$ 192,600	\$ 51,948		
GSP development (Prop. 68 funded)	Income	\$ -	\$ 407,670	\$ 407,670	\$ 346,298		
GSP 10% retention CGA Share	Income	\$ -	\$ 38,008		\$ 199,000	\$ 199,000	Grant Retention
Assessments							
Proposition 218 Landowner Fee	Income	\$ 390,432	\$ 171,679	\$ 390,432	\$ 390,432	\$ 390,432	
Proposition 218 Fee Agreements	Income	\$ 6,812	\$ 6,812	\$ 6,812	\$ 6,812	\$ 6,812	
Volumetric Fee	Income	\$ -					
Well Head Fee	Income	\$ -					
Direct Public Contributions	Income	\$ -					
Investments							
Interest - Money Market	Income	\$ 80	\$ 17				
Interest - Savings	Income	\$ 25	\$ 7				
Interest - County	Income	\$ -	\$ 22				
TOTAL INCOME		\$ 1,185,749	\$ 816,812	\$ 997,514	\$ 994,490	\$ 596,244	
General Contingency Reserve	Expense	\$ (50,000)	\$ (50,000)	\$ 50,000			
Legal Defense Reserve			\$ (50,000)	\$ 70,000	\$ -		
Office Expense				\$ (75)			
Bank Fees				\$ (75)			
JPA Insurance	Expense	\$ (1,800)	\$ (1,752)		\$ (2,000)	\$ (2,000)	
Outreach (Mailings/copying/printing)	Expense	\$ (5,000)	\$ (90)		\$ (5,000)	\$ (5,000)	
Website			\$ (246)		\$ (500)	\$ (500)	
Supplies			\$ -		\$ (500)	\$ (500)	
Professional Services - Admin	Expense						
Auditor	Expense	\$ (6,500)	\$ (7,000)	\$ (7,500)	\$ (7,000)	\$ (7,500)	
Financial Services	Expense	\$ (5,000)	\$ (3,140)	\$ (5,000)	\$ (5,000)	\$ (5,000)	
Legal Services	Expense	\$ (100,000)	\$ (13,323)	\$ (40,000)	\$ (100,000)	\$ (100,000)	
Program Manager	Expense	\$ (125,000)	\$ (42,536)	\$ (42,536)	\$ (175,000)	\$ (175,000)	
Prop 218 annual parcel update	Expense		\$ (2,153)		\$ (3,500)	\$ (3,500)	
Professional Services - Projects	Expense						
GSP development (Prop. 1 funded)	Expense	\$ (876,000)		\$ -	\$ (99,469)		
GSP development (Prop. 68 funded)	Expense	\$ -	\$ (393,457)	\$ (519,448)	\$ (369,473)		
GSP development (non-grant)	Expense	\$ -					
GSP - Grant Application	Expense	\$ (20,000)			\$ (20,000)	\$ (20,000)	
GSP Annual Report	Expense	\$ (50,000)			\$ (45,000)	\$ (45,000)	
GSP Technical Assistance	Expense				\$ (45,000)	\$ (45,000)	
GSP Implementation Fund	Expense	\$ (150,000)					
GSP projects	Expense				\$ (137,244)	\$ (137,244)	
Proposition 218 Collections Fee	Expense	\$ (10,000)		\$ (10,000)	\$ (10,000)	\$ (10,000)	
Special Projects - Funding Mech.	Expense	\$ -			\$ (40,000)	\$ (40,000)	
	Expense	\$ -					
	Expense	\$ -					
TOTAL EXPENSES		\$ (1,399,300)	\$ (563,697)	\$ (504,559)	\$ (1,064,686)	\$ (596,244)	
TOTAL INCOME MINUS EXPENSES		\$ (213,551)	\$ 253,115	\$ 492,955	\$ (70,196)	\$ -	
TOTAL FUNDS AT END OF YEAR		\$ 480,692	\$ 958,597	\$ 1,198,437	\$ 635,286	\$ 602,920	

Notes:

AGENDA ITEM 7: PROGRAM MANAGER RECRUITMENT

ACTION ITEM

The RFP for Program Manager was approved by Counsel and released on March 25, 2022. Proposals were due April 25, 2022.

Interviews were conducted by the Ad Hoc (Jim Wallace, Sherry Murphy, Denise Conrado, Denise Carter on the following dates:

May 3, 2022 with Provost & Prichard (in person)

May 19, 2022 with Regional Government Services (via Zoom)

The Ad Hoc found both firms very well qualified for the work we are requesting. We looked at what the CGA expectations are of the position. Please reference the RFP Analysis on the next pages for further information.

*Ad Hoc recommendation: Consider approval of Professional Services Agreement CGA-001 be awarded to Regional Government Services in the amount not to exceed \$175,000.

Attachments:

RFP Scope of Work

RFP Analysis

Provost & Prichard Proposal

Regional Government Services

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.

Colusa Groundwater Authority Program Manager RFP Anaysis

Program Manager Ad Hoc: Jim Wallace, Shelly Murphy, Denise Conrado, Denise Carter

RFPs Due April 25, 2022

Proposals Received:

Regional Government Services (RGS)

Provost & Prichard Consulting Group

<u>Proposal Elements</u>	<u>Regional Government Services</u>	<u>Provost & Prichard</u>
Exhibit B acknowledgement submitted	yes	yes
Exhibit C Conflict of Interest submitted	yes	yes
Rates:		
Principal-In-Charge		\$ 180
Program Manager	\$ 150	\$ 160
Finance Director	\$ 140	
Clerk of the Board	\$ 125	
Senior Advisor	\$ 160	
Grant Adminrator	\$ 145	
Adminstrative Specialist	\$ 95	
Technical Advisor		\$ 205
Technical Specialist	\$ 120	
Internal Project Manager		\$ 138
Outreach/Social Media		\$ 105
GIS/Admistrative		\$ 120
Other items:		
Travel time/mileage for Program Manager		250/trip (all inclusive)
Travel time for others		\$ 80
Mileage for all others (IRS)	.585/mile	.585/mile
	Direct external costs (rent, office equipment, supplies) will be invoiced at cost, no markup	15% mark up on Reimbursables, waived per Linda Sloan
Estimated annual cost	\$ 230,000	\$ 148,500

Colusa Groundwater Authority Program Manager RFP Anaysis

Program Manager Ad Hoc: Jim Wallace, Shelly Murphy, Denise Conrado, Denise Carter

Interview Notes

CGA Expectations of Position:

Adminstrator of Public Funds

Administrative work

Agenda Management

Record Keeping

Financial Oversight

Outreach:

Communication

Website

Transparency

IT Technology to facilitate and Support agency

Coordination & communication with outside consultants

Grant writing & administration

Impressions:

Regional Government Services

Provost & Prichard

Remote Manager

Remote Manager

In person capability

In person capability

Local representative option

Local representative option

Very Professional

Professional

Extensive Public agency experience

Respected private Engineering Consultant

More municipal capabilities

Strong engineering capabilities

Government accounting expertise

Agriculture/water engineering expertise

Grant writing expertise

Grant writing expertise

Move to cloud storage of files

Move to cloud storage of files

Extensive public agency management. Currently manage 2 SOD GSA's

Extensive SGMA GSP work

Limited in house Engr services

Can perform other Engr services in house

Higher estimated cost, based on experience in Indian Wells Valley & Salinas Valley Basin GSAs, but willing to work within our budget

Estimated cost in line with our budget, has experience with Kern Groundwater Authority as Basin Coordinator

Time and material based contracts hourly rates are equivalent

Time and material based contracts hourly rates are equivalent

RGS's Business model focused on "contract administration". More applicable to CGA's requirement

Provost's business model focused on "consulting". Not ideal model for this requirement

RGS' proposal and presentation demonstrated an excellent capability to develop and manage internal and external financial reporting (the financials for Indian Wells were superior to any financial documents our agency has produced to date)

Provost's proposal and presentation more focused on the CGA's technical requirements moving forward.

Flexibility in external contracting

Can perform other Engr services in house

PROPOSAL TO:
Colusa Groundwater Authority
for Program Management Services



IN RESPONSE TO:

**REQUEST FOR PROPOSAL (RFP)
FOR PROGRAM MANAGEMENT SERVICES**

Prepared for:

Colusa Groundwater Authority
1213 Market Street
Colusa, California 95932

Prepared By:



Regional Government Services Authority
PO Box 1350
Carmel Valley, CA 93924



**REGIONAL
GOVERNMENT
SERVICES**

SERVING PUBLIC AGENCIES SINCE 2002

April 25, 2022

Denise Carter, CGA Chair
Colusa Groundwater Authority
1213 Market Street
Colusa, CA 95932

**RE: PROPOSAL TO THE COLUSA GROUNDWATER AUTHORITY TO PROVIDE
PROGRAM MANAGEMENT SERVICES**

Dear Ms. Carter:

Regional Government Services Authority (RGS) thanks you for the opportunity to submit this Proposal to the Colusa Groundwater Authority (CGA) to provide the Agency with program management services.

RGS is a unique, fee-supported, joint powers authority specializing in public-sector administration and consulting services and employing experienced public-sector professionals. Since 2002, RGS has served over 300 public agencies across the western United States.

I am confident that you will find RGS' approach is responsive to each of the CGA's objectives and needs. The plan provides for RGS' deployment of a comprehensively skilled team to meet or exceed the objectives listed in the CGA's scope of services. RGS has a solid and respected reputation with the public agencies we serve for timely, cost-efficient delivery and effective implementation. As a public agency, we fully understand the needs and requirements of public agencies.

Please do not hesitate to contact me at 650-587-7315 or sselivanoff@rgs.ca.gov if further information is desired. The RGS team appreciates the opportunity to be of service to the Colusa Groundwater Authority!

Sincerely,

A handwritten signature in black ink that reads 'Sophia Selivanoff'.

Sophia Selivanoff, Deputy Executive Director
REGIONAL GOVERNMENT SERVICES

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APPENDICES

- Appendix A – SVBGSA Accomplishments
- Appendix B – Resumes
- Appendix C – Exceptions to Terms
- Appendix D – Additional Forms

SCOPE OF SERVICES



UNDERSTANDING OF PROGRAM NEEDS

RGS will provide comprehensive Administrative Services to support the Colusa Groundwater Authority (GA) in their mission to implement the Colusa Subbasin Groundwater Sustainability Plan. An RGS employee will serve as the GA's Program Manager/Administrator and provide these services through the implementation of organizational infrastructure and management practices (meeting management and staffing, comprehensive and compliant record keeping, financial management, etc.) that support the GA in compliance with California Senate Bills 1168 and 1319, and California Assembly Bill 1739 (collectively, the "Sustainable Groundwater Management Act" or "SGMA"), and the regulations promulgated thereunder.

RGS will focus on administering the day-to day operations of the GA including:

- Through assigned RGS staff, serve as the GA's Program Manager/Administrator, supporting effective governance policy and priority setting by scheduling, developing and posting agendas for Board and committee meetings, arranging relevant presentations at meetings; coordination of committee and Board activity; creation of meeting minutes; coordinating all staff activities related to facilitating the policy decisions and priorities of the GA's Board of Directors.
- Coordinate GA administrative and outreach activities with other contracted service providers, GA member agencies, and partnering organizations including the Glenn Groundwater Authority.
- Ensure timely, responsive, and compliant meeting noticing and production of Board actions and minutes.
- Ensure GA records are maintained and comply with Public Records Act requests.
- Prepare and implement GA budgets including short- and long-term financial strategies.
- Coordinate with the GA's accounting firm to ensure complete and correct financial transactions and accounting documentation.
- Coordinate and facilitate annual audit of the GA's financials.
- Identify and pursue grant funding opportunities, providing comprehensive administrative services from grant application through management, reimbursement funding protocols and required grant reporting.
- If needed, prepare a Capital Improvement Program and funding strategies for projects.
- Develop, negotiate, and monitor GA contracts for technical and other services as needed.
- In coordination with CGA technical consultants and partners, implement and manage projects to further CGA's GSP.
- Serve as a key spokesperson for the GA and represent the GA at public and professional functions.
- Ensure effective implementation of GA's Communication and Engagement Plan, including coordination of public information, workshops and education programs; providing appropriate website and social media messaging, and coordinating media relations.

SCOPE OF SERVICES

- Provide legislative analysis to the Board; conduct legislative advocacy activities as needed; and represent the GA in industry forums, policy development workshops, etc.
- Support all GA efforts to implement a Ground Water Sustainability Plan, aimed at successfully achieving long-term ground water sustainability.
- Ensure compliance with all state, local, and federal laws.

RGS will implement and manage an organizational structure that is successful in managing the day-to-day operations and administrative functions of the GA; work closely with the GA's Board; assign experienced and skilled staff to perform all necessary functions; obtain or provide human resources, contract legal, technical, and other support services as needed for the GA. As part of RGS' mission, vision, and values, RGS will ensure cooperative working relationships with all involved.

After the contract has been signed, RGS will:

- Assign an employee to serve as the Program Manager/Administrator; meet with board to finalize assignment and identify initial priorities.
 - The RGS team already contains skilled public executives, performing a variety of leadership consultation services. RGS is willing and able to identify and assign an appropriate local team member if this is consistent with the specific needs of the Board and community.
- Assign Clerk of the Board services and initiate the transition of relevant recordkeeping and communications systems. As needed, establish a secure site and/or method for sharing active project data and/or for records retention.
- Initiate the transition of financial data and necessary accounting protocols to RGS Finance personnel and establish effective workflows with existing contracted accounting provider.
- Ensure RGS team has a full and complete understanding of existing GA administrative policies, practices and systems, as well as any specific legal issues and regulatory mandates associated with the operation of CGA's JPA.
- Meet with local legislators and other officials as needed about specific aspects of the plan, following closely all administrative guidelines and requirements.
- Meet with board regularly ensuring compliance with open meeting laws and regulations.

RGS staff operate remotely throughout the state. Key members of the RGS team can easily be accessible to Board members and agency partners via videoconference, phone, and email; and are willing and able to attend meetings or events in person as needed. If the GA would desire a physical office with a reasonable level of public access, RGS is willing and able to secure and staff such a location, as we have done for other GAs we administer. Facility costs would be invoiced to the GA without markup.

PROPOSED TRANSITION SCHEDULE

Task	Timeline
Submit Proposal	April 25, 2022
Contract awarded; RGS will immediately begin transitional activities and can initiate early support services if needed.	May 2022
Meet with Board to finalize assignment of an Administrator and to clarify and coordinate roles and responsibilities for Administrator and Board; discuss logistics of remote vs. onsite work and facility options, if desired.	By May 31, 2022
Create and implement a transition plan for Board and meeting support activities; set up needed GA financial/accounting specifications; clarify other administrative infrastructure needs.	June-July 2022
Assign key RGS staff and arrange introductions to the Board and other key stakeholders.	By June 7, 2022
Assign additional support team members.	As needed
Begin provision of comprehensive administrative services to GA.	June 7, 2022
Meet with board regularly to update on actions taken and address emergent issues.	Ongoing
As appropriate and needed, meet with other stakeholders to keep them abreast of issues.	Ongoing

COMPANY BACKGROUND AND EXPERIENCE



COMPANY BACKGROUND AND EXPERIENCE

ORGANIZATIONAL EXPERIENCE

Regional Government Services (RGS) is a California Joint Powers Authority established in 2002 to serve the needs of cities, counties, special districts, and other governmental entities throughout California. RGS works extensively with public agencies providing a ready source of competent and effective administration and consulting services to meet the needs of our partner agencies.

Since our inception, RGS has served as a full-service third-party provider of administration functions for a variety of JPA's and newly-formed public agencies.

- For over a decade, we have provided comprehensive administration to the Marin Emergency Radio Authority, and a wide range of both administration and project staff statewide to the CalSAWS Consortium.
- In 2017, RGS assumed full administrative responsibility for the newly-formed Salinas Valley Basin Groundwater Sustainability Agency. The RGS team assigned to SVBGSA has successfully developed an approved GSP, as well as identifying and implementing effective agency funding structures, including numerous grants. Appendix A contains additional information about the accomplishments resulting from the dynamic partnership between RGS and the SVBGSA Board of Directors.
- In February 2021, RGS contracted with the Indian Wells Valley Groundwater Authority to provide administrative and financial services. This agreement has been renewed through CY2022, and RGS anticipates implementing a fund accounting software system in the first half of the year to support more effective financial management and transparency.
- RGS also currently provides outsourced executive and administrative leadership to the Silicon Valley Regional Interoperability Agency and the Richardson Bay Regional Agency.

In addition to core agency administration services noted above, we offer organizational solutions and expert consultative advice in a variety of areas such as financial management, human resources management, project management, public works special projects, regional and land use planning projects, strategic planning, community engagement and outreach, and training and employee development.

Our team of Senior Advisors, supported by over 120 team members, has worked with more than 300 agencies throughout the state from small municipalities, special districts, and joint-powers authorities, to larger counties and metropolitan planning organizations. RGS is proud to have partnered with so many public agencies, who benefit from our cost-effective delivery model and open-source access. RGS' expert public sector staff create and share resources and tools to improve internal efficiencies and deliver services to the public.

COMPANY BACKGROUND AND EXPERIENCE

The RGS staff prides itself on its ability to deliver accurate, professional products and services within reasonable timelines, and to provide clear, honest, and effective communications, all of which help to promote good relations with stakeholders at all phases of a client's engagement.

RGS is a streamlined virtual organization of staff who primarily work remotely, with visits as needed to our partner agency offices. Overhead costs are minimized, allowing us to pass those savings on to our partner agencies. RGS bills on an hourly basis for work performed; thus, enabling each partner agency to pay only for needed services.

KEY STAFF QUALIFICATIONS

The proposed RGS service team for the CGA administration service will be led by Carol Thomas-Keefer, a seasoned and respected water industry leader. In addition, RGS has very capable array of experts and support staff as needed to provide effective administrative infrastructure for this work, including roles such as Board Clerk, Finance Director, Grants Accounting and Administration Manager, Stakeholder Engagement Advisor, and more. As needed, RGS can also provide technology and website acquisition and support, remote meeting and data management services, and other technical support services. The list which follows proposes a team of key professional staff and describes essential qualifications of each team member. A proposed chart for the team structure is also provided. Additional information about the proposed team's qualifications can be found in Appendix B, Resumes.

While we are confident the proposed team will successfully meet the needs of the CGA, RGS anticipates a collaborative discussion with the Board regarding the agency's specific needs and is willing and able to add or adapt the team to provide most effective services. If needed, RGS is also willing and able to recruit staff with the array of competencies most critical to the Board. As noted in the Scope section of this proposal, final staff assignments would be made subsequent to the award of a contract and after meeting with the Board to ensure our assigned staff meet the unique needs of the Colusa Groundwater Authority. We anticipate making decisions about the acquiring and staffing an office prior to assigning an Administrative Specialist, as the provision of office hours may require that a locally-based staff member be acquired and assigned.

CAROL THOMAS-KEEFER, LEAD ADMINISTRATOR, GROUNDWATER SUSTAINABILITY

Carol Thomas-Keefer joined Regional Government Services (RGS) in 2021 to lead an administrative services team providing comprehensive administration for the Indian Wells Valley Groundwater Authority. Ms. Thomas Keefer brings outstanding experience in watermaster administration and strong agency leadership and communication skills to her role. Her extensive background in the water industry has made her a diplomatic problem solver capable of successfully navigating conflict and developing consensus. Her many years in public service demonstrate her commitment to building public trust and carefully managing public resources to maintain the integrity and transparency of water and groundwater management programs.

COMPANY BACKGROUND AND EXPERIENCE

GARY PETERSEN, ON-CALL SENIOR ADVISOR, GROUNDWATER SUSTAINABILITY

Gary Petersen joined RGS in 2017 with 35 years' experience in local government along with a 20-year parallel career in organizational development. Gary has proven track record in leadership in local government including budgeting, planning, personnel management and project development. With his background in public works, Gary has a long history of successfully managing multiple complex projects and systems simultaneously in government environments where interagency collaboration and public input are essential.

Presently, Gary is a Senior Advisor to the Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA), working with groundwater users to implement the Sustainable Groundwater Management Act (SGMA),

From 2017 to 2020, Gary served as the General Manager of the Salinas Valley Basin Groundwater Sustainability Agency where he managed the development of one of the first Ground Water Sustainability Plans approved by the Department of Water Resources in the State of California. Under his guidance, the Agency also successfully adopted a fee structure to support operations and acquired significant grant funding to underwrite Agency planning costs.

Gary's qualifying work prior to joining RGS includes managing airports and municipal public works operations, in addition to building an organizational development consulting practice. In his capacity as a public service leader, Gary was successful in bringing large groups or stakeholders together to successfully develop and fund local infrastructure projects.

YVONNE SPENCE, CLERK OF THE BOARD SERVICES

Yvonne Spence joined RGS with over 30 years of public administration experience. She has a proven track record as a city clerk as well as a background in records management and technology. Yvonne's experience includes team supervision and operational management of the functions of the office of the city clerk, attending City Council meetings and staff meetings with the City Manager and Department Managers, and recording official proceedings. Yvonne has worked with the county elections clerk to conduct city elections and ensured that public meetings were held in compliance with all relevant laws and codes. Her extensive experience with noticing, conducting, and managing public meetings and ensuring Brown Act compliance, supporting Boards, Commissions, and committees, and organizing official records have been of great value to RGS partner agencies.

Yvonne has a bachelor's degree in business administration and has earned the designations of Certified Records Manager (CRM) and Master Municipal Clerk (MMC).

COMPANY BACKGROUND AND EXPERIENCE

GINA SCHUCHARD, DIRECTOR OF FINANCE SERVICES

Gina Schuchard joined RGS in 2020 as a Senior Finance Advisor. She comes to RGS with 30 + years of local government financial experience in several Southern California agencies. Gina's past roles include Budget Manager, Finance Manager and Finance Director for large and small municipalities. She has managed all facets of municipal finance and operations including utility billing, budget development, capital budgeting, fee studies, bond refunding and financial forecasting.

Gina is a key member of the RGS team assigned to Indian Wells Valley Groundwater Authority where she services as Finance Director and provides financial, budget and audit services. She completed the CY2022 budget process incorporating source of funding with task and line-item detail for ease of Board review and transparency. She is currently reviewing prior audits and processes and will be implementing financial policies to integrate the financial administration work provided by member agencies prior to RGS' contract. Additionally, Gina is finalizing the Authority's 2020 audit and preparing for the 2021 audit. She works closely with the contracted Engineering Services staff to track all GSP implementation costs, including grant funded tasks. Upcoming responsibilities include transitioning the Authority to MIP Fund Accounting software and customizing the chart of accounts. Gina also works with the RGS staff at Salinas Valley Basin Groundwater Sustainability Agency for best practices and financial system implementation resources.

Gina graduated with bachelor's degrees in Business Administration and International Business from CSU, Fullerton.

JEFFERSON KISE, ON-CALL GRANT ADMINISTRATION MANAGER

Jeff Kise joined Regional Government Services in 2010 and manages all of RGS' finance operations including: financial reporting, billing, accounts payable, insurance & retirement plan funding and systems. Jeff is responsible for all aspects of the JPA's public sector accounting and finance system.

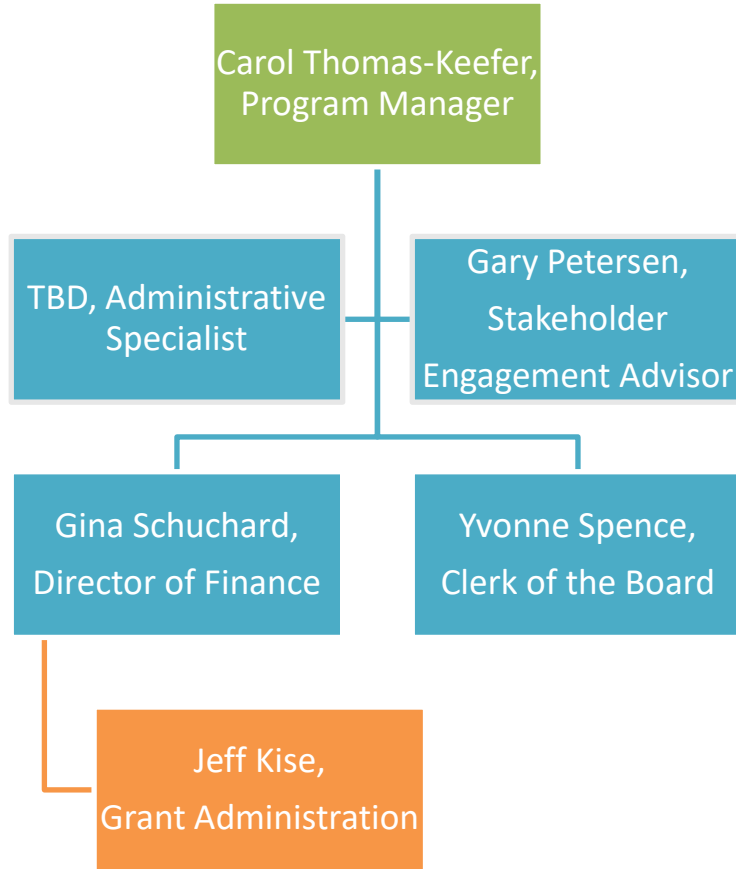
In addition, Jeff serves as the Salinas Valley Basin GSA Accounting Manager, and has designed and implemented effective systems for his remote service team to provide all grant administration functions, accounting transactions and financial reporting for the GSA.

Jeff has over 25 years of private and public-sector operations and financial leadership experience. Jeff has served in COO roles in group health plan and pension operations, CFO roles including high-growth company venture capital fund raising, growth and turn-around consulting engagements, and various commercial banking positions. His knowledge of applications and platforms is invaluable in reducing costs of conducting business.

Jeff has a BA in Economics from Trinity College and a dual MBA in Finance and Information Systems from Drexel University.

COMPANY BACKGROUND AND EXPERIENCE

PROPOSED TEAM ORGANIZATIONAL CHART



PUBLIC ENTITY REFERENCES



PUBLIC ENTITY REFERENCES

Below is a list of public agency clients who have contracted with RGS for services similar to the Watermaster Administrator Services requested by the Colusa Groundwater Authority.

Colby Pereira (Braga Fresh Family Farms), Chair of the Board
Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA)
PO Box 1350
Carmel Valley, CA 93924
Ph: (831) 471-7519 (Clerk of the Board main)
Email: board@svbgsa.org
● SVBGSA has contracted with RGS since 2017.

Phillip Peters (Kern County Board of Supervisors), Chair of the Board
Indian Wells Valley Groundwater Authority (IWVGA)
c/o 1115 Truxtun Avenue, 5th Floor
Bakersfield, CA 93301
Ph: (661) 868-3650
Email: district1@kerncounty.com
● IWVGA has contracted with RGS since 2021.

John Boule, Executive Director
CalSAWS – A Statewide Automated Welfare System.
11290 Pyrites Way, Suite 150
Rancho Cordova, CA 95670
Ph: (916) 622-2265
Email: bouleJ@CalSAWS.org
● CalSAWS has contracted with RGS since 2009.

Chief Rich Pearce (Tiburon Fire Department), President of the Board
Marin Emergency Radio Authority (MERA)
C/O Town of Corte Madera
300 Tamalpais Drive
Corte Madera, CA 94925
Ph: (415) 435-7200 (City of Tiburon)
Email: rpearce@tiburonfire.org
● MERA has contracted with RGS since 2009.

Mike Wasserman (Santa Clara County Board of Supervisors), Chair of the Board
Silicon Valley Regional Interoperability Authority (SVRIA)
601 El Camino Real
Santa Clara, CA 95050
Ph: (408) 615-5571 (SVRIA main)
Ph: (408) 299-5010 (Santa Clara BOS)
Email: district1@bos.sccgov.org
● SVRIA has contracted with RGS since 2020.

In addition, RGS currently provides consulting project services to many public agencies. Additional client agency references are available upon request.

REQUIRED QUESTIONS



REQUIRED QUESTIONS

NOTE: The brief answers provided here may be amplified in other sections of the proposal.

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?

As a public agency, Regional Government Services (RGS) maintains no current agreement, employment, or position which would be in conflict with the duties to be performed for the Board of Directors for the Colusa Groundwater Authority under this Contract. RGS further agrees that during the term of this Contract, RGS will not obtain, engage in, or undertake any interests, obligations or duties that would be in conflict with, or interfere with, the services or duties to be performed under the provisions of performing work in response to this RFP.

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?

RGS is unaware of any ethical or other issues that would preclude our providing services to CGA. In addition, RGS' assigned key staff will comply with the FPPC's annual Form 700 filing requirements, providing ongoing transparency about any potential nexus between personal financial interests and the relevant parties.

c) How does the firm or you propose to staff the Program Manager duties?

An RGS employee will provide the leadership role of Program Manager. Other RGS employees may be assigned key staff roles as described in **Section 2 Company Background and Experience** of this proposal.

d) Where will the majority of the firms or your work be conducted?

RGS is a streamlined virtual organization of staff who primarily work remotely, with visits as needed to our partner agency offices and communities. Overhead costs are minimized, allowing us to pass those savings on to our partner agencies.

While RGS staff expect to perform the majority of administrative work for CGA work remotely through various technologies, we recognize the customer relationship value of in-person office or meeting attendance and are willing and able to provide in-person services and/or office hours as mutually-agreed to best serve the CGA's objectives.

e) Will the firm and/or staff be available for in person meetings as requested by the CGA?

RGS staff will be available for in-person meetings as planned and mutually agreed between the CGA and the RGS Program Manager. In the event of unexpected or emergent in-person meeting needs where last-minute travel is not feasible for assigned key staff, RGS is committed to providing another qualified public administrator to meet such in person needs.

PROPOSAL COST PLAN AND NARRATIVE



PROPOSAL COST PLAN AND NARRATIVE

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.

RGS typically bills on an hourly basis for work performed. Hourly rates include all personnel and administrative costs associated with assigned staff. Hourly rates for the team proposed are provided below.

Classification	2022 Hourly Rate*
Program Manager	\$150
Finance Director	\$140
Clerk of the Board	\$125
Senior Advisor (as needed)	\$160
Grants Administrator (as needed)	\$145
Administrative Specialist	\$95
Technical Specialist (as needed)	\$120

*The Hourly Rate does not include direct external costs (such as rent, office equipment and supplies) which will be invoiced to Agency with no markup and will fall outside of the not-to-exceed (if established) for services provided.

Review of the GSA’s budget indicates that minimal funding was budgeted for the administrative services formerly provided by member agency Colusa County. RGS anticipates delivering all administrative services listed and will also facilitate agency efforts to establish appropriate funding mechanisms, including but not limited to grant funds. RGS staff anticipates a collaborative and productive relationship with the GA’s existing accounting service provider.

Initial joint planning and prioritization of desired services and outcomes will be essential. RGS’ experience in delivering similar administrative services to another GSA indicates that an annual budget of approximately \$230,000 for comprehensive and compliant administrative services is appropriate. We believe this estimate reflects a realistic assessment of competent full-service administration. It is RGS’ experience that to succeed it will be essential to formulate a budget that allows great flexibility. This will be particularly important when spending time and money to pursue grant funding.

EXECUTIVE SUMMARY

RGS desires to meet the GA's needs in the most competent manner possible within the financial capacity of the organization and will work with the Board to develop appropriate goals within the GA's budget limits.

APPENDICES



APPENDIX A – SVBGSA ACCOMPLISHMENTS



Salinas Valley Groundwater Sustainability Agency 5-Year Agency Report Accomplishments 2017 - 2021

Fiscal year 2021-22 will mark five years of work in developing, directing, funding, and managing the Salinas Valley Basin Groundwater Sustainability Agency (Agency). This milestone is a notable accomplishment in that the Agency was explicitly formed to address the Sustainable Groundwater Management Act (SGMA). From its inception, the Agency has worked collaboratively with the broadest range of stakeholders ever assembled to plan for the future of groundwater in Monterey County. With solid values based on honesty, transparency, and inclusivity, the Agency has changed water planning in the Salinas Valley.

SGMA declared that groundwater basins identified at risk of overdraft by the California Department of Water Resources had until June of 2017 to establish Groundwater Sustainability Agencies. In response, local interests came together to design a collaborative process, known as the "Formation Committee," to determine how best to address the many complex issues created with the passage of SGMA. Out of this work came the development of a nine-member Joint Powers Authority (JPA), which provided the GSA a platform for legal representation, funding, and stakeholder governance. The first official board meeting of the SVBGSA occurred in April of 2017, meeting the California Department of Water Resources' formation deadline. One of the first actions of the SVBGSA was to establish a management structure to ensure the success of day-to-day operations and that production of the first GSP due for submittal in January of 2020 could begin immediately.

The Board of Directors issued a Request for Proposals for management services, selecting Regional Government Services (RGS) as the organization best suited to develop a management structure that could effectively meet the stringent planning deadlines while providing quality stakeholder interaction and Board support. RGS is a Joint Powers Authority established in 2002 to serve the needs of cities, counties, special districts, joint powers authorities, and other governmental entities throughout California. RGS works exclusively with public agencies, providing a ready source of support and consulting services to meet its partner agencies' needs in a broad range of disciplines. RGS contracts to provide services on an hourly basis. This model allowed the GSA to establish personnel and financial infrastructures that serve the Agency by paying for only those hours employees work. Additionally, all benefits to employees are paid by RGS, which frees the Agency from legacy costs associated with retirement, vacation, or health benefits.

The first iteration of staffing for the GSA included a part-time General Manager and a part-time clerk. RGS provides financial services through a structure that included managing grants, expenditures, and budgeting paid on a per-hour rate. Following the agreement with RGS, the Agency set out to identify and recruit an organization well versed in SGMA and focused on hydrology to develop the first of six GSP's due in just over two years. The Agency contracted with Hydrometrics (later acquired by Montgomery and Associates M&A)) to provide GSP planning services. M&A immediately began work on the first GSP.

In the first two years of GSA development (FY 2017-18 and 2018-19), JPA members provided funding. However, the GSA Formation Committee had included a caveat in the JPA agreement that required the Agency to develop a separate funding stream within two years of the GSA formation. To accomplish this, staff selected Hansford and Associates to create and implement a fee to fund day-to-day operations and planning for the GSA. This fee was successfully implemented in FY 2019-20.

With the agency management structure in place and a team of highly competent support consultants, work began on developing the first GSP for the 180/400-Foot Aquifer Subbasin. During this period staff secured a \$1.5 million grant from the state for the first GSP and received additional grants totaling \$4.1 million grant to complete the next five GSPs. These grants have provided significant grant resources for Agency planning obligations. This Agency successfully submitted the 180/400-Aquifer Subbasin Plan in January of 2021.

With the first GSP completion, the Agency reorganized to complete five more GSP's due in January of 2022. This reorganization included the addition of a Deputy General Manager and a Senior Advisor. With this structure now in place, the staff is completing the next five plans while implementing the first plan. Importantly the grant funds secured for the planning work have significantly offset planning costs that would have otherwise been born by the Agency. The Agency continues to work with its consultant team. It is now actively working on a communications plans to broadcast the importance of this planning work, encouraging even greater participation levels by stakeholders. The communications work includes a focus on disadvantaged communities and small water systems.

The Agency is now forecasting what implementation of all GSPs will entail. The first plan submitted in 2021 is now beginning implementation and has previewed the types of implementation work that lies ahead for the Agency. The GSA will use the lessons learned from these actions to consider a future that includes the full implementation of six GSPs. To better understand the needs of funding and staffing to implement the plans fully, the GSA is currently working on a strategic plan to identify critical areas of work that will leverage available resources.

Five years in the GSA has successfully met or will meet the challenges presented by SGMA. Given that this is a new law that still contains many uncertainties, this is a remarkable accomplishment. It is essential to recognize that through this intense

planning period, the Agency has developed and created an innovative and effective stakeholder-driven organization that has kept costs as low as possible while producing high-quality outcomes.

Report Created By:

Gary Peterson, Senior Advisory and Founding General Manager
peterseng@svbgsa.org

Donna Meyers, General Manager
meyersd@svbgsa.org

APPENDIX B – RESUMES





Carol Thomas-Keefer

Lead Administrator – Groundwater Sustainability

Carol Thomas-Keefer joined Regional Government Services (RGS) to provide comprehensive administrative services for a groundwater authority partner agency in southern California in 2021.

Prior to joining RGS, Ms. Thomas-Keefer had over thirty-five years' experience in managing water operations and groundwater resources with a focus on water quality, resource sustainability, and responsible cost management. She has strong leadership skills and a track record of innovation, consensus building, strategic planning, and effective community outreach.

Ms. Thomas-Keefer has a bachelor's degree in communication arts and Spanish, and she has completed coursework toward an M.B.A. She holds several California state water certifications:

- California SWRCB Water Distribution Operator, Grade 3 (Grade 4 awaiting state approval)
- California SWRCB Water Treatment Operator, Grade 2^[SEP]
- NARUC Utility Rate School
- Environmental Compliance Boot Camp

PROFESSIONAL EXPERIENCE

REGIONAL GOVERNMENT SERVICES

Senior Advisor

As an RGS Senior Advisor, Ms. Thomas-Keefer currently serves as the general manager of the Indian Wells Groundwater Authority, one of the twenty-one basins determined to be in critical overdraft by the California Department of Water Resources (DWR). Ms. Thomas-Keefer manages all the administrative functions RGS staff assigned, and works closely with the Groundwater Authority Board and the community to advance the development of an effective groundwater sustainability plan and to address relevant water policy issues with stakeholders.

LIBERTY UTILITIES APPLE VALLEY

Operations Manager

Ms. Thomas-Keefer is responsible for oversight of twenty-one operations employees, groundwater production from twenty-two wells, facility maintenance, reporting and compliance, distribution system maintenance, permitting, coordination with engineering staff on capital projects, and management of capital and expense budgets. In addition, she has implemented emergency drought regulations and is active in community outreach activities.

CALIFORNIA AMERICAN WATER COMPANY

Operations Manager

Ms. Thomas-Keefer was responsible for management of the investor-owned utility's Los Angeles County District operations with oversight of twenty-five employees, water production from twenty wells located in three separate groundwater basins, and a \$2.5 million capital budget and \$14 million annual expense budget. She coordinated with water quality and environmental compliance staff to meet all applicable regulatory requirements and participated in outreach with city officials regarding rates, conservation measures, and water supply and quality.

MAIN SAN GABRIEL BASIN WATERMASTER

Executive Officer

Ms. Thomas-Keefer served as the chief executive of Watermaster, the agency managing the groundwater basin that supplies water to the San Gabriel Valley. She managed the development and implementation of groundwater management rules and regulations for water quality and water supply protection, and had oversight of project construction and operation of four groundwater treatment sites using multiple treatment processes. In addition, she participated in the initial development of the regional Groundwater Reliability Improvement Project (GRIP) to expand use of recycled water for groundwater recharge and participated in leadership of the Greater Los Angeles County Integrated Regional Water Management Plan group.

SAN GABRIEL VALLEY WATER ASSOCIATION

CENTRAL BASIN WATER ASSOCIATION

Executive Director

Through an agreement with Watermaster, Ms. Thomas-Keefer served three agencies simultaneously including as the executive director of two water associations. She managed all the staff functions and worked closely with state and federal lobbyists to monitor and advocate for water policy matters with legislators on behalf of water purveyors.

SUBURBAN WATER SYSTEMS

Communications Administrator

Ms. Thomas-Keefer was responsible for all employee and customer communications as well as support for senior management on rate proceedings, business planning, and annual report preparation.



Gary E. Petersen

On-Call Senior Advisor - Groundwater Sustainability

Mr. Petersen joined Regional Government Services (RGS) in 2017 to serve as the General Manager for a Groundwater Sustainability Agency. He continues to provide project management services to partner agencies as a Senior Advisor.

Prior to joining RGS, Mr. Petersen had thirty-five years' experience in local government as well as a twenty- year concurrent career as a consultant in organizational development. He has been a leader in local government in many areas including strategic planning, project management, community outreach, budgeting, grant acquisition and management, and personnel development. As a seasoned executive leader, he is skilled at managing multiple complex projects and systems. Throughout Mr. Petersen's career, he has been known for "bringing every faction of the community together to solve problems."

Mr. Petersen is a Certified Airport Executive. Some of his past recognition includes Airport Manager of the Year, President's Award for Special Service, San Carlos Chamber of Commerce Member of the Year, and California Special Olympics Volunteer of the Year award.

A lifelong public servant and change agent, Mr. Petersen is currently serving as a City Council member in Nevada City.

PROFESSIONAL EXPERIENCE

REGIONAL GOVERNMENT SERVICES

Senior Advisor

Mr. Petersen led the Salinas Valley Groundwater Sustainability Agency through the first steps of compliance with the State of California Sustainable Groundwater Management Act (SGMA). Now, as an RGS Senior Advisor, he is working with the current General Manager to develop the strategic plan to develop and implement the next Groundwater Sustainability Plan. In addition, he is performing document reviews for a transportation agency.

General Manager

Mr. Petersen managed the creation, development, staffing, and governance of the Salinas Valley Basin Groundwater Sustainability Agency. The GSA produced one of the first Ground Water Sustainability Plans (GSPs) required by SGMA. Mr. Petersen developed the plan collaboratively with the input of hundreds of stakeholders over the course of two years and with more than 125 public meetings and presentations. He secured grants and managed consultant contracts while overseeing the day-to-day activities of the Agency. He began implementation of the plan and designed an organizational structure to produce five more GPSs requiring completion by January 31, 2022.

CITY OF SALINAS

Director of Public Works

Reporting to the City Manager, Mr. Petersen directed the activity of 145 employees in the day-to-day management, maintenance, and development of all parks, infrastructure, fleet, and associated city facilities. He managed a capital improvement budget exceeding \$50 million in investments and played a key role in the city leadership team. He was active in addressing regional transportation, water, wastewater, and solid waste issues.

Airport Manager

For more than six years, Mr. Petersen managed the Salinas Municipal Airport. He improved airport facilities with over \$7 million in grants received from the Federal Aviation Agency (FAA). He managed the airport enterprise, successfully building reserves while paying for all airport operations and salaries with revenues that he raised from the use of airport properties. He also worked with the California International Airshow to ensure continued success of this country's fifth largest civilian airshow.

PETERSEN AND ASSOCIATES

Principal

For twenty years, Mr. Petersen was the Principal Consultant of a multidisciplinary firm focused on organization and staff development, collaborative problem solving, and leadership. He consulted with multiple local governments and not-for-profit organizations.

NEVADA COUNTY AIRPORT

Airport Manager

The Nevada County Airport was under threat of closure by State and Federal Agencies when Mr. Petersen was hired to resolve a number of critical safety issues that allowed the airport to continue operations. As the Airport Manager, Mr. Petersen resolved the safety issues and also began a project that resulted in the first new construction of storage aircraft hangers in twenty years.

SAN CARLOS AIRPORT

Airport Manager

Mr. Petersen served as the Airport Manager in San Carlos for over twenty-one years. He supervised all the employees and departments and managed the day-to-day operations as well as future airport planning. He was responsible for airport safety, regulations, and budget planning.

U.S. FOREST SERVICE

Wildland Firefighter

For seven years, Mr. Petersen served as a "hot shot" firefighter, a tank operator, and a Helicopter attack squad leader in California and seven other states.



Gina Schuchard

Director of Finance Services

Gina Schuchard joined RGS in 2020 as a financial advisor. She comes to RGS with 30 + years of local government financial experience in a number of Southern California agencies. Gina has served in various capacities including Budget Manager, Finance Manager and Finance Director for large and small municipalities. She has managed all facets of municipal finance and operations including utility billing, budget development, capital budgeting, fee studies, financial forecasting, and bond refunding.

Ms. Schuchard recently joined the RGS staff at Indian Wells Valley Groundwater Authority as financial advisor and provides financial, budget and audit support. She completed the 2022 (calendar year) budget process incorporating source of funding with task and line-item detail for ease of Board review and transparency. Since the Authority had several member agencies providing financial administration over the years, she is currently reviewing prior audits and processes and will be implementing financial policies. Additionally, Ms. Schuchard is finalizing the 2020 audit (originally under a different administration) and 2021 audit. She works closely with the contracted Engineering Services staff to track all GSP implementation costs, including grant funded tasks. Upcoming responsibilities include transitioning the Authority to MIP Fund Accounting software and customizing the chart of accounts. Gina also works with the RGS staff at Salinas Valley Basin Groundwater Sustainability Agency for best practices and financial system implementation resources.

Ms. Schuchard graduated with bachelor's degrees in Business Administration and International Business from CSU, Fullerton.

PROFESSIONAL EXPERIENCE

REGIONAL GOVERNMENT SERVICES

Advisor – Finance

Ms. Schuchard currently serves as financial advisor for the Indian Wells Valley Groundwater Authority providing financial, budget and audit management support.

CITY OF NORCO

Finance Director

Ms. Schuchard served as the finance director for the City of Norco for over four years. During her tenure, she was responsible for managing all aspects of the city's finance functions, including utility billing, accounts payable and receivable, and budget system.

CITY OF AVALON

Project Manager (LGS/RGS) / Interim CFO (Platinum Services)

Reporting to the city manager and chief administrative officer, Ms. Schuchard's projects included assisting staff and management with backlog and improvements in the areas of financial management, information technology and human resources.

CITY OF WEST HOLLYWOOD

Accounting Manager

Ms. Schuchard served as Accounting Manager for over five years. In this role, she was responsible for managing year-end audits and accounts payable and banking staff.

CITY OF SANTA CLARITA

Finance Manager

Ms. Schuchard was responsible for managing all aspects of finance, budget and accounting, participating in the annual CIP budget allocation process, managing ERP implementation and automated timecard system, working with citywide staff on the structure of a new chart of accounts, and streamlining City Council approval and appropriations process for grants.

CITY OF SANTA ANA

Budget and Research Manager

Ms. Schuchard worked in the City of Santa Ana for over fourteen years serving in progressively responsible positions. Ultimately, as Budget and Research Manager, reporting to the assistant city manager, including managing the Budget Office and citywide budget process, reviewing Capital projects and grant programs, participating on the City negotiating team with Police Officers Association (POA) and Fire Benevolent Association (FBA) and presenting the proposed annual budget to City Council, Chamber of Commerce, and neighborhood community meetings.



Yvonne Spence

Administrative Services – Clerk of the Board

Ms. Spence joined Regional Government Services (RGS) as an Advisor specializing in clerking services in 2021. Ms. Spence has over twenty years' experience as a city clerk and deputy city clerk. She also has many years of experience in public administration.

Ms. Spence has a bachelor's degree in business administration. she is a Master Municipal Clerk and holds certifications as a Records Manager and Municipal Clerk.

PROFESSIONAL EXPERIENCE

REGIONAL GOVERNMENT SERVICES

Advisor – City/Board Clerk

Ms. Spence provides clerking services for RGS partner agencies such as noticing, conducting and managing public meetings, managing public records and ensuring Brown Act compliance.

CITY OF FRESNO

City Clerk

Ms. Spence managed the administrative functions of the Office of the Clerk, attended council meetings, and compiled the minutes of the meeting. She also managed the City's records management program and the records storage center. She was responsible for ensuring that meetings, postings, and elections were held in legal compliance with the Brown Act, Election Code, City Charter, Municipal Code, and the Government Code.

CITY OF AUSTIN, TEXAS

Deputy City Clerk

Ms. Spence was responsible for directing the staff and functions of the Office of the City Clerk, preparing agendas, attending council and committee meetings, and transcribing minutes. She implemented technology to ensure that all processes ran efficiently.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Customer Service Manager

Ms. Spence directed a staff of sixty employees consisting of four functional areas in the Information Resources Division. She developed policies for agency wide records management in accordance with state laws and federal guidelines, created a records management training manual, and developed policies for open records requests.

SALLIE MAE

Manager, Records Management

Ms. Spence directed a staff of 160 employees consisting of four functional areas in student loan servicing: records management, customer service, document storage, and correspondence processing.

Yvonne Spence

Administrative Services – Clerk of the Board

Page 2

Manager, Loan Acquisition

Ms. Spence managed staff and activities of two functional areas: conversions and document storage.

Assistant Manager, Process Control Unit

Ms. Spence developed and tested procedures to be used throughout the loan servicing center. She also coordinated audits and reviews by corporate and third-party teams.



Jefferson Kise

On-Call Grant Administration Manager

Mr. Kise joined Regional Government Services (RGS) in 2010 is responsible for all of RGS' finance operations including: financial reporting, billing, accounts payable, insurance & retirement plan funding and systems.

Mr. Kise had over 28 years of private operations and financial leadership experience. Mr. Kise has served in COO roles in group health plan and pension operations, CFO roles including high-growth company venture capital fund raising, growth and turn-around Consulting engagements, and various Commercial Banking positions.

PROFESSIONAL EXPERIENCE

SYSTEM EVALUATION, REDESIGN AND SELECTION

- Pension and Hour Bank software needs analysis, vendor due diligence, selection and implementation.
- Designed to collapse three systems into one, creating stable, scalable platform to support continued growth.

DASHBOARD AND METRICS DEVELOPMENT

- Lead creation of actionable metrics program in support of operational turn around and staff management.
- Client data analytics development to improve client reporting and relationship management.

PROJECT MANAGEMENT

- Project manager for both process creation and system revision projects using various software tools.
- Coordinate all communication, task assignments, follow up and documentation for multi-site projects.

MODELING AND BUDGETING

- Investigate source data, process interactions and create custom spreadsheet to model activity.
- Modeled activity volumes, staffing and space needs as well as profit and loss and balance sheet results.

FINANCIAL & OPERATIONS LEADERSHIP

- Responsibilities including venture & commercial financing, forecasting, budgeting, reporting, audit prep and support.
- Achieved exceptional operating metrics through efficiency projects and strict performance management.

POLICY AND PROCEDURE DEVELOPMENT AND DOCUMENTATION

- Write and maintain procedure standards to insure operating consistency.
- Results published in both hard copy and online formats depending on environment.

EFFECTIVENESS AND EFFICIENCY FOCUS

- Identify mission critical tasks and processes relative to management focus.
- Continuous process evaluation in quest for improved efficiency and leverage of human capital.

STAFF DEVELOPMENT AND MANAGEMENT

- Experience in hiring, testing, development, review and discipline of staff.
- Direct responsibility for as many as 125 employees in union and non-union settings.

FINANCIAL & OPERATIONS LEADERSHIP

- Responsibilities including venture & commercial financing, forecasting, budgeting, reporting, audit prep and support.
- Instrumental in raising \$5,000,000 in series A venture capital for America's Choice Healthplans.
- Achieved exceptional operating metrics through efficiency projects and strict performance management.
- Reduced payment processing from 7 weeks to < 2 weeks and eliminated duplication with no added labor expenses.
- Improved call center performance by reducing abandonment rate from 18.4% to 2.3% at zero cost increase.

MODELING AND BUDGETING

- Investigate source data, process interactions and create custom spreadsheet to model activity.
- Created dynamic activity based staffing and financial forecasting model supporting growth of *Inc 500* company.
- Developed full cash-cycle spreadsheet supporting client profitability analysis, billing and subcontractor payables.

SYSTEM EVALUATION, REDESIGN AND SELECTION

- Pension and Hour Bank software needs analysis, vendor due diligence, selection and implementation.
- Designed to collapse three systems into one, creating stable, scalable platform to support continued growth

PROJECT MANAGEMENT

- Project manager for both process creation and system revision projects using various software tools.
- Coordinate all communication, task assignments, follow up and documentation for multi-site projects.

POLICY AND PROCEDURE DEVELOPMENT AND DOCUMENTATION

- Write and maintain procedure standards to insure operating consistency.
- Results published in both hard copy and online formats depending on environment.

COMMERCIAL BUSINESS & REAL ESTATE LENDING

- Client development, financial underwriting, closing and servicing of various business loan relationships.
- Clients represented a broad range of products and business models.

STAFF DEVELOPMENT AND MANAGEMENT

- Experience in hiring, testing, development, review and discipline of staff.
- Direct responsibility for as many as 125 employees in union and non-union settings.

POSITIONS HELD

- PROFESSOR, California State University Monterey Bay teaching Finance and Entrepreneurship
- CONSULTANT, Small Business Development Center and private clients
- VICE PRESIDENT OF OPERATIONS, Delta Fund Services, health plan and pension administrator for trust sponsored plans.
- EXECUTIVE DIRECTOR, Alicare, fully insured and self-insured health plan administrator
- CHIEF OPERATING OFFICER, Insurance Programmers, 3rd party administrator of Taft-Hartley Health & Welfare plans
- CFO & EVP OPERATIONS, America's Choice Healthplans, 3rd party and online health plan administrator
- COMMERCIAL BANKING OFFICER, National Penn Bank, \$4 billion regional financial institution

EDUCATION

MBA, dual concentration: *Financial Management & Information Systems*, Drexel University, Philadelphia, PA

BA, *Economics*, Trinity College, Hartford, CT

APPENDIX C – EXCEPTIONS TO TERMS



APPENDIX C – EXCEPTIONS TO TERMS

RGS has reviewed and acknowledges the insurance requirements as stated in Section 5. As a public agency, RGS may, pursuant to California Government Code Section 990, satisfy the requirements with a combination of self-insurance and/or self-insured pool insurance.

The GSA has not included a sample Professional Services Agreement with the RFP, and due to previous administrative arrangements may not have developed such an agreement template. The RGS Standard Agreement is included herein, for your consideration.

RGS is committed to reducing paper waste by converting to electronic processes. Toward these waste reduction goals, RGS uses DocuSign to digitally sign and execute our Agreements. DocuSign provides a secure and legally binding digital signature process which eliminates the need for printing and distribution of documents for signature. Additionally, and especially under the current health and safety restrictions, RGS requests that agencies use electronic payment methods whenever possible to reduce mailing and paper expenses. RGS requests your assistance with meeting these waste reduction goals by joining us in the use of DocuSign and electronic payment methods during our collaboration.

Preamble: The agreement for services described below is also an agreement to engage in a relationship between organizations – Agency partners. In order to establish a mutually respectful relationship as well as a productive one, RGS has adopted the following values and business methods.

Our Values

- **Expert Services:** RGS serves exclusively public sector agencies with its team of public-sector experts.
- **Innovation:** RGS encourages and develops innovative and sustainable services to help each Agency meet its challenges through new modes of service provision.
- **Customer Driven:** RGS customizes solutions to achieve the right level and right kind of service at the right time for each Agency's unique organizational needs.
- **Perseverance:** Sometimes the best solutions are not immediately apparent. RGS listens, works with you, and sticks with it until a good fit with your needs is found.
- **Open Source Sharing:** RGS tracks emerging best practices and shares them, learning openly from each other's hard-won experience.
- **Commitment:** Government agencies are the public's only choice for many services. Public trust is earned and must be used wisely. And RGS will do its part. Each Agency should and will know how RGS sets its rates. RGS' pledge to you is that we will act with honesty, openness, and full transparency.

How RGS Does Business

When you work with RGS you can expect:

- RGS will strive to be explicit up front and put our understandings in writing. Before making assumptions, we hope to talk directly to prevent any misunderstandings.
- Ongoing interaction throughout our relationship to ensure that your needs are being met, and that projects progress appropriately and agreed-upon timelines are met.
- RGS is committed to honest interaction.
- When RGS employees are on your site, we expect them to treat people respectfully and be treated respectfully. If problems arise, we want to communicate early, accurately, and thoroughly to ensure that we find mutually acceptable solutions.
- As a public Agency, partnering is valued. We look out for each Agency's interests consistent with maintaining the public trust.
- To keep expectations realistic, it is important to understand that RGS is a governmental, joint powers authority evolving to meet changing local government needs. RGS has carefully constructed policies and procedures to allow maximum flexibility to meet your needs.

Agreement for Management and Administrative Services

This Agreement for Management Services (“Agreement”) is made and entered into as of the **XX** day of **MONTH** 2022, by and between the **AGENCY**, a municipal Agency (“Agency”), and **Regional Government Services Authority** (RGS), a joint powers authority, (each individually a “Party” and, collectively, the “Parties”).

RECITALS

THIS AGREEMENT is entered into with reference to the following facts and circumstances:

- A. That Agency desires to engage RGS to render certain services to it;
- B. That RGS is a management and administrative services provider and is qualified to provide such services to the Agency; and
- C. That Agency has elected to engage the services of RGS upon the terms and conditions as hereinafter set forth.

TERMS AND CONDITIONS

Section 1. Services. The services to be performed by RGS under this Agreement shall include those services set forth in the attached **Exhibits**, which are incorporated by this reference herein and made a part hereof as though it were fully set forth herein.

Where in conflict, the terms of this Agreement supersede and prevail over any terms set forth in the **Exhibits**.

- 1.1 Standard of Performance.** RGS shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the types of services that RGS agrees to provide in the geographical area in which RGS operates.
- 1.2 Service Advisor.** To ensure quality and consistency for the services provided, RGS also assigns a service advisor to Agency. The service advisor is available to assigned RGS staff and to Agency management and will check in regularly with both to address program/project directives. Typically service advisor time is not billed to Agency, with some exceptions where significant programmatic direction is provided.
- 1.3 Reassignment of Personnel.** Assignment of personnel to provide the services described in the **Exhibits** is at the sole discretion of RGS. In the event that Agency or RGS, at any time during the term of this Agreement, desires the reassignment of personnel, Agency and RGS shall meet and discuss in good faith to address the issue of concern, including but not limited to reassigning such person or persons.
- 1.4 Time.** RGS shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance described above and to provide the services described in the **Exhibits**.

Section 2. Term of Agreement and Termination.

- 2.1** Services shall commence on or about **DATE XX, 2022**, and this Agreement is anticipated to remain in force to **DATE XX, 2022**, at which time services may continue on a month-to-month basis until one party terminates the Agreement or if Section 3 contains a “not to exceed” amount, until RGS charges for services reach the not-to-exceed amount at which point the Agreement will automatically terminate unless amended. Services provided under the month-to-month provision are subject to current RGS staff rates in effect at the time of service. Once this Agreement has converted to a month-to-month basis, it shall automatically terminate upon the ninety-first (91st) continuous day with no billable service hours. After the ninety-first (91st) day with no billable service hours, RGS shall provide Agency with written notice of the automatic termination of the Agreement.
- 2.2** This Agreement may be terminated by either Party, with or without cause, upon 30 days’ written notice. Agency has the sole discretion to determine if the services performed by RGS are satisfactory to the Agency which determination shall be made in good faith. If Agency determines that the services performed by RGS are not satisfactory, Agency may terminate this Agreement by giving written notice to RGS. Upon receipt of notice of termination by either Party, RGS shall cease performing duties on behalf of Agency on the termination date specified and the compensation payable to RGS shall include only the period for which services have been performed by RGS.

Section 3. Compensation. Payment for services under this Agreement shall not exceed \$**XXX** and shall be as provided in the **Exhibits**.

Section 4. Effective Date. This Agreement shall become effective on the date first herein above written.

Section 5. Relationship of Parties.

5.1 It is understood that the relationship of RGS to the Agency is that of an independent contractor and all persons working for or under the direction of RGS are its agents or employees and not agents or employees of Agency. The Agency and RGS shall, at all times, treat all persons working for or under the direction of RGS as agents and employees of RGS, and not as agents or employees of the Agency. Agency shall have the right to control RGS employees only insofar as the results of RGS’ services rendered pursuant to this Agreement. In furtherance of this Section 5.1, the Parties agree as follows:

- 5.1.1** Agency shall not request from RGS or from an RGS employee providing services pursuant to this Agreement an RGS employee’s Social Security Number or other similar personally identifying information.
- 5.1.2** Agency shall not report an RGS employee to a third party as an employee of Agency. For the purposes of this Section 5.1, “third party” means another government agency, private company, or individual.

5.1.3 In the event that a third-party requests information about an RGS employee—including but not limited to personally identifying information, hours or locations worked, tasks performed, or compensation—Agency shall inform RGS of the request prior to responding. If Agency possesses such information about an RGS employee, the Parties shall confer in good faith about an appropriate and legally compliant response to the request.

5.2 RGS shall provide services under this Agreement through one or more employees of RGS qualified to perform services contracted for by Agency. The positions of RGS staff that will coordinate services to the Agency are indicated in the **Exhibits**. The Executive Director or assigned supervising RGS staff will consult with Agency on an as-needed basis to assure that the services to be performed are meeting Agency's objectives. At any time the RGS employee may be providing services to one or more RGS clients concurrent with the services being provided under this Agreement.

5.3 Agency shall not have the ability to direct how services are to be performed, specify the location where services are to be performed, or establish set hours or days for performance of services, except as set forth in the **Exhibits**.

5.4 RGS employees may require access to Agency's computer systems and networks to complete the assigned services. RGS requires its employees to agree to appropriate system usage policies, which include a pledge not to use partner agency electronic equipment for anything other than partner agency work. (These policies can be provided to Agency upon request.)

5.5 Agency shall not have any right to discharge any employee of RGS from RGS employment.

5.6 RGS shall, at its sole expense, supply for its employees providing services to Agency pursuant to this Agreement any and all benefits, such as worker's compensation, disability insurance, vacation pay, sick pay, or retirement benefits; obtain and maintain all licenses and permits usual or necessary for performing the services; pay any and all taxes incurred as a result of the employee(s) compensation, including employment or other taxes; and provide Agency with proof of payment of taxes on demand.

Section 6. General Liability Coverage. RGS, pursuant to California Government Code Section 990, may satisfy its contractual liabilities with self-insurance and/or participate in a pooled risk purchasing program. RGS has and will continue to maintain a program of liability coverage against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by RGS and its agents, representatives, employees, and subcontractors.

6.1 Workers' Compensation Coverage.

6.1.1 General requirements. RGS shall, at its sole cost and expense, maintain Workers' Compensation coverage and Employer's Liability coverage with limits of not less than \$1,000,000.00 per occurrence.

6.1.2 Waiver of subrogation. The Workers' Compensation coverage shall be endorsed with or include a waiver of subrogation in favor of Agency for all work performed by RGS, its employees, agents, and subcontractors.

6.2 Commercial General, Automobile, and Professional Liability Coverages.

6.2.1 General requirements. RGS, at its own cost and expense, shall maintain commercial general and automobile liability coverage for the term of this Agreement in an amount not less than \$2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. RGS shall additionally maintain commercial general liability coverage in an amount not less than \$2,000,000 aggregated for bodily injury, personal injury, and property damage.

6.2.2 Minimum scope of coverage. RGS coverage may not be written on ISO forms but will always provide coverage at least as broad as the latest version of the following: (A) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); and (B) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 001, code 1 (any auto).

6.3 Professional Liability Insurance. RGS, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability coverage for licensed professionals performing work pursuant to this Agreement in an amount not less than \$2,000,000 covering the licensed professionals' errors and omissions.

6.4 All Policies Requirements.

6.4.1 Coverage requirements. Each of the following shall be included in the coverage or added as an endorsement:

- a. Agency and its officers, employees, and agents, shall be covered as additional covered parties with respect to RGS' general commercial, and automobile coverage for claims, demands, and causes of action arising out of or relating to RGS' performance of this Agreement and to the extent caused by RGS' negligent act, error, or omission.
- b. An endorsement to RGS' general commercial and automobile coverages must state that coverage is primary with respect to Agency and its officers, officials, employees and volunteers.
- c. All coverages shall be on an occurrence or an accident basis, and not on a claims-made basis.

6.4.2 Acceptability of coverage providers. All coverages required by this section shall be acquired through providers with a Bests' rating of no less than A: VII or through sources that provide an equivalent level of reliability.

- 6.4.3 Verification of coverage.** Prior to beginning any work under this Agreement, RGS shall furnish Agency with notifications of coverage and with original endorsements effecting coverage required herein. The notifications and endorsements are to be signed by a person authorized to bind coverage on its behalf. Agency reserves the right to require complete, certified copies coverage at any time.
- 6.4.4 Subcontractors.** RGS shall include all subcontractors as insureds under its coverage or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.
- 6.4.5 Variation.** During the term of this Agreement, RGS may change the insurance program in which it participates. RGS will provide reasonable notice of any such change to Agency and replacement copies of Certificates of Coverage and endorsements.
- 6.4.6 Deductibles and Self-Insured Retentions.** RGS shall disclose any self-insured retention if Agency so requests prior to performing services under this Agreement or within a reasonable period of time of a request by Agency during the term of this Agreement.
- 6.4.7 Maintenance of Coverages.** The coverages stated herein shall be maintained throughout the term of this Agreement and proof of coverage shall be available for inspection by Agency upon request.
- 6.4.8 Notice of Cancellation or Reduction in Coverage.** In the event that any coverage required by this section is reduced, limited, or materially affected in any other manner, RGS shall provide written notice to Agency at RGS earliest possible opportunity and in no case later than five business days after RGS is notified of the change in coverage.

Section 7. Legal Requirements.

- 7.1 Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 Compliance with Applicable Laws.** RGS and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 Reporting Requirements.** If there is a statutory or other legal requirement for RGS to report information to another government entity, RGS shall be responsible for complying with such requirements.
- 7.4 Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, RGS and any subcontractors shall comply with all applicable rules and regulations to which Agency is bound by the terms of such fiscal assistance program.

- 7.5 **Licenses and Permits.** RGS represents and warrants to Agency that RGS and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to provide the services contemplated by this Agreement. RGS represents and warrants to Agency that RGS and its employees, agents, and subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions.
- 7.6 **Nondiscrimination and Equal Opportunity.** RGS shall not discriminate on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided under this Agreement. RGS shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement.

Section 8. Keeping and Status of Records.

- 8.1 **Records Created as Part of RGS' Performance.** All final versions of reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that RGS prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of Agency. RGS hereby agrees to deliver those documents to Agency upon termination of the Agreement, if requested. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for Agency and are not necessarily suitable for any future or other use.
- 8.2 **Confidential Information.** RGS shall hold any confidential information received from Agency in the course of performing this Agreement in trust and confidence and will not reveal such confidential information to any person or entity, either during the term of the Agreement or at any time thereafter. Upon expiration of this Agreement, or termination as provided herein, RGS shall return materials which contain any confidential information to Agency. For purposes of this paragraph, confidential information is defined as all information disclosed to RGS which relates to Agency past, present, and future activities, as well as activities under this Agreement, which information is not otherwise of public record under California law. Agency shall notify RGS what information and documents are confidential and thus subject to this section 8.2.

8.3 RGS Books and Records. RGS shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to Agency under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment under this Agreement.

8.4 Inspection and Audit of Records. Any records or documents that Section 8.3 of this Agreement requires RGS to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of Agency. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds \$10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of Agency or as part of any audit of Agency, for a period of three years after final payment under the Agreement.

Section 9. Non-assignment. This Agreement is not assignable either in whole or in part without the written consent of the other party.

Section 10. Amendments. This Agreement may be amended or modified only by written Agreement signed by both Parties.

Section 11. Validity. The invalidity, in whole or in part, of any provisions of this Agreement shall not void or affect the validity of any other provisions of this Agreement.

Section 12. Disputes. Should any dispute arise out of this Agreement, Agency agrees that it shall only file a legal action against RGS, and shall not file any legal action against any of the public entities that are members of RGS.

Section 13. Venue/Attorneys' Fees. Any suit or action initiated by either party shall be brought in Alameda County, California. In the event of litigation between the Parties hereto to enforce any provision of the Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs of litigation.

Section 14. Mediation. Should any dispute arise out of this Agreement, the Parties shall meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. Neither Party shall be permitted to file legal action without first meeting in mediation and making a good faith attempt to reach a mediated resolution. The costs of the mediator, if any, shall be paid equally by the Parties. If a mediated settlement is reached, neither Party shall be deemed the prevailing party for purposes of the settlement and each Party shall bear its own legal costs.

Section 15. Employment Offers to RGS Staff. Should Agency desire to offer permanent or temporary employment to an RGS employee who is either currently providing RGS services to Agency or has provided RGS services to Agency within the previous six months, said Agency will be charged a fee equal to the full-time cost of the RGS employee for one month, using the most recent RGS bill rate for the RGS employee's services to Agency. This fee is to recover RGS' expenses in recruiting the former and replacement RGS staff.

Section 16. Entire Agreement. This Agreement, including the **Exhibits**, comprises the entire Agreement.

Section 17. Indemnification.

17.1 RGS' indemnity obligations.

RGS shall indemnify, defend, and hold harmless Agency and its legislative body, boards and commissions, officers, and employees ("Indemnitees") from and against all claims, demands, and causes of action by third parties, including but not limited to attorneys' fees, arising out of RGS' performance of this Agreement, to the extent caused by RGS' negligent act, error, or omission. Nothing herein shall be interpreted as obligating RGS to indemnify Agency against its own negligence or willful misconduct.

Training disclaimer

Agency understands and acknowledges that RGS advisors may, as part of the scope of services under this Agreement, provide training on various matters including human resources, accounting, or management practices. The advice and guidance included in such training does not, and is not intended to, constitute legal advice; instead, all information, content, and materials provided are based on industry best practices, but may not be applicable in all situations. Agency staff should not act or refrain from acting on the basis of the information provided as part of a training without first seeking legal advice from counsel in its relevant jurisdiction and/or appropriate Agency approval. RGS' obligation to indemnify, defend, and hold harmless indemnities pursuant to this section 17.1 for professional errors and omissions shall not exceed \$500,000.

17.2 Agency's indemnity obligations. Agency shall indemnify, defend and hold harmless RGS and its officers, directors, employees and agents from any and all claims and lawsuits where such persons are named in the lawsuit solely because of a duty any of them performs in accordance with the services outlined in Exhibit B.

It is the intent of the parties here to define indemnity obligations that are related to or arise out of Agency's actions as a governmental entity. Thus, Agency shall be required to indemnify and defend only under circumstances where a cause of action is stated against RGS, its employees or agents:

- a. which is unrelated to the skill they have used in the performance of the duties delegated to them under this Agreement;
- b. when the allegations in such cause of action do not suggest the active fraud or other misconduct of RGS, its employees, or agents; or
- c. where an Agency employee, if he had been acting in a like capacity, otherwise would be acting within the scope of that employment.

Whenever Agency owes a duty hereunder to indemnify RGS, its employees or agents, Agency further agrees to pay RGS a reasonable fee for all time spent by any RGS employee, or spent by any person who has performed work pursuant to this Agreement, for the purpose of preparing for or testifying in any suit, action,

or legal proceeding in connection with the services the assigned employee has provided under this Agreement.

17.3 Obligations and indemnity related to defined benefit retirement plan participation.

- a. RGS and Agency acknowledge and agree that, if Agency participates in a defined benefit plan (such as CalPERS, a pension plan, or Social Security) (“Retirement Program”), it is possible that the Retirement Program may find that RGS employees providing services pursuant to this Agreement are employees of Agency and should be registered with the Retirement Program as employees of Agency, which possibility is the same as if Agency were contracting with a private consulting firm. Pursuant to Section 5.1 of this Agreement, Agency has an obligation to treat all persons working for or under the direction of RGS as agents and employees of RGS, and not as agents or employees of Agency. Agency agrees not to ask RGS employees for personally identifying information.
- b. In the event that the Agency’s Retirement Program initiates an inquiry that includes examination of whether individuals providing services under this Agreement to Agency are Agency’s employees, Agency shall inform RGS within five days and share all communications and documents from the Retirement Program that it may legally share. In the event that either RGS or Agency files an appeal or court challenge, RGS and Agency each agree to cooperate with each other in responding to the inquiry and any subsequent administrative appeal or court challenge of an adverse determination. Notwithstanding Section 17.1 of this Agreement, RGS and Agency shall each bear their own costs in responding to an inquiry by a Retirement Program, including but not limited to costs of an administrative appeal or court challenge.
- c. In the event that any RGS employee or subconsultant providing services under this Agreement is determined by a court of competent jurisdiction or the Agency’s Retirement Program to be eligible for enrollment in the Retirement Program as an employee of the Agency, to the fullest extent of the law, Agency shall indemnify, defend, and hold harmless RGS for any Retirement Program contribution payment that Agency is required as a result to make to the Retirement Program as well as for the payment of any penalties and interest on such payments.

Section 18. Notices. All notices required by this Agreement shall be given to Agency and RGS in writing, by first class mail, postage prepaid, or by email transmission addressed as follows:

Agency: INFO

RGS: Regional Government Services Authority
P. O. Box 1350
Carmel Valley, CA 93924
Email: contracts@rgs.ca.gov

Notice by email transmission shall be deemed given upon verification of receipt if received before 5:00p.m. on a regular business day or else on the next business day.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the date first written by their respective officers duly authorized on their behalf.

DATED: _____

Agency

By: _____

AGENCY

DATED: _____

Regional Government Services Authority

By: _____

Richard H. Averett, Executive Director

Exhibit A

Compensation.

1. **Fees.** Agency agrees to pay to RGS the hourly rates set forth in the tables below for each RGS employee providing services to Agency, which are based in part on RGS' full cost of compensation and support for the RGS employee(s) providing the services herein described.

RGS and Agency acknowledge and agree that compensation paid by Agency to RGS under this Agreement is based upon RGS' costs of providing the services required hereunder. The Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities for which RGS may be obligated for its employees or may otherwise be contractually obligated.

Consequently, the Parties agree that adjustments to the hourly rate shown below for "RGS Staff" will be made for changes to the salary and/or benefits costs provided by RGS to such employee. On July 1 of each year, RGS' hourly bill rates will be adjusted by the percentage change in the Consumer Price Index (Bureau of Labor Statistics, CPI for urban wage earners and clerical workers in the San Francisco-Oakland-San Jose area) ("CPI") for the twelve months through the end of December of the prior year. Irrespective of the movement of the CPI, RGS will not adjust its hourly rates downward; nor will RGS adjust its hourly rates upward in excess of a five percentage (5%) change, excepting instances where there was no increase in the prior year's hourly rates. In that event, RGS will adjust its hourly rates by the full percentage change in the CPI for the twelve months through the end of December of the prior year.

2. **Reimbursement of RGS' Administrative Cost.** Agency shall reimburse RGS for overhead as part of the hourly rate specified below, and direct external costs. Support overhead costs are those expenses necessary to administering this Agreement, and are included in the hourly rate. Direct external costs, including such expenses as travel or other costs incurred for the exclusive benefit of the Agency, will be invoiced to Agency when received and without mark-up. These external costs will be due upon receipt.
3. **Terms of Payment.** RGS shall submit invoices monthly for the prior month's services. Invoices shall be sent approximately 10 days after the end of the month for which services were performed and are due and shall be delinquent if not paid within 30 days of receipt. Delinquent payments will be subject to a late payment carrying charge computed at a periodic rate of one-half of one percent per month, which is an annual percentage rate of six percent, which will be applied to any unpaid balance owed commencing 7 days after the payment due date. Additionally, in the event the Agency fails to pay any undisputed amounts due to RGS within 15 days after payment due date, then Agency agrees that RGS shall have the right to consider said default a total breach of this Agreement and the duties of RGS under this Agreement may be terminated by RGS upon 5 working days' advance written notice.

Payment Process/Address. RGS prefers invoices be paid electronically. Please contact RGS for electronic payment instructions —

Jefferson Kise, MBA, RGS Finance and Operations Manager
(831) 308-2718 | jkise@rgs.ca.gov

[EXHIBIT A CONTINUES ON FOLLOWING PAGE]

Should it be necessary for payments to be made by check then please use the following address:

Regional Government Services Authority
PO Box 1350 | Carmel Valley, CA 93924

AGENCY CONTACTS

Agency Billing Contact. Invoices are sent electronically only. Please provide the contact person to whom invoices should be sent:

NAME	EMAIL

Agency Insurance Contact. Please provide the contact person to whom the certificate of coverage should be sent:

NAME	EMAIL

RGS STAFF

CLASSIFICATION	HOURLY RATE*
Chief Operating Officer	\$140 to \$230
Deputy Chief Operating Officer	\$135 to \$205
Senior/Lead Advisor	\$130 to \$200
Advisor	\$120 to \$170
Project Advisor	\$110 to \$130
Project Coordinator	\$90 to \$125
Technical Specialist	\$80 to \$120

*The Hourly Rate does not include direct external costs which will be invoiced to Agency with no markup and will fall outside of the not-to-exceed (if established) for services provided.

Exhibit B

Scope of Services. Subject to the terms and conditions of this Agreement, Regional Government Services Authority (RGS) shall assign an RGS employee or employees to perform the functions as described below:

- Perform the functions as assigned by the RGS lead advisor.
- Be reasonably available to perform the services during the normal work week.
- Meet regularly and as often as necessary for the purpose of consulting about the scope of work performed with the appropriate Agency project manager and with the RGS lead.
- Perform other duties as are consistent with the services described herein and approved by the RGS lead advisor.
- Perform related work as required as approved by the RGS lead advisor.
- Such employee may perform services at Agency offices available or at other locations.

APPENDIX D – ADDITIONAL FORMS



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): Regional Government Services


Address: P.O. Box 1350 Carmel Valley,
City: _____ State: CA Zip: 93924

Contact Name: Sophia Selivanoff

Title: Deputy Executive Director

Telephone No: 650-587-7315

Email: sselivanoff@rgs.ca.gov

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 25, 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.

Sophia Selivanoff
Name (type or print)


Signature

Deputy Executive Director
Title

4/25/2022
Date

Regional Government Services Authority
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 25, 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

Colusa Groundwater Authority Program Management Services



Proposal
April 22, 2022

EST. 1968
**PROVOST &
PRITCHARD**
CONSULTING GROUP
An Employee Owned Company



3387 Bodero Lane
Chico, CA 95973
Tel: (866) 776-6200

www.provostandpritchard.com

April 22, 2022

Colusa Groundwater Authority
Attention: Denise Carter
CGA Chair
1213 Market Street
Colusa, CA 95932
Digital submittal emailed to: waterresources@countyofcolusa.com

RE: Request for Proposal – Program Management Services

Ms. Carter:

Provost & Pritchard Consulting Group (Provost & Pritchard) has assisted in forming and providing professional services to several California Groundwater Sustainability Agencies (GSAs) since the Sustainable Groundwater Management Act (SGMA) was signed into law in 2014. We have also provided professional services directly to Colusa Groundwater Authority (CGA) and the following member agencies: Colusa County Water District, Glenn-Colusa Irrigation District (GCID), Reclamation District 108, and Westside Water District. We are currently providing on-call services to the Colusa Basin Drainage District, consulting services related to long-term funding for both the CGA and Glenn Groundwater Authority (GGA), and engineering services to GCID.

Today we understand that CGA is seeking a firm with experience in project management, stakeholder engagement, and administration to serve at the pleasure of CGA's Board of Directors in a Program Manager role. Provost & Pritchard proposes a comprehensive team, led by Senior Geologist/Hydrogeologist Linda Sloan, PG, CHG and Randy Hopkins, PE, and includes Program Manager Hilary Armstrong Reinhard, PE, and internal Project Manager Andy Scheer, PE. The work for this assignment will be conducted out of our Chico office. If selected, Ms. Reinhard will resign from the CGA Board of Directors.

The key benefits our project team brings to CGA include:

- **A specialized, experienced team.** Our team is a concise ensemble of experts that will meet the needs of the CGA. This small well-rounded team will provide consistent high-quality work as well as high efficiency in completing the work. We believe that balancing the needs of the stakeholders while meeting the requirements of the state is one of, if not the most, critical aspects of the project. Using her in-depth knowledge of and history with the CGA, Ms. Reinhard will lead the program management services, with assistance from our internal Project Manager, Mr. Scheer. Mr. Hopkins will be available to assist Ms. Reinhard in a technical advisory role, as needed.
- **A history of performance.** Over the course of 54 years, Provost & Pritchard has grown in size, services offered and geography, with eight office locations throughout California.

With 230 employees, our staff has diverse specializations that include much more than contract agency management, water resources consulting, data collection/analysis and management, website maintenance, grant writing and application preparation, and outreach and social media services. Notably, Provost & Pritchard has prepared 14 GSPs, and has supported numerous agencies in SGMA compliance.

- **Local knowledge.** Our team has worked with many of the member agencies of the Colusa Groundwater Authority. We are familiar with various agency processes through our experience providing professional services for recent projects within the CGA boundary including: GCID's Hamilton City Pumping Plant Gradient Facility, Lurline Check Structure Replacement Alternatives Study, and other services; planning services for Reclamation District (RD) 108, consulting services for the Colusa Basin Drainage District, and On-Call services for Westside Water District. Projects located in the Sacramento Valley but not within the CGA boundaries include projects for Orland Artois Water District, Biggs-West Gridley Water District, RD 1500, and Bella Vista Water District.
- **Agricultural knowledge.** Provost & Pritchard has a rich history in agricultural regions and understands the unique dynamic that occurs in rural areas. The team has experience helping clients weather droughts such as the one we're experiencing now and has an extensive history working in groundwater basins that are challenged with water reliability and supply.

If you have any questions or need any additional information, please contact Ms. Sloan at (866) 776-6200 or email lsloan@ppeng.com. Thank you for considering us to be a part of your team. We look forward to serving you in the Program Manager capacity soon.

Respectfully,



Linda G. Sloan, PG, CHG
Principal-In-Charge



Hilary Armstrong Reinhard, PE
Proposed Program Manager

COLUSA GROUNDWATER AUTHORITY
PROGRAM MANAGEMENT SERVICES

Proposal
April 22, 2022

Prepared for:
COLUSA GROUNDWATER AUTHORITY
DENISE CARTER, CHAIR
1213 Market Street
Colusa, CA 95932
Telephone: (530) 458-0480
Email: waterresources@countyofcolusa.com

Submitted by:
PROVOST & PRITCHARD CONSULTING GROUP
3387 Bodero Lane
Chico, CA 95973
Telephone: (866) 776-6200
Website: www.provostandpritchard.com

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APPENDIX A

 Exhibit “B” Acknowledgement Form

APPENDIX B

 Exhibit “C” Conflict of Interest Form

APPENDIX C

 Team Member Resumes



SCOPE OF WORK

Provost & Pritchard employs highly qualified staff with a wide range of experience including the role of general manager for other agencies in California. Our approach to this consulting role will leverage our experienced staff to represent Colusa Groundwater Authority (CGA) interests based on the direction of the Board of Directors (Board). Our vision is to meet the immediate needs of the CGA by fulfilling the daily management responsibilities, and offer other assistance as requested (see Additional Services below).

Daily management responsibilities will include keeping members of the Board informed; representing the CGA with other agencies, agency personnel, landowners, and the general public; and overseeing the CGA's financial affairs. We will be available to schedule, attend, document and facilitate Board meetings including all necessary and accompanying tasks (i.e., preparation of Board packets, meeting minutes, file organization, posting of agendas and minutes, etc.). During the Board meetings, our dedicated staff fulfilling the role of CGA Program Manager (PM) will provide a management report that will include a summary of these activities and pertinent information for the Board's consideration. The type and extent of the information gathered will be based on the Board's direction and may include, but is not limited to, SGMA-related activities, regulatory updates, funding opportunities, current water year conditions, and water supply forecasts.

These PM services may also be accompanied by a wide range of consulting services that can be leveraged to meet CGA's needs and fulfill the Board's mission. Based upon the direction of the Board, we would provide this additional support on an as-needed basis.

The following section provides the proposed scope of services which are anticipated to occur on an on-going, annual basis for the duration of the contract, and will be at the discretion and direction of the Board. Our vision is for Ms. Hilary Reinhard, PE to work closely with the Board to adaptively manage the CGA based on current and/or future conditions. The services identified below may be scaled up or down in effort, as needed, to achieve GSA objectives. This dynamic approach will ensure that the CGA can pivot to address the evolving landscape of Sacramento Valley water.

PHASE PM: PROGRAM MANAGEMENT AND ADMINISTRATION SERVICES

- Conduct CGA business as outlined and directed by the Board and keep each Board member apprised of all CGA matters of concern.
- Provide CGA general administration services and representation of the CGA to agencies, landowners, the general public and other stakeholders.
- Schedule Board meetings, prepare and circulate agendas, and attend and facilitate Board, committee, and technical advisory meetings, up to a total of 20 per year. Program Manager administrative duties will be performed in coordination with the Board and Financial Consultant. Prepare Board Meeting minutes and management reports, and maintain and store CGA files and records. Proper noticing and documentation in compliance with the Brown Act will be performed. Additional meetings beyond the 20 anticipated in this phase can be attended to at the same time and materials rate for an additional fee.
- As part of the records retention, the PM will ensure that CGA records are maintained and transmitted to the Colusa County Community Development Department Water Resources Division, and will respond to Public Records Act Requests.
- Oversee the CGA's financial affairs by reviewing and presenting monthly financial reports to the Board as well as reviewing and approving monthly billings, petty cash bill preparation and deposits, grant accounting, disbursement requests, and general project cost accounting in coordination with the CGA's Financial Consultant. PM will develop, maintain, and track annual budget in conjunction with Board.
- Grant administration duties will include facilitating the completion of grant applications, and management of the financials and reporting.
- Consultant management duties will include development and review of up to three RFP/Qs, applicant screening and interview coordination, and preparation and management of agreements; and oversight, coordination, and tracking of consultant progress. This item also includes working directly with other consultants engaged directly by the CGA on behalf of the Board including legal counsel. Potential RFP/Q services could include auditor, accounting services, and technical firms. Additional RFP/Q efforts beyond the three anticipated can be performed at the same time and materials rate for an additional fee.

SCOPE OF WORK (CONTINUED)

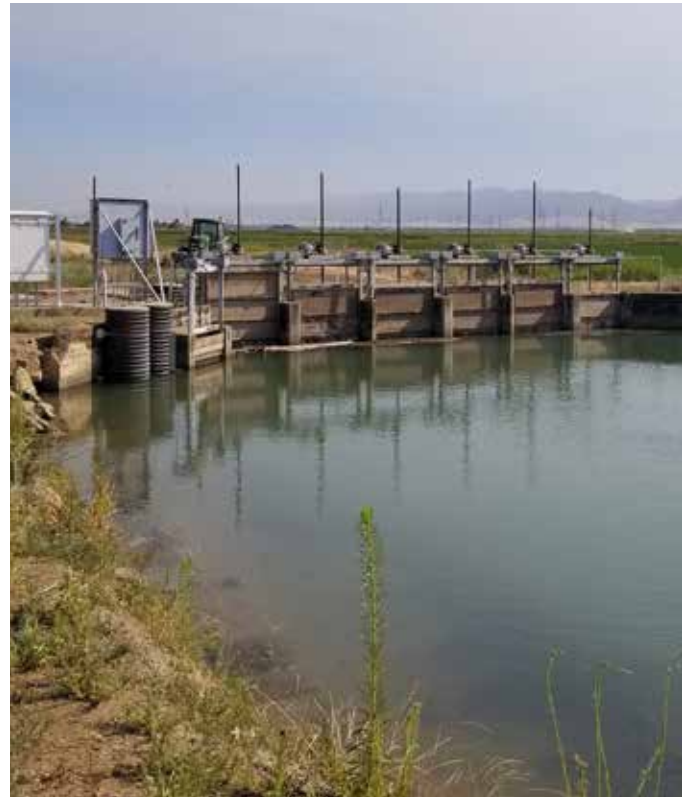
- Develop and coordinate implementation of the Groundwater Sustainability Plan (GSP). This includes soliciting projects from member agencies and stakeholders and facilitating the implementation and development of these projects.
- Ensure all required reporting data is submitted in a timely manner. Most data will be submitted to the Department of Water Resources (DWR). A data management system (DMS) is in development.
- Assist with completion of Forms 700.
- Coordination with legal counsel regarding potential and on-going litigations will be provided at a separate time and materials rate for an additional fee.

PHASE COOR: OUTREACH/INTER- AND INTRA-BASIN COORDINATION

- Attend up to 10 meetings per year that are of importance to the CGA on behalf of the Board, either in-person or remotely, both in and outside of the CGA. Attendance at meetings would be at the Board's direction. These meetings are in addition to the anticipated 20 Board, committee, and technical meetings. Additional meetings beyond the 10 anticipated in this phase can be attended at the same time and materials rate for an additional fee.
- Develop communication and outreach materials for up to four outreach meetings of varied messaging for the CGA such as meeting notices, fact sheets, and presentation development. Assist the Board in finding outreach venues, setting meeting dates, and developing invite lists. Assumes venue and printing/postage fees are contracted directly with the CGA. Additional meeting preparations beyond the four anticipated in this phase can be performed at the same time and materials rate for an additional fee.
- Coordinate CGA activities with the GGA, develop outreach materials and execute presentations as needed.
- Coordinate CGA activities, outreach materials, and presentations with Butte Subbasin GSAs.
- Oversee public information and coordinate media relations.
- Maintain and update CGA Website and social media including general posting of updated minutes, agendas, budget, and news. Assumes WordPress annual plan and domain renewal is contracted directly with CGA.

PHASE PER: WELL PERMIT VERIFICATIONS

With the recent Drought Executive Order N-7-22 updated April 4, 2022, GSAs will be tasked with reviewing and responding to well permit requests. While much is unknown at this time, this mandate will require extra time which will be covered under this additional phase PER. The Program Manager, in conjunction with the Board and Colusa County staff, will help develop and implement a well permit verification program. Given the uncertainty of the effort to comply with the mandate, Provost & Pritchard proposes that this task will be performed strictly on a time and materials basis in addition to the proposed fees herein.



The image above shows the Glenn Colusa Irrigation District Lureline Check Structure, engineered by Provost & Pritchard for the Glenn Colusa Irrigation District.

SCOPE OF WORK (CONTINUED)

PHASE ADD: ADDITIONAL SERVICES

Under this Phase and at the request of the CGA, Provost & Pritchard can provide engineering and consulting services for the CGA on an as-needed basis^[1]. Each task requested by the CGA performed under this phase will require the development of a separate scope of work and estimated fee to be approved by the Board. The convenience of this 'one stop shop' approach would save the CGA considerable time and expense associated with a separate RFP/Q effort. Services under this Phase may include, but are not limited to:

- Engineering services and technical studies
- SGMA-related consulting services
- GIS mapping and data management
- CEQA permitting and environmental documentation
- Local, state, and federal permitting
- Proposition 218 election and rate assessment support
- Land surveying, legal descriptions, and easements
- Construction management
- Logo design

^[1] The intent of this proposal is to allow the CGA the flexibility to contract services that may arise in addition to the services specifically identified in Phase PM under this existing contract. The CGA is under no obligation to contract these future services with Provost & Pritchard, but should the CGA decide to, we recommend doing so under the overall contract with Provost & Pritchard.

PHASE GIS: GIS MAPPING AND PARCEL ASSESSMENT SERVICE

Provost & Pritchard staff are currently providing GIS mapping and Parcel Assessment Services related to long-term funding to the CGA on an annual basis. If the CGA selects Provost & Pritchard to provide on-going PM services, the GIS mapping and Parcel Assessment services could be included in the same contract^[1] and accounted for under a GIS phase in the future. Below is a list of services that would be provided:

- Amend previous year's direct charge submittals to incorporate parcel changes/splits that have occurred during the previous year, as provided by Colusa and Yolo Counties.
- Prepare current year's Direct Charge submittal documents, including the Direct Charge file, various forms and make necessary revisions as requested by the County agencies. Transmit final direct charge file and forms to County Agencies by the statutory August 10 deadline.

PERSONNEL QUALIFICATIONS

OUR PROJECT TEAM

Below are brief biographies and assignments of the program manager and key staff that will be involved in day-to-day program management for the Colusa Groundwater Authority. Complete resumes that include education and past relevant experience are included in Appendix C of this submittal.



LINDA SLOAN, PG, CHG
PRINCIPAL-IN-CHARGE

Linda Sloan is a Director of Operations and senior geologist/hydrogeologist at Provost & Pritchard. She has more than 20 years of professional environmental and water resources experience, including involvement with all aspects of groundwater monitoring, reporting and data assessment; water supply well design and construction; groundwater recharge potential investigations; leaking underground storage tank (UST) assessments and remediation; and regulatory permitting and compliance for food processing facilities, and dairies. More recently, Ms. Sloan has been heavily involved in preparing Irrigated Lands Regulatory Program (ILRP) trend groundwater monitoring plans and reports for four coalitions, and providing technical review for the overarching Central Valley Groundwater Monitoring Collaborate plans that cover 10 coalitions in the south Central Valley; Sustainable Groundwater Management Act Groundwater Sustainability Plan preparation and review for multiple Groundwater Sustainability Agencies, annual report reviews, and responses to the Department of Water Resources 180-day response letters to the GSP; and Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS) nitrate management zone report preparations and implementation. Often, Ms. Sloan has been involved in preparing the foundational reports for these more recent Regional Water Quality Control Board, State Water Resources Control Board, and DWR programs. Ms. Sloan is the Director of Operations for both the Chico and Sacramento Provost & Pritchard offices.



HILARY ARMSTRONG REINHARD, PE
PROGRAM MANAGER

Hilary Armstrong Reinhard is a senior engineer at Provost & Pritchard with more than 20 years of engineering experience. She has worked in a variety of engineering areas of expertise including agency, regulatory and on-farm activities. Her duties have included working with regulatory agencies on behalf of food processors, wineries and dairies on developing nutrient management plans, groundwater monitoring plans and negotiations. She is proficient in the statistical analysis methods outlined in the U.S. Environmental Protection Agency's Statistical Analysis of Groundwater Monitoring. Additionally, she has worked with irrigation districts on water use efficiency studies and groundwater studies and is knowledgeable about conveyance systems and irrigation district practices.

As a member of a multigenerational Colusa County family, she is a passionate advocate for Sacramento Valley communities and volunteers a large portion of her time to helping promote and preserve the culture of the area. She enjoys learning from others and is continuously expanding her knowledge by being active in numerous Sacramento Valley agricultural and water organizations including serving on several Boards including Reclamation District 108, Northern California Water Association, and Yolo Subbasin Groundwater Agency; and serves on the North Sacramento Valley IRWM technical advisory committee. Having been raised in a Colusa County farming family, she is also familiar with farming practices in the area.



RANDY HOPKINS, PE
TECHNICAL ADVISER

Randy Hopkins is a Director of Operations and a principal water resources engineer at Provost & Pritchard with 20 years of consulting experience. Mr. Hopkins has led multiple feasibility investigations and irrigation district systems analyses related to modernization of irrigation district systems and developing facilities for groundwater recharge and banking. These projects have involved the rehabilitation and modifications to delivery systems including canals, pipelines, pump stations, wells, control structures, reservoirs, and supervisory control and data acquisition (SCADA) and system automation. His experience also includes preparation of construction documents and providing engineering oversight and contract administration during construction. Mr. Hopkins' experience and expertise have led him to manage complex water resource projects involving various disciplines and stakeholders.

Currently he is the principal in charge of the Biggs-West Gridley Water District's Gray Lodge Wildlife Area's Water Supply project and was the project manager for the Arvin-Edison Water Storage District's South Canal Improvement Project, Fresno Irrigation District's Waldron Banking Facilities project, and multiple capital improvement projects for many other districts throughout the San Joaquin Valley.



ANDREW SCHEER, PE
INTERNAL PROJECT MANAGER

Andrew Scheer is an Associate Engineer with Provost & Pritchard with nearly 15 years of experience. Mr. Scheer is experienced with water supply, wastewater treatment, stormwater management, grading, and master planning for residential projects, schools, hospitals, and community buildings. He has experience in preparing planning studies, grading design, utility design, roadway design, earthwork estimates, stormwater management plans and erosion control plans. His recent experience includes work as the Project Engineer for the Orland-Artois Water District Annexation in Glenn County where he is leading the preparation of the necessary feasibility studies, cost estimates, and preliminary infrastructure designs for annexation of new members into the Orland-Artois Water District. This project involves multiple agency stakeholders and an analysis of the effects of annexation on each involved party.



TRILBY BARTON
OUTREACH/WEBSITE/SOCIAL MEDIA

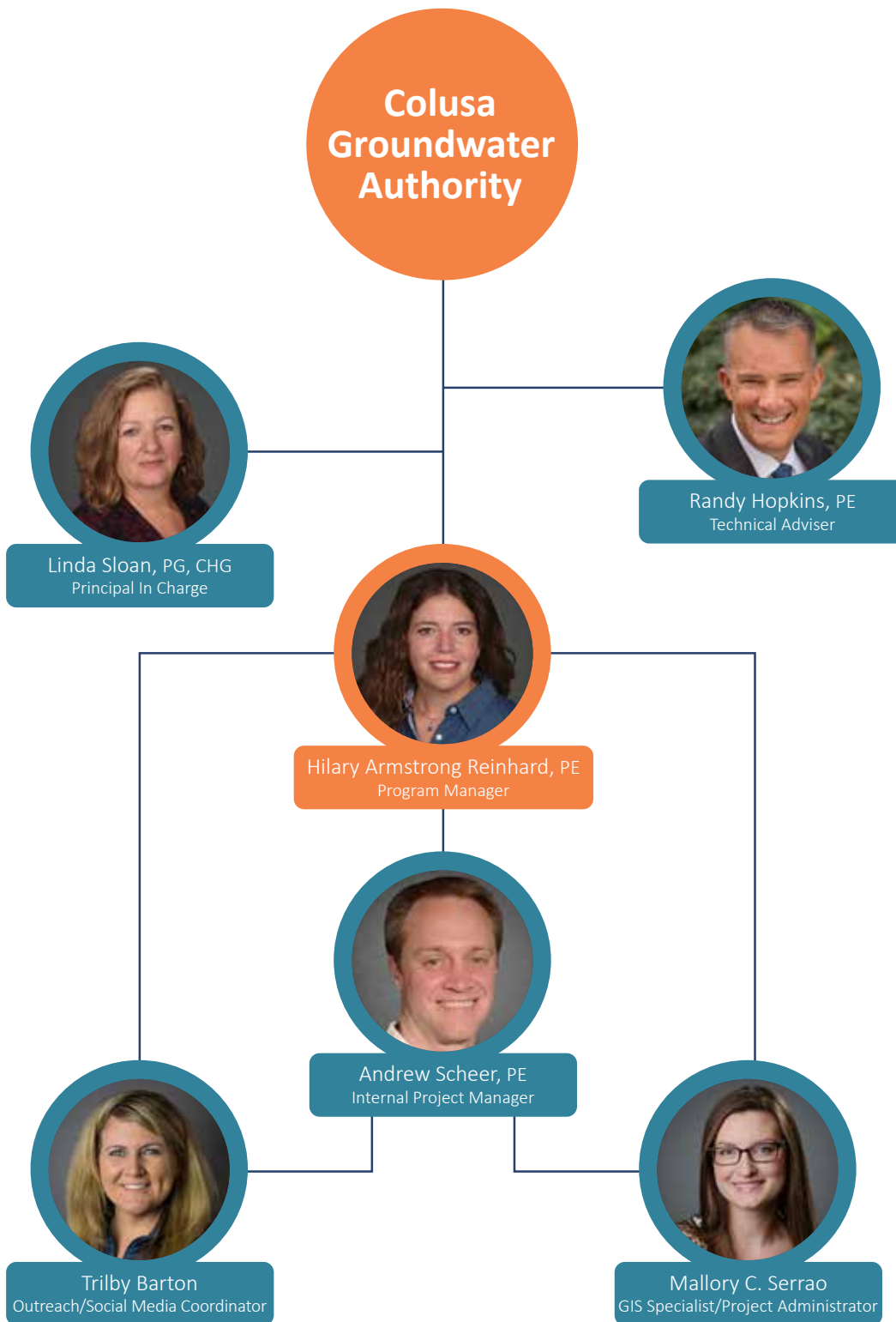
Trilby Barton is a public outreach coordinator at Provost & Pritchard where she works with clients and project managers to educate the public and stakeholders on various projects. With 18 years of public relations/marketing experience, she is skilled in event planning and coordination, community outreach, website development, press release writing and distribution, media buys, and communications/marketing plan development and implementation. Ms. Barton has a keen eye for detail and logistics, and an understanding of effective and efficient communication methods.



MALLORY C. SERRAO
GIS SPECIALIST/PROJECT ADMINISTRATOR

Mallory Serrao is an environmental and GIS specialist at Provost & Pritchard, with over ten years of experience with environmental services projects. Ms. Serrao routinely completes geographic Information Systems (GIS) projects including CEQA-required research and mapping, zoning and general plan mapping for municipalities and SGMA-related projects. Ms. Serrao has been involved in the preparation of hundreds of Phase I and II environmental site assessments (ESA), Caltrans initial site assessments, transactions screen assessments, and construction and industrial SWPPPs, and has assisted in preparing several CEQA and NEPA planning documents. Ms. Serrao has also completed tasks related to the preparation of quarterly groundwater monitoring reports and air quality monitoring reports and is currently providing GIS mapping and parcel assessment services for the CGA.

ORGANIZATION CHART



LIST OF CLIENTS



For more than 54 years, Provost & Pritchard has demonstrated engineering excellence throughout California. Our staff is diverse in their specialties, including civil and agricultural engineers, hydrogeologists, environmental specialists, planners, land surveyors, construction managers and field representatives, and support personnel.

Our engineering and consulting services are rooted in agricultural water resources, and we specialize in providing water resource services to water agencies. We currently provide, or have provided in the past, services to the following SGMA-related agencies:

- Colusa Groundwater Authority
- Glenn Groundwater Authority
- Central Kings GSA
- Cuyama GSA
- East Kaweah GSA
- East Turlock Subbasin GSA
- El Rico GSA
- Grassland GSA
- Greater Kaweah GSA
- James GSA
- Kern Groundwater Authority
- Kings River East GSA
- McMullin Area GSA
- Merced Subbasin GSA
- Mid-Kaweah GSA
- Mid-Kings River GSA
- North Kings GSA
- Pleasant Valley GSA
- Root Creek Water District GSA
- Salinas Valley Basin GSA
- San Geronio Pass GSA
- South Kings GSA
- Southwest Kings GSA

Of our 230 staff, many work in the field of water resources supporting our clients' varied projects and consulting needs. In addition, Provost & Pritchard staff work as an extension of staff for several agencies including GSAs, water and irrigation districts, community services districts, public utility districts, and municipalities throughout California. Through these experiences our team has developed an understanding of agency processes and the importance of developing proactive relationships with agency staff.

We are a leader in water resources engineering and consulting, providing a variety of services that help clients maximize the benefits from their water supplies and efficiently serve their customers. The firm's diverse range of services that are directly applicable to the Colusa Groundwater Authority include:

- Groundwater management planning for sustainability
- Water resources management, accounting, supply forecasting, and engineering
- Groundwater recharge and banking
- Agricultural and Urban Water Planning
- Conjunctive use planning and implementation
- Conservation and reuse programs
- District engineering, consulting and management
- Geographic Information Systems
- Proposition 218 and 26 Engineer's Reports and elections
- Conveyance system design and improvements
- Pumping plants
- Grant writing and application preparation, and funding administration

OUR EXPERIENCE WITH SGMA

Since the enactment of SGMA in 2014, Provost & Pritchard has focused on assisting many local agencies comply with SGMA in the formation of Groundwater Sustainability Agencies, stakeholder outreach, basin boundary modifications, planning and implementing Proposition 218 elections, and preparing GSPs. While preparing more than a dozen GSPs, Provost & Pritchard staff evaluated water supply and demand data to develop a baseline understanding of a client's issues to prepare for SGMA and completed a plethora of hydrologic and hydrogeologic evaluations and reports. In addition, Provost & Pritchard engineers, geologists, hydrogeologists, planners, and water resource specialists crafted various projects and management actions to achieve sustainability. These projects and management actions ranged in size, cost, nature, feasibility, and priority. Since the high-priority GSPs

in the south Central Valley have now been submitted to the State, Provost & Pritchard staff are actively engaged in GSP implementation including support services such as preparation of annual reports, groundwater monitoring and reporting, filling data gaps, and implementing identified programs and management actions. Provost & Pritchard staff listen to the needs of their clients and guide them through the technical and planning coordination required with stakeholders and neighboring GSAs/GSPs.

Our project team has been involved in the process of forming GSAs and preparing GSPs, has local ties, and has substantial local experience working on groundwater and overall water supply solutions in the area.

SOME KEY CHARACTERISTICS THAT DIFFERENTIATE PROVOST & PRITCHARD INCLUDE:

Leading collaborative multi-agency efforts to implement plans and projects and facilitation of numerous multi-agency projects and programs to improve water supply reliability.

Developing practical solutions for complex local issues by providing local staff with experience with investigating alternatives, designing and implementing local projects and programs that increase water supply reliability and improve water quality.

Practical understanding of data and reporting information needed to make critical decisions. Provost & Pritchard understands that regardless of what SGMA requires, agencies need clear and concise information to make informed, practical decisions to benefit the area.

Internal Grant Funding expertise has led to Provost & Pritchard having an unmatched record for helping local agencies secure grant funding for both planning and construction projects from a variety of sources.

Extensive experience in **planning and implementing successful Proposition 218 elections**, including preparation and development of evaluation of alternatives, Engineer's Reports, public notice, ballots, assessment roll, and the coordination of the counting of the ballots. Provost & Pritchard has worked with a number of GSAs in following the provisions of Proposition 218 for instituting or raising assessments, and understands there are other potential options that could be explored in consultation with the CGA staff and legal counsel.

RELEVANT PROJECT EXPERIENCE

SGMA COMPLIANCE ALISO WATER DISTRICT

Provost & Pritchard has been assisting Aliso Water District (AWD) with SGMA compliance. AWD has relatively no surface water supply and is only operated in a limited capacity, i.e. meeting quarterly and having no staff. Once SGMA was instated, AWD recognized they needed to be proactive to protect the interests of their growers. The first step was educating the Board and growers SGMA and the impacts it could have on their operations. Next, it was identified that AWD straddled two DWR subbasins, and that the boundary should be adjusted to place AWD wholly within one basin, which would simplify GSA/GSP development and implementation. After consultation with DWR, and neighboring agencies, a Basin Boundary Modification request was made to DWR. The next step was GSA formation. Through discussions with the Board, it was determined the best course of action for their circumstances was to develop a GSA just of their District. An AWD GSA would retain their autonomy for governance but could allow for collaboration for basin-wide SGMA compliance. Provost & Pritchard collaborated with the rest of the Delta-Mendota basin for GSP development and represented AWD in discussions for GSP development, review, and recommendations of measures to reach sustainability. GSP preparation included developing water budgets and sustainable management criteria. The GSP was submitted January 2020 and Provost & Pritchard is currently working on a response to the DWR review.

CONTACT

Roy Catania
O'Neil Agri Management
13991 Avenue 7
Madera, CA 93637
(559) 431-5489

IRRIGATED LANDS REGULATORY PROGRAM (ILRP) COMPLIANCE AND CONSULTING KAWEAH BASIN WATER QUALITY ASSOCIATION (KBWQA)

Provost & Pritchard is responsible for providing administrative, engineering, and consulting support services for ongoing aspects of the ILRP for KBWQA on behalf of its grower members. The project scope is diverse and evolving, but generally includes program management, monthly surface water quality monitoring, and quarterly and annual reporting pursuant to the approved Regional Water Quality Control Board (RWQCB) Monitoring and Reporting Program. Provost & Pritchard also provides advocacy and consulting services associated with the implementation of the General Order of Waste Discharge Requirements. Project tasks have included negotiations with Central Valley RWQCB staff, analysis of draft regulations, and collaboration with other Central Valley Coalitions. In addition, Provost & Pritchard is responsible for the general day-to-day administration of the KBWQA, grower outreach event coordination and correspondence, website design and maintenance, data management, and ongoing communication with growers within the Kaweah Basin area. The project team is also responsible for preparing reports required by the Central Valley RWQCB, which to-date has included: a Groundwater Quality Assessment Report (GAR) which identified areas of high and low vulnerability for nitrogen, salinity and pesticide management, a Sediment Discharge and Erosion Assessment Report, a Comprehensive Groundwater Quality Management Plan, a Surface Water Monitoring Plan, a Groundwater Trend Monitoring Plan, and subsequent Trend Monitoring Annual Reports. Data analysis and annual technical reports on grower management practices and nitrogen use are also developed and submitted to the Central Valley RWQCB. The comprehensive and ongoing groundwater quality trend monitoring program was developed by Provost &

CONTACT

Rick Borges, Chairman
Kaweah Basin Water Quality
Association
130 N. Garden Street
Visalia, CA 93291
(559) 688-1948

Pritchard. This substantial task included establishment of monitoring criteria, review of thousands of well logs, selection of a variety of wells for a monitoring network (including irrigation wells, domestic wells, and monitoring wells), and negotiation with the Central Valley RWQCB. Annual tasks include well sampling, analysis, related laboratory management and data QA/QC, data analysis, and related technical reports.

CONSULTING SERVICES

ANTELOPE VALLEY-EAST KERN WATER AGENCY

Since 2015, Provost & Pritchard has been providing consulting services to the Antelope Valley-East Kern Water Agency (AVEK). The firm assists the Agency in developing and implementing groundwater storage, exchange, and transfer projects with other water agencies and districts; facilitates the development of an enterprise groundwater banking program for the Agency and advises the Board on Groundwater Adjudication and SGMA as requested. Provost & Pritchard staff represents the Agency on State Water Project (SWP) issues, including representing AVEK on the State Water Contractors' (SWC) and Board of Directors, Directors Advisory Council, and associated SWC committees; advocating for the Agency on SWP issues with the Director of Water Resources and staff and attending SWP Contractors Authority meetings as appropriate with reports to the Board on issues affecting the Agency.

CONTACT

Dwayne Chisam
6500 West Avenue N
Palmdale, CA 93551
(661) 943-3201

GROUNDWATER SUSTAINABILITY PLAN AND INTERIM GENERAL MANAGER SERVICES

MCMULLIN AREA GROUNDWATER SUSTAINABILITY AGENCY

McMullin On-Farm Flood Capture Expansion Project

MORE THAN GROUNDWATER RECHARGE.
MORE THAN SURFACE WATER ACCESS.
MORE THAN FLOOD SAFETY.
IT'S SECURING THE FUTURE OF MAGSA GROWERS FOR YEARS TO COME.

-15,000 acres of On-Farm Recharge potential

More than doubles existing surface water conveyance capacity

Flood risk reduction during wet years for communities

CONTACT

Matthew Hurley
275 S Madera Ave, Ste 301
Kerman, CA 93630
(559) 515-3339

Provost & Pritchard was contracted to oversee the development of the McMullin Area GSA GSP and served as the interim General Manager for the GSA through 2018. The main challenge in developing the GSP was the need to achieve groundwater sustainability in an area with no permanent surface water supply. Topics addressed in the Plan include groundwater conditions, groundwater monitoring, hydrogeologic conceptual model, water budget, groundwater policies, overdraft analysis, development of long-term goals, and identification and conceptual evaluation of overdraft mitigation projects and management actions. General Manager duties assigned to Provost & Pritchard as the interim General Manager for the GSA included facilitation of agency initiation, assisting in tax revenue development through a Proposition 218 election, and the search for the current General Manager.

ON-CALL ENGINEERING PLEASANT VALLEY WATER DISTRICT

Pleasant Valley Water District is located in Southwestern Fresno County adjacent to Westlands Water District near the City of Coalinga. They are members of the San Luis & Delta-Mendota Water Authority. Provost & Pritchard serves as the Consulting Engineer, currently helping to comply with SGMA after forming their GSA. Tasks consist of gathering information on the groundwater conditions and preparing the California Statewide Groundwater Elevation Monitoring (CASGEM) reporting on the groundwater conditions of the district to support the activities of a local groundwater sustainability area and to develop information and an Engineers Report for a Proposition 218 election which was recently passed.

Provost & Pritchard has also recently:

- Developed in cooperation with the City of Coalinga and County of Fresno a Sustainable Groundwater Management Plan – Adopted in February 2022
- Worked on behalf of the district to get a transportation agreement to convey water from a neighboring water district
- Continued to work for the Water District and Groundwater Sustainability Agency on registration of wells, measuring groundwater pumping and establishing rules, ordinances and policies regarding water use.

CONTACT

Brad Gleason
P.O. Box 468
Coalinga, CA 93210
(559) 935-1902

BASIN COORDINATOR KERN GROUNDWATER AUTHORITY (KGA)



From 2017 to 2020, Provost & Pritchard was previously retained by the Authority as the executive director to direct the activities of the authority members to comply with SGMA. In general, duties included: facilitation and attendance at monthly KGA Board Meetings; attendance at Executive Committee meetings; support and facilitation of Basin Coordination Policy Group and Committee meetings; coordination with North Kern Water Storage District (fiscal agent) to assist in reviewing invoices and receipts, and approve items for

payment, with additional oversight and approval from designated board members; communication with and education of stakeholders on pertinent issues; represent KGA with regulatory groups and business organizations, participate in community and professional groups and committees, and act as KGA liaison on various inter-agency coordination projects; and review and tracking of Kern County Water Element of the General Plan. Provost & Pritchard also managed and represented the Authority throughout the hiring process for the current Executive Director. Today, Provost & Pritchard staff still provide general support services for the KGA including outreach and website updates and maintenance, and administrative support for the Board.

CONTACT

Eric Averett, General Manager
1800 30th Street, Suite 280
Bakersfield, CA 93301
(661) 589-6045

GENERAL MANAGER SERVICES CUYAMA BASIN WATER DISTRICT



Since 2017 Provost & Pritchard has served the Cuyama Basin Water District (District) as part-time General Manager and support staff. The services we provide in this role include: administrative and management for the District; on-going coordination with District Board Members, landowners,

other members in the GSA within the Cuyama Valley Groundwater Basin, funding and regulatory agencies, consultants, and others as necessary for District operations; perform studies and data collection activities as directed by the Board of Directors (Board); perform on-going duties as Assessor-Collector, including preparation of warrants for accounts payable, deposits and accounting for accounts receivable, preparation and presentation of the Treasurer's reports at Board meetings, maintenance of the book of accounts, coordination with the auditor related to audits and other necessary services related to the Assessor-Collector; and direction of the work of other District consultants.

CONTACT

Matt Klinchuch, PE
Cuyama Basin Water District
1800 30th Street, Suite 280
Bakersfield, CA 93301
(661) 616-5900

Provost & Pritchard works frequently in the Colusa Subbasin. The image below shows the Tuttle Check Structure Replacement Project our local engineering team completed in 2021 for the Glenn Colusa Irrigation District.



RESPONSES TO CGA'S REQUIRED QUESTIONS

The following are Provost & Pritchard's answers to CGA's required questions as listed in Section 4.4 on Page 2 of the RFP:

- 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?
No. Provost & Pritchard would not have to obtain any conflict waivers.
- 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?
No.
- c. How does the firm or you propose to staff the Program Manager Duties?
Provost & Pritchard proposes a primary Program Manager with support from staff in our Chico and Clovis offices. Our proposed staff is detailed in the "Personnel Qualifications" section above.
- d. Where will the majority of the firms or your workload be conducted?
The firm will attend the CGA board meetings, committee meetings and other required meetings in person. Office time and other communications will be performed at either the Chico or Sacramento office, or remotely. The proposed Project Manager recently moved to Texas but continues to farm in Colusa County and serve on various local Boards, and will be traveling back to the area frequently.
- e. Will the firm and/or staff be available for in person meetings as requested by the CGA?
Yes.

FEE SCHEDULE

Annual time and materials costs were estimated based on the staff rates below. Subsequent year rates would be subject to annual increases in the rate schedule, typically approximately \$5 per hour. Some costs are difficult to predict such as coordinating with legal counsel over on-going litigations and the new Drought Executive Order. Provost & Pritchard is aware that these are services that will be needed, however they are not projected within this initial budget. Provost & Pritchard is sensitive to the budgetary constraints of public agencies and will perform them in the most cost-efficient manner.

TEAM RATE SCHEDULE

TEAM MEMBER	ROLE	HOURLY RATE
Linda Sloan	Principal-in-Charge	\$180
Hilary Reinhard	Program Manager	\$160
Randy Hopkins	Technical Advisor	\$205
Andrew Scheer	Internal Project Manager	\$138
Trilby Barton	Outreach/Social Media	\$105
Mallory Serrao	GIS/Administrative	\$120

Travel time/mileage for Program Manager Flat fee \$250 per trip (all inclusive)
 Travel time for all others..... \$80/hour
 Mileage for all others (subject to IRS rate changes) \$0.585/mile

Reimbursables subject to a 15% markup

ESTIMATED ANNUAL COSTS

TASK	ESTIMATED FEE
Phase PM Program Management and Administration Services	\$119,500
Meetings beyond the anticipated 20	As requested, Time and Materials per Fee Schedule rates
On-going litigation support	As requested, Time and Materials per Fee Schedule rates
Phase COOR Outreach/Inter- and Intra-Basin Coordination	\$29,000
Meetings beyond the anticipated 10	As requested, Time and Materials per Fee Schedule rates
Outreach meeting materials beyond the anticipated 4	As requested, Time and Materials per Fee Schedule rates
Phase PER Well Permit Validations	As requested, Time and Materials per Fee Schedule rates
Optional Phases	
Phase ADD- Additional Services	As requested
Phase GIS- GIS Mapping and Parcel Assessment Services	\$2,500 to \$3,500 annually
TOTAL	\$148,500*

* Does not include fees for PER or Optional phases, or additional services as requested.

ACKNOWLEDGEMENT OF CGA CONTRACT PROVISIONS

Provost & Pritchard has reviewed and acknowledges 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.”

APPENDIX A:
EXHIBIT "B" ACKNOWLEDGEMENT FORM

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): Provost & Pritchard Consulting Group

Address: 3387 Bodero Lane City: Chico State: CA Zip: 95973

Contact Name: Linda G. Sloan PG, CHG

Title: Director of Operations

Telephone No: (866) 776-6200

Email: lsloan@ppeng.com

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 25, 2022

Colusa Groundwater Authority

Attention: Denise Carter

CGA Chair

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

1213 Market Street, Colusa, CA 95932

APPENDIX B:
EXHIBIT "C" CONFLICT OF INTEREST FORM

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]

* Hilary Reinhard has been a contract (part-time) Provost & Pritchard employee since 2012. Hilary has also served on the CGA Board as a Reclamation District 108 representative since it's inception. Should Provost & Pritchard be selected to provide Program Management Services, Ms. Reinhard will resign from the CGA Board.

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**

** Ms. Reinhard's service on the CGA Board was as a representative of Reclamation District 108, and has never served on the Board as a representative of Provost & Pritchard. She also is not an officer, key employee, or stockholder at Provost & Pritchard.

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.

Linda G. Sloan, PG, CHG



Name (type or print)

Signature

Director of Operations

04/22/2022

Title

Date

Provost & Pritchard Consulting Group

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 25, 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

APPENDIX C:
TEAM MEMBER RESUMES

Linda G. Sloan, PG, CHG

Senior Geologist/Hydrogeologist,
Director of Operations
Chico/Sacramento

Education

- ✓ M.S. Geology, California State University, Fresno
- ✓ B.S. Geology, California State University, Fresno

Registration/Certifications

- ✓ Professional Geologist, California #8299
- ✓ Certified Hydrogeologist, California #930
- ✓ HAZWOPER (Supervisor and 40 hours)

Areas of Expertise

- ✓ Groundwater Assessment including Monitoring, Reporting, & Data Evaluation
- ✓ Anti-Degradation Analysis
- ✓ Regulatory Permitting/Compliance
- ✓ Phase I, II & III Assessments/Remediation
- ✓ Groundwater Recharge Potential Investigations



Professional Summary

Linda Sloan is a Director of Operations and senior geologist/hydrogeologist at Provost & Pritchard. She has more than 20 years of professional environmental and water resources experience, including involvement with all aspects of groundwater monitoring, reporting and data assessment; water supply well design and construction; groundwater recharge potential investigations; leaking underground storage tank (UST) assessments and remediation; and regulatory permitting and compliance for food processing facilities, and dairies. More recently, Ms. Sloan has been heavily involved in preparing Irrigated Lands Regulatory Program (ILRP) trend groundwater monitoring plans and reports for four coalitions, and providing technical review for the overarching Central Valley Groundwater Monitoring Collaborative (CVGMC) plans that cover 10 coalitions in the south Central Valley; Sustainable Groundwater Management Act (SGMA) Groundwater Sustainability Plan (GSP) preparation and review for multiple Groundwater Sustainability Agencies (GSAs), annual report reviews, and responses to the Department of Water Resources (DWR) 180-day response letters to the GSP; and Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS) nitrate management zone report preparations and implementation. Often, Ms. Sloan has been involved in preparing the foundational reports for these more recent Regional Water Quality Control Board (RWQCB), State Water Resources Control Board (SWRCB), and DWR programs. Ms. Sloan is the Director of Operations for both the Chico and Sacramento Provost & Pritchard offices.

Relevant Experience

SGMA Assistance, Multiple Confidential Clients – Ms. Sloan provides Groundwater Sustainability Plan (GSP) assistance in various capacities including Project Manager, technical advisor, and preparer. Activities include hydrologic conceptual model and basin characterization development, as well as complete GSP preparation, annual report technical review, and DWR 180-day response assistance.

Phase I Technical Workplan, Central Valley Groundwater Monitoring Collaborative (CVGMC) and participating coalitions; Kern, Tulare, Kings, Fresno, and Madera Counties, Technical Reviewer - The CVGMC formed to coordinate a regional groundwater quality monitoring program per Irrigated Lands Regulatory Program requirements. A total of ten coalitions agreed to participate in the collaborative intended to evaluate groundwater quality conditions in agriculturally dominated areas. The Phase I Technical Workplan aggregated and summarized technical components of the individual coalition's Groundwater Trend Monitoring Workplans and outlines a strategy for the coalitions to streamline reporting requirements, collect groundwater quality data, and standardize procedures to ensure the quality of collected data. The Phase I Technical Workplan also describes potential opportunities for future coordination with other groundwater monitoring programs (i.e. CV SALTS and SGMA). A Quality Assurance Programmatic Plan (QAPrP) was developed to define roles, responsibilities and procedures to ensure that collected data meets programmatic quality standards and data quality limits. Challenges unique to this project included large scale spatial coordination, coordination of multiple entities and expedited timelines. The project was of particular interest to Regional Water Quality Control Board staff and management as this was the first project of this type.

Investigation of Groundwater Recharge Potential in the Deer Creek Area near Pixley, Joint Project between Delano-Earlimart Irrigation District and Pixley Irrigation District, Tulare County, Project Geologist – Ms. Sloan provided field logging and technical oversight for a hollow-stem drilling field investigation from design through implementation. She then performed data reduction, prepared geologic cross sections, and provided a summary technical memorandum to the districts.

Groundwater Bank Expansion, Turnipseed Basin Groundwater Bank, Delano-Earlimart Irrigation District, Delano, Project Geologist – This project included field work, data reduction, and report assistance for groundwater banking feasibility study of intended expansion property. She provided field logging and construction oversight for four recovery wells and five monitoring wells from design through pump tests.

Replacement Well Permit Denial, Confidential Client, Livermore, Project Manager – Ms. Sloan provided hydrogeologic consulting services to appeal agency denial of a replacement well permit on the grounds of basin overdraft and demand to use recycled water for crop irrigation instead. Multiple converging lines of evidence were identified and presented to the agency. Appeal findings were in favor of the client and a permit was issued.

Groundwater Transfer Permit Application, Confidential Client, Merced Sub-basin, Project Manager – Ms. Sloan prepared a groundwater transfer permit application which included CEQA, pump test, and groundwater modeling components to assess potential impacts of a long-term pumping program. A comprehensive pump test program and analysis report was included with the application.

Well Replacement, OLAM SVI, Williams, Project Manager – Ms. Sloan provided services for the replacement of Well No. 1 on OLAM's site located in Williams, California. Project tasks included reviewing the local geology and hydrogeology, providing recommendations for the preliminary new water supply well location and design that was provided by others, providing a basic bid sheet and supply well design for contract bidding consistency, and providing pump and pipeline recommendations for the final well project.

Groundwater Quality Assessment Report, Kaweah Basin Water Quality Association, Tulare County, Project Geologist/Hydrogeologist, Primary Author – This study included a comprehensive collection and review of existing groundwater data publicly available from various agencies for 1,000,000 acres of area. Groundwater quality and gradient information was collected to determine locations of higher concentrations and was compared to factors including land use designations, soil types, and aquifer information to determine groundwater high vulnerability areas.

Irrigated Lands Regulatory Program Review, Kern County Agricultural Water Agencies through Young Wooldridge, Bakersfield, Project Geologist – Ms. Sloan provided geologic and hydrogeologic comments and technical documentation backup on the draft Irrigated Lands Regulatory Program Environmental Impact Report on behalf of several agricultural water agencies in California through Young Wooldridge.

Former Hi-Ridge Lumber Mill Assessment and Remediation, Yreka, Project Manager – Ms. Sloan and her team prepared and performed multiple regulatory reports and field activities on a condensed timeline to provide a complete environmental assessment and remediation of an abandoned sawmill for a prospective purchaser. Scope of work included review of previous Phase I and II site activities and reports; and preparations and implementations of a Phase II site assessment work plan and report; feasibility study with a limited health risk assessment; and interim and final remedial action plans. Environmental conditions included the presence of transformers, underground storage tanks, multiple above ground storage areas, and wood treatment chemical usage. Remediation included excavation and removal of PCB-impacted soils, destruction of on- and offsite monitoring wells and one onsite water supply well, and consolidation and capping of dioxin-impacted soils. The client attorney stated that this project achievement '...is a remarkable story.'

Risk-Based Site Closure, Orosi Public Utility District, Tulare County, Project Geologist – Ms. Sloan wrote a risk-based closure request report for a former leaking UST site for which the tanks had been removed in 1986. Three previous consultants had performed separate subsequent site assessments, including 15 years of groundwater monitoring. Although limited concentrations of gasoline constituents were detected in soil and groundwater, the site had not achieved closure. Ms. Sloan prepared a comprehensive historic data assessment and closure request report. The final closure letter was received from the Tulare County Health & Human Services Agency within six weeks of report submittal.

Hilary Armstrong Reinhard, PE

Senior Engineer

Education

- ✓ Masters of Business Administration, Emphasis in Organization Behavior & Statistics, University of California, Davis
- ✓ B.S. Agricultural Engineering, California Polytechnic State University, San Luis Obispo

Registration/Certifications

- ✓ Civil Engineer, California #64379

Affiliations

- ✓ Colusa Groundwater Authority Board Member
- ✓ Yolo Subbasin Groundwater Agency Board Member
- ✓ Reclamation District 108 Board of Trustee
- ✓ North Sac Valley IRWMP Technical Advisory Committee Member
- ✓ Northern California Water Association Board Member

Areas of Expertise

- ✓ Groundwater Quality
- ✓ Statistical Analysis
- ✓ Permitting
- ✓ Reports of Waste Discharge
- ✓ Storm Water Pollution Prevention Plans



Professional Summary

Hilary Armstrong Reinhard is a senior engineer at Provost & Pritchard with over two decades of engineering experience. She has worked on a variety of agricultural projects for clients. She has worked with irrigation districts on water use efficiency studies and groundwater studies, and is knowledgeable about conveyance systems and irrigation district practices. Additionally, she has worked with food processors, wineries and dairies on developing nutrient management plans, groundwater monitoring plans and negotiations with the Central Valley Regional Water Quality Control Board (RWQCB). She is proficient in the statistical analysis methods outlined in the U.S. Environmental Protection Agency's *Statistical Analysis of Groundwater Monitoring at RCRA Facilities, Unified Guidance*. She is experienced in interacting with government agencies and ensuring compliance for her clients. Having been raised in a Colusa County farming family, she is also familiar with local farming practices and culture.

Relevant Experience

Development of Glenn Groundwater Authority, Monroeville Water District, Representative – Ms. Reinhard represented the newly form Monroeville Water District in the development of the Glenn Groundwater Authority Joint Powers Authority. Responsibilities included ensuring that the district's landowners had input into the development and authorities of the agency.

Development of Modesto Subbasin Groundwater Sustainability Plan, Henderson Hatfield, Representative – Ms. Reinhard represented landowners in the development of the Modesto Subbasin Groundwater Sustainability Plan. Responsibilities included ensuring that landowners were informed about groundwater conditions and had input into the development of the plan. Responsibilities included providing written comments to the Stanislaus and Tuolumne Rivers Groundwater Basin Association and participating in Board and Technical Advisory Committee meetings.

Storm Water Resources Plan, Kings Basin Water Authority, Fresno, Project Engineer – Ms. Reinhard helped prepare a compliant Storm Water Resources Plan. Work included authoring the necessary chapters, soliciting projects from interested parties, and presenting at public meetings.

Groundwater Limitations Compliance Assessment Plan, Lion Raisin, Project Engineer – Ms. Reinhard developed a statistical analysis to determining if future groundwater sample results demonstrate a compliance with limitations imposed by RWQCB's waste discharge requirements (WDR). Analysis included analysing background groundwater quality information, establishing a method to determine outliers and compliance with limitations for future sampling, determining appropriate confidence intervals, and preparing a report to summarize the findings.

Canal Seepage Study, Placer County Water Agency, Placer County, Project Engineer – Ms. Reinhard performed a seepage analysis of the Agency's open channel water distribution system. The analysis combined pond seepage tests performed in representative canal segments with GIS based mapping to estimate the total amount of seepage and relative seepage rates from the canal system.

Water Balance and Sustainability Analysis, Dunnigan Water District, Yolo County, Project Engineer – Ms. Reinhard performed an analysis of the groundwater conditions in the area of Dunnigan Water District. This analysis utilized historical weather conditions, cropping patterns, surface water deliveries, groundwater level hydrographs and aquifer information compiled through well logs to help determine how historical conditions affected groundwater and the modelled future water scenarios.

Groundwater Quality Assessment Report, Kaweah Basin Water Quality Association, Tulare County, Project Engineer – Ms. Reinhard worked on the study that included a comprehensive collection and review of existing groundwater data publicly available from various agencies. Groundwater quality and gradient information was collected to determine locations of higher concentrations and was compared to factors including land use designations, soil types, and aquifer information to determine groundwater high vulnerability areas.

Tomato Processing Plant Groundwater Monitoring, Confidential Client, Project Engineer – Ms. Reinhard assisted a tomato processor that was issued a cease and desist notice by the RWQCB. Work included performing a statistical analysis of groundwater quality results from the facility's existing groundwater monitoring wells, preparing a new groundwater monitoring plan, analyzing the facility's salinity production including identifying salinity sources, and developing a plan to reduce wastewater salt content. In addition, she presented information to the RWQCB on the client's behalf and worked with the company's employees to implement an extensive monitoring program for the facility.

Storm Water Pollution Prevention Plan, Gilton Solid Waste Management, Oakdale, QSD/QSP – Ms. Reinhard is providing compliance consulting for storm water and solid waste services at Gilton Solid Waste Management's 85-acre resource recovery, transfer station and food processing residual manufacturing facility in Oakdale, California. In order to meet compliance requirements, the scope of work includes preparing a full SWPPP for the facility.

Sediment and Erosion Control Plan, Various Clients, Project Manager – Ms. Reinhard prepare a compliant Sediment Erosion Control Plan for various farms. Work included a site visit, documenting existing sediment and erosion control practices, determining where improvements were necessary, and documenting the work.

Reports of Waste Discharge, Various Small Wineries, Project Manager – Ms. Reinhard prepared reports of waste discharge for small wineries that have their wastewater trucked to East Bay Municipal Utility District's wastewater treatment facility.

Storm Water Pollution Prevention Plan, Various Wineries, Project Manager – Ms. Reinhard was responsible for the preparation of Storm Water Pollution Prevention Plans (SWPPP) for wineries, and for a creek bank restoration project.

Groundwater Limitations Compliance Assessment Plan, Confidential Food Processor Client, Project Engineer – Ms. Reinhard analyzed groundwater monitoring data from a food processor and developed a statistical approach to determining if future groundwater sample results demonstrate a compliance with limitations imposed by RWQCB's waste discharge requirements (WDR). Analysis included developing background groundwater quality information, determining appropriate confidence intervals, and preparing a report to summarize the findings.

Reports of Waste Discharge, Farmer Brewing, Project Manager – Ms. Reinhard prepared a report of waste discharge for a small brewery in northern California. Wastewater is both applied to an adjacent field and trucked to a wastewater treatment facility.

Estimator, Solano Construction, Winters – Ms. Reinhard worked as an estimator for a metal building construction company. Her duties included preparing bids, applying for building permits, coordinating construction, client contact, and using AutoCAD to draft permit documents including site plans, elevations and foundation drawings. Projects included completing the permitting process for a metal shop building constructed in a flood plain. Work also included coordinating with the Yolo County Building Department, overseeing the preparation of a flood certificate by a licensed surveyor, and selecting, sizing and overseeing the installation of flood vents. In addition, Ms. Reinhard reviewed bid packages and specifications, and prepared proposals for county, state and federal construction projects.

Randy Hopkins, PE

Principal Engineer

Education

- ✓ M.S. Water Engineering, California Polytechnic State University, San Luis Obispo
- ✓ B.S. Agricultural Engineering, California Polytechnic State University, San Luis Obispo

Registration/Certifications

- ✓ Civil Engineer, California #63538
- ✓ Civil Engineer, Arizona #53639

Affiliations

- ✓ California Agricultural Leadership Program, Class 46
- ✓ United States Committee on Irrigation & Drainage (USCID), Board Member
- ✓ American Society of Civil Engineers (ASCE)

Areas of Expertise

- ✓ Water Supply Planning
- ✓ Groundwater Recharge & Banking Facilities
- ✓ Irrigation District Systems
- ✓ Infrastructure Rehabilitation
- ✓ Storage & Conveyance
- ✓ Large Projects
- ✓ SCADA



Professional Summary

Randy Hopkins is the Chief Strategic Officer for agricultural services and a principal water resources engineer at Provost & Pritchard with over 20 years of consulting experience. Mr. Hopkins' has led multiple feasibility investigations and irrigation district systems analysis related to the modernization of irrigation district systems and to support of developing facilities for groundwater recharge and banking. These projects have involved the rehabilitation and modifications to delivery systems including canals, pipelines, pump stations, wells, control structures, reservoirs, and supervisory control and data acquisition (SCADA) and system automation. His experience also includes preparation of construction documents and providing engineering oversight and contract administration during construction. Mr. Hopkins' experience and expertise have led him to manage complex water resource projects involving various disciplines and stakeholders.

Currently he is the project manager for the Biggs-West Gridley Water District's Gray Lodge Wildlife Area's Water Supply project, and was Fresno Irrigation District's Waldron Banking Facilities project, and multiple large capital improvement projects for many other districts throughout the Central Valley.

Relevant Experience

Groundwater Sustainability Plan, McMullin Area Groundwater Sustainability Agency, Fresno County, Principal-in-Charge / Project Manager - Mr. Hopkins oversaw the development of the Groundwater Sustainability Plan. Mr. Hopkins also served as the interim manager for the GSA through 2018. The main challenge in developing the GSP was the need to achieve groundwater sustainability in an area with no permanent surface water supply, and. Topics addressed in the Plan include groundwater conditions, groundwater monitoring, hydrogeologic conceptual model, water budget, groundwater policies, overdraft analysis, development of long-term goals, and identification and conceptual evaluation of overdraft mitigation projects and management actions. Mr. Hopkins also served as the interim General Manager for the GSA for approximately 18 months to facilitate initiation of the agency, assist in developing tax revenues through a Proposition 218 election, and the search for the current General Manager.

District Management, Mid-Valley Water District and Raisin City Water District, Fresno County, Project Manager – Mr. Hopkins is the Engineer-Manager for the Mid-Valley Water District and the District Administrator for the Raisin City Water District. His responsibilities have included oversight of financial matters, representation of the districts in various capacities, and assisting as directed by the respective board of directors on matters with their constituency, other water agencies, and other stakeholders. Currently, Mr. Hopkins is working with the Raisin City Water District to develop a plan for funding and developing surface water distribution infrastructure.

Strategic Plan, Raisin City Water District, Fresno County, Project Manager – Mr. Hopkins led the development of a strategic planning effort for the Raisin City Water District. The effort required close work with the District's Board of Directors to develop strategic priorities. As an outcome of this, the District began working to plan infrastructure development for the area, some of which was utilized for the MAGSA GSP.

Andrew Scheer, PE

Associate Engineer

Education

- ✓ B.S., Civil and Environmental Engineering, Stanford University

Registration/Certifications

- ✓ Civil Engineer, California #84314

Areas of Expertise

- ✓ Project Management
- ✓ Non-profit Management
- ✓ Technical Writing
- ✓ Master Planning
- ✓ Water Supply
- ✓ Stormwater Management
- ✓ Wastewater Treatment



Professional Summary

Andrew Scheer is an Associate Engineer with Provost & Pritchard with 15 years of experience. Mr. Scheer is experienced in managing planning studies and technical design projects. He has experience working with community organizations, non-profits, and government entities in planning, design, funding development, and community engagement for infrastructure development projects.

Relevant Experience

Orland-Artois Water District Annexation, Project Engineer – Preparing feasibility studies, cost estimates, and preliminary infrastructure designs for annexation of new members into the Orland-Artois Water District. Project will provide additional surface water supplies to growers and reduce the dependence on groundwater pumping. Project involves multiple project stakeholders and an analysis of the effects of annexation on each involved party.

Project Manager, EMI, Kampala, Uganda – Managed project teams and project budgets for the planning, design, and construction of schools, community buildings, and water systems in East Africa. Developed budgets and funding strategies for non-profits and community organizations. Managed diverse project teams and complex cross-cultural client relationships.

Previous Experience

Ruggeri-Jensen-Azar, Rocklin, California, Associate Civil Engineer – Mr. Scheer worked as a design engineer and planner for residential and commercial land development projects. Completed planning studies, grading design, utility design, roadway design, earthwork estimates, erosion control plans, quantity and cost estimates, hydrology reports, stormwater management plans, and utility-sizing calculations. Managed multiple-project workload to meet client deadlines.

HydroScience Engineers Inc, San Jose, California, Associate Engineer – Mr. Scheer prepared engineering reports, drafted plans for the construction of recycled water pipelines, provided design and construction management services for the conversion of city park irrigation systems from potable water to recycled water.

Construction Crew Leader, Habitat for Humanity, San Francisco, California, Construction Crew Leader – Mr. Scheer built homes that meet high standards of quality and environmental friendliness. Managed groups of both skilled and unskilled volunteers on a daily basis. Oversaw and performed a wide range of construction tasks.

Samaritan's Purse International Relief, Sudan, Engineer/Construction Manager – Mr. Scheer managed multiple construction projects to rebuild buildings destroyed by the civil war in Sudan. Hired, paid, and provided logistical support for multiple construction teams. Oversaw procurement and delivery of all construction materials and equipment for the project. Mobilized local citizens to gather materials and contribute to the construction process. Effectively responded to the challenges of managing construction in a rural, post-conflict zone including impassable roads, lack of skilled labor, extreme weather, shortage of materials, and language and cultural barriers.

Trilby Barton

Public Outreach Coordinator

Education

- ✓ B.S. Agricultural Science,
Minor in Agricultural Communications,
California Polytechnic State University,
San Luis Obispo

Affiliations

- ✓ Public Relations Society of America
- ✓ Woodlake Lions Club/Woodlake Lions
Rodeo, Public Relations Coordinator
- ✓ City of Visalia Disability Advocacy
Committee, Past Chair, 2010-2013
- ✓ Cal Poly Rodeo Boosters, Past President,
2009-2016
- ✓ Tulare County Farm Bureau Young
Farmers & Ranchers, Past Co-Chair

Areas of Expertise

- ✓ Public Relations
- ✓ Marketing
- ✓ Public Speaking
- ✓ Event Planning/Coordination
- ✓ Press Release Writing/Distribution
- ✓ Branding
- ✓ Publication Design/Layout/Edition
- ✓ Website Content Organization/Design
- ✓ Workshop Development/Facilitation
- ✓ Communications/Marketing Plan
Development & Implementation
- ✓ Media Buys
- ✓ Social Media



Professional Summary

Trilby Barton is a public relations specialist at Provost & Pritchard where she works with clients and project managers to educate the public and stakeholders on various projects. With 19 years of public relations/marketing experience, she is skilled in event planning and coordination, community outreach, public speaking, press release writing and distribution, media buys, and communications/marketing plan development and implementation. From putting together details for a small business meeting to managing the operations of the world's largest agricultural exposition, Ms. Barton has a keen eye for detail and logistics, and an understanding of effective and efficient communication methods. For the last five years, she has worked primarily with SGMA-related outreach efforts throughout the San Joaquin Valley for groundwater sustainability plan (GSP) development and implementation.

Relevant Experience

Communication & Engagement Plan Development and Implementation, East Kaweah Groundwater Sustainability Agency, Tulare County, California, Public Outreach Coordinator – Ms. Barton developed the East Kaweah Groundwater Sustainability Agency's (GSA) Communication & Engagement (C&E) Plan in accordance with the requirements of the Sustainable Groundwater Management Plan (SGMA). The C&E Plan outlines how the East Kaweah GSA will inform and involve beneficial usage and users of groundwater and solicit stakeholder input throughout the development, public review and implementation phases of the groundwater sustainability plan. During C&E Plan development, Ms. Barton facilitated outreach discussions at the GSA's Advisory Committee meetings to tailor stakeholder needs to be specific to the GSA boundary. In January 2018, the plan was adopted by the East Kaweah GSA's Board of Directors. Ms. Barton currently provides ongoing public outreach coordination services for the East Kaweah GSA, which includes scheduling and planning public outreach meetings, scheduling presentations at community organization meetings, circulating the stakeholder survey, and developing printed and digital materials such as fact sheets, fliers, stakeholder surveys, email blasts, newsletters, and media coverage.

Communication & Engagement Plan Development and Implementation, Tulare Lake Subbasin, Kings/Fresno Counties, California, Public Outreach Coordinator – Ms. Barton worked with the five groundwater sustainability agencies within the Tulare Lake Subbasin (Southwest Kings GSA, Tri-County Water Authority, El Rico GSA, Mid-Kings River GSA, South Fork Kings GSA) to develop a subbasin-wide Communication & Engagement Plan. Developed in accordance with the requirements of SGMA, the plan included outreach tactics for subbasin-wide efforts as well as GSA-specific efforts. During C&E Plan development, Ms. Barton facilitated outreach discussions at the subbasin managers' meeting to identify GSA-specific stakeholders, needs and preferential focuses, which was then written into the plan. The plan was approved in the summer of 2018, and Ms. Barton began ongoing implementation of the outreach efforts, which included scheduling and planning public outreach meetings, tracking subbasin-wide completed outreach efforts, developing and circulating stakeholder surveys for individual GSAs, and developing printed and digital materials such as fact sheets, fliers, stakeholder surveys, email blasts, newsletters, and media coverage.

Communication & Engagement Plan Development and Implementation, Kern Groundwater Authority, Kern County, California, Public Outreach Coordinator – Ms. Barton developed the Kern Groundwater Authority's (KGA) Communication & Engagement (C&E) Plan in accordance with the requirements of the Sustainable Groundwater Management Plan (SGMA). The C&E Plan outlines how the districts within the KGA will inform and involve beneficial usage and users of groundwater and solicit stakeholder input throughout the development, public review and implementation phases of the groundwater sustainability plan. The plan was adopted by the KGA's Board of Directors in May 2018. Ms. Barton is currently responsible for ongoing outreach implementation efforts, which consists of planning public outreach meetings, scheduling presentations at community organization meetings, circulating the stakeholder surveys, routine website updates, developing printed and digital materials such as fact sheets, fliers, stakeholder surveys, email blasts, newsletters, and media coverage.

Communication & Engagement Plan Development and Implementation, South Kings Groundwater Sustainability Agency, Tulare County, California, Public Outreach Coordinator – Ms. Barton developed a Communication & Engagement Plan for the South Kings GSA in accordance with the requirements of the Sustainable Groundwater Management Plan (SGMA). The C&E Plan outlines how the four cities and community services district that comprise the South Kings GSA will inform and involve beneficial usage and users of groundwater and solicit stakeholder input throughout the development, public review and implementation phases of the groundwater sustainability plan. In October 2018, the plan was adopted by the South Kings GSA's Board of Directors. Ms. Barton provided support for the implementation of the outreach efforts, which included developing a GSA-wide stakeholder survey and working with city representatives and the technical team to schedule public review outreach workshops, preparing and publishing public hearing notices, and tracking completed outreach efforts for inclusion in the final Groundwater Sustainability Plan.

Agency Formation & Ongoing Communication Support for SGMA Compliance, Sandy Mush Mutual Water Company, Merced County, California, Public Outreach Coordinator – To gain a seat on the Merced County's Groundwater Sustainability Agency's board, farmers within the Merced County's "white area" (who were not represented by another water entity) needed to form their own agency. Several banded together to create the Sandy Mush Mutual Water Company. Ms. Barton worked with the project manager and attorneys to gather required signature documents from water company members, including coordinating an informational meeting, emailing and calling individual members to gather all required documentation by the deadline. This process was pertinent in obtaining state approval to officially become a mutual water company. Ms. Barton facilitated communications for the mutual water company by maintaining the membership contact list, creating meeting notices and annual invoices, and administering email blasts and direct mailers for meeting notices for all communication efforts.

Website Design and Ongoing Maintenance, Various GSAs and Water/Irrigation Districts, San Joaquin Valley, California, Project Manager – Ms. Barton has developed websites and provides ongoing website maintenance for several GSAs, two Irrigated Lands Regulatory Program (ILRP) coalitions, and water/irrigation districts throughout the San Joaquin Valley. These websites serve as a communication source for stakeholders and respective agency members, and they meet Senate Bill 929 requirements. As part of the website development, Ms. Barton also created logos for several of the GSAs, coalitions, and districts.

- South Kings GSA (website and logo) – www.southkingsgsa.org
- Madera Water District GSA (website and logo) – www.mwdgsa.org
- Mid-Kings River GSA (website and logo) – www.midkingsrivergsa.org
- Southwest Kings GSA (website and logo) – www.swkgsa.org
- Kern Groundwater Authority (website and logo) – www.kerngwa.com
- Aliso Water District GSA (website and logo) – www.alisowdgsa.org
- Amsterdam Water District (website and logo) – www.amsterdamwater.org
- Dudley Ridge Water District (website and logo) – www.dudleyridgewd.org
- Kings County Water District (website) – www.kingsc wd.org
- Kern River Watershed Coalition Authority (website and logo) – www.krwca.org
- Kaweah Basin Water Quality Association (website and logo) – www.kaweahbasin.org

Grower Outreach Coordination for Irrigated Lands Regulatory Program Administration, Kaweah Basin Water Quality Association, Grower Outreach Coordinator – Ms. Barton is responsible for scheduling and planning the details of grower informational/training meetings including drafting meeting presentations, coordinating continuing education opportunities, editing training videos, and facilitating operations of the respective events. In addition, she is responsible for writing and distributing press releases, updating the association's website, and communicating with growers via association-wide email blasts and other correspondence. Upon program implementation, Ms. Barton was responsible for contacting growers within the coalition boundary and scheduling public informational meetings, designing the association's logo, letterhead, and website (www.kaweahbasin.org).

Mallory C. Serrao

Environmental/GIS Specialist

Education

- ✓ B.A., Human Geography & Planning, California State University, Chico
- ✓ B.A., History, California State University, Chico

Areas of Expertise

- ✓ Geographic Information Systems (GIS)
- ✓ ArcMap/ArcGIS Pro
- ✓ CEQA/NEPA Compliance
- ✓ Agency Direct Charge Preparation
- ✓ Phase I Environmental Site Assessments
- ✓ Historical Research
- ✓ Groundwater & Air Quality Monitoring Reporting
- ✓ American Society of Testing and Materials (ASTM) Regulatory Standards
- ✓ SWRCB Underground Storage Tank Cleanup
- ✓ Fund Reimbursement Requests



Professional Summary

Mallory Serrao is an environmental and GIS specialist at Provost & Pritchard, with over ten years of experience with environmental services projects. Ms. Serrao routinely completes geographic Information Systems (GIS) projects including CEQA-required research and mapping, zoning and general plan mapping for municipalities and SGMA-related projects. Ms. Serrao has been involved in the preparation of hundreds of Phase I and II environmental site assessments (ESA), Caltrans initial site assessments, transactions screen assessments, and construction and industrial SWPPPs. Additionally, she has assisted in preparing several CEQA and NEPA planning documents Ms. Serrao has also completed tasks related to the preparation of quarterly groundwater monitoring reports and air quality monitoring reports.

Relevant Experience

Consulting Services, Direct Charge Preparation and Submittals, Colusa Groundwater Authority, Glenn Groundwater Authority, Colusa Basin Drainage District, GIS Specialist - Ms. Serrao has prepared and submitted the Direct Charge documents for various agencies since 2019. Ms. Serrao's responsibility includes coordination with County taxing agencies, updates to parcels from previous year's roll, calculations based on current year fee/charges and preparing and submitting data files to County Agencies.

Proposition 218, Majority Protest Process, Colusa Groundwater Authority, Colusa County and Glenn Groundwater Authority, GIS Specialist – Ms. Serrao assisted the Colusa Groundwater Authority and later the Glenn Groundwater Authority in their Proposition 218 efforts related to long-term funding of the CGA/GGA and compliance with SGMA. Ms. Serrao's responsibilities include all data collection, maintenance and analysis related to the Prop 218 process. This includes all landowner information, member-agency boundaries, acreage calculations, outreach materials and the consolidation of data in order to facilitate the Majority Protest process.

Colusa County SGMA Consulting Services, Reclamation District 108, Colusa County, GIS Specialist – Ms. Serrao provided on-call GIS services for RD 108 and Colusa County Water Resources Department related to Groundwater Sustainability Agency (GSA) formation and SGMA in Colusa County. The scope of work included the collection and analysis of GIS data pertinent to the potential GSA and calculating acreages of interest for in-person presentation and collaboration with interested parties.

Multiple Groundwater Sustainability Agencies, Groundwater Sustainability Plan (GSP) Preparation, GIS Specialist – Ms. Serrao supported the spatial data needs and mapping for more than 10 GSP documents for critically over drafted groundwater basins. This included preparing maps for the Plan Area, Hydrologic Conditions Model and Monitoring chapters. Additionally, Ms. Serrao assisted in submitting required data to the SGMA data portal in support of GSP compliance.

Barry School Elementary School Water Line Extension CEQA, City of Yuba City, Assistant Planner/GIS Specialist – Ms. Serrao served as the assistant planner for the City of Yuba City's Barry School Pipeline Project. Working with the City's Public Works Department, Ms. Serrao assisted in completing the environmental compliance documentation pursuant to CEQA for the Barry



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Colusa Groundwater Authority Professional Service Agreement No. CGA-001
to

This Professional Services contract (“Contract”) is between the Colusa Groundwater Authority (“CGA”), a political subdivision of the State of California and _____ (“Contractor”), a _____.

- 1. Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide CGA with Professional Services to manage the CGA, as more specifically detailed in EXHIBIT “A.”
- 2. Term:** This Contract shall begin on May 25, 2022 and shall continue until May 24, 2023. This Contract may be renewed on an annual basis upon the mutual agreement of the parties hereto on the same terms and conditions as are provided for herein, subject to reasonable adjustments to the Fee Schedule identified herein, provided either party notifies the other of the notifying party’s desire to extend this Contract no later than sixty (60) days prior to the expiration of the initial term or any extension term.
- 3. Compensation:** CGA will pay Contractor compensation not to exceed One Hundred Seventy Five Thousand Dollars (\$175,000) per year, as provided for in EXHIBIT “B” Fee Schedule. Compensation will be paid in accordance with paragraph 4, Method of Payment.
- 4. Method of Payment:** At the end of each month, Contractor shall provide CGA with an invoice for the services provided in the preceding month. Upon receipt of an invoice, CGA shall process payment to Contractor as provided for by CGA’s established policies and procedures, and payment will be issued accordingly for undisputed invoices.
 - A. Invoices shall:**
 - 1) Be prepared on Contractor’s letterhead.
 - 2) Bear Contractor’s name as shown on the contract.
 - 3) Bear the contract number.
 - 4) Itemize the costs incurred.
 - 5) Include a summary of the services provided.
 - 6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.
- 5. Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. CGA relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.
 - A.** Contractor Program Manager will get direction for services to be performed by the CGA Chair, or the CGA Board’s designated representative. Contractor shall have sole discretion and control of Contractor’s services and the manner in which they are performed. Contractor shall determine the method, details, and means of performing the services and otherwise upholding its obligations under this Agreement.

B. Acceptance of work or payment of invoice by CGA does not operate to release Contractor from any responsibility to perform work to professional standards.

C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

6 Contractor's Books and Records: Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to CGA for a minimum period of five (5) years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years, or for any longer period required by law, from the date of termination or completion of this Contract.

B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by CGA Counsel or other designated representative of CGA. Copies of such documents shall be provided to CGA for inspection at the office of the requesting CGA officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

C. Where CGA has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, CGA may, on written request, require that custody of the records be given to CGA and that the records and documents be maintained by CGA at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

7 Independent Contractor: Contractor is an independent contractor, not an employee of CGA. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between CGA and Contractor nor to allow CGA to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching CGA's objectives in entering this Contract. Neither Party shall have authority to make any statements, representations or commitments of any kind, or to take any action, which shall be binding on the other Party, except as may be expressly provided for herein or authorized by the other Party in writing.

8 Indemnity and Liability: Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the indemnifying party.

9 Insurance: Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

- A. Workers' Compensation Coverage:** Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by CGA at least thirty (30) days prior to such change.
- B. General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.
- C. Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) for each accident for bodily injury or property damage.
- D. Professional Liability Insurance (Errors and Omissions):** Contractor shall maintain Professional Liability Insurance for Errors and Omissions coverage in an amount of not less than one million dollars (\$1,000,000) in aggregate. The insurance coverage provided by Contractor shall contain language providing coverage for up to three (3) years following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is claims made.
- E. Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:
- 1) Naming CGA, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;
 - 2) Providing that Contractor's insurance shall be the primary insurance as respects CGA, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by CGA, including any self-insured retention CGA may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;
 - 3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;
 - 4) Providing that the insurer waives all rights of subrogation against CGA, its elected or appointed officers, officials, employees, agents or volunteers;

- 5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to CGA, its elected or appointed officers, officials, employees agents, or volunteers;
- 6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and
- 7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without thirty (30) days written notice certain to CGA.

F. Deductibles and Self-insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by CGA before work begins. At CGA's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

G. Proof of Coverage: At the time of execution of this contract, Contractor shall furnish CGA with copies of its insurance policies and endorsements affecting coverage required by this Contract.

- 10. Performance Standards:** Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.
- 11. Licenses:** Contractor represents and warrants to CGA that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to CGA that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.
- 12. Controlling Law Venue:** This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.
- 13. Written Notification:** Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally, via email or sent prepaid, first class mail. Any such notice, demand, consent, approval or communication shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notices sent via e-mail shall be deemed given on the date transmitted. The sender must retain evidence of successful transmission. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to CGA:
Colusa Groundwater Authority
1213 Market Street
Colusa, CA 95932
dcarter@countyofcolusa.org

If to Contractor:

- 14 Entire Contract:** This Contract constitutes the complete and exclusive statement of contract between CGA and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Contract.
- 15 Amendments:** This Contract may be modified or amended only by a written document executed by both Contractor and CGA and approved as to form by the CGA Counsel.
- 16 Waiver:** No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.
- 17 Execution:** This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.
- 18 Assignment & Subcontracting:** The parties recognize that a substantial inducement to CGA for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of CGA. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of CGA. If CGA consents to such subcontract, Contractor shall be fully responsible to CGA for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between CGA and subcontractor nor shall it create any obligation on the part of CGA to pay any monies due to any such subcontractor unless otherwise required by law.
- 19 Termination:** This Contract may be terminated for the following reasons:
 - A.** Immediately for cause if either party violates any of the terms or provisions of this Contract; or
 - B.** By CGA without cause upon thirty (30) days written notice of termination.
- 20 Partial Invalidity.** If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

[This Space Left Intentionally Blank]

21. Attachments: All attachments referred to are incorporated and made part of the Contract.
Attachments include:

- A. Attachment "A" Scope of Work and Cost Proposal
- B. Exhibit "B" Contractor Fee Schedule

**COLUSA GROUNDWATER
AUTHORITY**

CONTRACTOR

_____ Date: _____

_____ Date: _____

Printed Name and Title

Printed Name and Title

APPROVED AS TO FORM

Counsel

AGENDA ITEM 8: REVIEW PROJECT & MANAGEMENT ACTIONS AND ESTABLISH PRIORITY FOR CGA TAC WORK PLAN

The Colusa Subbasin GSP has a list of Projects and Management Actions in Chapter 7 of the GSP. Table 7-4 estimated the initial projects for consideration and estimated cost. Recommend directing the TAC to review these planned projects as well as Table 6-2 (not included in the Board Package) which lists all of the proposed Projects and Management Actions to prioritize a list of PMAs for potential grant funding for 2023, and coordinate with Glenn Groundwater Authority TAC. The grant application window is due to open in September of 2022.

Table 7-4. Planned Projects and Management Actions Estimated Implementation Cost Summary

Cost Category	2022	2023	2024	2025	2026	2027+
Colusa Subbasin Multi-Benefit Groundwater Recharge						
<i>Capital/Studies</i>	\$328,000	-	-	-	-	-
<i>O&M</i>	-	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000
OAWD District Land Annexation and In-Lieu Groundwater Recharge						
<i>Capital/Studies</i>	-	\$20,000,000	-	-	-	-
<i>O&M</i>	-	-	\$2,642,000	\$2,642,000	\$2,642,000	\$2,642,000
Sycamore Slough Groundwater Recharge Pilot Project						
<i>Capital/Studies</i>	\$28,000	-	-	-	-	-
<i>O&M</i>	-	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000
Colusa County Water District (CCWD) In-Lieu Groundwater Recharge						
<i>Capital/Studies</i>	\$100,000	-	-	-	-	-
<i>O&M</i>	-	\$2,025,000	\$2,025,000	\$2,025,000	\$2,025,000	\$2,025,000
Colusa Drain Mutual Water Company (CDMWC) In-Lieu Groundwater Recharge						
<i>Capital/Studies</i>	\$100,000	-	-	-	-	-
<i>O&M</i>	-	\$1,736,000	\$1,736,000	\$1,736,000	\$1,736,000	\$1,736,000
Total (Planned PMAs)						
<i>Capital/Studies</i>	\$556,000	\$20,000,000	-	-	-	-
<i>O&M</i>	-	\$4,033,000	\$6,675,000	\$6,675,000	\$6,675,000	\$6,675,000

Plan Implementation

December 2021

n:\c\277\60-20-11\wp\GSP
7-19

Colusa Groundwater Authority
Glenn Groundwater Authority Colusa Subbasin Groundwater Sustainability Plan

The GSP Studies and GSP Updates that are identified in Section 7 of the GSP include the following Sampling of items that may be considered:

- Expand Shallow Groundwater Level Monitoring Network
- Expand Water Quality Monitoring Network
- Colusa Subbasin Western Boundary Investigation
- Westside Streams Monitoring Program
- Groundwater Well Monitoring Program
- Groundwater Financial Incentives Investigation
- C2VSimFG-Colusa Model Updates and Enhancement
- Well Inventory Program
- Well Registration Program
- Increasing GSA Involvement in County Well Permitting and Land Use Planning
- GSA Coordination with Water Quality Coalitions and Regulatory Agencies
- Sutter Buttes Rampart Water Quality Interbasin Working Group
- Participation in Interagency Drought Task Forces
- Sacramento Valley Subsidence Interbasin Working Group
- Evaluate Infrastructure Sensitivity to Subsidence
- GSP Annual Report
- GSP Periodic Evaluations (5-Year Updates)

AGENDA ITEM 9: GOVERNOR NEWSOM EXECUTIVE ORDER N-7-22 UPDATE

Working with CGA Counsel, the CGA delivered the final documents in compliance with the EO-N-7_22, copies attached. Updated hydrographs with March 2022 readings were submitted to the County, along with the Colusa Subbasin Annual Report. The County has made their own certification for well applicants to sign and have outlined procedures they will follow in reviewing well applications.

Attachments:

DWR Drought Well Permitting Flyer for Executive Order N-7-22

CGA Cover letter for Compliance Certification to Executive Order N-7-22

CGA Compliance Certification to Executive Order N-7-22

County Groundwater Well Compliance Certification to Executive Order N-7-22



Drought Well Permitting Requirements

Drought Executive Order N-7-22

On March 28, 2022 Governor Newsom issued [Drought Executive Order N-7-22](#) that included new well permitting requirements for local agencies to prepare for and lessen the effects of drought conditions (Action 9).

Well Permitting Authority and Groundwater Management Oversight

In California, regulatory authority over well construction, alteration, and destruction activities resides with local agencies (cities, counties, or water agencies), who have the authority to adopt a local well ordinance. Well permits are administered and enforced by local agencies (or local enforcing agencies, [LEAs](#)), often the Department of Environmental Health within a given county.

With the enactment of the Sustainable Groundwater Management Act ([SGMA](#)) in 2014, local public agencies – called [groundwater sustainability agencies](#) or GSAs – formed to provide specific oversight and management of groundwater resources, and to achieve sustainable groundwater management within 20 years through the development and implementation of groundwater sustainability plans (GSPs) and associated projects and management actions. The local GSAs are required to include in their GSPs a discussion of how they will coordinate these efforts with local land use authorities, including local well permitting agencies.

Drought Well Permitting Requirements

Local well ordinances authorize the conditions for agencies to issue a well permit or permit modification. Given the record drought conditions the state has faced over the last three years, Drought Executive Order N-7-22 requires additional actions be taken by local well permitting agencies prior to issuing a well permit.

Excerpt of Action 9 from Drought Executive Order N-7-22:

9. To protect health, safety, and the environment during this drought emergency, a county, city, or other public agency shall not:

a. Approve a permit for a new groundwater well or for alteration of an existing well in a basin subject to the Sustainable Groundwater Management Act and classified as medium- or high-priority without first obtaining written verification from a Groundwater Sustainability Agency managing the basin or area of the basin where the well is proposed to be located that groundwater extraction by the proposed well would not be inconsistent with any sustainable groundwater management program established in any applicable Groundwater Sustainability Plan adopted by that Groundwater Sustainability Agency and would not decrease the likelihood of achieving a sustainability goal for the basin covered by such a plan; or

b. Issue a permit for a new groundwater well or for alteration of an existing well without first determining that extraction of groundwater from the proposed well is (1) not likely to interfere with the production and functioning of existing nearby wells, and (2) not likely to cause subsidence that would adversely impact or damage nearby infrastructure.

This paragraph shall not apply to permits for wells that will provide less than two acre-feet per year of groundwater for individual domestic users, or that will exclusively provide groundwater to public water supply systems as defined in section 116275 of the Health and Safety Code.

Local well permitting agencies retain existing well permitting authorities, including reviewing and administering well permits. Under the Executive Order Action 9, local well permitting agencies must take the following steps during the well permitting process for wells intending to extract groundwater:

1. Consultation with the GSA – If the proposed well would be in a high or medium priority groundwater basin, the well permitting agency must consult with the GSA and receive written verification from the GSA that the proposed well location is generally consistent (not inconsistent) with the applicable GSP and will not decrease the likelihood of achieving the sustainability goals that the GSAs have developed under SGMA.
2. Permit Evaluation – For every well permit application, the local well permitting agency must determine before issuing a well permit that extraction of groundwater from the proposed well is not likely to interfere with the production and functioning of existing nearby wells and is not likely to cause subsidence that would adversely impact or damage nearby infrastructure.

These requirements do not apply to wells that pump less than 2 acre-feet per year (de minimus users) and wells that exclusively provide groundwater to public water supply systems as defined in [section 116275](#) of the Health and Safety Code.

State Resources Available to Local Agencies

The California Department of Water Resources (DWR) provides technical and other support services to local agencies to support decision-making. The following resources are available to help local agencies navigate the well permitting requirements in this Drought Executive Order:

- To find the **groundwater basins subject to SGMA** and classified as medium or high priority: [Basin Prioritization Dashboard](#)
- To find the **Groundwater Sustainability Agency** managing the applicable basin or area of the basin: [GSA Map Viewer](#)
- To find the **Groundwater Sustainability Plan** adopted by the local Groundwater Sustainability Agency: [GSP Map Viewer](#)
- To view **existing nearby wells** (domestic, irrigation, public supply and reported dry wells): [California's Groundwater Live – Well Infrastructure](#)
- To view **groundwater levels and trends**: [California's Groundwater Live – Groundwater Levels](#)
- To view **subsidence data** and nearby infrastructure: [California's Groundwater Live – Subsidence Data](#)

For more information or questions, please contact DWR's Sustainable Groundwater Management Office at: SGMPS@water.ca.gov.

For more information about the State's Drought Response and Assistance, please visit drought.ca.gov.

Colusa Groundwater Authority

Groundwater Sustainability Agency

1213 Market Street | Colusa, CA 95932 | 530.458.0891 | colusagroundwater.org

May 12, 2022

County of Colusa
Mr. Greg Plucker
Director, Community Development- Environmental Health
1213 Market Street
Colusa, CA 95932

Re: Consistency Determination Under Executive Order N-7-22

Dear Mr. Plucker:

The Colusa Groundwater Authority (CGA) is the Groundwater Sustainability Agency (GSA) established pursuant to the Sustainable Groundwater Management Act (Water Code § 10720 *et seq.*) (SGMA) to develop a Groundwater Sustainability Plan (GSP) for the Colusa Subbasin (the "Subbasin"). The Subbasin is designated by the California Department of Water Resources (DWR) as a high priority, non-critically overdraft basin. The CGA has developed and adopted its GSP for the Subbasin, and has submitted the GSP to DWR for review.

In response to continued drought conditions in 2022, the Governor issued Executive Order N-7-22 on March 28, 2022, establishing temporary emergency water conservation measures. The Executive Order requires in part that prior to approving an application for a permit to drill a new well or alter an existing well, (i) a GSA must confirm that the new or altered well would not be inconsistent with a GSP, and (ii) the county issuing the permit must determine the new or altered well would not interfere with existing nearby wells or cause subsidence that would damage nearby infrastructure. (EO N-7-22, Sec. 9.) This requirement applies to GSAs and counties in medium and high priority basins, including the Subbasin.

Attached for the County's reference is CGA's standard form of Acknowledgement, which if signed by an applicant for a permit for a new well or alteration to an existing well, will enable the CGA to determine that the proposed new or altered well would not be inconsistent with the CGA's GSP.

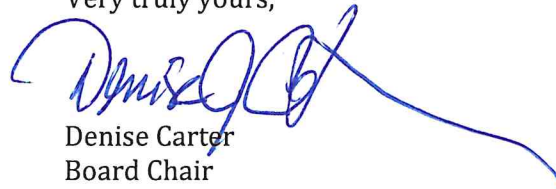
In light of the requirement under the Executive Order that the County evaluate potential effects of a new or altered well on subsidence, the CGA submits the following for the County's consideration:

Accounts of historical groundwater conditions and water budgets prepared for the Colusa Subbasin GSP involved technical work based primarily on historical records of surface water and groundwater conditions from 1990 through 2015, which includes prior short and longer-term

drought cycles. The GSP recognizes and accounts for increased groundwater pumping demands during drought periods driven by dry hydrologic conditions. The established Sustainable Management Criteria (Table 7-1 of the GSP's 2021 Annual Report) also recognize and plan for declining groundwater levels during drought periods. Groundwater level conditions as reported in the GSP's 2021 Annual Report show all available spring and fall groundwater levels fall within the Margin of Operational Flexibility defined in the GSP and are well above the established Minimum Thresholds (Table 7-2 of the GSP's 2021 Annual Report). Subsidence rates in the vicinity of Arbuckle are of a concern to the CGA based on recent InSAR data showing subsidence between -0.6 and -0.8 feet in the past year in some areas, in excess of the -0.5 foot per 5 year period Sustainable Management Criteria. While the monitoring network benchmarks need to be resurveyed to confirm if an undesirable result has occurred, the CGA will continue monitoring land subsidence and will facilitate measures to address land subsidence to avoid undesirable results.

We hope the County will find foregoing information useful in the event an evaluation of subsidence becomes necessary. The CGA will update the County as information regarding subsidence develops and will notify the County of any changes to the CGA's findings. In the meantime, please let the CGA know if there is anything further it can do to assist the County in this regard.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Denise Carter", with a long, sweeping underline that extends to the right.

Denise Carter
Board Chair

Colusa Groundwater Authority

COLUSA GROUNDWATER AUTHORITY COMPLIANCE WITH EXECUTIVE ORDER N-7-22

Pursuant to Executive Order N-7-22, the Colusa Groundwater Authority, one of the Groundwater Sustainability Agencies (a "GSA") implementing the Sustainable Groundwater Management Act (SGMA) within the Colusa Basin, provides the following acknowledgment, which if executed by a well applicant, would allow the GSA to conclude that the well permit would not be inconsistent with the Colusa Subbasin Groundwater Sustainability Plan (GSP).

ACKNOWLEDGMENT

_____ I acknowledge that SGMA requires that a groundwater sustainability agency manage groundwater in the Colusa Basin and that the GSA is the agency with groundwater management authority over the land subject to Application # _____.

_____ I acknowledge that the GSA has the authority to limit extractions within its jurisdiction, including extractions from any well permitted pursuant to Application # _____.

_____ I acknowledge that a well permit issued by the County does not guarantee the extraction of any specific amount of water now or in the future.

_____ I acknowledge that the GSA's finding that the well permit would not be inconsistent with the existing groundwater management plan does not guarantee the extraction of any specific amount of water now or in the future.

_____ I acknowledge that the GSP includes specific groundwater requirements through minimum thresholds and measurable objectives and agree that my groundwater use will comply with these requirements.

_____ I acknowledge the GSA makes no guarantees, representations or warranties regarding the maintenance of any defined water level or level of water quality in the Colusa Subbasin.

_____ I acknowledge the GSA is not responsible to compensate me for, or is otherwise liable to me for, any costs, investments or payments related to any groundwater well permitted pursuant to Application #xxxx, including pumping fees, extraction limits, costs related to well failure, well deepening, increased maintenance, replacement, or operational costs.

_____ I agree to hold the GSA harmless and indemnify the GSA for any liability arising from or related to this Acknowledgement or the County issuing a well permit, or not, in response to Application # _____.

By acknowledging and initialing the above provisions, [WELL APPLICANT] agrees the above ACKNOWLEDGMENT will be incorporated into the terms and conditions of any well permit issued pursuant to Application # _____.

Name of WELL APPLICANT

Date

Signature of WELL APPLICANT

Application #



COUNTY OF COLUSA
COMMUNITY DEVELOPMENT DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
1213 Market Street, Colusa, CA 95932
(530) 458-0888

GROUNDWATER WELL COMPLIANCE CERTIFICATION
EXECUTIVE ORDER N-7-22

Pursuant to Executive Order N-7-22, the Colusa Environmental Health Division is responsible for issuing well permits within the jurisdictional boundaries of the County of Colusa.

Pursuant to the Governor's EO N-7-22, as part of the determination that the proposed well is (1) not likely to interfere with the production and functioning of existing nearby wells, and (2) not likely to cause subsidence that would adversely impact or damage nearby infrastructure, this acknowledgment must be executed by a well applicant.

ACKNOWLEDGMENT

_____ I acknowledge that a well permit issued by the County does not guarantee the extraction of any specific amount of water now or in the future.

_____ I acknowledge that the Division makes no guarantees, representations or warranties regarding the maintenance of any defined water level or level of water quality.

_____ I acknowledge the Division and/or County of Colusa is not responsible to compensate me for, or is otherwise liable to me for, any costs, investments or payments related to any groundwater well permitted pursuant to this Application WP-1551, including pumping fees, extraction limits, costs related to well failure, well deepening, increased maintenance, replacement, or operational costs.

_____ I agree to hold the Division and/or County of Colusa harmless and indemnify the Division and/or County of Colusa for any liability arising from or related to this Acknowledgement or the County issuing a well permit in response to Application WP-1551.

By acknowledging and initialing the above provisions, I the WELL APPLICANT agree the above ACKNOWLEDGMENT will be incorporated into the terms and conditions of any well permit issued pursuant to Application WP-1551.

Name of WELL PROPERTY OWNER

Signature

Date

Application # _____

AGENDA ITEM 10: COLUSA SUBBASIN GROUNDWATER SUSTAINABILITY PLAN (GSP) DEVELOPMENT

AGENDA ITEM 10.a: General GSP Updates

The Annual Report was submitted to DWR on April 1, 2022. No comments have been received. The report can be found on the SGMA portal at: <https://sgma.water.ca.gov/portal/gspar/preview/135> 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, and subsidence benchmarks.

AGENDA ITEM 10.b: Well Monitoring Pilot Program Update

The Well Monitoring Pilot Program expansion continues to make progress, as discussed in the Consultant Team memo. 13 applications were received within the solicitation period. One application was withdrawn leaving 12 applicants. Two sites are located within the GGA area and ten sites are in the CGA area. Following site selection, applicants will be notified, agreements will be executed, and site visits and installation of equipment will begin. The equipment installation and set-up must be complete by June 30, 2022.

Attachments

- Davids Engineering GSP Development Status Update Memo- April 2022 (May 4, 2022)



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

Memorandum

To: Colusa Groundwater Authority, Glenn Groundwater Authority
From: Davids Engineering
Date: May 4, 2022
Subject: **GSP Development Status Update—April 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 April 2022. In addition to activities occurring in April, related past and upcoming activities are discussed.

GSP Document Preparation and Adoption

The Colusa Subbasin GSP was adopted in December 2021 and submitted to DWR in January 2022. As of the end of April 2022, six (6) comments on the Colusa Subbasin GSP were submitted to DWR through the SGMA Portal.¹ These comments are being reviewed by the Consultant Team and GSA staff.

Annual Report

In late March, the Consultant Team prepared the final Annual Report with consideration of comments received in late March. The Colusa Subbasin GSP first Annual Report was completed and submitted to DWR by the April 1, 2022, deadline. The Consultant Team also prepared brief responses to the comments received in March.

Public Outreach

A presentation on the GSP and recent groundwater conditions from the first GSP Annual Report was presented and discussed at a Colusa County Board of Supervisors meeting on April 12. This meeting was open to and attended by members of the public. The Consultant Team is preparing outreach materials for the GSAs to utilize in near-term outreach meetings.

Funding and Financing Planning

In April, GSA staff and the Consultant Team continued discussions of options and examples that the GSAs may consider for assigning costs during GSP implementation. There have been no major updates to the funding and financing planning process since the presentation given to the Joint Boards in March 2022.

Well Monitoring Pilot Program

In April, the Consultant Team and GSA staff continued planning an expansion of the Well Monitoring Pilot Program (WMPP). Following solicitation and preliminary screening of new sites in February-March,

¹ Available at: <https://sgma.water.ca.gov/portal/gsp/comments/92>.

the Consultant Team and GSA staff have selected 12 potentially suitable sites to enroll in the program. In April, GSA staff and the Consultant Team distributed provisional acceptance letters and coordinated site visits to ascertain the conditions at each well to determine whether the site is ready for installation or whether reconfiguration is needed. At the sites that are ready for installation, GSA staff and the Consultant Team are coordinating next steps to sign participant agreements and install monitoring equipment. At the sites where reconfiguration is needed, GSA staff and the Consultant Team are coordinating discussions with well owners to plan those reconfigurations or to identify alternate wells (irrigation or domestic) that can participate in the program. Participants will be enrolled in the program and monitoring equipment will be installed prior to the conclusion of the grant period. The WMPP expansion is being funded through an amendment to the grant that has supported other GSP development work.

Hydrogeologic Investigation

In April, the Consultant Team, in consultation with GSA staff, continued work on a strategic planning document that will guide implementation of many technical studies and planning efforts identified in the GSP that would fill data gaps and support future refinements of the GSP. This strategic planning document, referred to as the Hydrogeologic Investigation, will provide background information on the data gaps identified in the GSP, and then identify specific measurable actions that can be completed to improve monitoring and address those data gaps. The Hydrogeologic Investigation will be organized to facilitate future grant applications to fund those efforts. Development of the Hydrogeologic Investigation is being funded through the same grant that has supported other GSP development work. The Hydrogeologic Investigation will be completed prior to the conclusion of the grant period.

Additional Subsidence Benchmarks

In an effort to address subsidence-related data gaps in the Colusa Subbasin, grant funding has been allocated to install 10 additional land subsidence benchmarks in the Colusa Subbasin. In April, the Consultant Team, in consultation with GSA staff, continued work to identify new sites and continued planning to procure and install the new benchmarks. Planning and prioritization of new sites is coinciding with completion of the Hydrogeologic Investigation (described above), and is expected to focus on areas near critical infrastructure and where recent subsidence rates have increased most significantly, including the Arbuckle-College City area in Colusa County and the Orland-Artois area in Glenn County. Input from the GSAs, DWR, Colusa Subbasin stakeholders, and members of the public are also being considered. Installation of the new subsidence benchmarks is anticipated to occur prior to the conclusion of the grant period.

Data Management System

In April, the Consultant Team and GSA staff continued discussions of the remaining DMS work and its synergies with the Annual Report work. To help guide future migration to a final DMS, a report discussing different platform options, considerations, costs, and benefits will be developed prior to the conclusion of the grant period.

AGENDA ITEM 11: Ad Hoc Committee Reports

- a. Long Term Funding Ad Hoc – Thad Bettner, Darrin Williams, Jeff Moresco
- b. Program Manager Ad Hoc –Shelly Murphy, Denise Carter, Denise Conrado, Jim Wallace
- c. Budget Ad Hoc – Dan Ruiz, Shelly Murphy, Jeff Moresco, Denise Carter.
- d. Outreach Ad Hoc – Jim Wallace, Darrin Williams, Jeff Moresco, Bill Vanderwaal
- e. Long Term Financing Ad Hoc – Thad Bettner, Darrin Williams, Jeff Moresco
- f. Water Rights for Unappropriated Flood Water Ad Hoc – Bill Vanderwaal, Jim Wallace, Darrin Williams, Thad Bettner, Ben King, Halbert Charter, Glenn County representatives (to be invited), Sites Authority (to be invited)

AGENDA ITEM 12: ADMINISTRATIVE UPDATE

Information Item

Items of Note:

- The Prop 1/68 Grant has been extended to complete work by June 30, 2022 which will allow time for the Well Monitoring Pilot Project as well as outreach material to be generated for use in conducting county outreach meetings.
- Annual Report presentation was given to the Williams City Council on May 18, 2022.
- Community Meetings to present Annual Report are scheduled for May 23, Colusa Veterans Hall, May 24, Arbuckle Fire Hall, May 26, Sites Project Authority Office, all at 6:00pm.
- Updated Groundwater Level charts for the March 2022 readings are attached.
- InSAR Map from January 2021-2022 is attached.
- Butte Basin next Managers Meeting is May 23, 2022.

AGENDA ITEM 13: CLOSED SESSION

Closed Session

Gov't Code 54956.9 – Conference with Legal Counsel – existing litigation

Aqualliance et al. v. Colusa Groundwater Authority, Glenn Groundwater Authority

Colusa County Superior Court – Case Number CV24584

Aqualliance et al. v. Biggs-West Gridley Water District, et al.

Butte County Superior Court – Case Number 22CV00348

AGENDA ITEM 14: REPORT OUT OF CLOSED SESSION

COLUSA GROUNDWATER AUTHORITY

PUBLIC WORKSHOP



Please join us to review our First Annual Report of the Groundwater Sustainability Plan and learn about Groundwater Conditions in Colusa County.

COLUSA AREA

Monday, May 23, 2022

Veterans Hall

6:00 pm

ARBUCKLE AREA

Tuesday, May 24, 2022

Arbuckle Fire Hall

6:00 pm

MAXWELL/WILLIAMS AREA

Thursday, May 26th

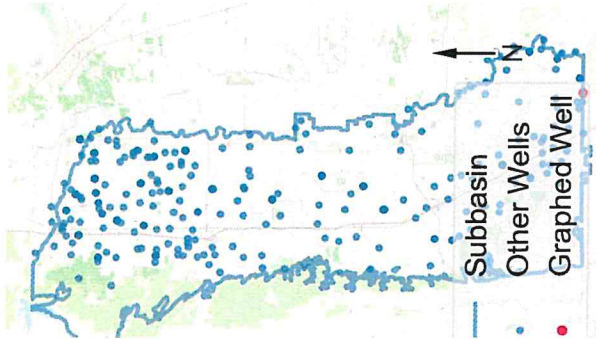
Sites Project Authority Office

6:00 PM

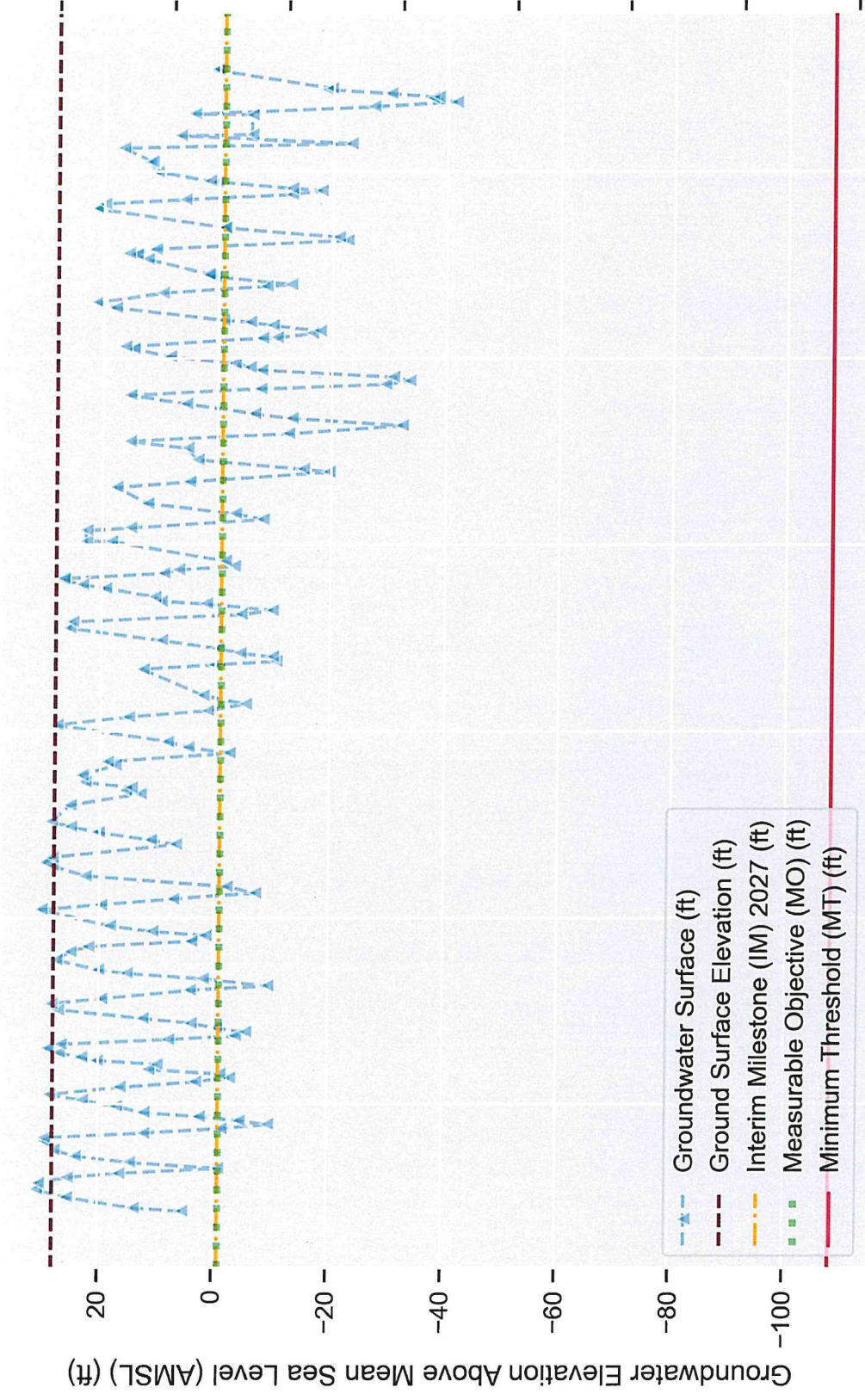


COLUSA Subbasin - State Well Number (SWN): 12N01E06D004M

Well Location Map



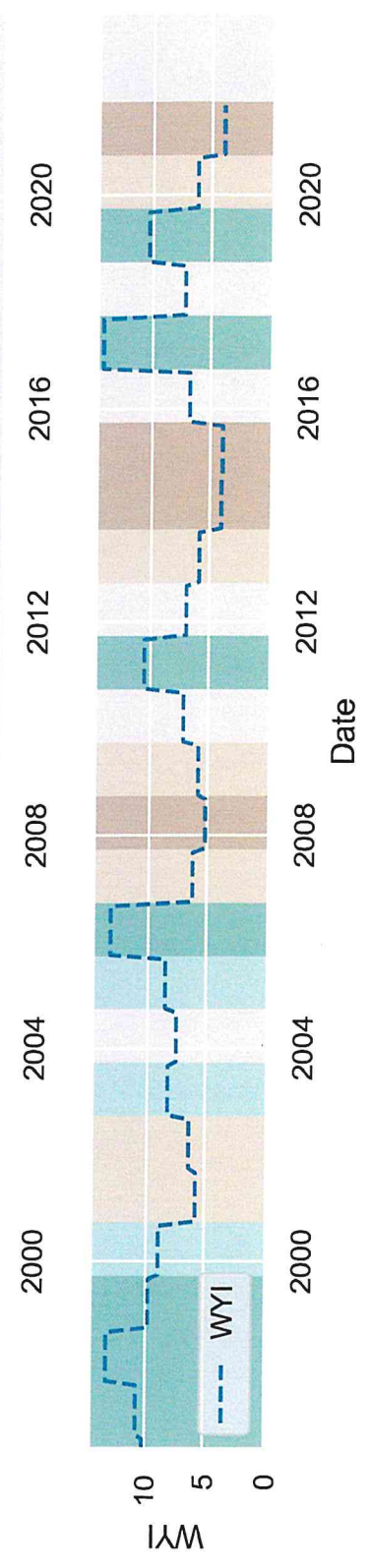
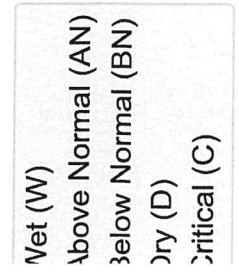
Perforation 1: 275.0 - 285.0 ft BGS



Management Criteria:

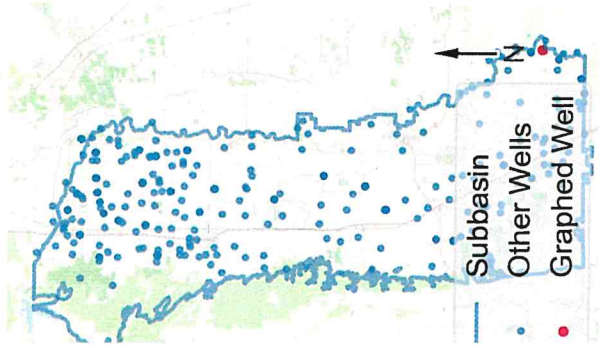
- MO = -1.0 ft AMSL
- IM = 0 ft AMSL
- MT = 8.0 ft AMSL

The 20th percentile of Domestic use is the 20th percentile of Domestic use into Valley Water Year (VY) shown on lower right. Colors defined below.

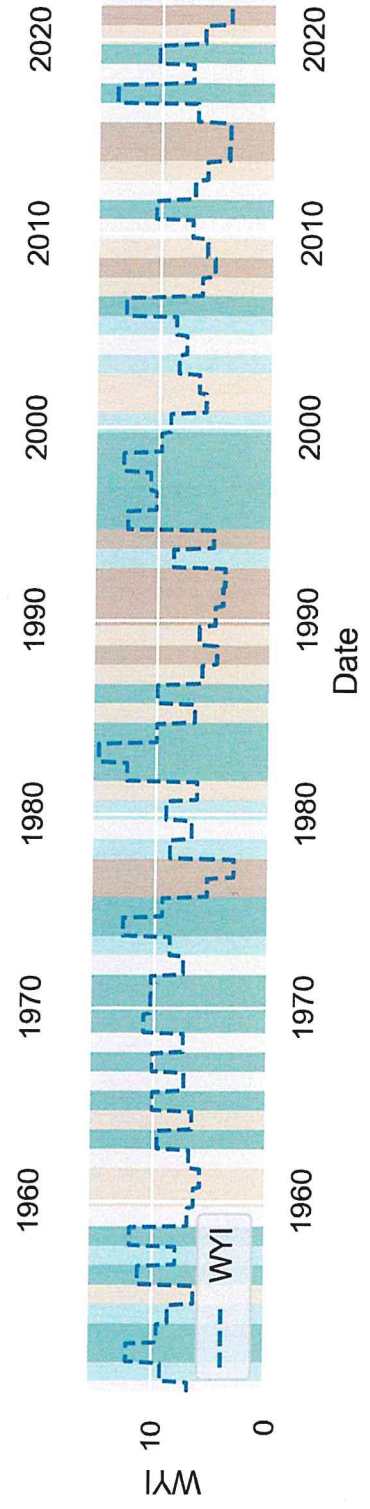
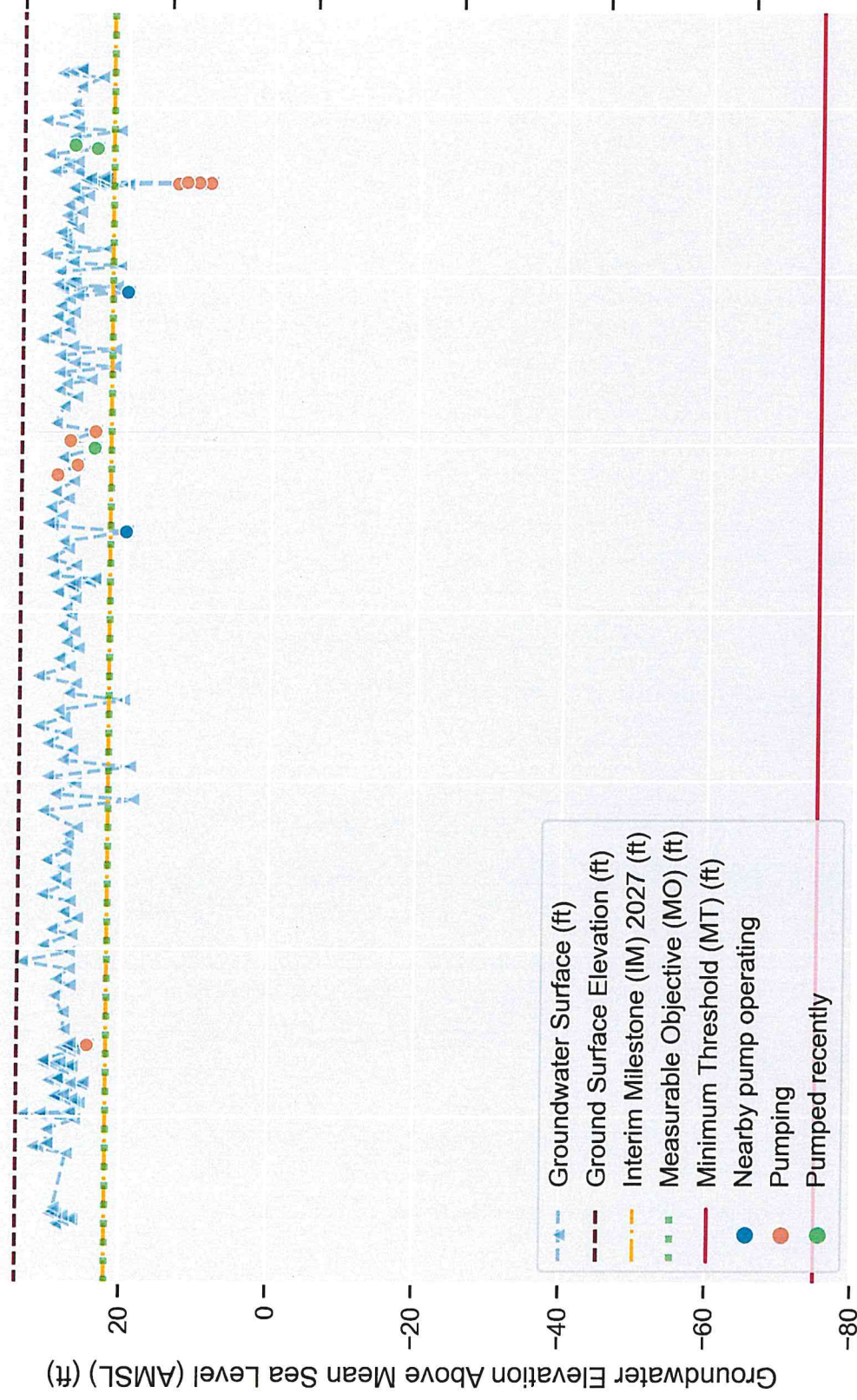


COLUSA Subbasin - State Well Number (SWN): 13N01E11A001M

Well Location Map



Perforation 1: 136.0 - 158.0 ft BGS



Management Criteria:

• 22.0 ft AMSL
 • 30.0 ft AMSL
 • 50.0 ft AMSL

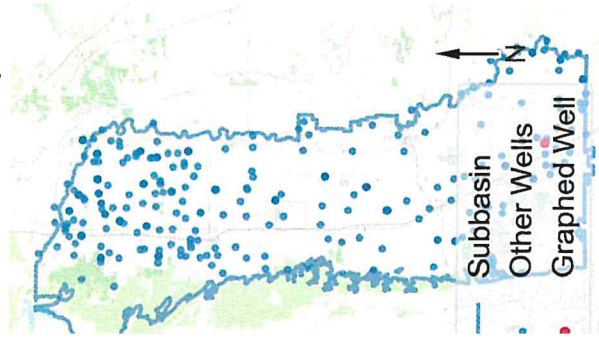
1 Threshold is the 20th
 percentile of Domestic.

into Valley Water Year
 (VY) shown on lower right.
 of colors defined below.

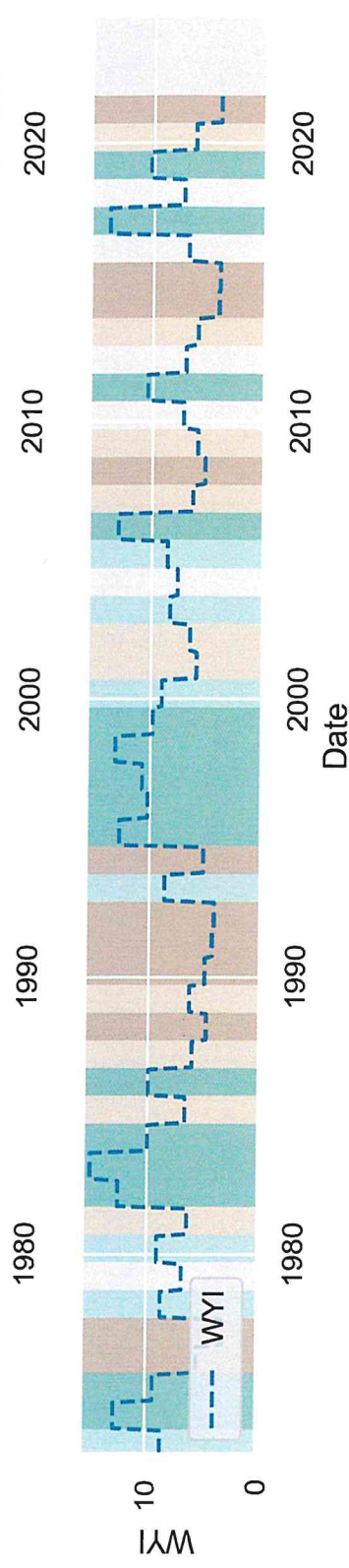
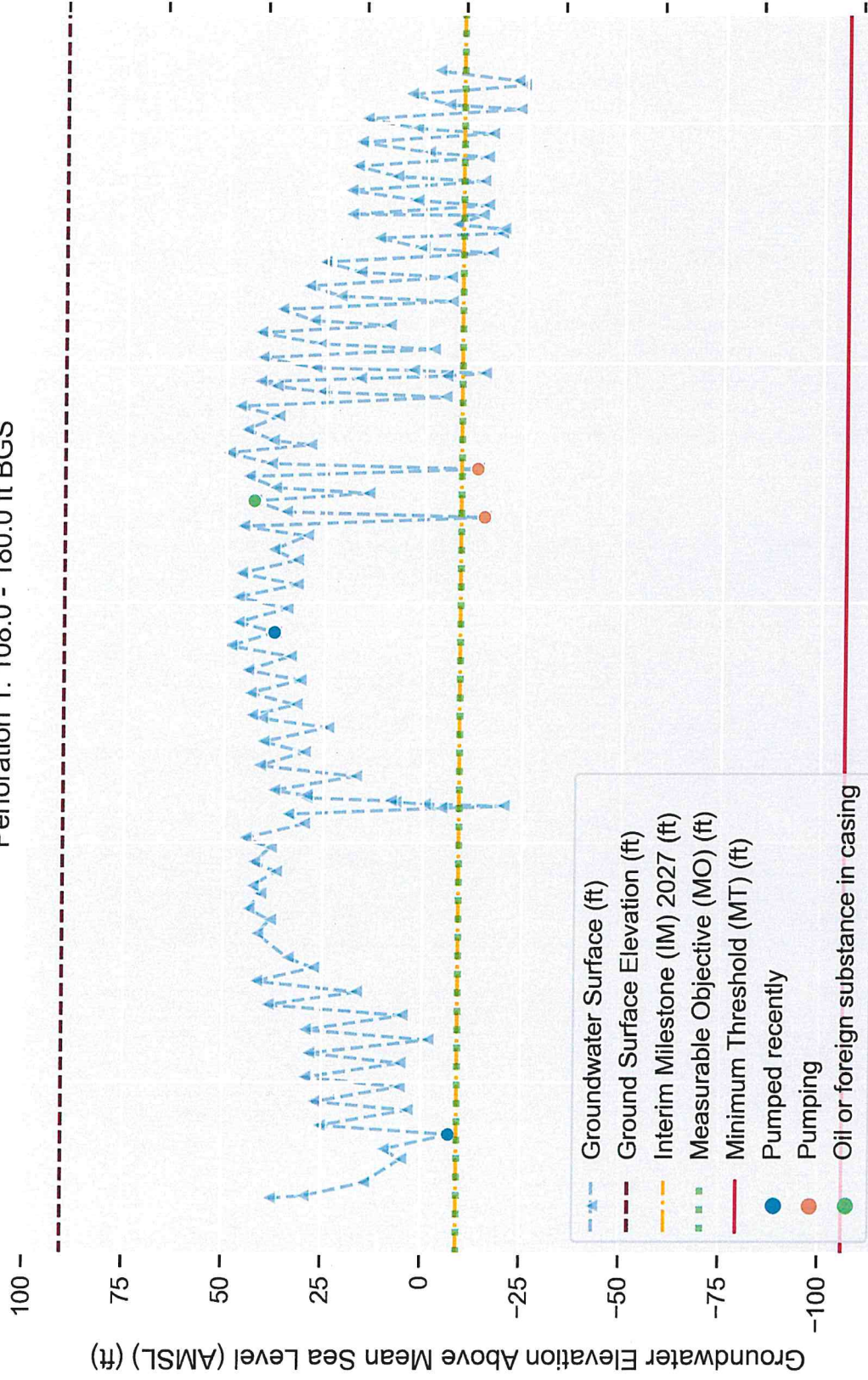
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

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

Well Location Map



Perforation 1: 108.0 - 180.0 ft BGS



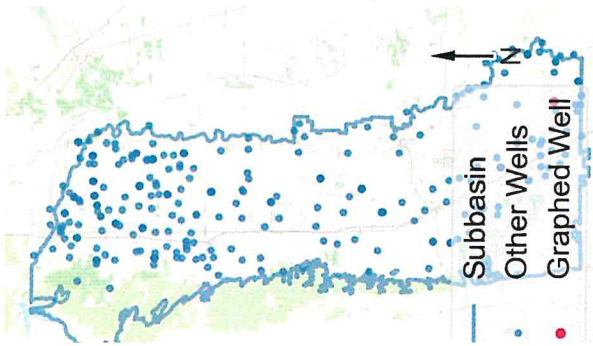
Management Criteria:

- Groundwater Surface Elevation (ft) > -9.0 ft AMSL
 - Ground Surface Elevation (ft) > 0 ft AMSL
 - Interim Milestone (IM) 2027 (ft) > 16.0 ft AMSL
 - Measurable Objective (MO) (ft) > 16.0 ft AMSL
 - Minimum Threshold (MT) (ft) > -100 ft AMSL
 - Oil or foreign substance in casing: None
 - Pumped recently: None
 - Pumping: None
- Water Year (WY) shown on lower right. Values above 10 are 'Above Normal' (AN), values below 10 are 'Below Normal' (BN), values between 10 and 15 are 'Normal' (N), and values below 5 are 'Critical' (C).

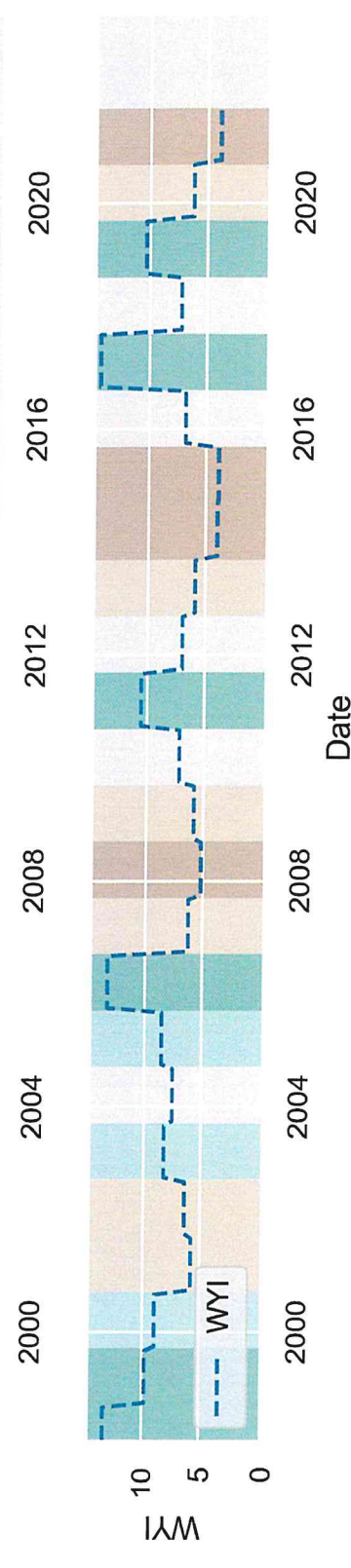
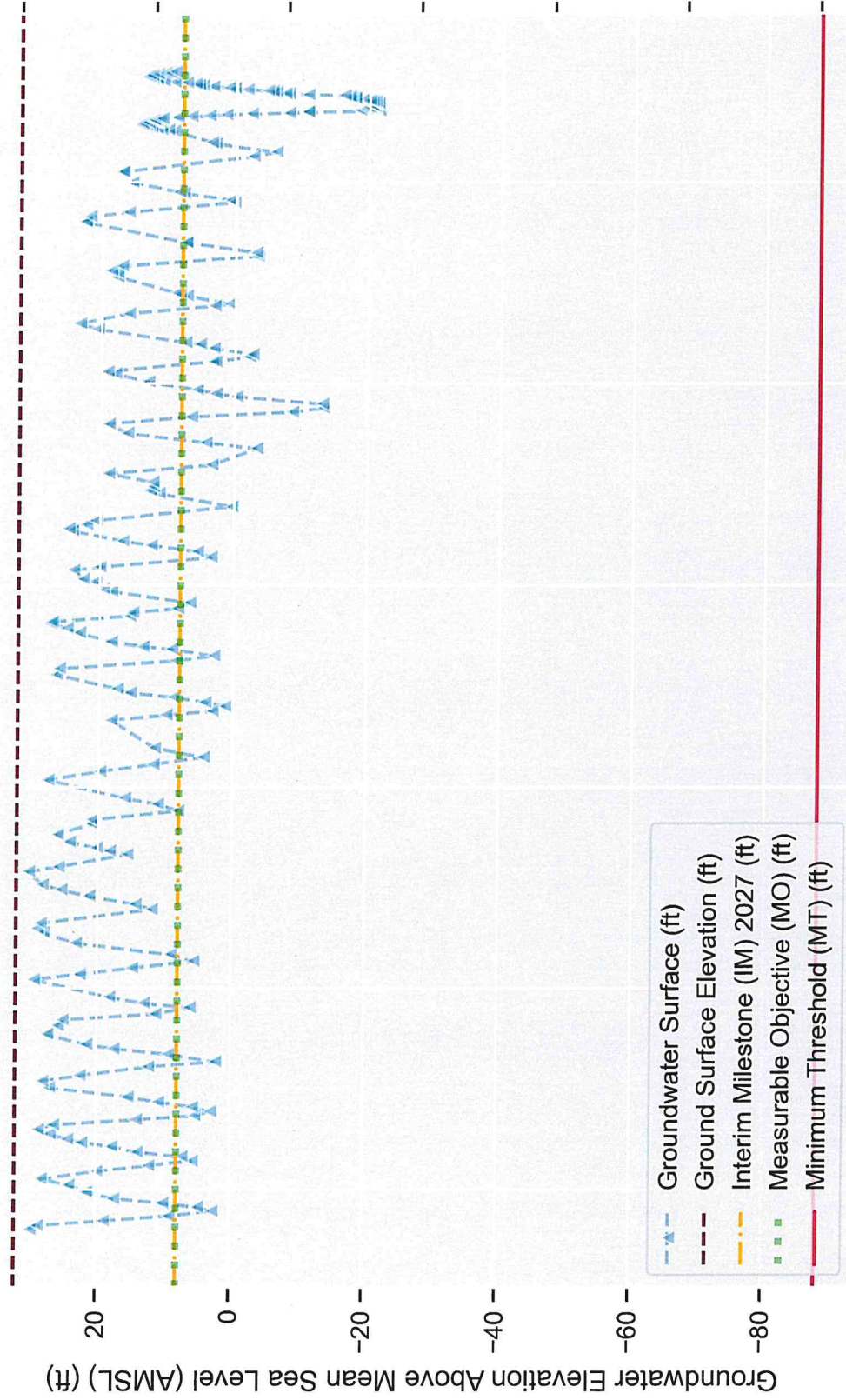
Water Year (WY)	> 10	Above Normal (AN)
Water Year (WY)	10 - 15	Normal (N)
Water Year (WY)	< 10	Below Normal (BN)
Water Year (WY)	< 5	Critical (C)

COLUSA Subbasin - State Well Number (SWN): 13N01W13P003M

Well Location Map



Perforation 1: 271.0 - 278.0 ft BGS



Management Criteria:

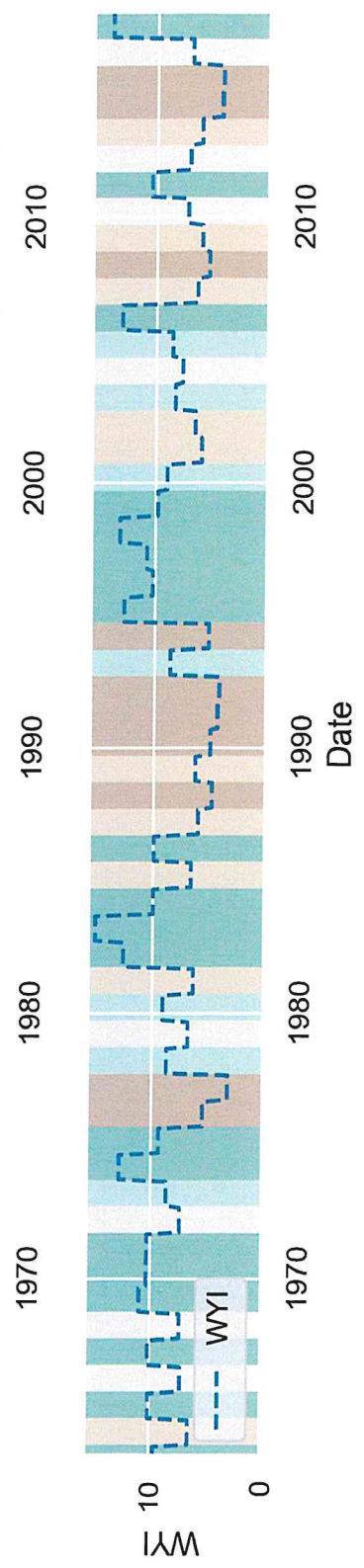
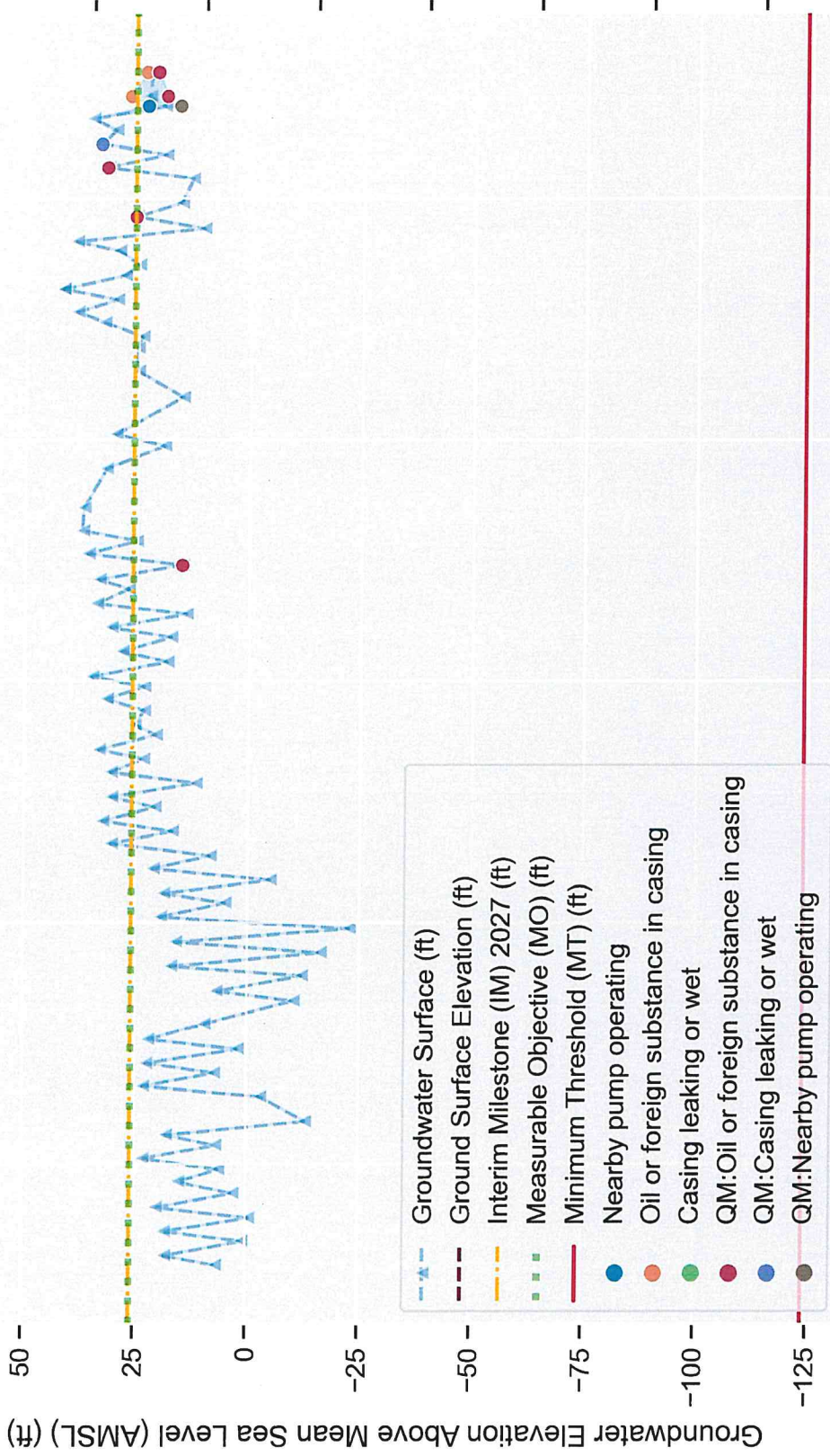
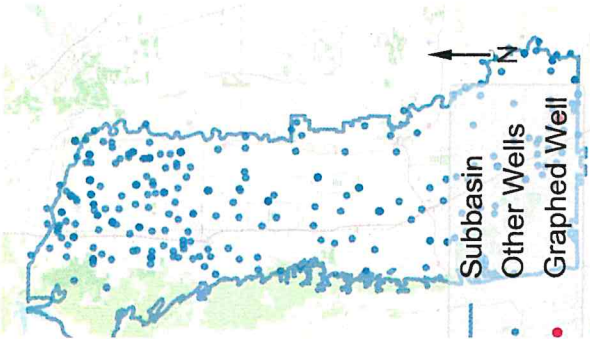
- 8.0 ft AMSL
- 10.0 ft AMSL
- 20.0 ft AMSL
- Threshold is the 20th percentile of Domestic.
- Into Valley Water Year (WY) shown on lower right.
- of colors defined below.

Vet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 13N01W22P002M

Perforation 1: 196.0 - 236.0 ft BGS

Well Location Map

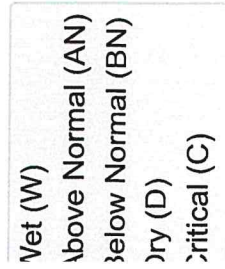


Management Criteria:

MO = 26.0 ft AMSL
 MT = 24.0 ft AMSL

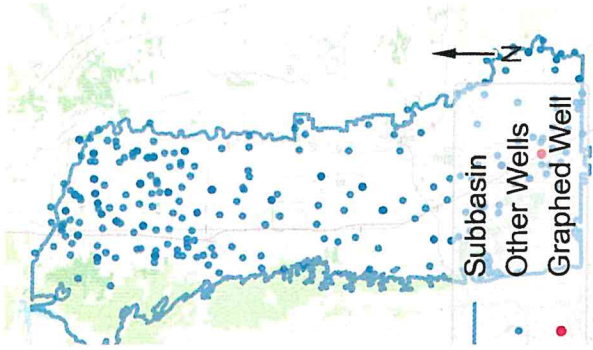
Threshold is the 20th
 percentile of Domestic.

Wet Year (WY) shown on lower right.
 Colors defined below.

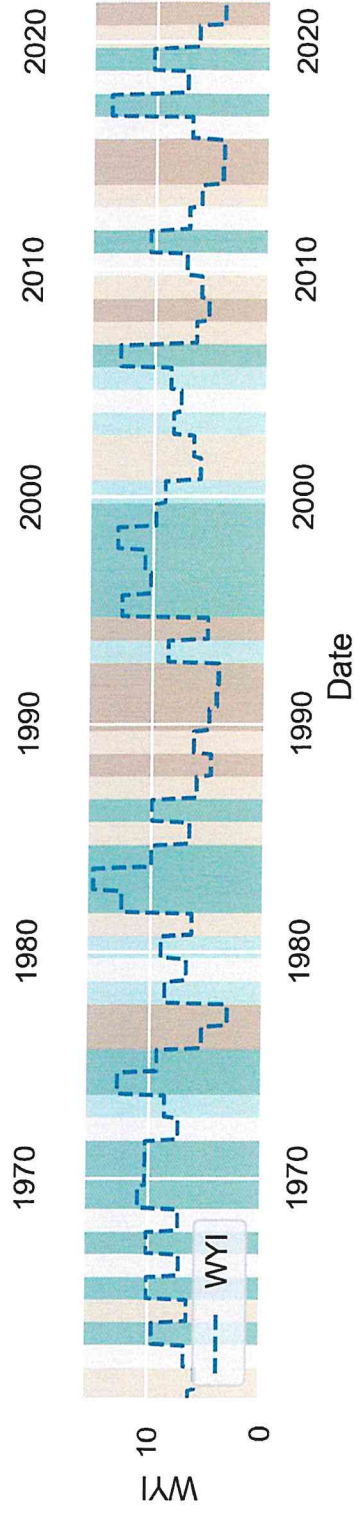
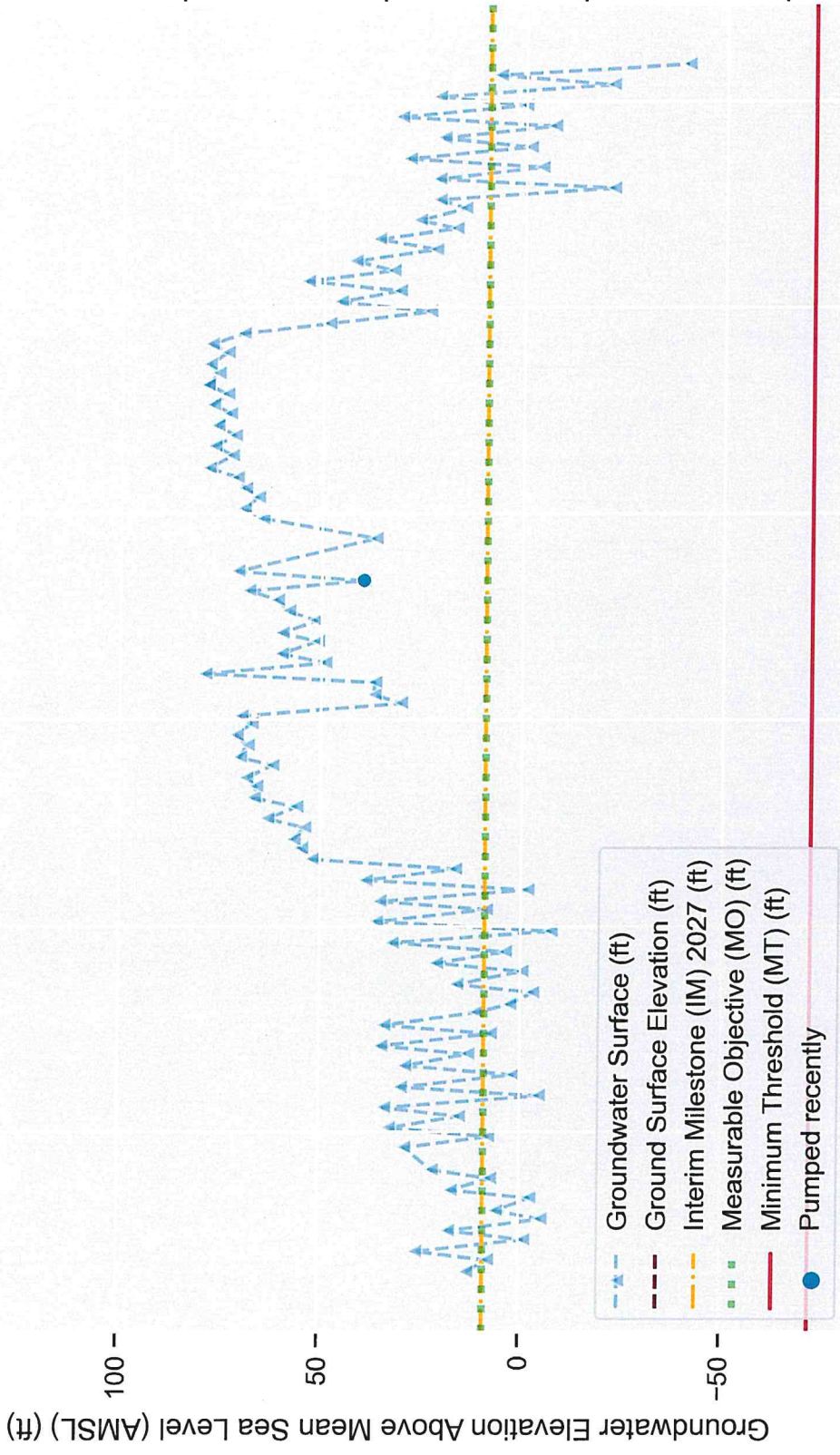


COLUSA Subbasin - State Well Number (SWN): 13N02W12L001M

Well Location Map



Perforation 1: Perforation data not available.



able Management Criteria:

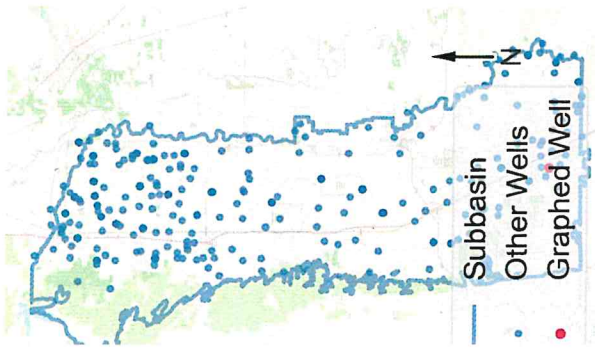
7) = 9.0 ft AMSL
 0 ft AMSL
 2.0 ft AMSL

Threshold is 50% of
 below Historical.
 into Valley Water Year
 (WY) shown on lower right.
 of colors defined below.

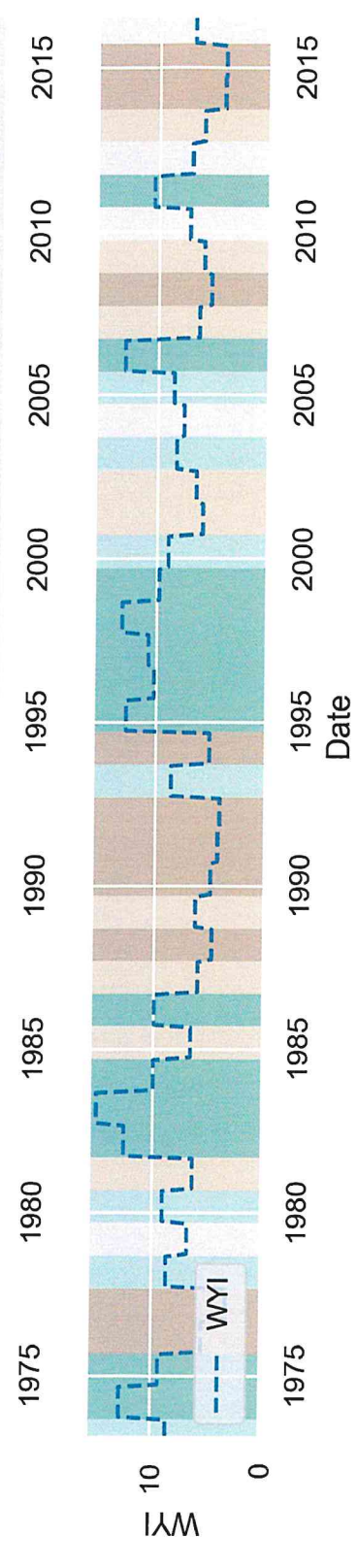
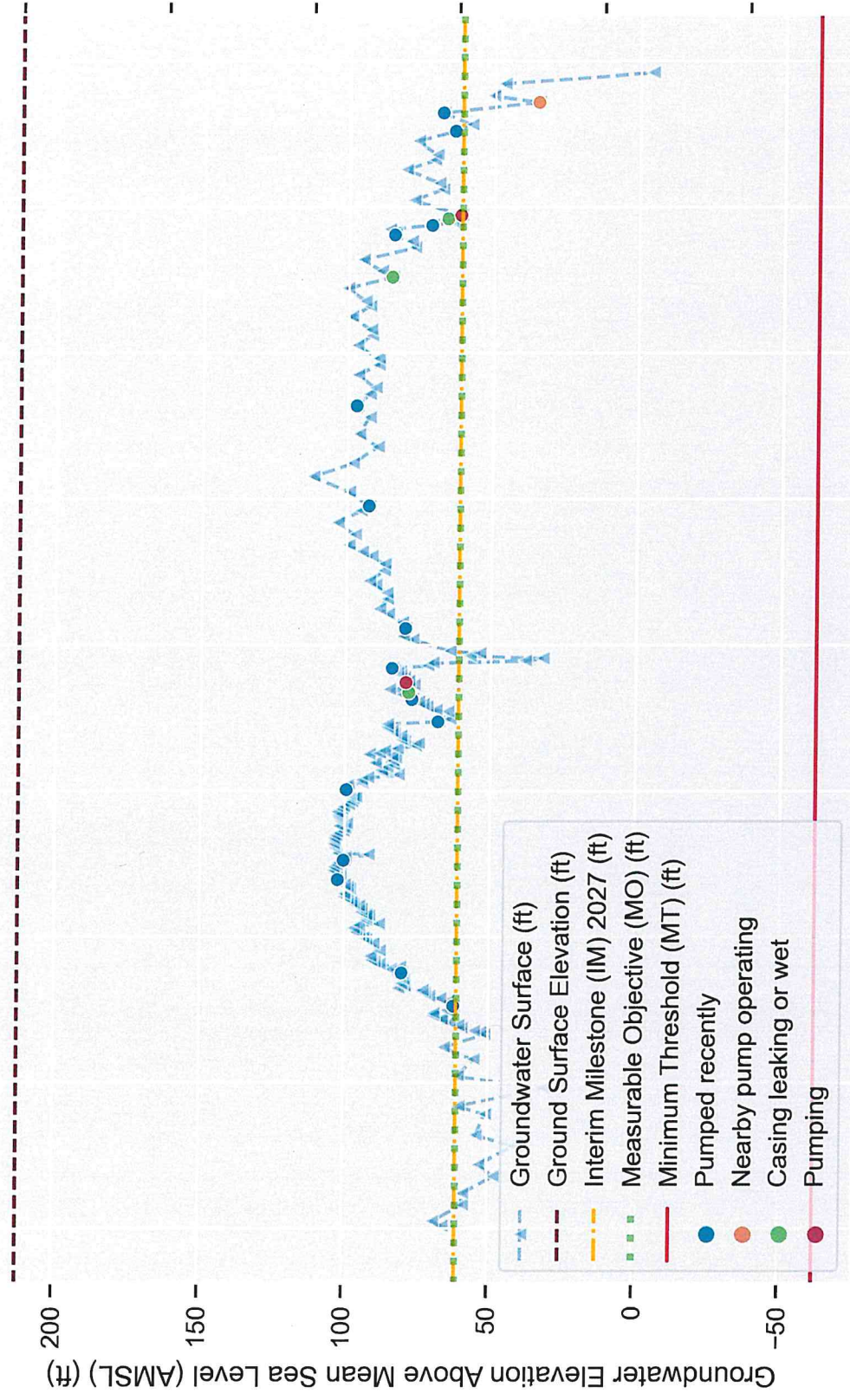
Wet (W)
 Above Normal (AN)
 Below Normal (BN)
 Dry (D)
 Critical (C)

COLUSA Subbasin - State Well Number (SWN): 13N02W15J001M

Well Location Map



Perforation 1: 270.0 - 362.0 ft BGS



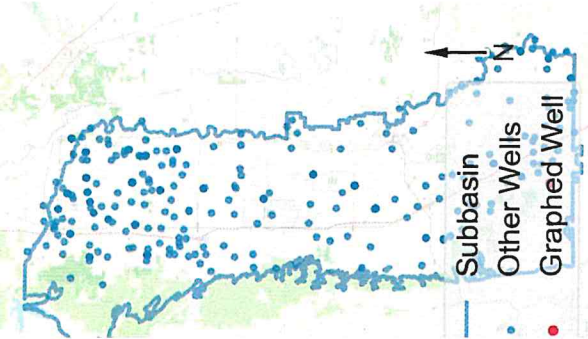
Management Criteria:

- 61.0 ft AMSL
- 0 ft AMSL
- 2.0 ft AMSL
- Threshold is 50% of below Historical.
- into Valley Water Year (WY) shown on lower right.
- of colors defined below.

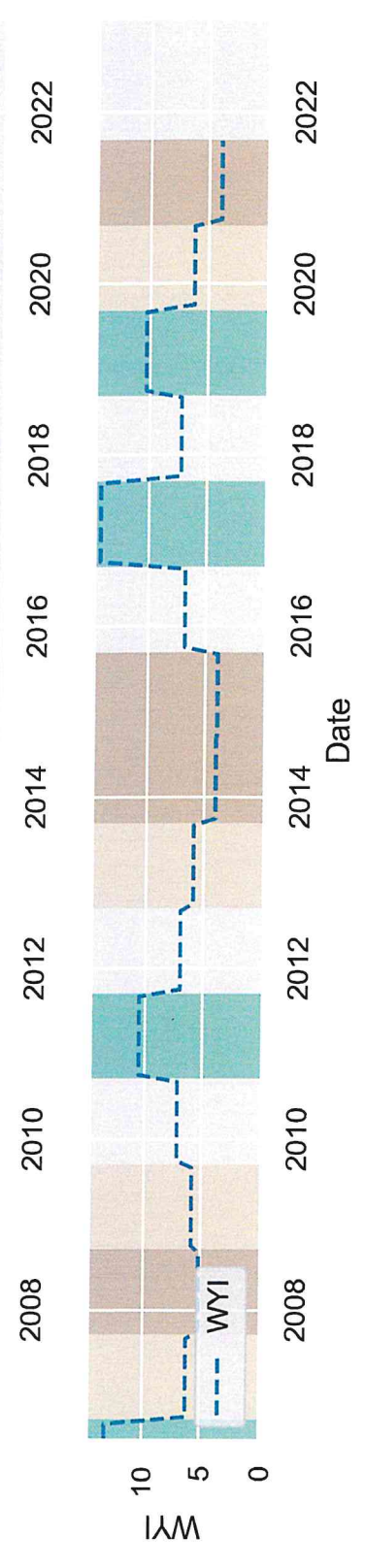
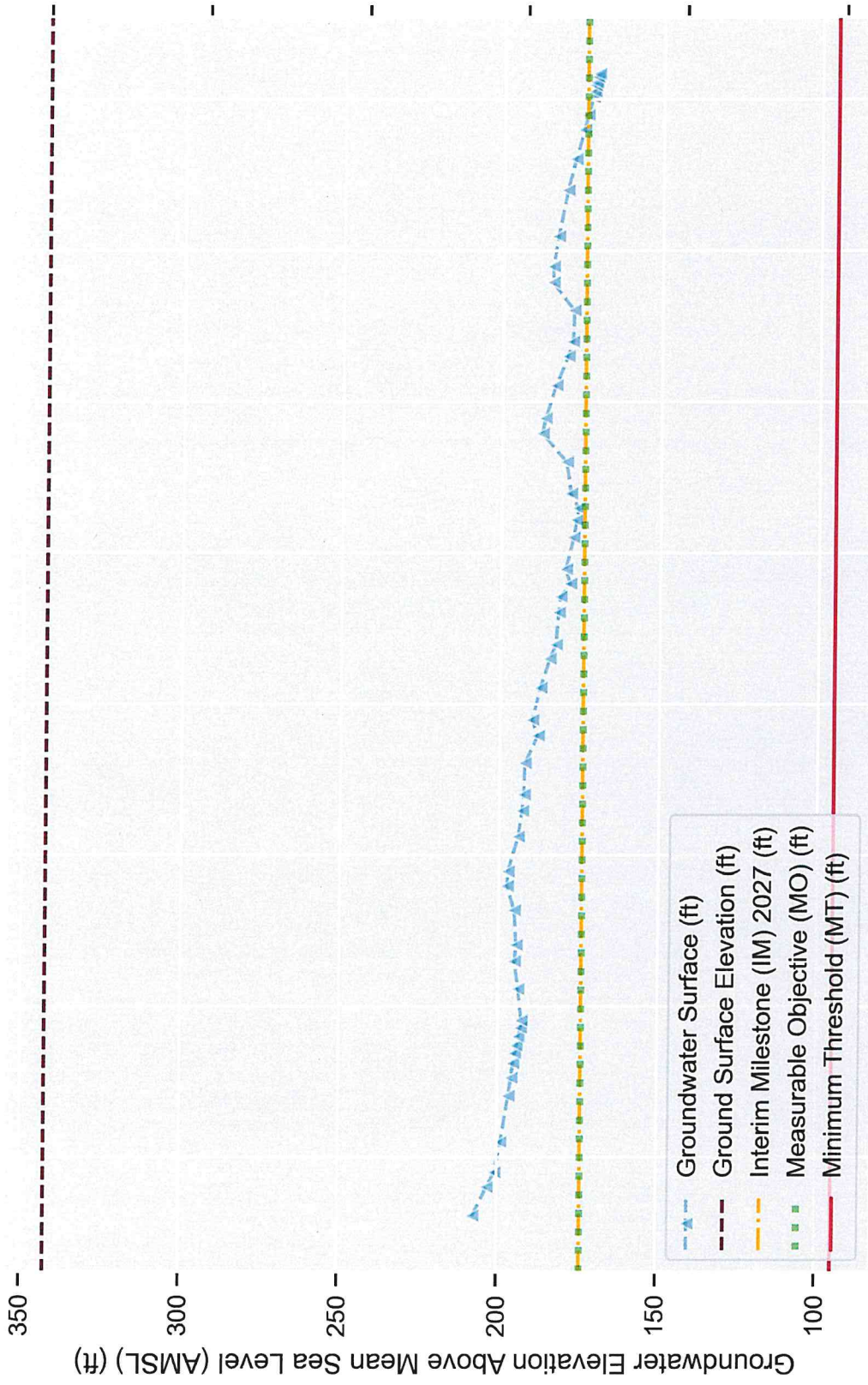
Vet (W)
Above Normal (AN)
Below Normal (BN)
Nearby (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 13N02W20H002M

Well Location Map



Perforation 1: 200.0 - 260.0 ft BGS; Perforation 2: 300.0 - 320.0 ft BGS



Management Criteria:

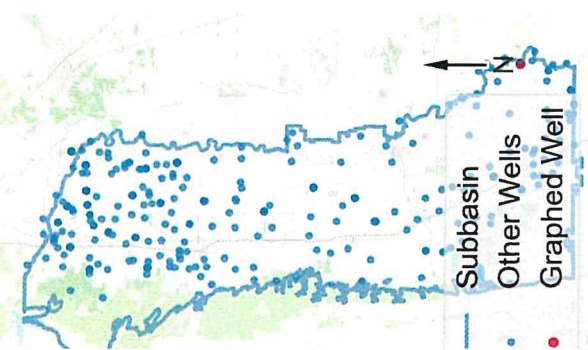
-) = 174.0 ft AMSL
- 4.0 ft AMSL
- 0 ft AMSL

Threshold is the 20th percentile of Domestic. Into Valley Water Year (WY) shown on lower right. of colors defined below.

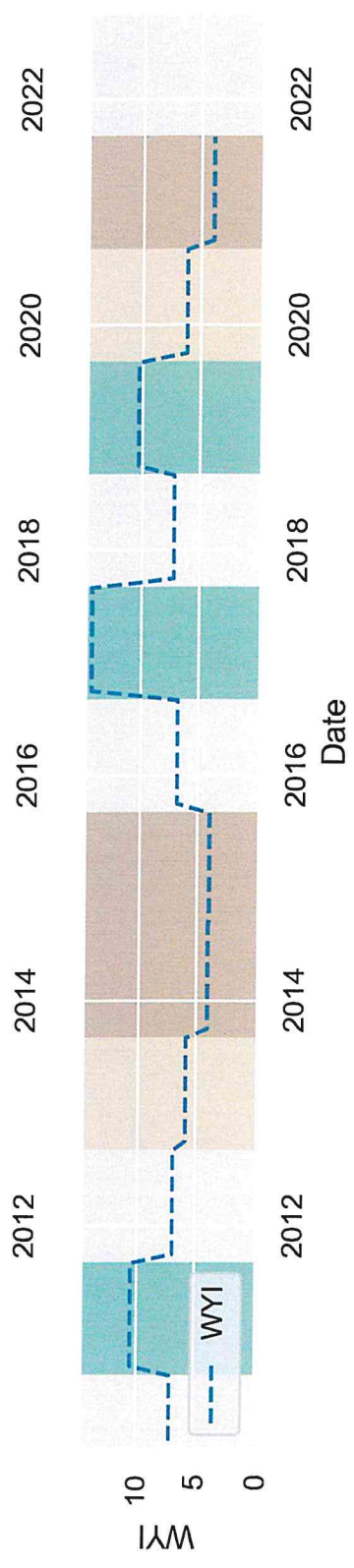
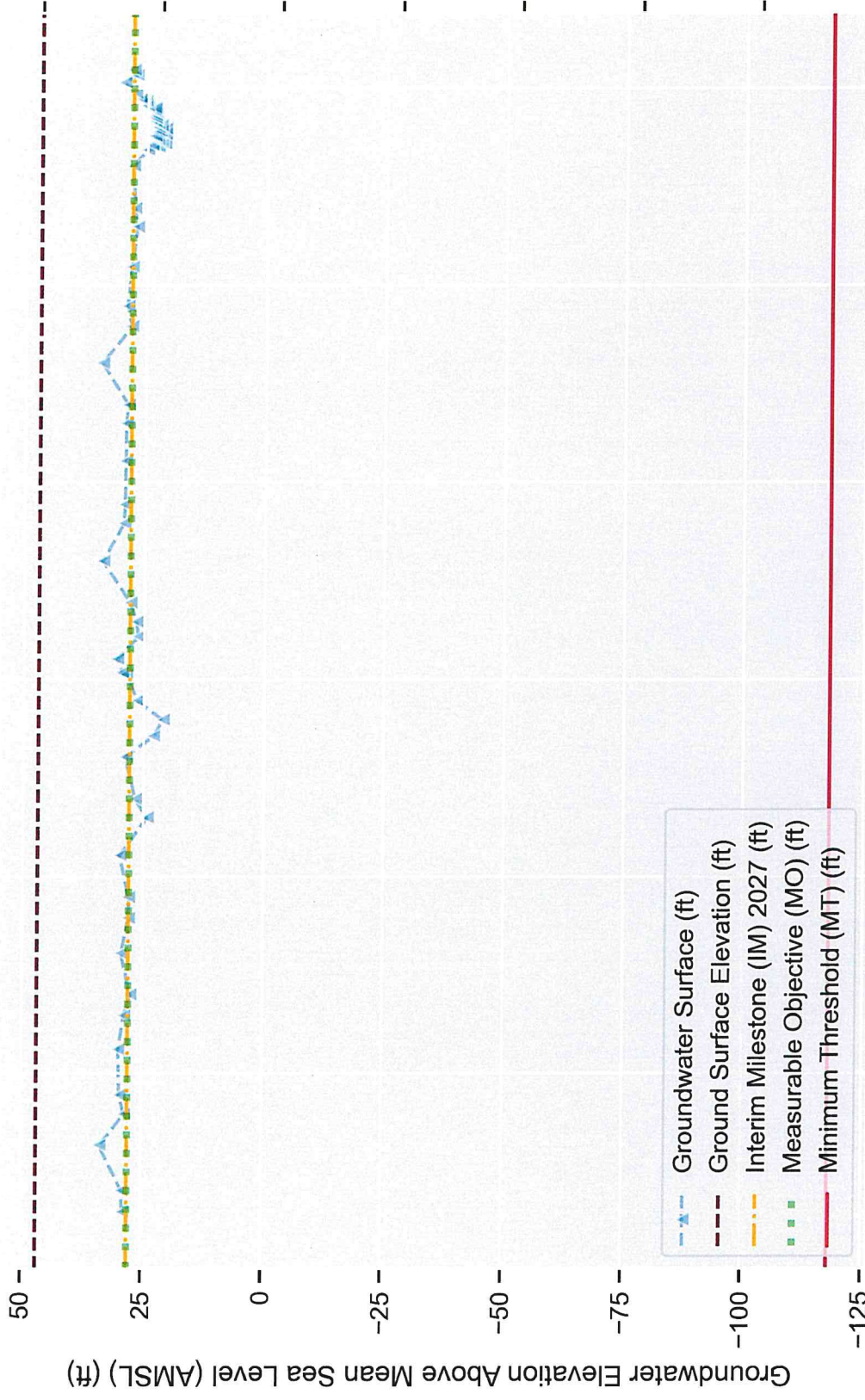
et (W)
bove Normal (AN)
elow Normal (BN)
ry (D)
ritical (C)

COLUSA Subbasin - State Well Number (SWN): 14N01E35P003M

Well Location Map



Perforation 1: 135.0 - 145.0 ft BGS; Perforation 2: 215.0 - 225.0 ft BGS



able Management Criteria:

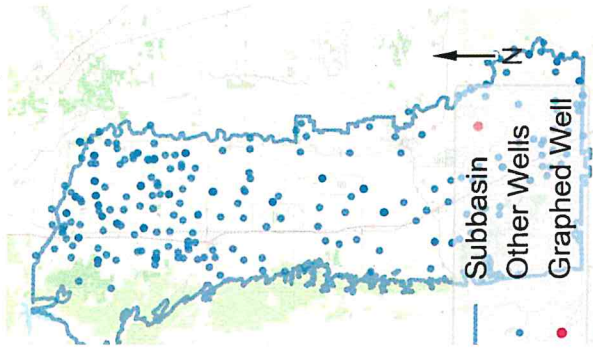
- 28.0 ft AMSL
- 10.0 ft AMSL
- 8.0 ft AMSL

Threshold is the 20th
ile of Domestic.
into Valley Water Year
(YI) shown on lower right.
of colors defined below.

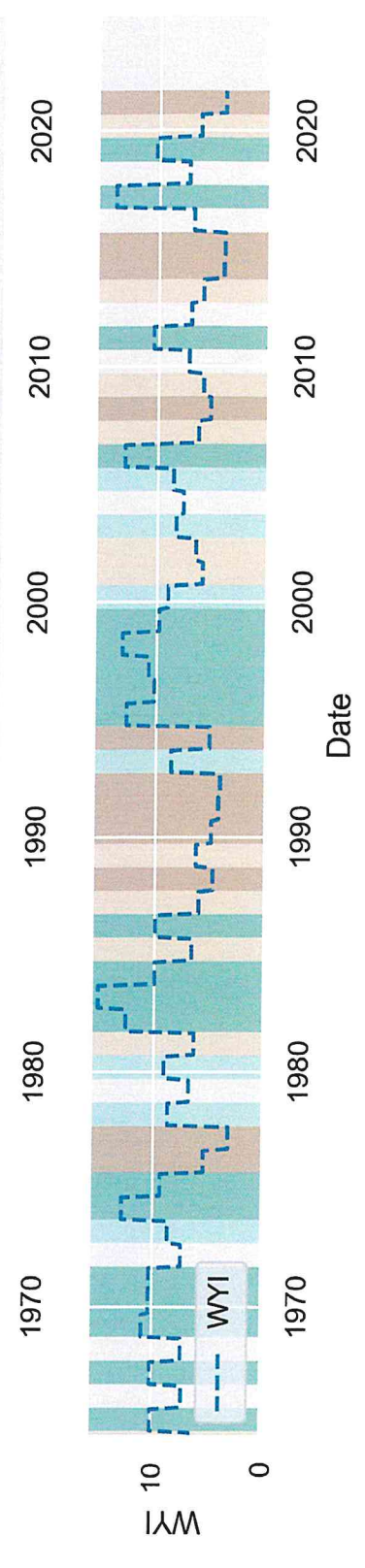
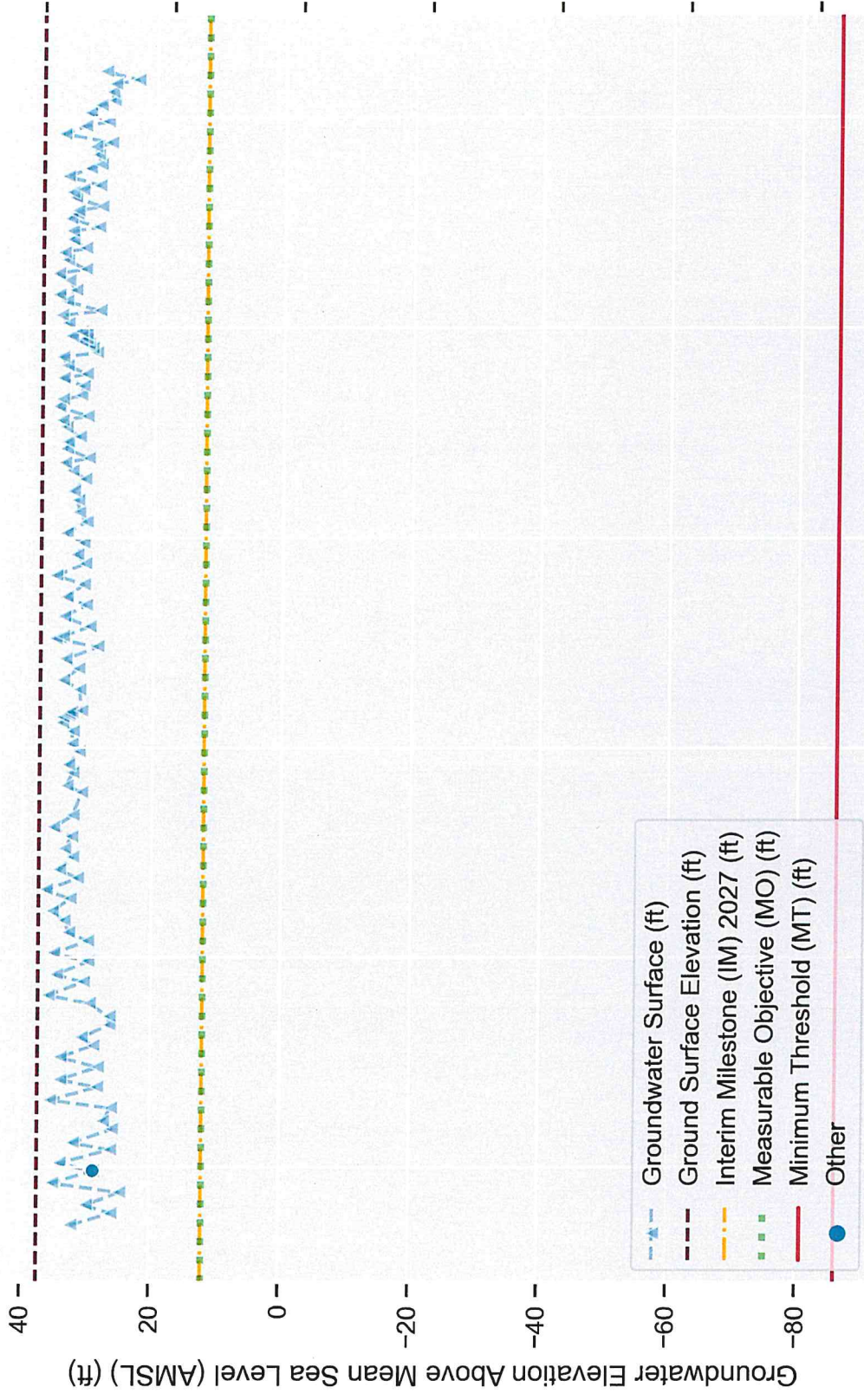
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 14N01W04K003M

Well Location Map



Perforation 1: 46.0 - 70.0 ft BGS



Water Management Criteria:

Minimum Threshold (MT) = 12.0 ft AMSL
 Measurable Objective (MO) = 20.0 ft AMSL
 Interim Milestone (IM) = 30.0 ft AMSL

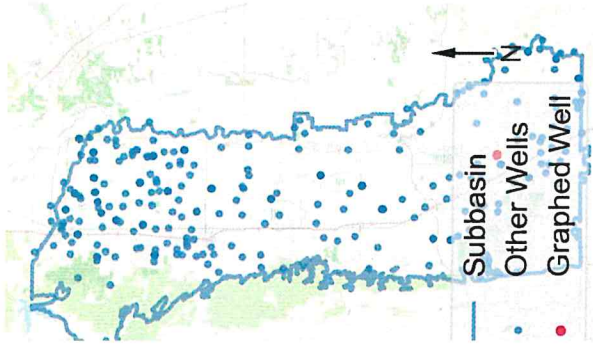
The Minimum Threshold is the 20th percentile of Domestic.

Water year (WY) is defined as the period from the first day of the Valley Water Year (WY) shown on lower right. Water year types are defined by the following colors defined below.

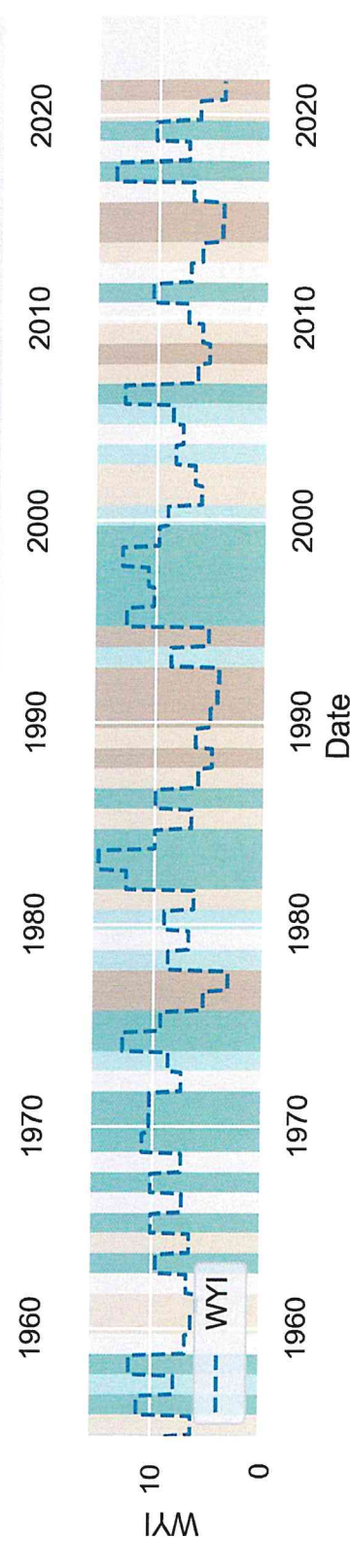
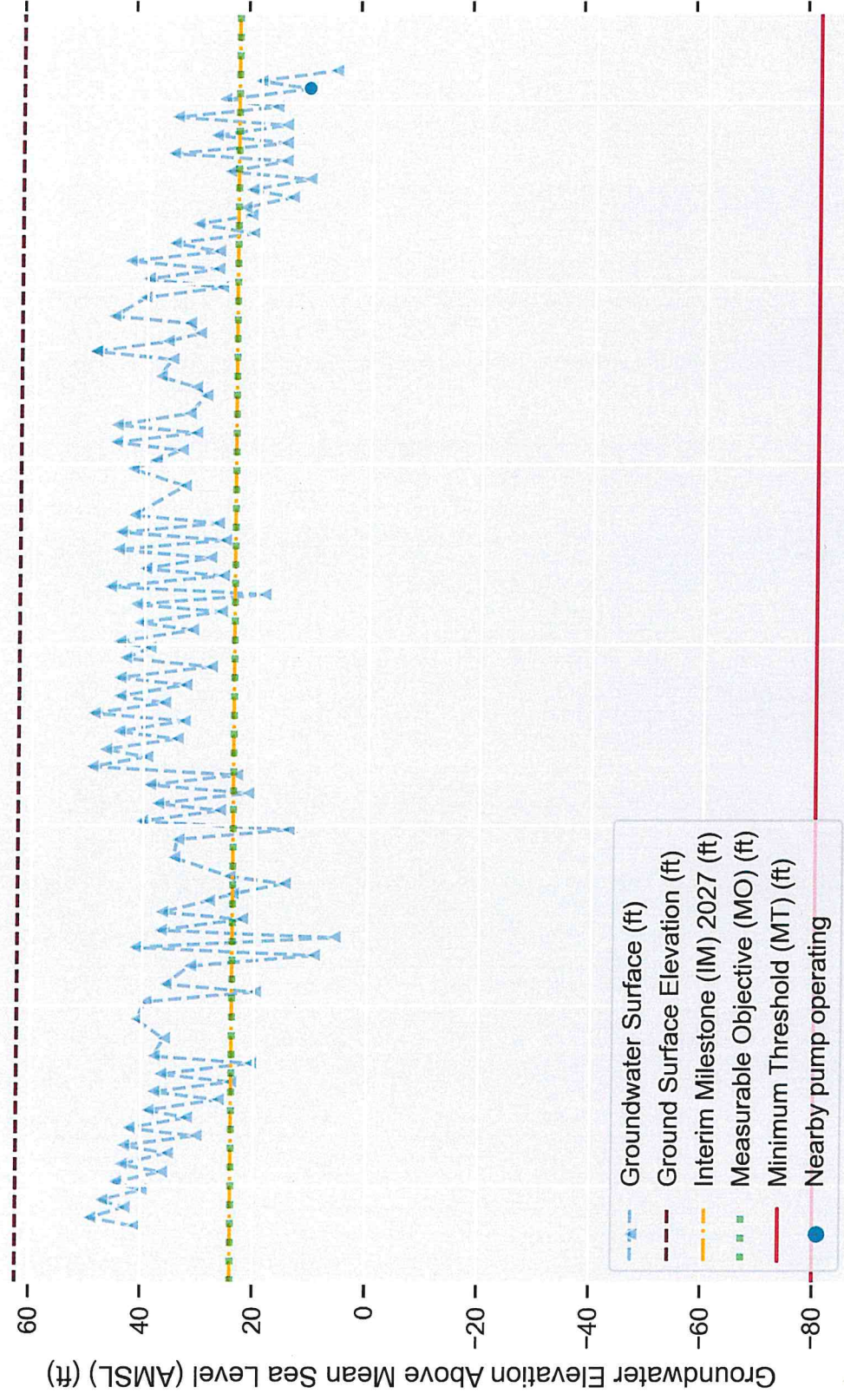
- Water (W)
- Above Normal (AN)
- Below Normal (BN)
- Dry (D)
- Critical (C)

COLUSA Subbasin - State Well Number (SWN): 14N02W13N001M

Well Location Map



Perforation 1: 104.0 - 392.0 ft BGS



able Management Criteria:

) = 24.0 ft AMSL
 .0 ft AMSL
).0 ft AMSL

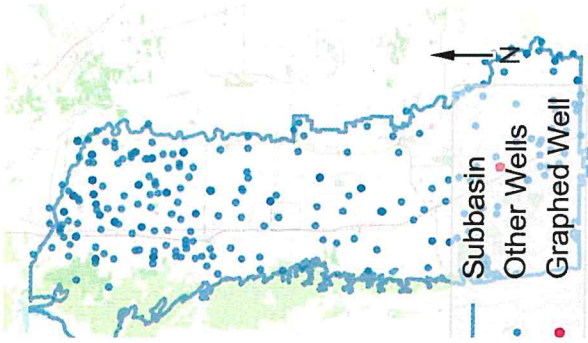
Threshold is the 20th
 e of Domestic.

into Valley Water Year
 (YI) shown on lower right.
 of colors defined below.

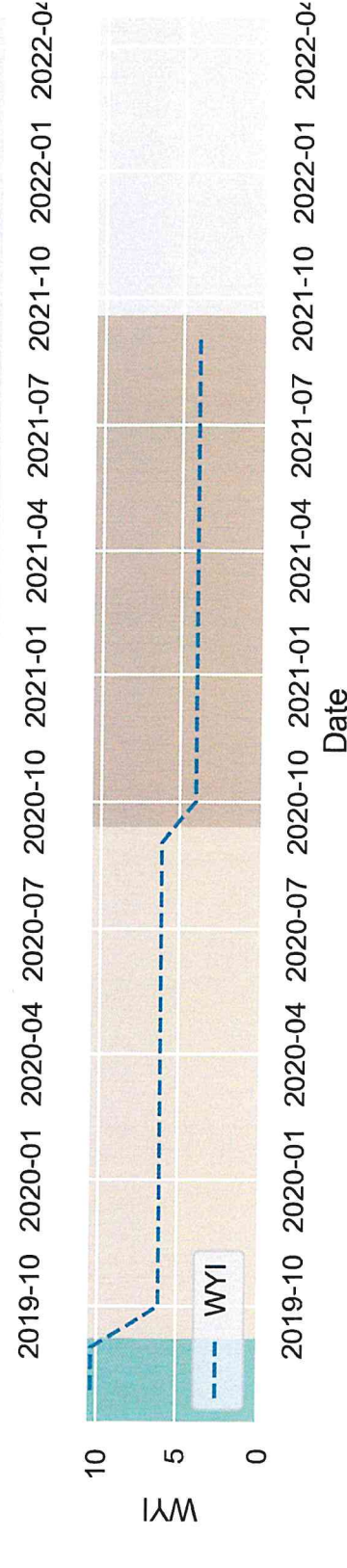
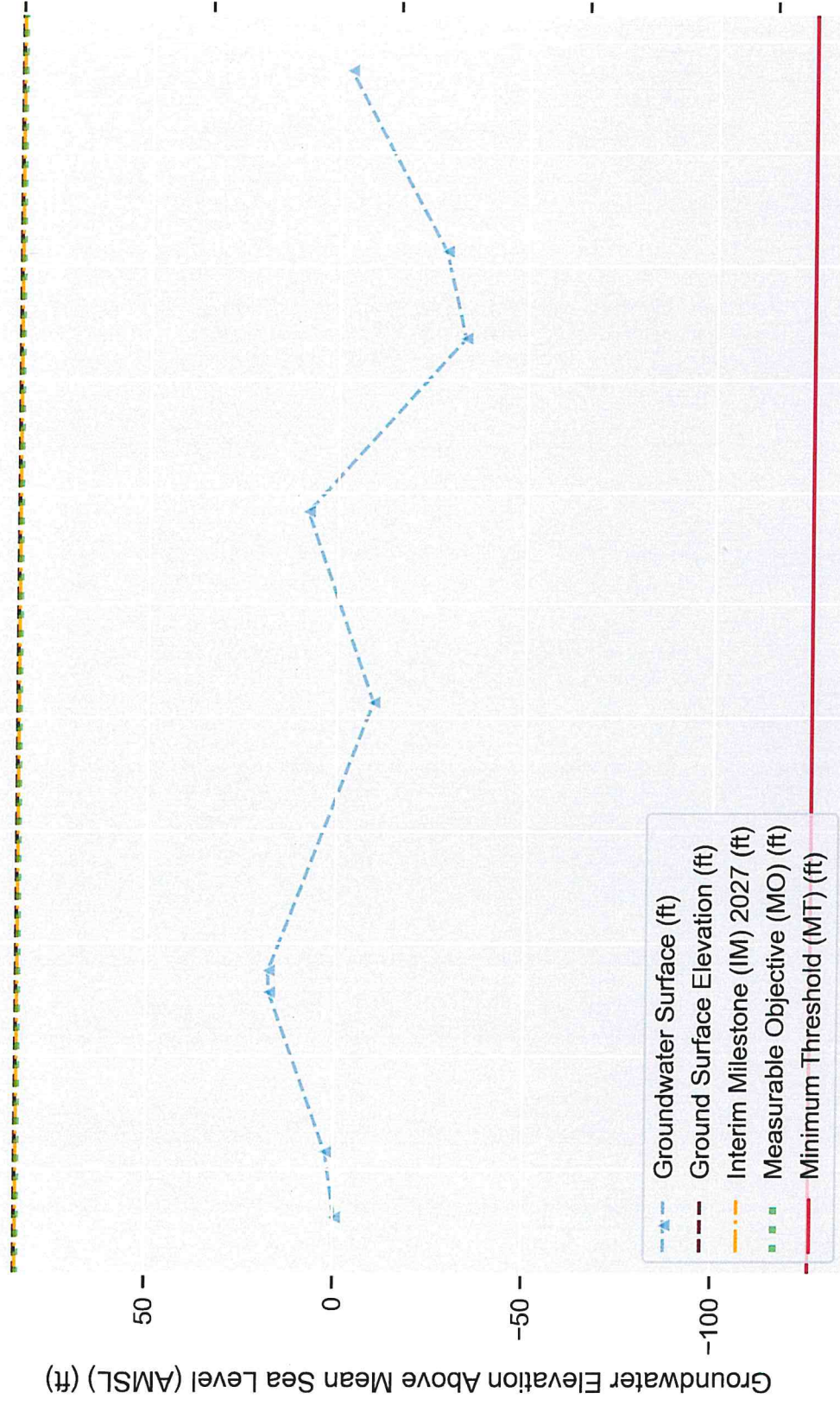
Vet (W)
bove Normal (AN)
below Normal (BN)
dry (D)
critical (C)

COLUSA Subbasin - State Well Number (SWN): 14N02W22A002M

Well Location Map



Perforation 1: 1020.0 - 1030.0 ft BGS



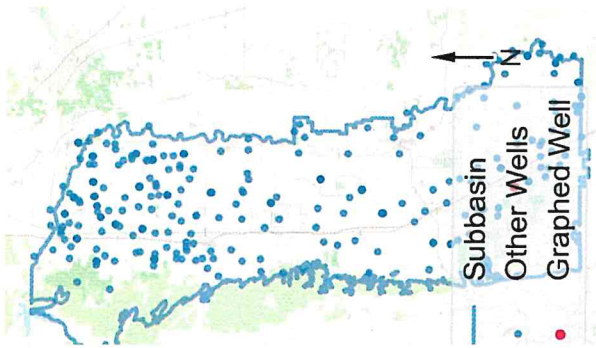
Management Criteria:

- 84.0 ft AMSL
- 80.0 ft AMSL
- 76.0 ft AMSL

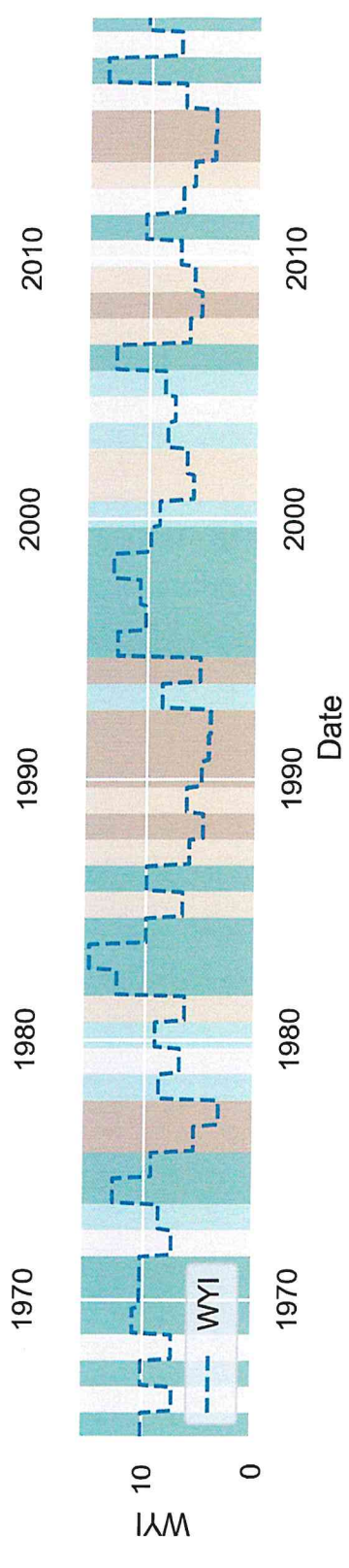
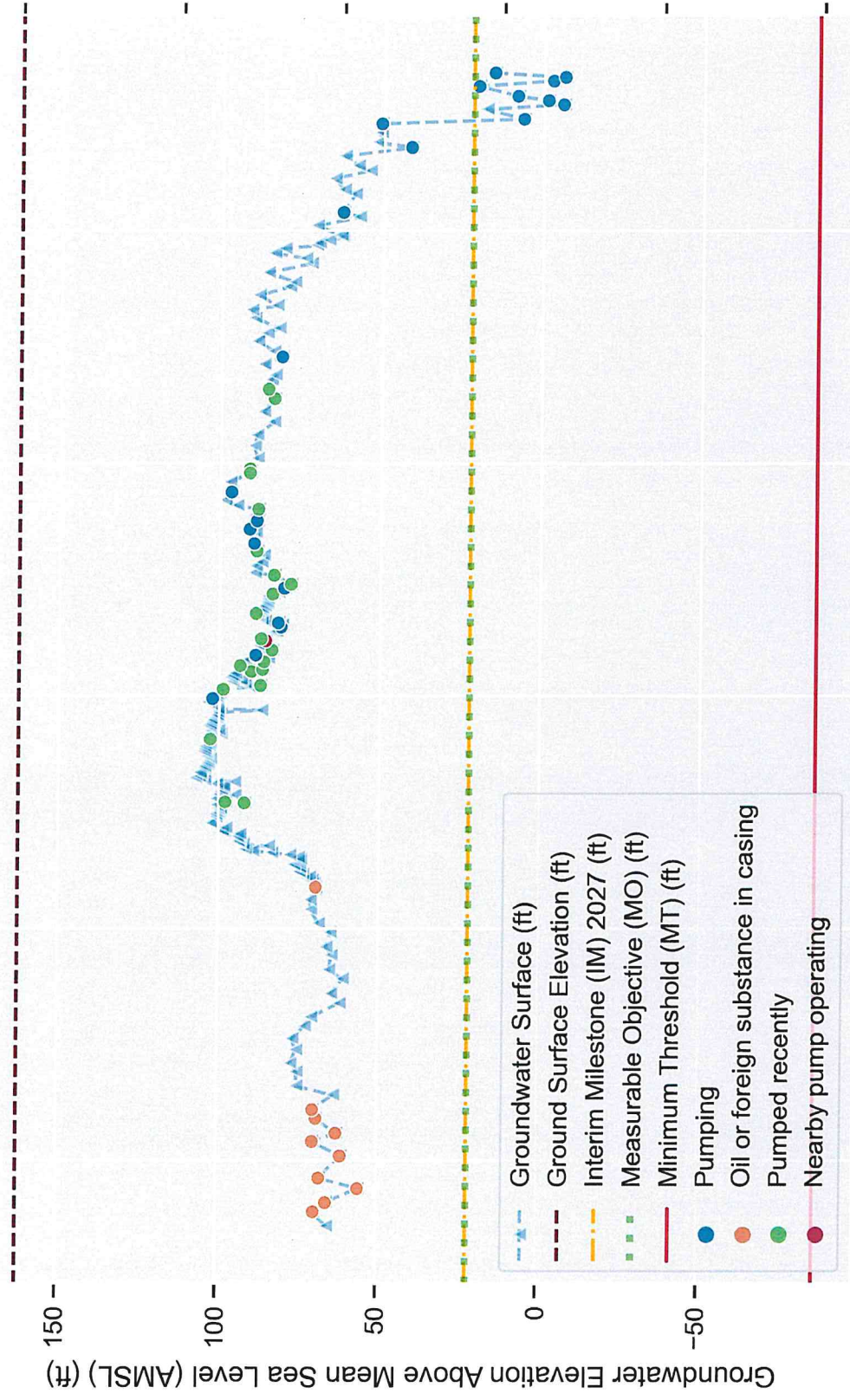
1 Threshold is the 20th percentile of Domestic. into Valley Water Year (YI) shown on lower right. of colors defined below.

Vet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

Well Location Map



Perforation 3: 0 ft BGS; Perforation 4: 176.0 - 182.0 ft BGS; Perforation 5: 215.0 - 239.0 ft BGS; Perforation 6: 264.0 - 276.0 ft BGS; Perforation 7: 307.5 - 319.0 ft BGS; Perforation 8: 334.5 - 349.5 ft BGS



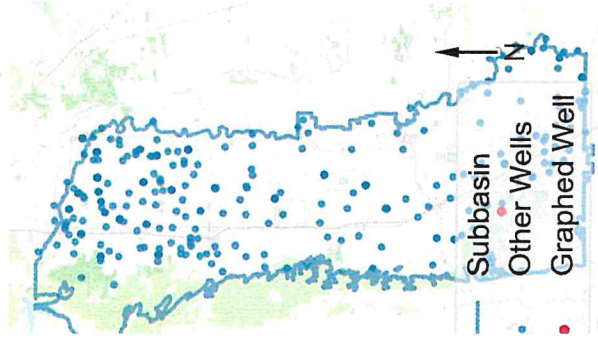
Management Criteria:

- 22.0 ft AMSL
- 0 ft AMSL
- 0 ft AMSL
- Threshold is 50% of below Historical.
- into Valley Water Year (WY) shown on lower right.
- of colors defined below.

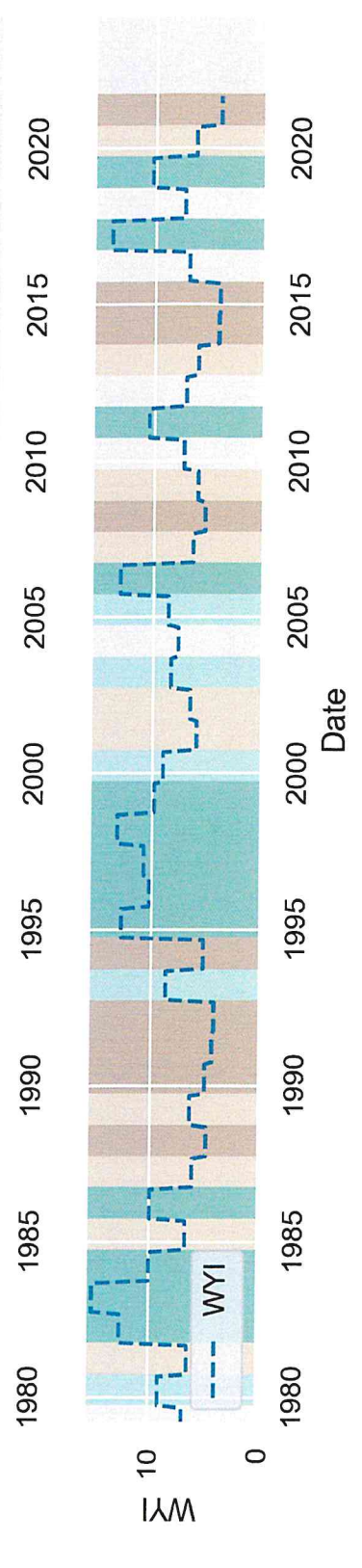
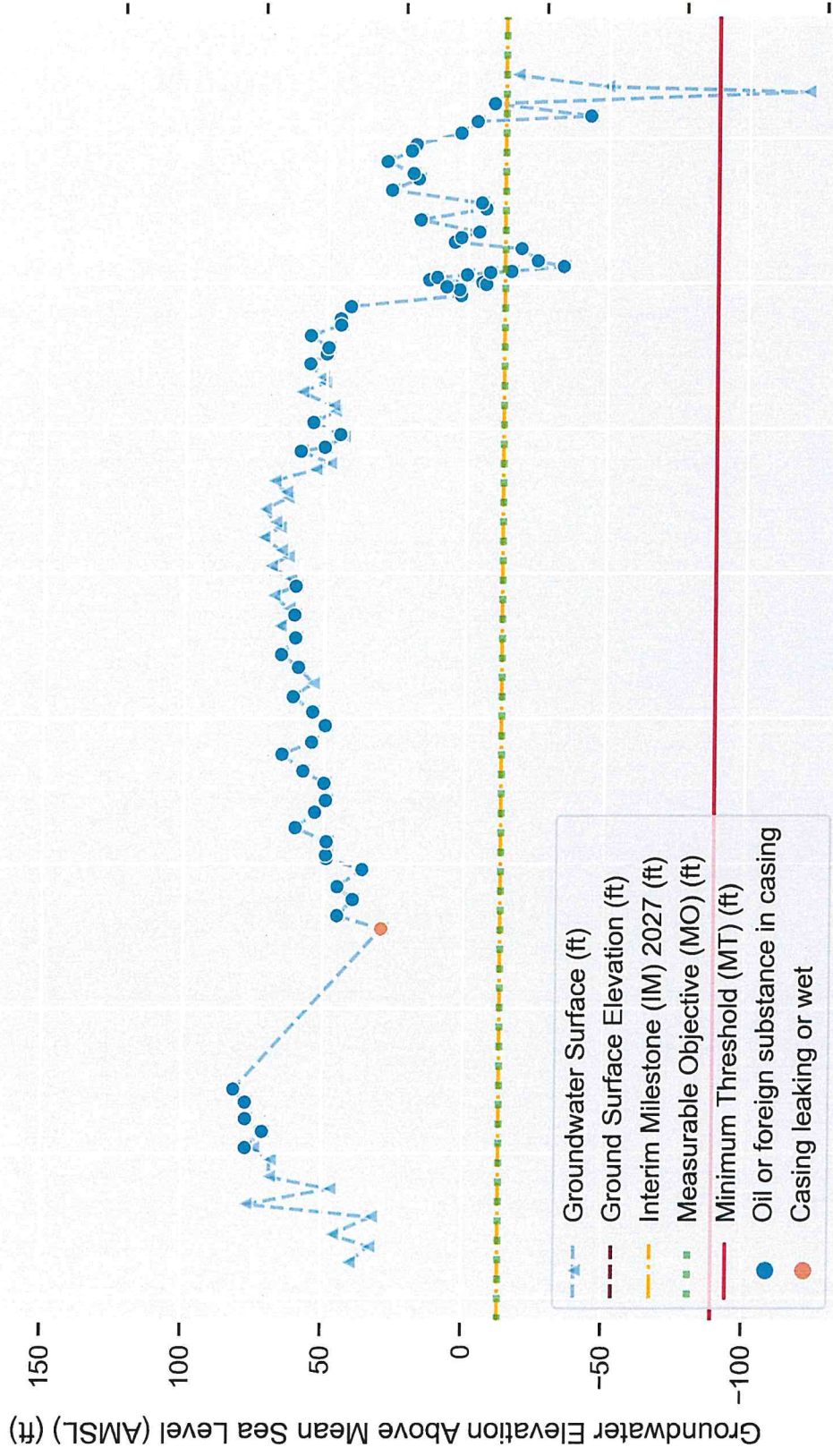
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 14N03W14Q003M

Well Location Map



Perforation 1: 390.0 - 480.0 ft BGS; Perforation 2: 500.0 - 590.0 ft BGS; Perforation 3: 614.0 - 685.0 ft BGS



Management Criteria:

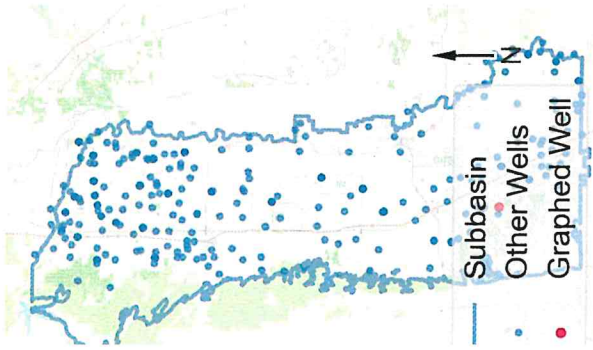
• ≥ -13.0 ft AMSL
 • ≥ 3.0 ft AMSL
 • ≥ 1.0 ft AMSL

• Threshold is 50% of below Historical.
 • into Valley Water Year (WY) shown on lower right. of colors defined below.

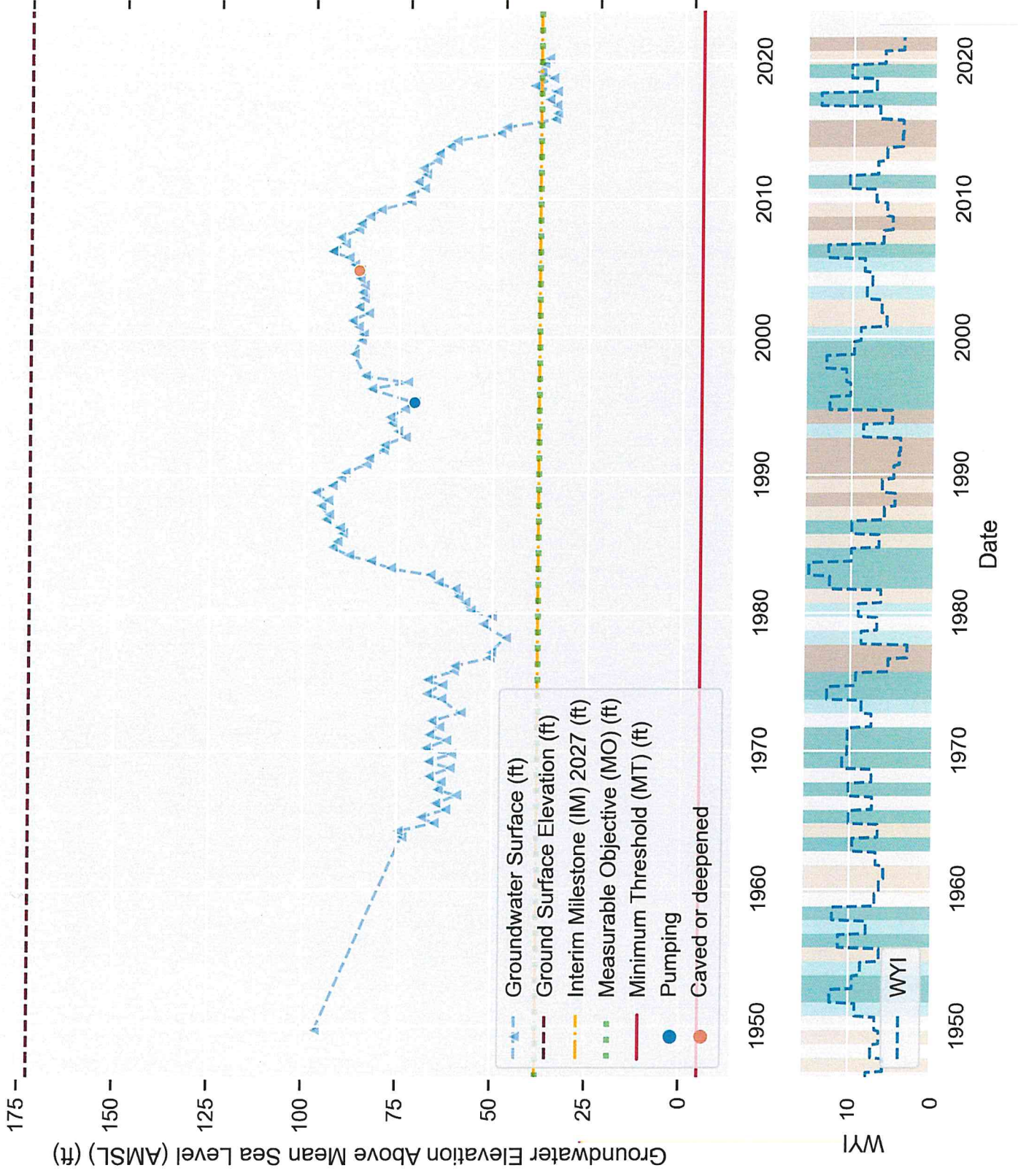
Vet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 14N03W24C001M

Well Location Map



Perforation 1: 292.0 - 312.0 ft BGS



Water Management Criteria:

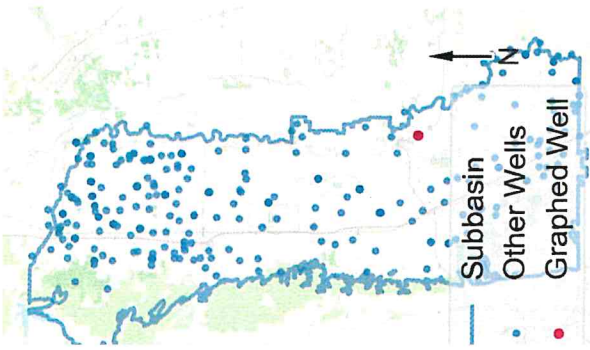
1) = 38.0 ft AMSL
 2) = 30.0 ft AMSL
 3) = 20.0 ft AMSL

1 Threshold is 50% of
 below Historical.
 2 Threshold is 50% of
 into Valley Water Year
 (WY) shown on lower right.
 3 Threshold is 50% of
 of colors defined below.

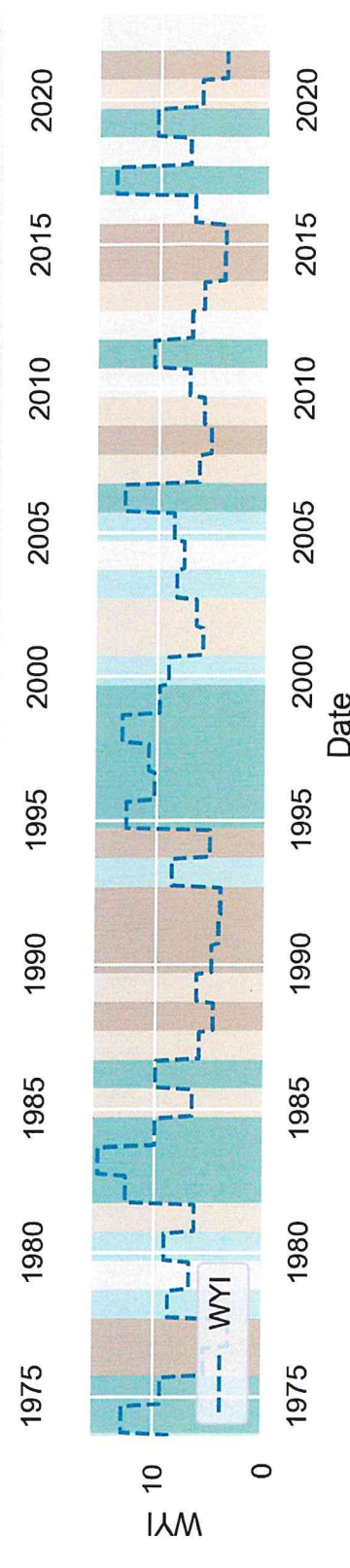
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 15N01W05G001M

Well Location Map



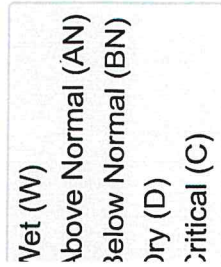
Perforation 1: 75.0 - 140.0 ft BGS



Management Criteria:

Minimum Threshold (MT) = 28.0 ft AMSL
 Measurable Objective (MO) = 30.0 ft AMSL
 Interim Milestone (IM) = 31.0 ft AMSL

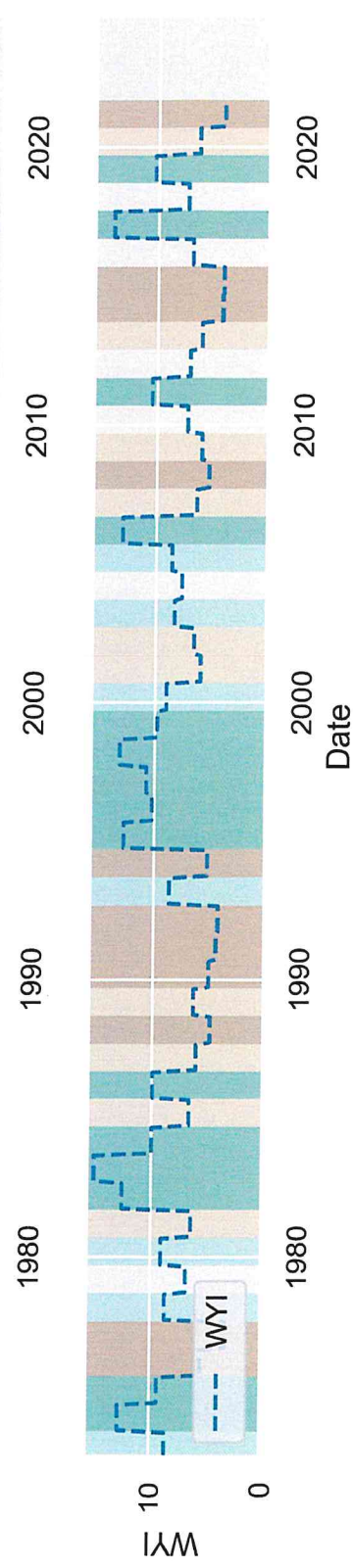
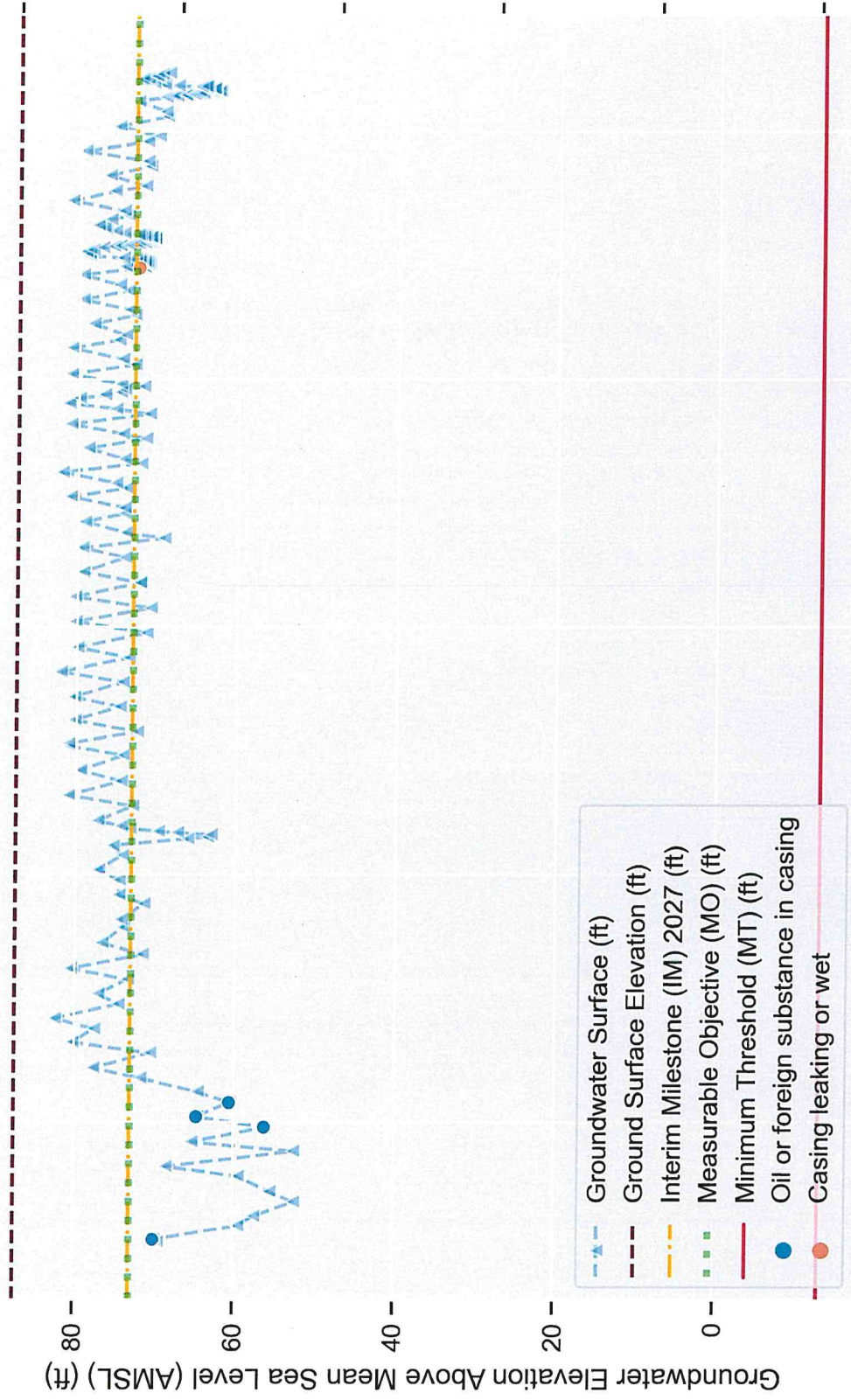
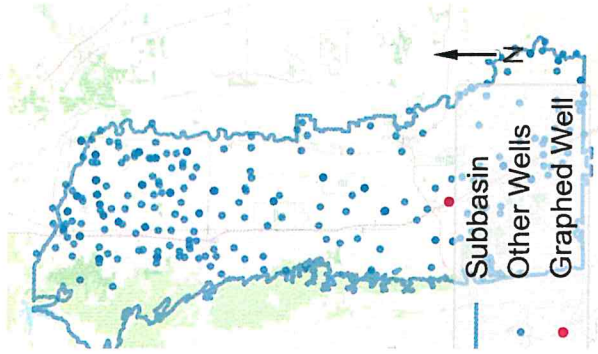
The Minimum Threshold is the 20th percentile of Domestic water use into Valley Water Year (WY) shown on lower right. Values below the Minimum Threshold are of colors defined below.



COLUSA Subbasin - State Well Number (SWN): 15N02W19E001M

Perforation 1: 162.0 - 182.0 ft BGS; Perforation 2: 198.0 - 206.0 ft BGS; Perforation 3: 262.0 - 274.0 ft BGS; Perforation 4: 290.0 - 294.0 ft BGS; Perforation 5: 310.0 - 334.0 ft BGS

Well Location Map



Management Criteria:

- 73.0 ft AMSL
- 70.0 ft AMSL
- 65.0 ft AMSL

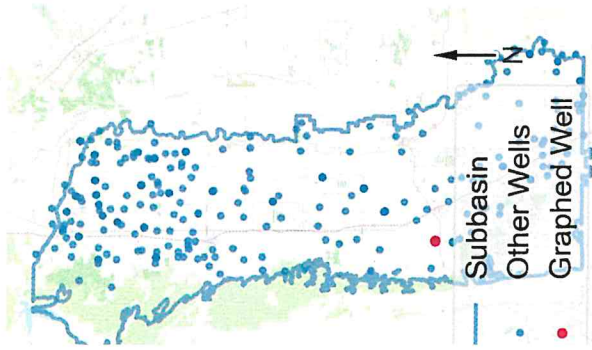
Threshold is the 20th percentile of Domestic.

Wet Year (WY) shown on lower right. Colors defined below.

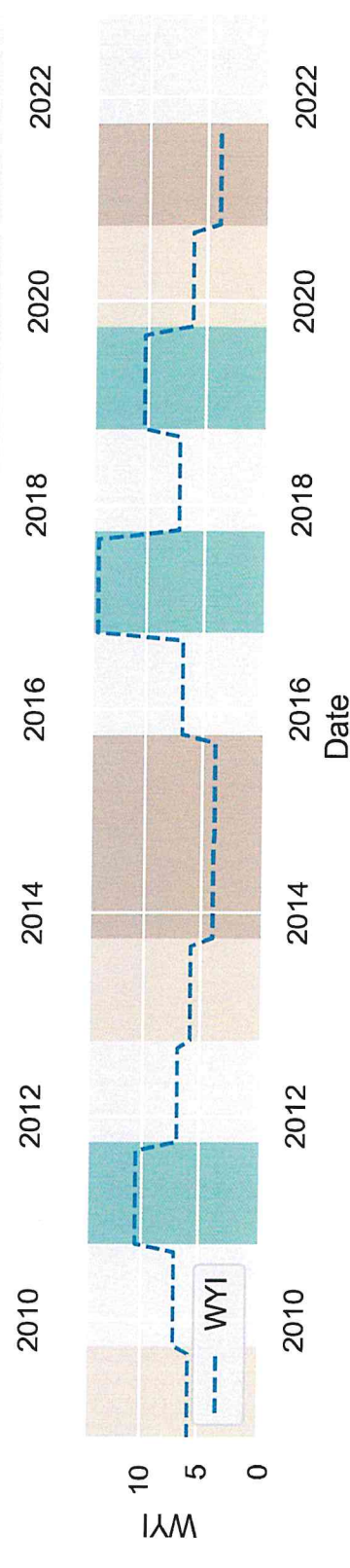
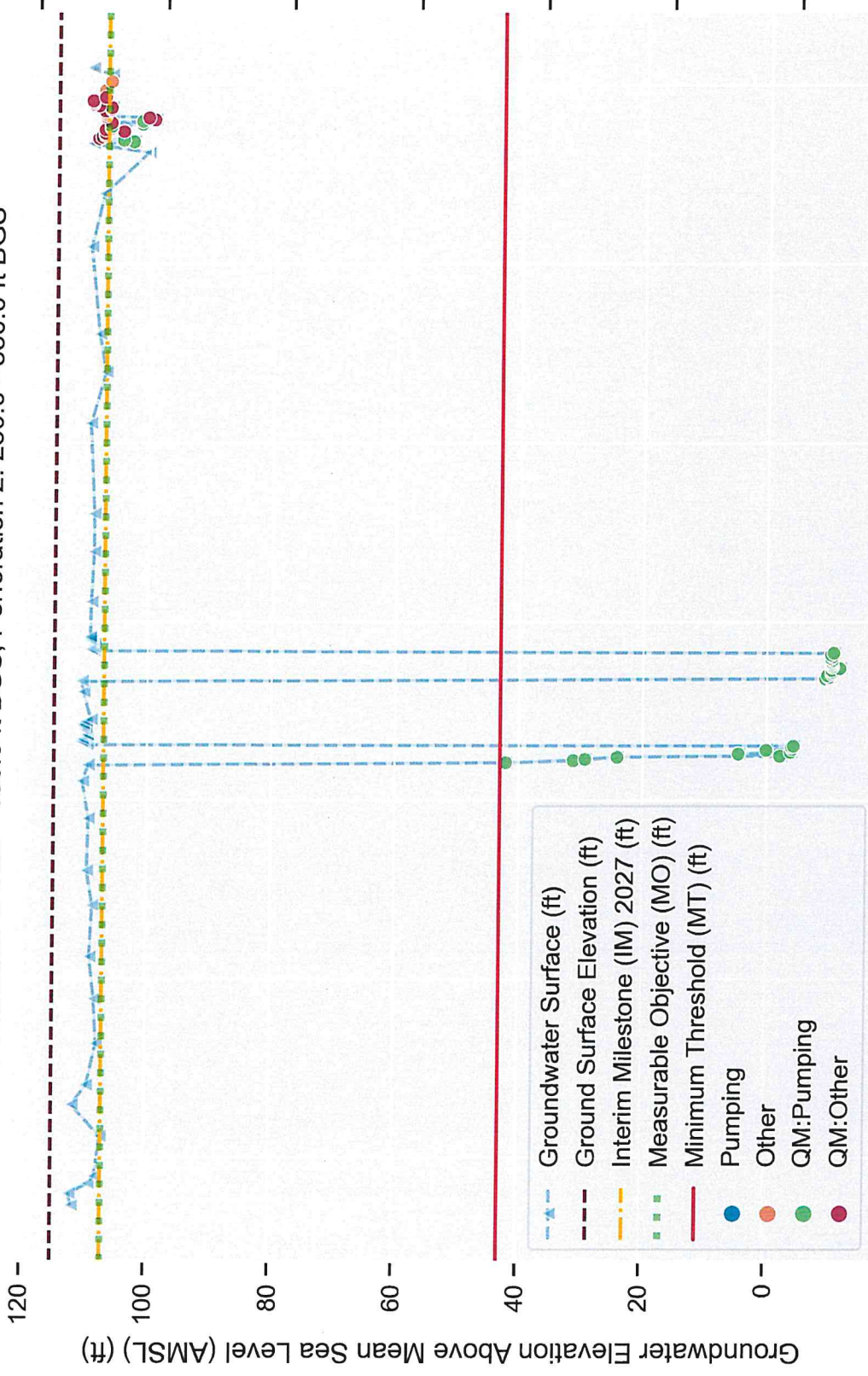
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 15N03W08Q001M

Well Location Map



Perforation 1: 30.0 - 130.0 ft BGS; Perforation 2: 250.0 - 350.0 ft BGS



Water Management Criteria:

1) = 107.0 ft AMSL
 2) = 7.0 ft AMSL
 3) = 0.0 ft AMSL

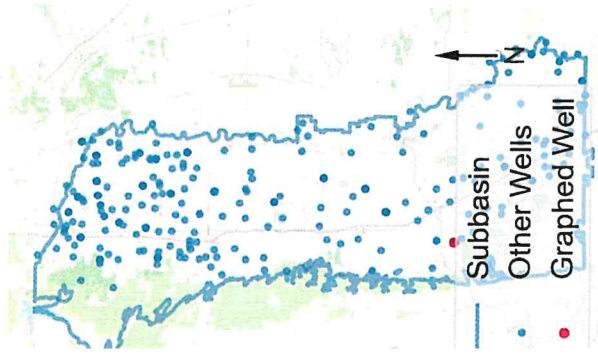
1) Threshold is the 20th
 percentile of Domestic.

2) into Valley Water Year
 (WY) shown on lower right.
 3) of colors defined below.

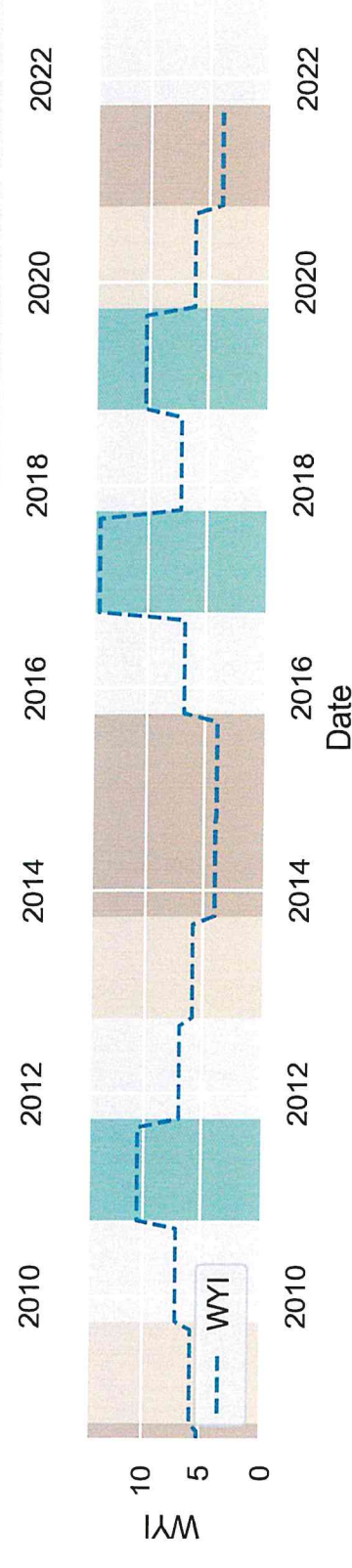
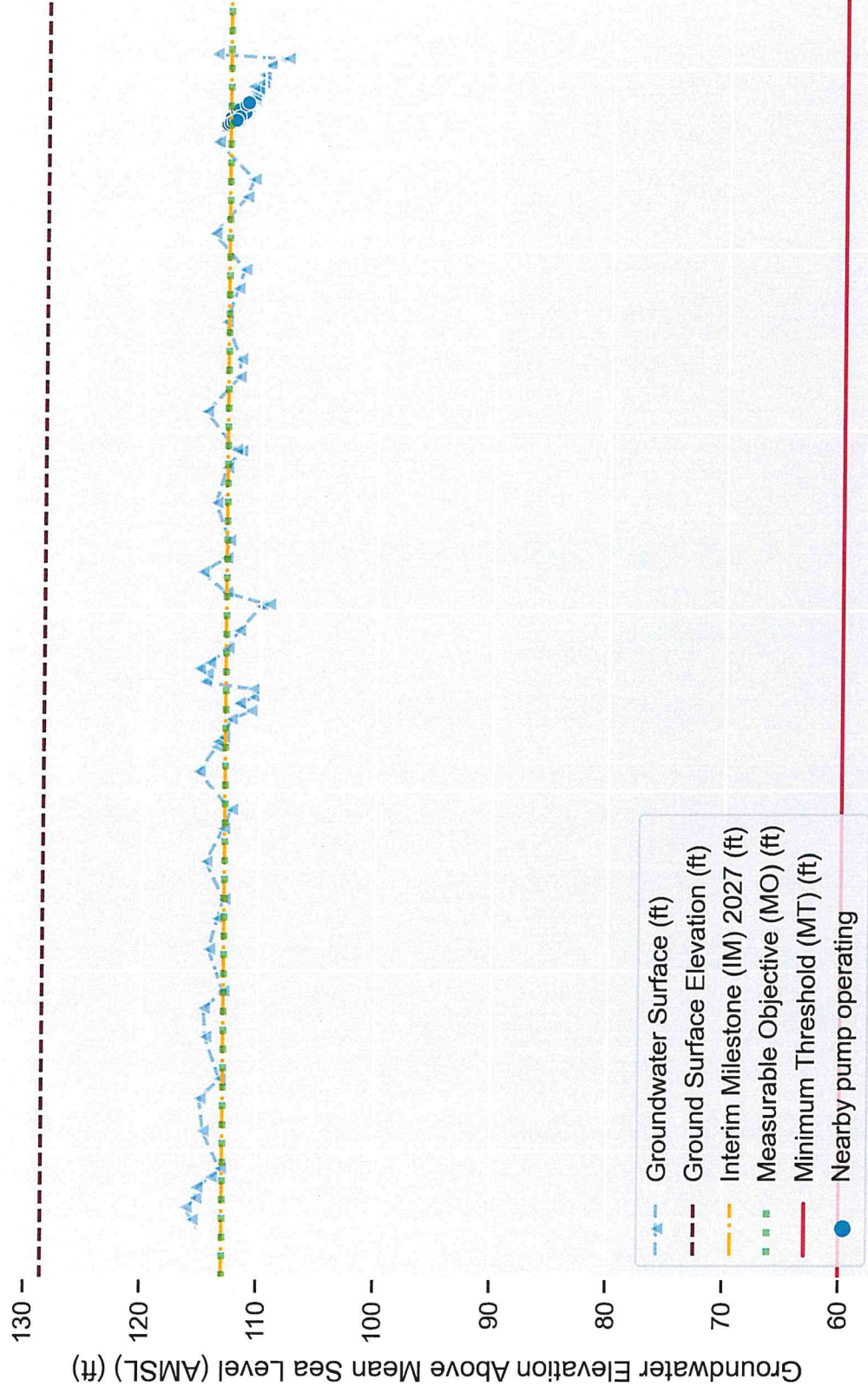
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 15N03W20Q002M

Well Location Map



Perforation 1: 130.0 - 160.0 ft BGS



Water Management Criteria:

Minimum Threshold (MT) = 113.0 ft AMSL
 Measurable Objective (MO) = 3.0 ft AMSL
 Interim Milestone (IM) = 10.0 ft AMSL

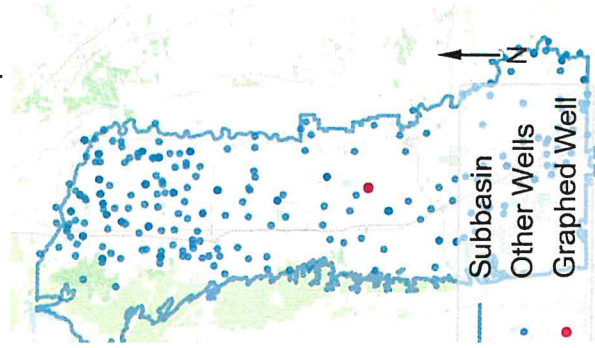
The Minimum Threshold is the 20th percentile of Domestic.

Wet (W) is defined as a year into Valley Water Year (WY) shown on lower right. WYI of colors defined below.

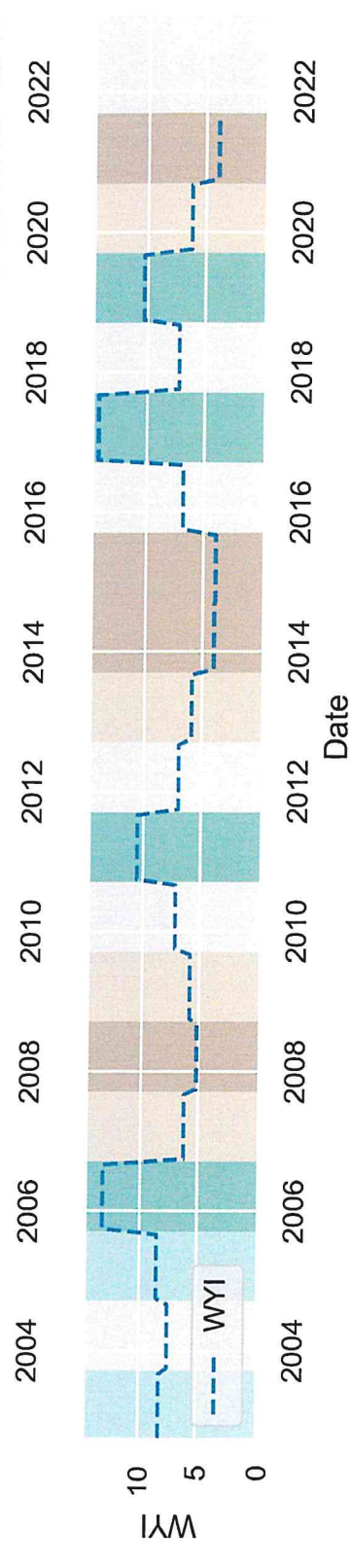
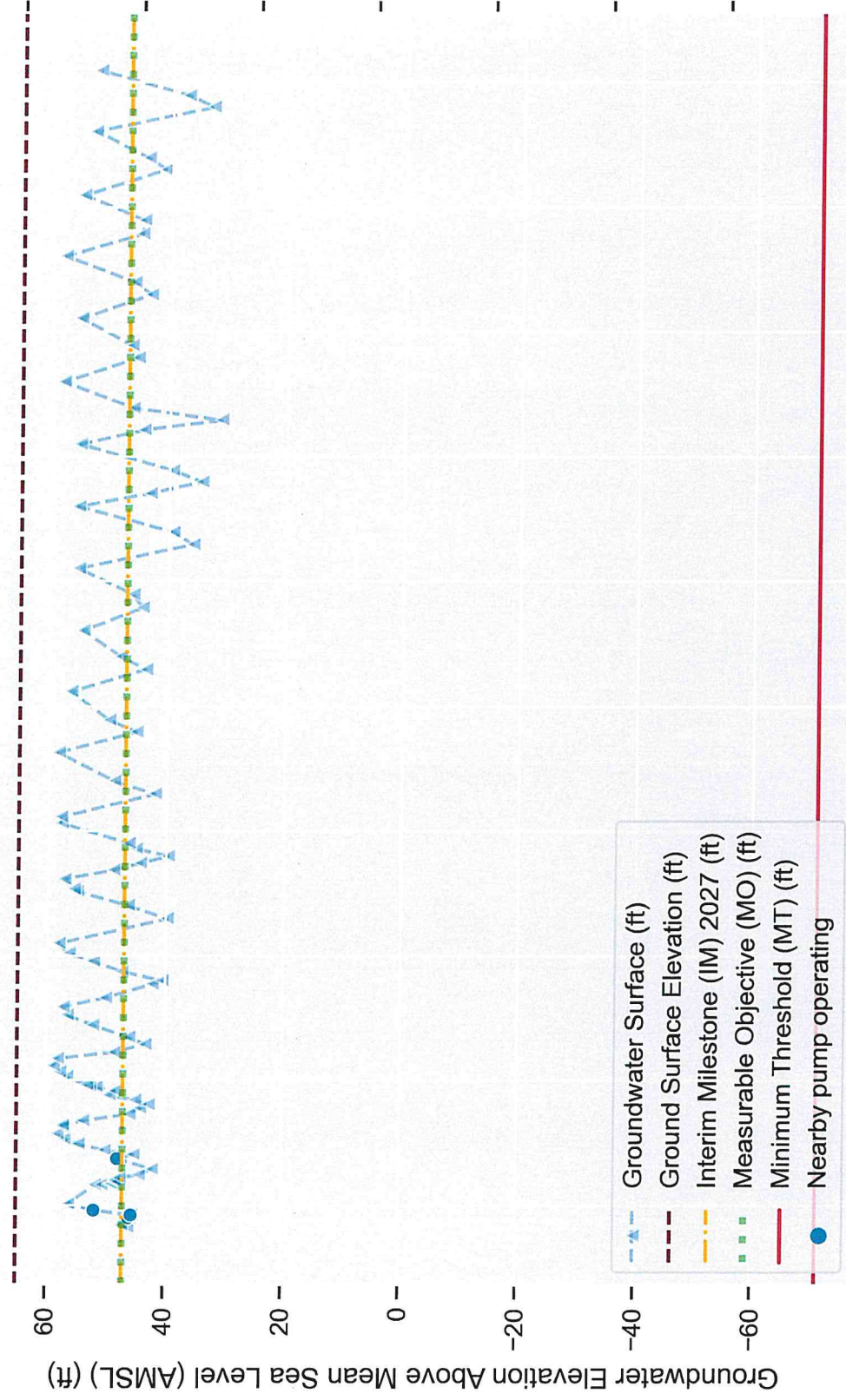
- Wet (W)
- Above Normal (AN)
- Below Normal (BN)
- Dry (D)
- Critical (C)

COLUSA Subbasin - State Well Number (SWN): 16N02W05B003M

Well Location Map



Perforation 1: 174.0 - 184.0 ft BGS; Perforation 2: 246.0 - 256.0 ft BGS



able Management Criteria:

- 1) = 47.0 ft AMSL
- 2) = 47.0 ft AMSL
- 3) = 47.0 ft AMSL

Threshold is the 20th percentile of Domestic.

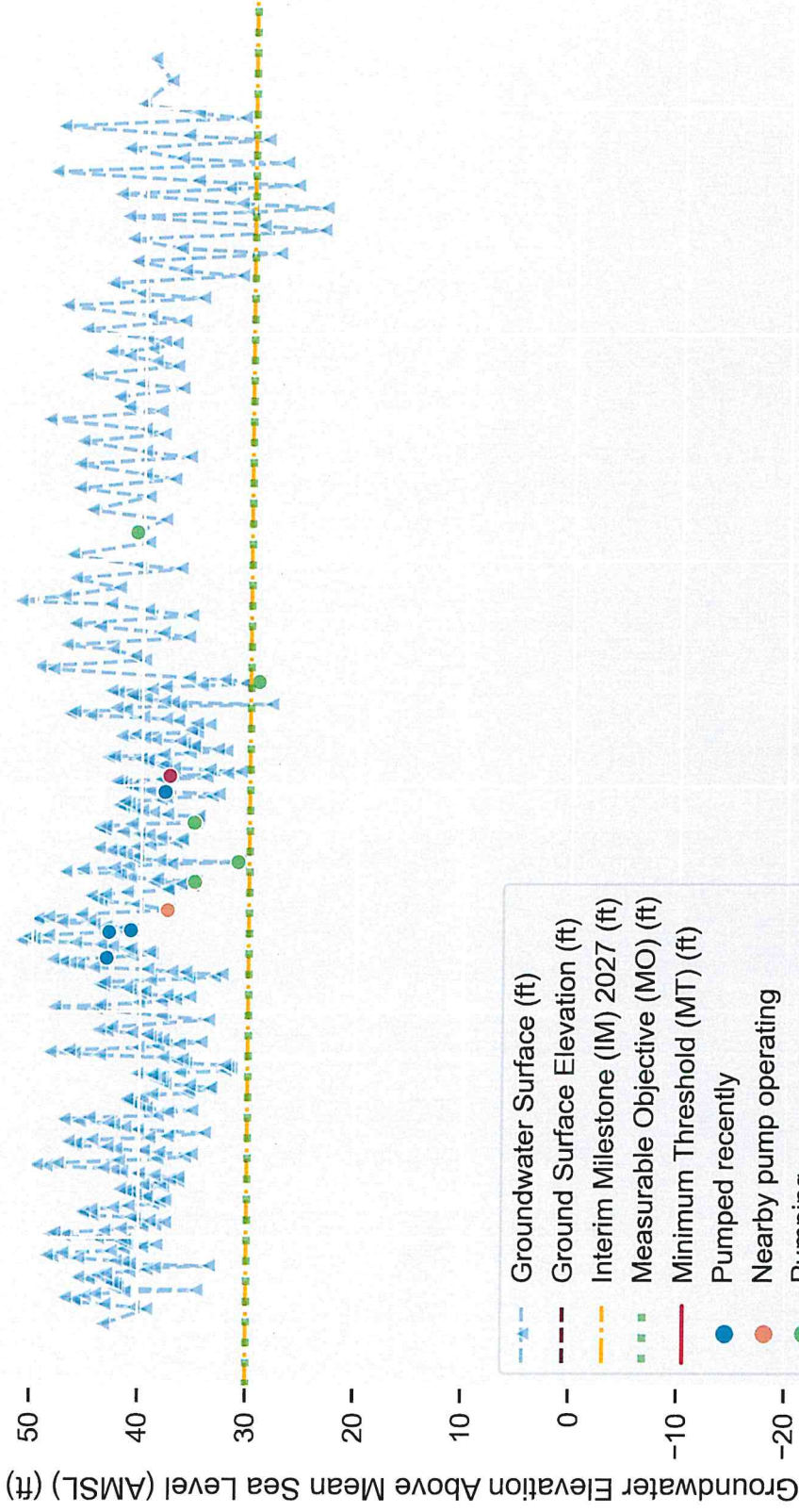
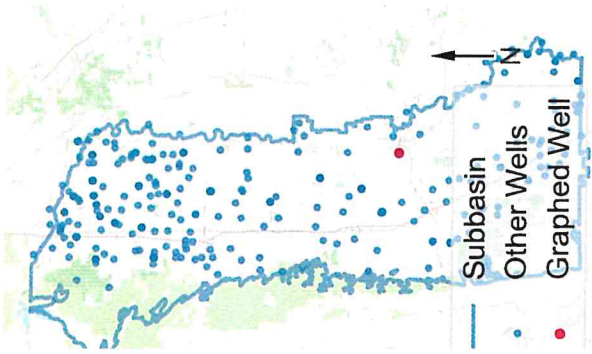
into Valley Water Year (WY) shown on lower right. of colors defined below.

Vet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 16N02W25B002M

Perforation 1: 254.0 - 274.0 ft BGS

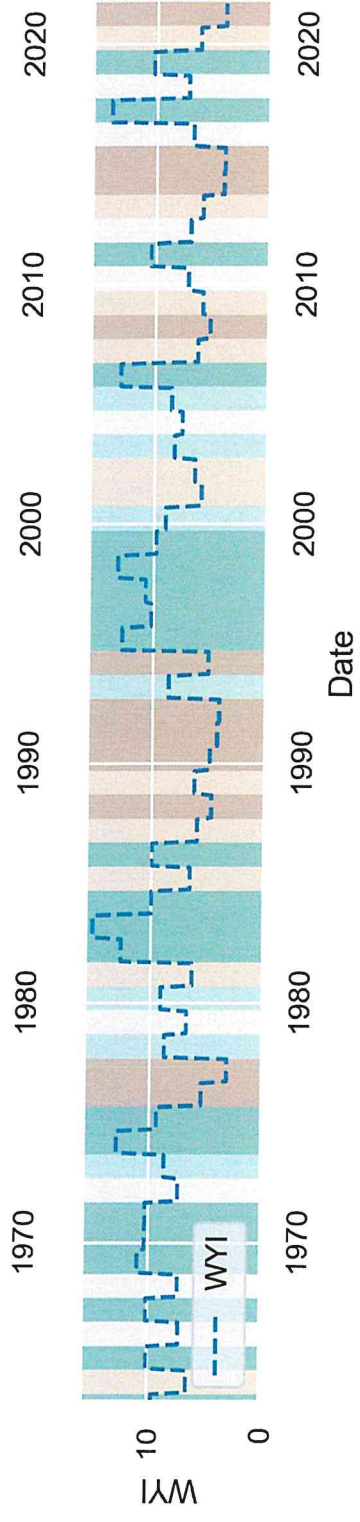
Well Location Map



able Management Criteria:

- 1) = 30.0 ft AMSL
- 1.0 ft AMSL
- 5.0 ft AMSL

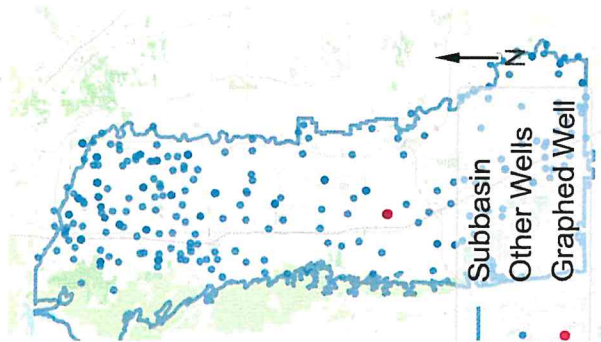
1 Threshold is the 20th
le of Domestic.
ento Valley Water Year
(YI) shown on lower right.
of colors defined below.



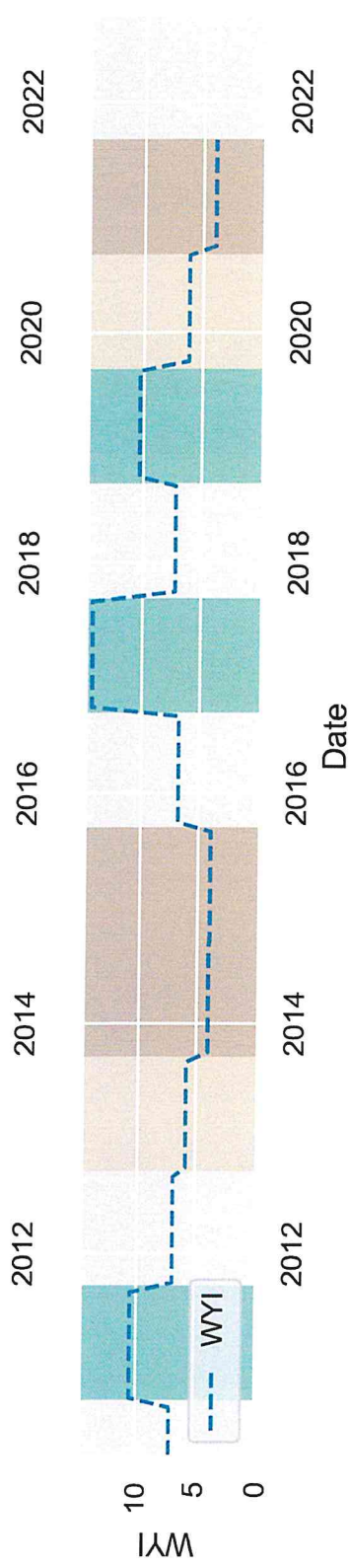
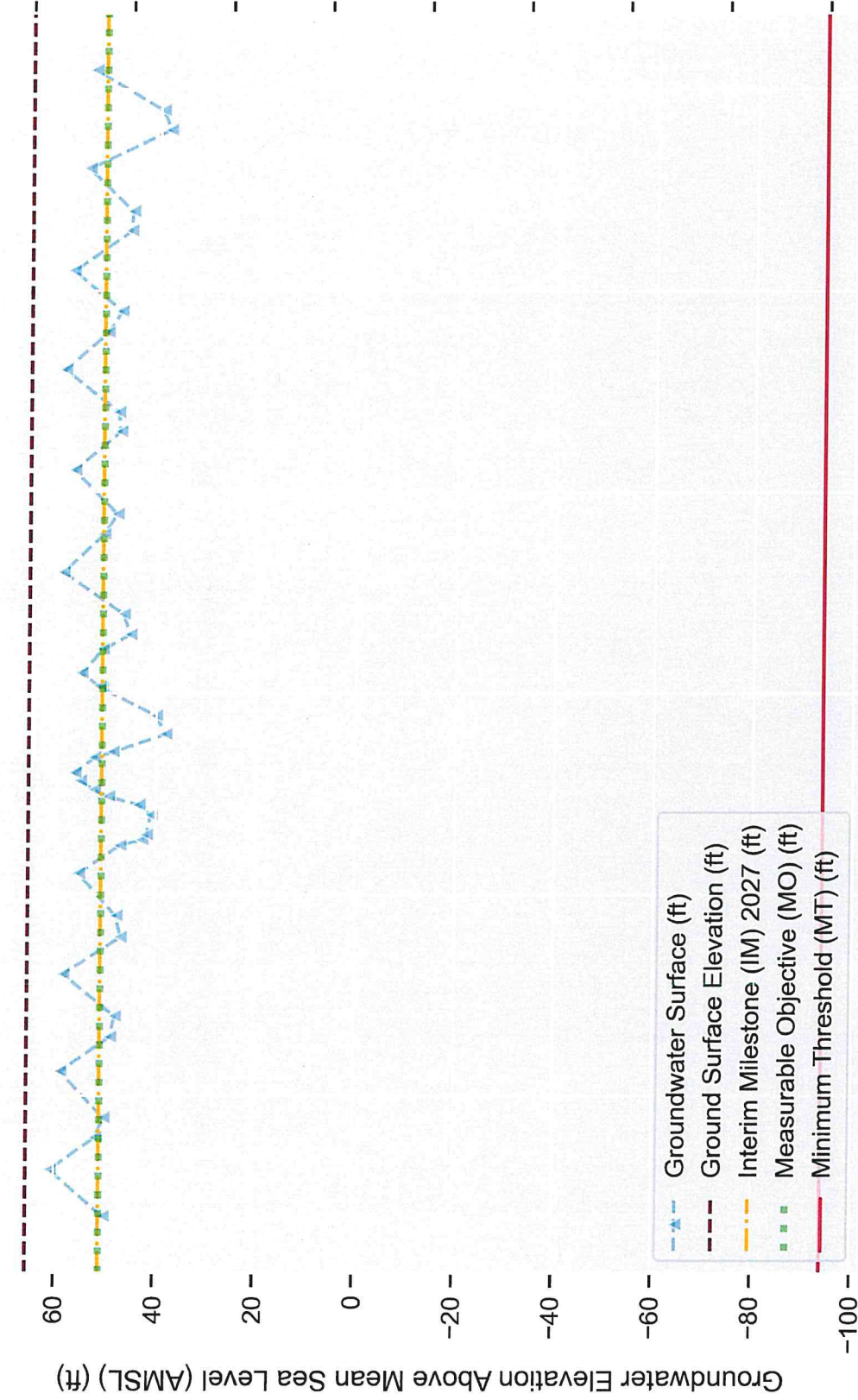
- Wet (W)
- Above Normal (AN)
- Below Normal (BN)
- Dry (D)
- Critical (C)

COLUSA Subbasin - State Well Number (SWN): 16N03W14H006M

Well Location Map



Perforation 1: 295.0 - 305.0 ft BGS



Management Criteria:

- 51.0 ft AMSL
- 51.0 ft AMSL
- 51.0 ft AMSL

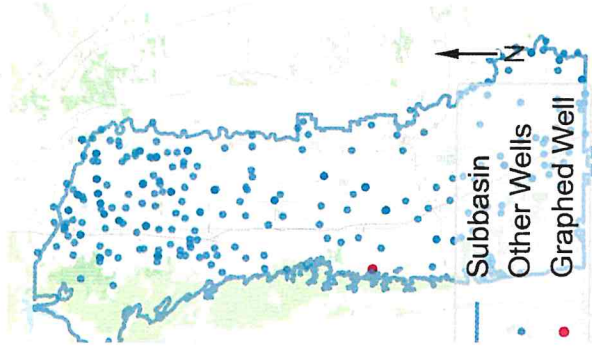
Threshold is the 20th percentile of Domestic.

into Valley Water Year (WY) shown on lower right. of colors defined below.

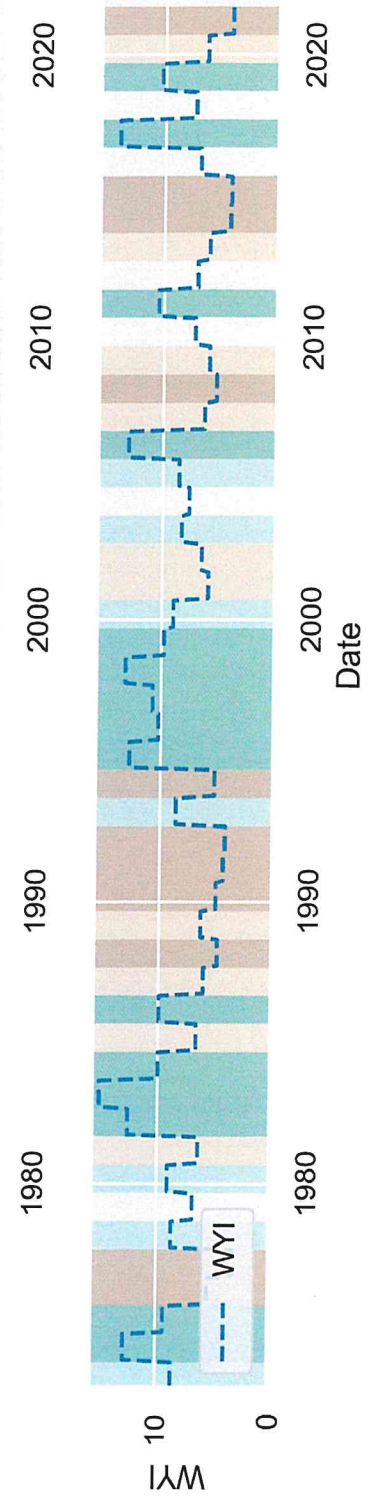
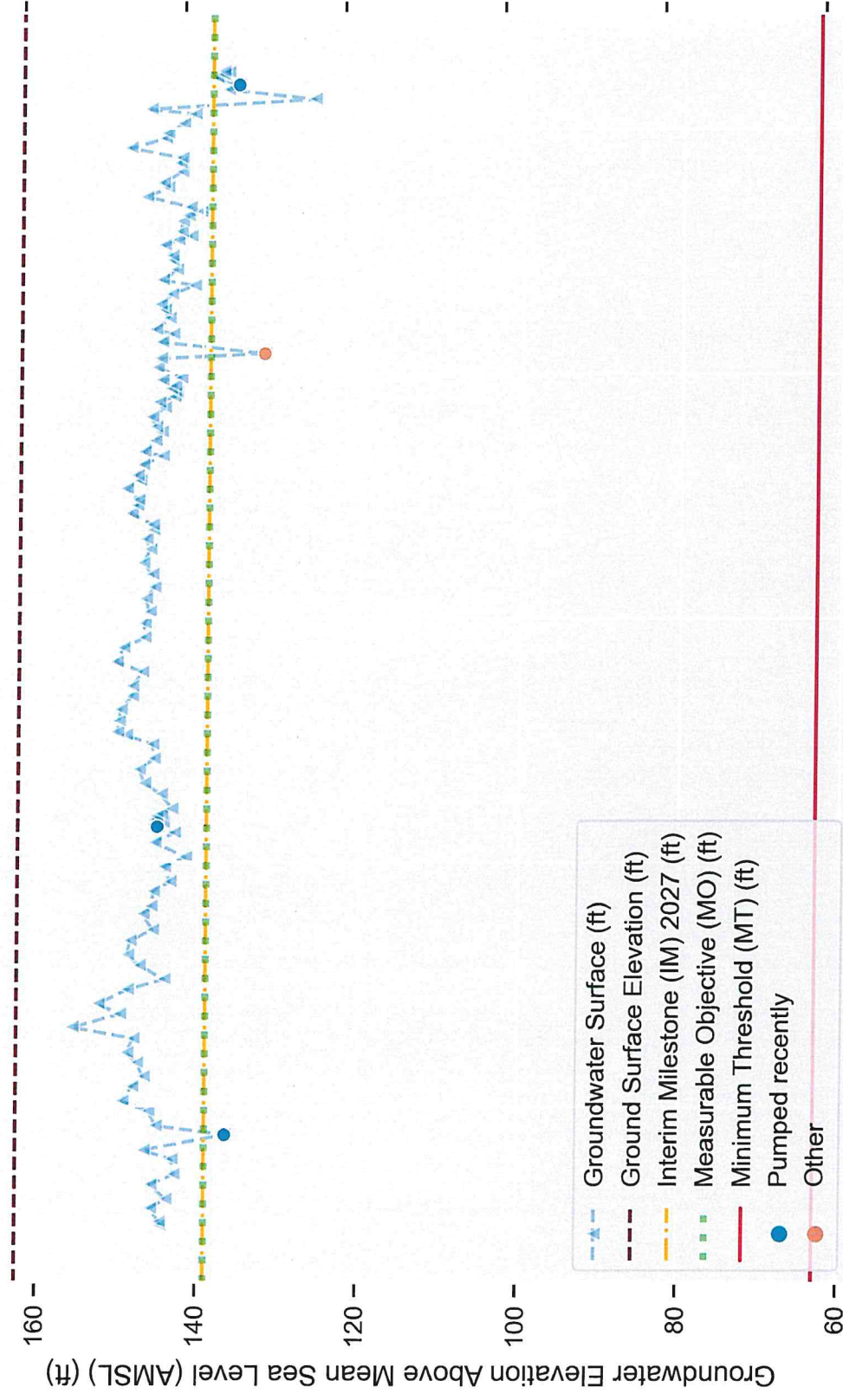
Vet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 16N04W02P001M

Well Location Map



Perforation 1: 112.0 - 203.0 ft BGS



able Management Criteria:

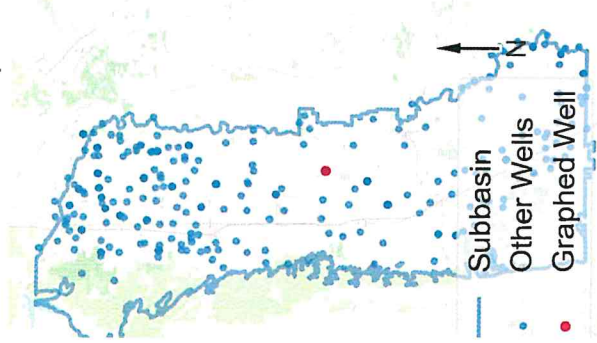
) = 139.0 ft AMSL
 9.0 ft AMSL
 0 ft AMSL

Threshold is the 20th
 le of Domestic.
 into Valley Water Year
 (WY) shown on lower right.
 of colors defined below.

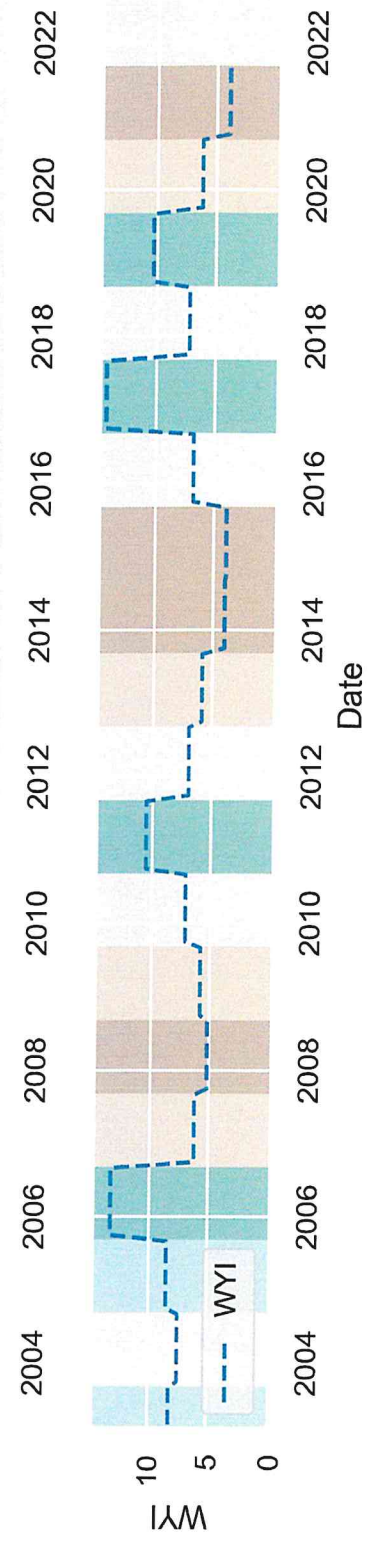
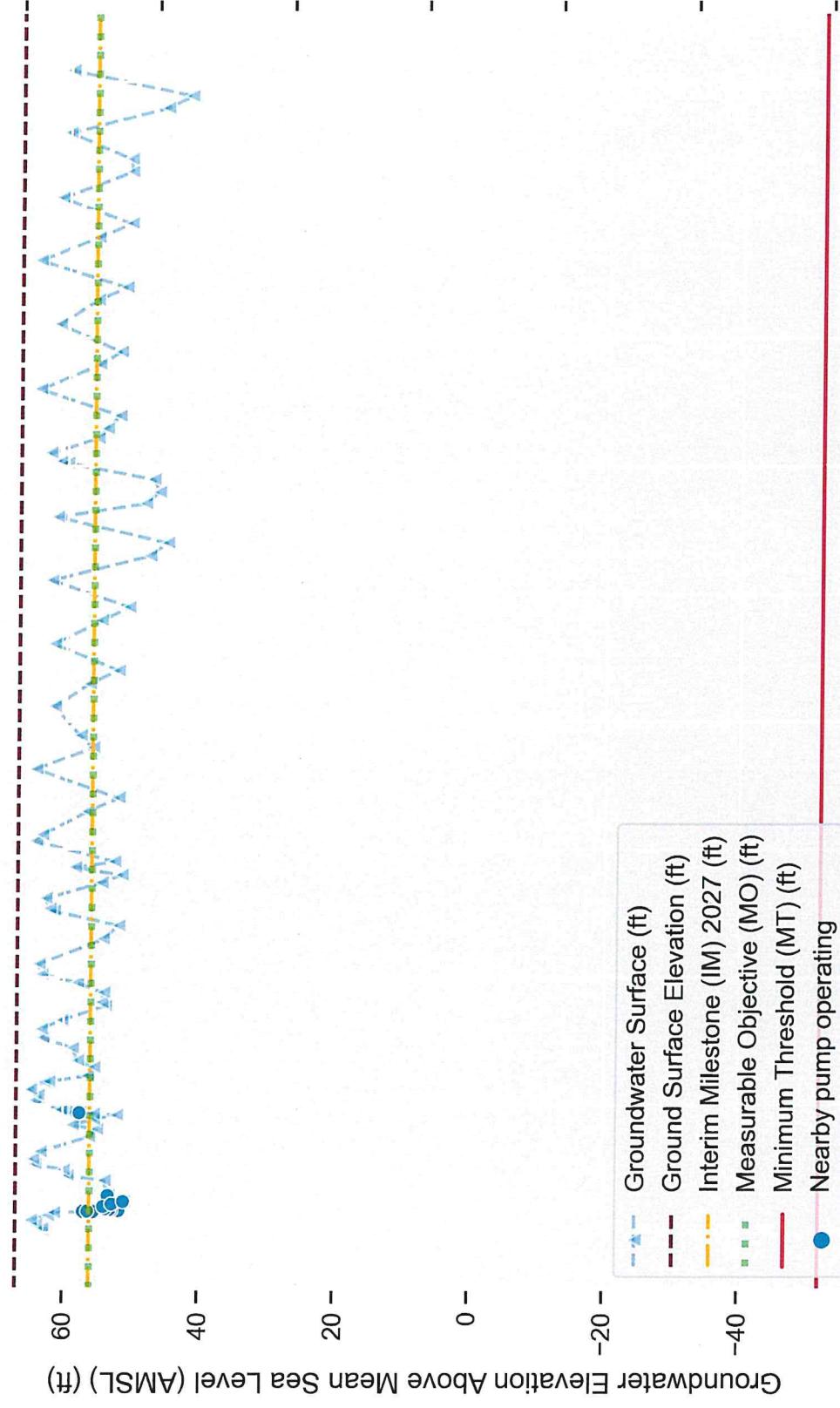
Wet (W)
 Above Normal (AN)
 Below Normal (BN)
 Dry (D)
 Critical (C)

COLUSA Subbasin - State Well Number (SWN): 17N02W09H004M

Well Location Map



Perforation 1: 250.0 - 260.0 ft BGS



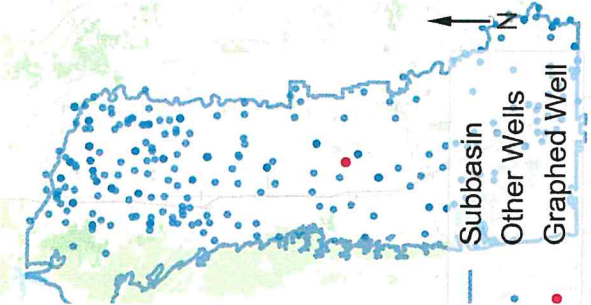
Management Criteria:

- Threshold is the 20th percentile of Domestic.
- into Valley Water Year (WY) shown on lower right.
- of colors defined below.

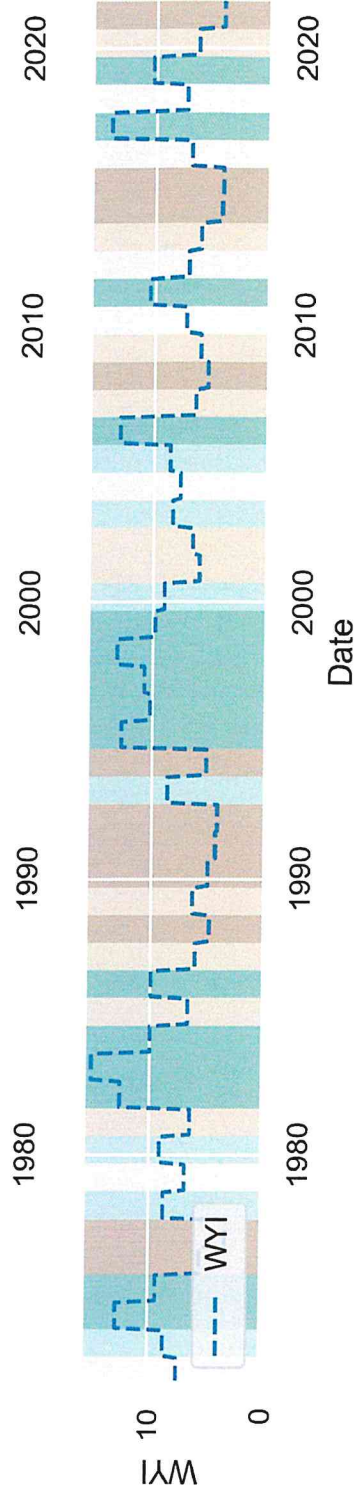
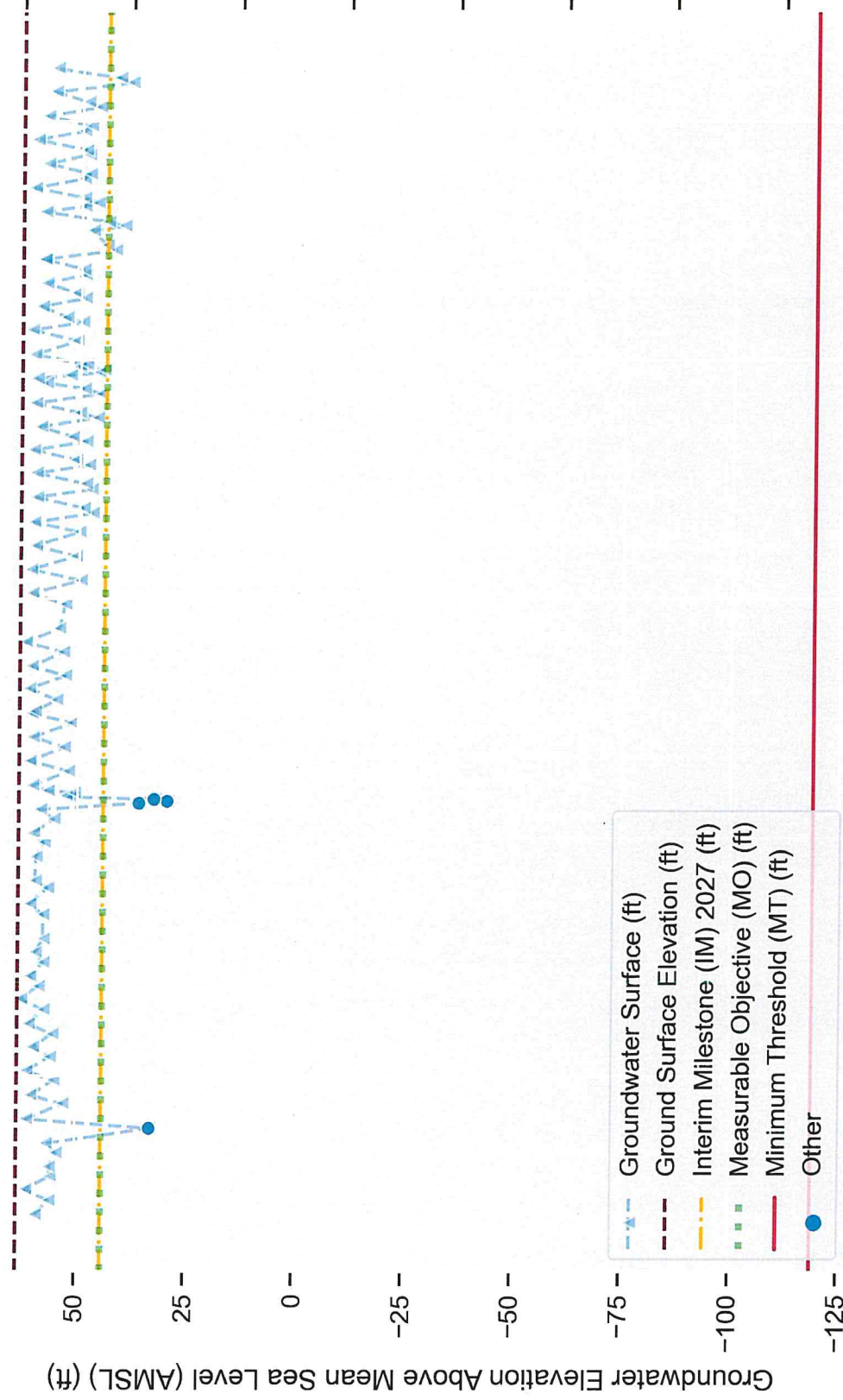
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 17N02W30J002M

Well Location Map



Perforation 1: 157.0 - 159.0 ft BGS



Management Criteria:

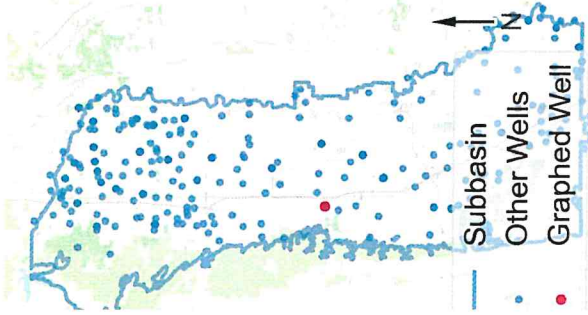
- Above Normal (AN) = 44.0 ft AMSL
- Below Normal (BN) = 30.0 ft AMSL
- Critical (C) = 19.0 ft AMSL

The 20th percentile of Domestic water use is used to determine the 20th percentile of Domestic water use into Valley Water Year (WY) shown on lower right. Colors defined below.

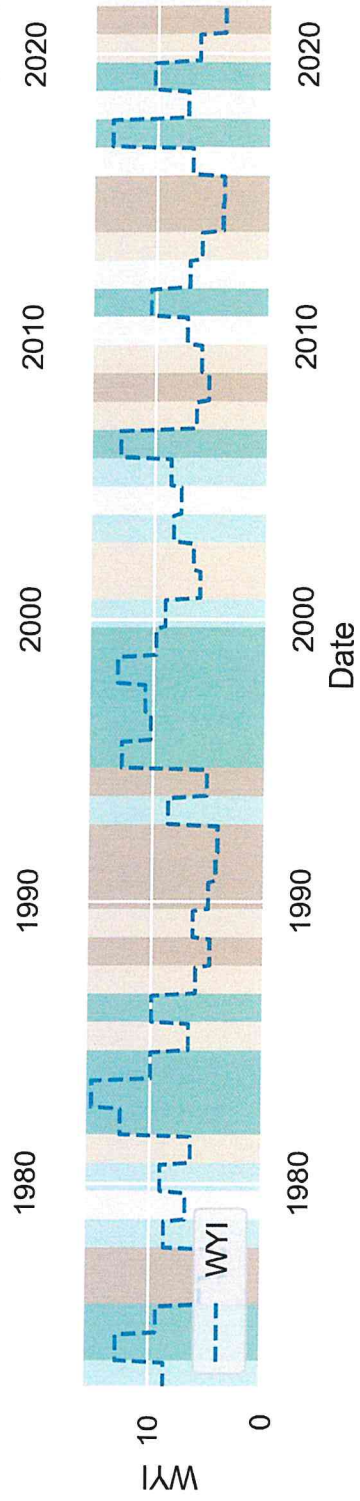
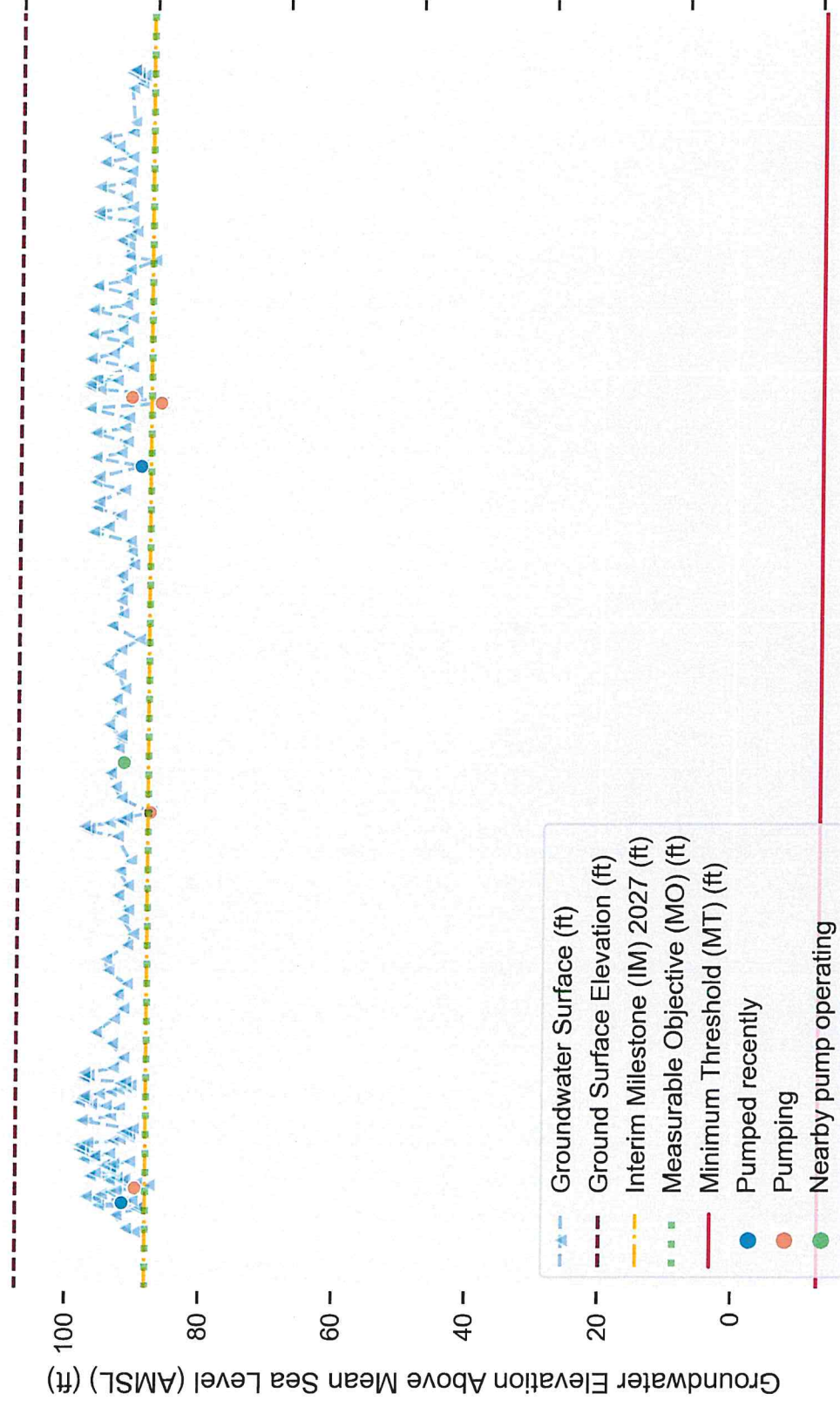
Water Year (WY)	Water Year (WY)
Above Normal (AN)	Water Year (WY)
Below Normal (BN)	Water Year (WY)
Critical (C)	Water Year (WY)

COLUSA Subbasin - State Well Number (SWN): 17N03W08R001M

Well Location Map



Perforation 1: 125.0 - 130.0 ft BGS



Water Management Criteria:

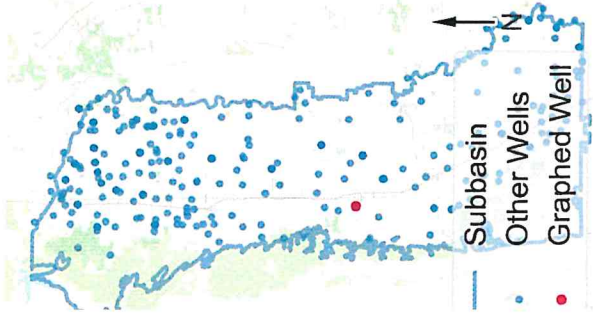
- Minimum Threshold (MT) = 88.0 ft AMSL
- Measurable Objective (MO) = 80.0 ft AMSL
- Interim Milestone (IM) = 75.0 ft AMSL

The Minimum Threshold is the 20th percentile of Domestic use. The Measurable Objective is the 20th percentile of Valley Water Year (WY) shown on lower right. The Interim Milestone is the 20th percentile of colors defined below.

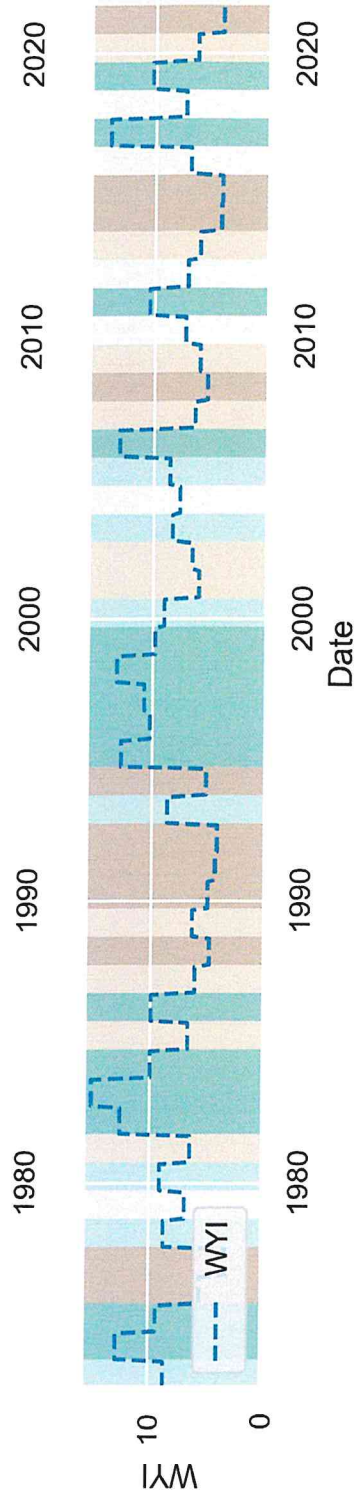
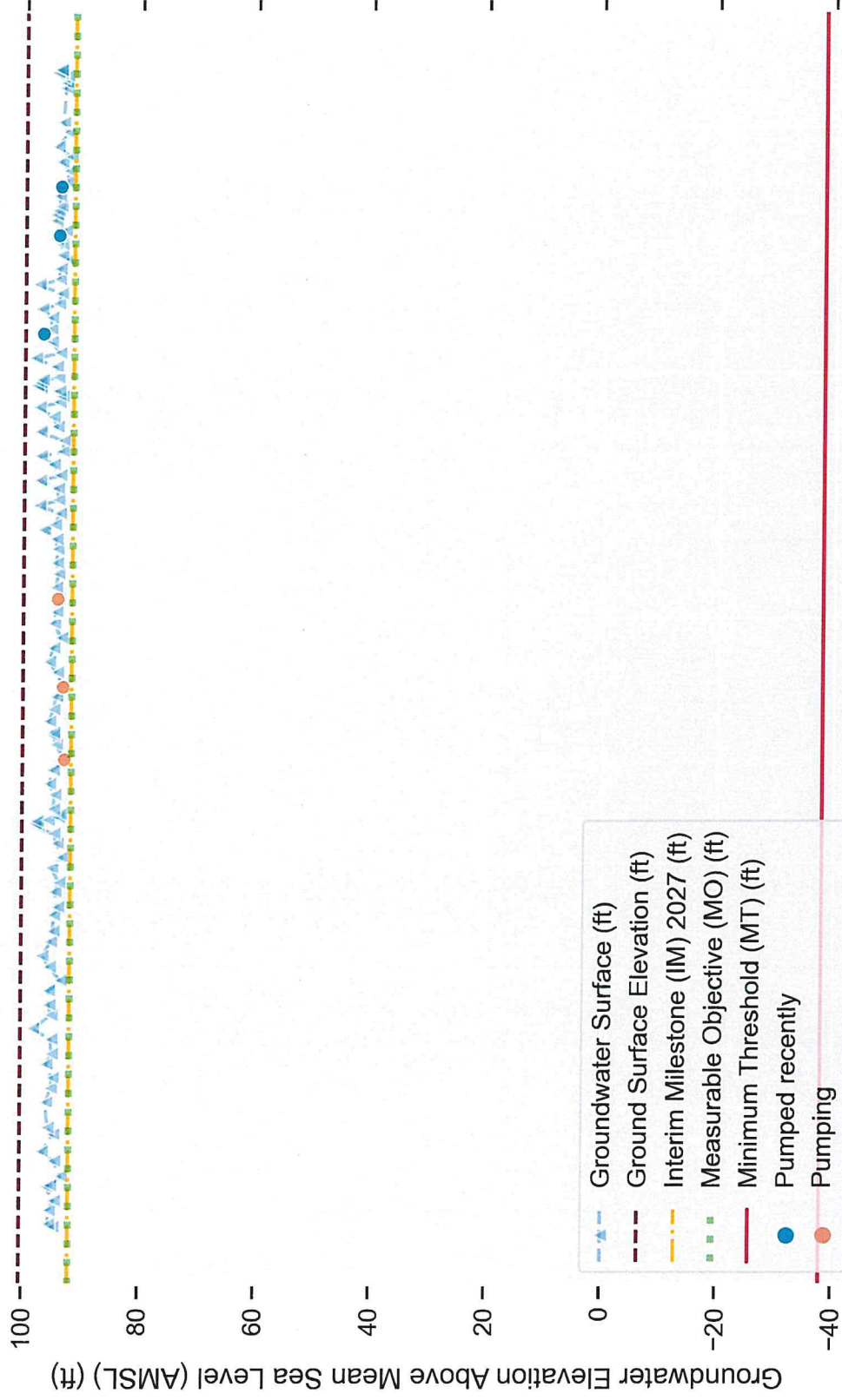
Very Wet (W)	Very Dry (D)
Above Normal (AN)	Critical (C)
Below Normal (BN)	

COLUSA Subbasin - State Well Number (SWN): 17N03W32H001M

Well Location Map



Perforation 1: 68.0 - 72.0 ft BGS; Perforation 2: 104.0 - 112.0 ft BGS



Management Criteria:

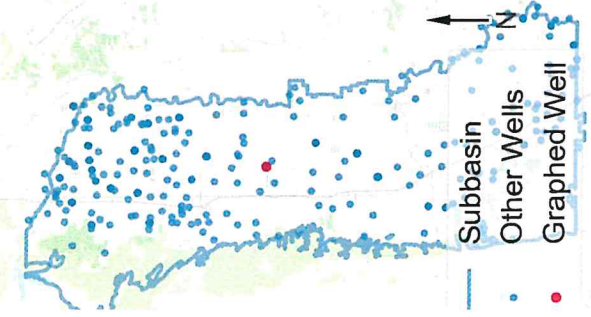
- 92.0 ft AMSL
- 90.0 ft AMSL
- 88.0 ft AMSL

Threshold is the 20th percentile of Domestic. Into Valley Water Year (WY) shown on lower right. of colors defined below.

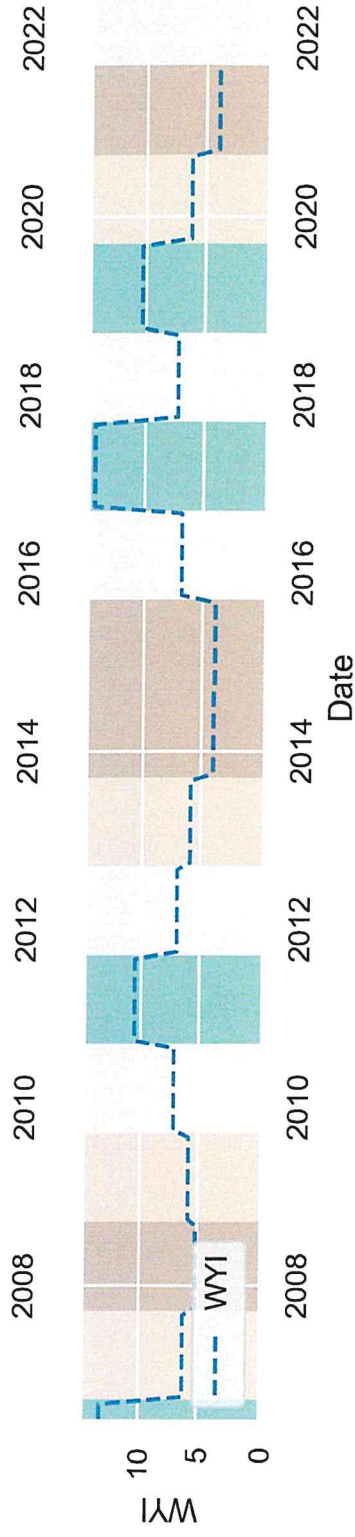
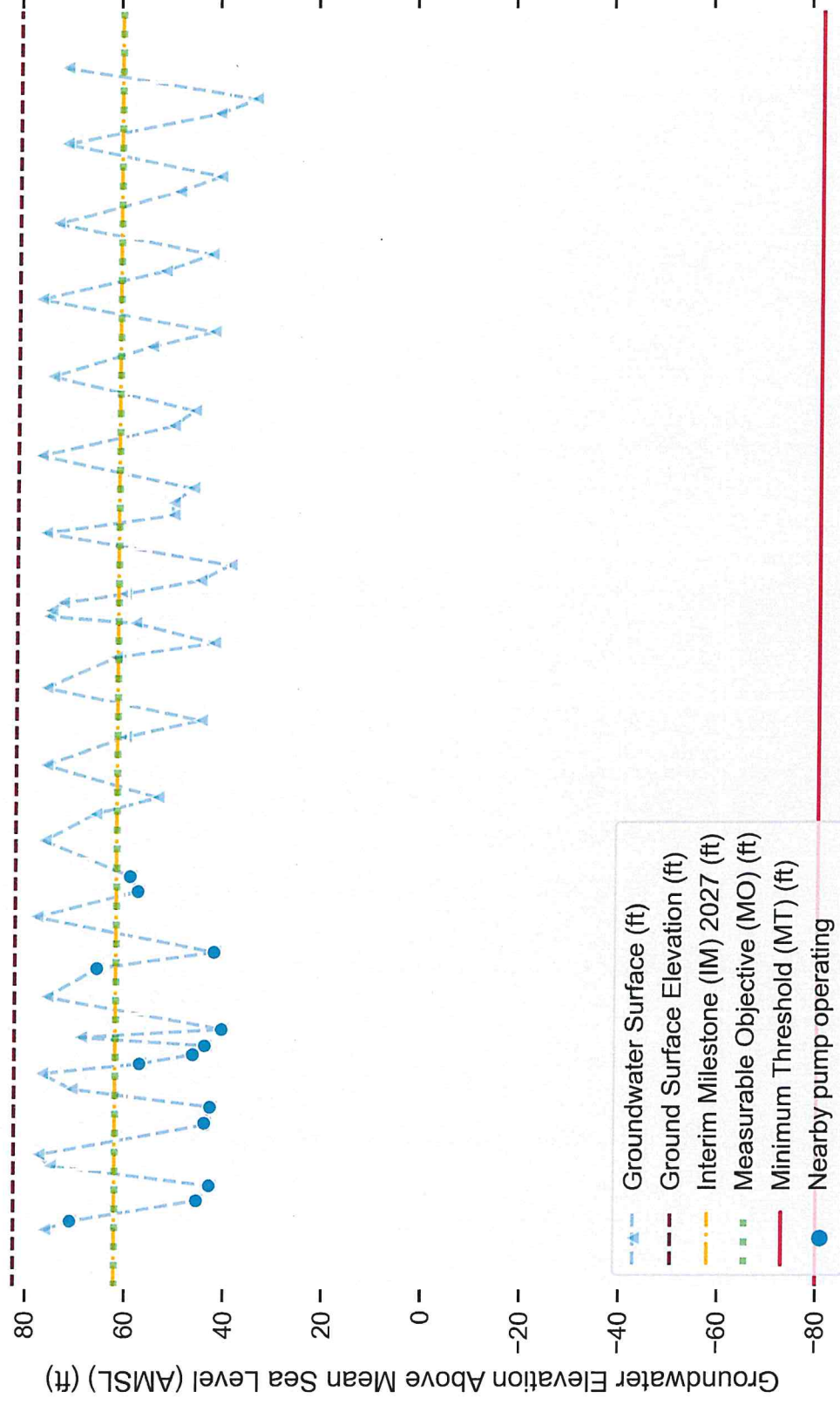
Wet (W)
Above Normal (AN)
Below Normal (BN)
Dry (D)
Critical (C)

COLUSA Subbasin - State Well Number (SWN): 18N02W18D0004M

Well Location Map



Perforation 1: 246.0 - 256.0 ft BGS



Management Criteria:

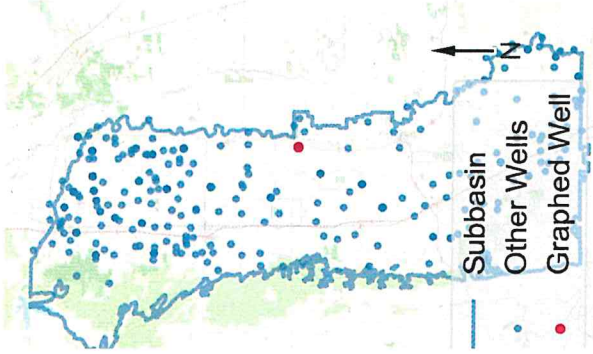
1) = 62.0 ft AMSL
 2) = 50.0 ft AMSL
 3) = 40.0 ft AMSL

1 Threshold is the 20th
 percentile of Domestic.
 2 into Valley Water Year
 (WYI) shown on lower right.
 3 of colors defined below.

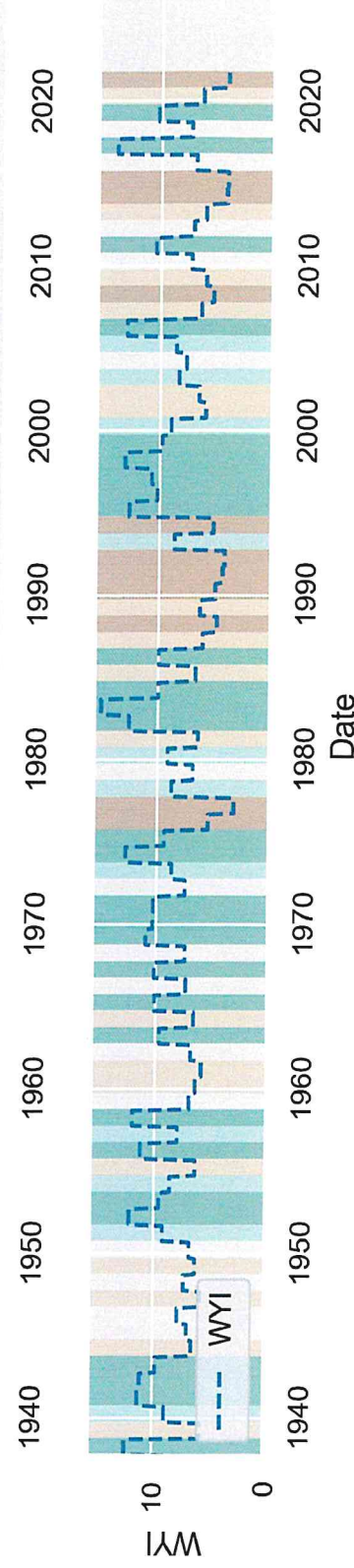
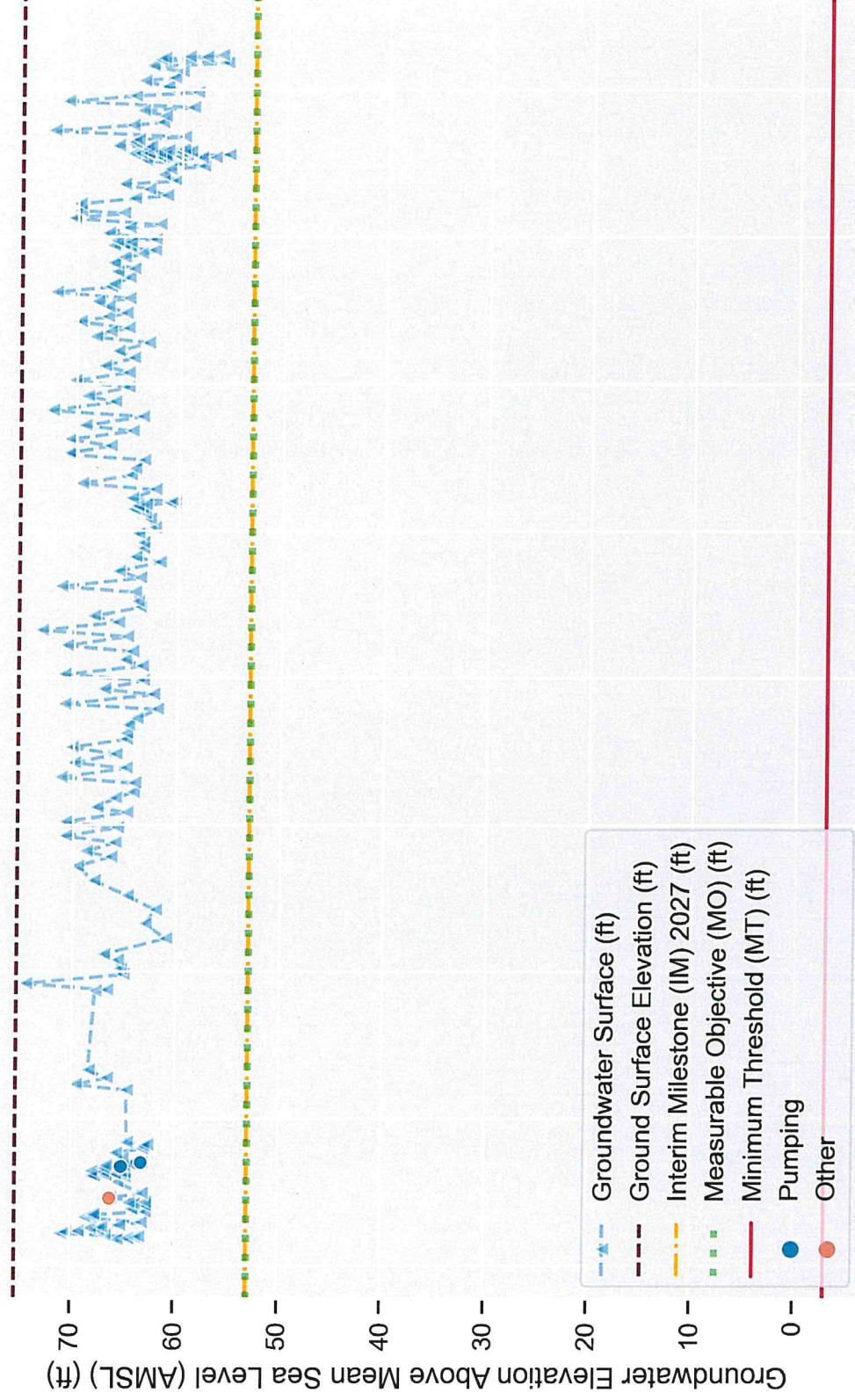
- Wet (W)
- Above Normal (AN)
- Below Normal (BN)
- Dry (D)
- Critical (C)

COLUSA Subbasin - State Well Number (SWN): 18N02W36B001M

Well Location Map



Perforation 1: 88.0 - 128.0 ft BGS; Perforation 2: 195.0 - 225.0 ft BGS; Perforation 3: 240.0 - 340.0 ft BGS

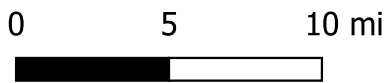
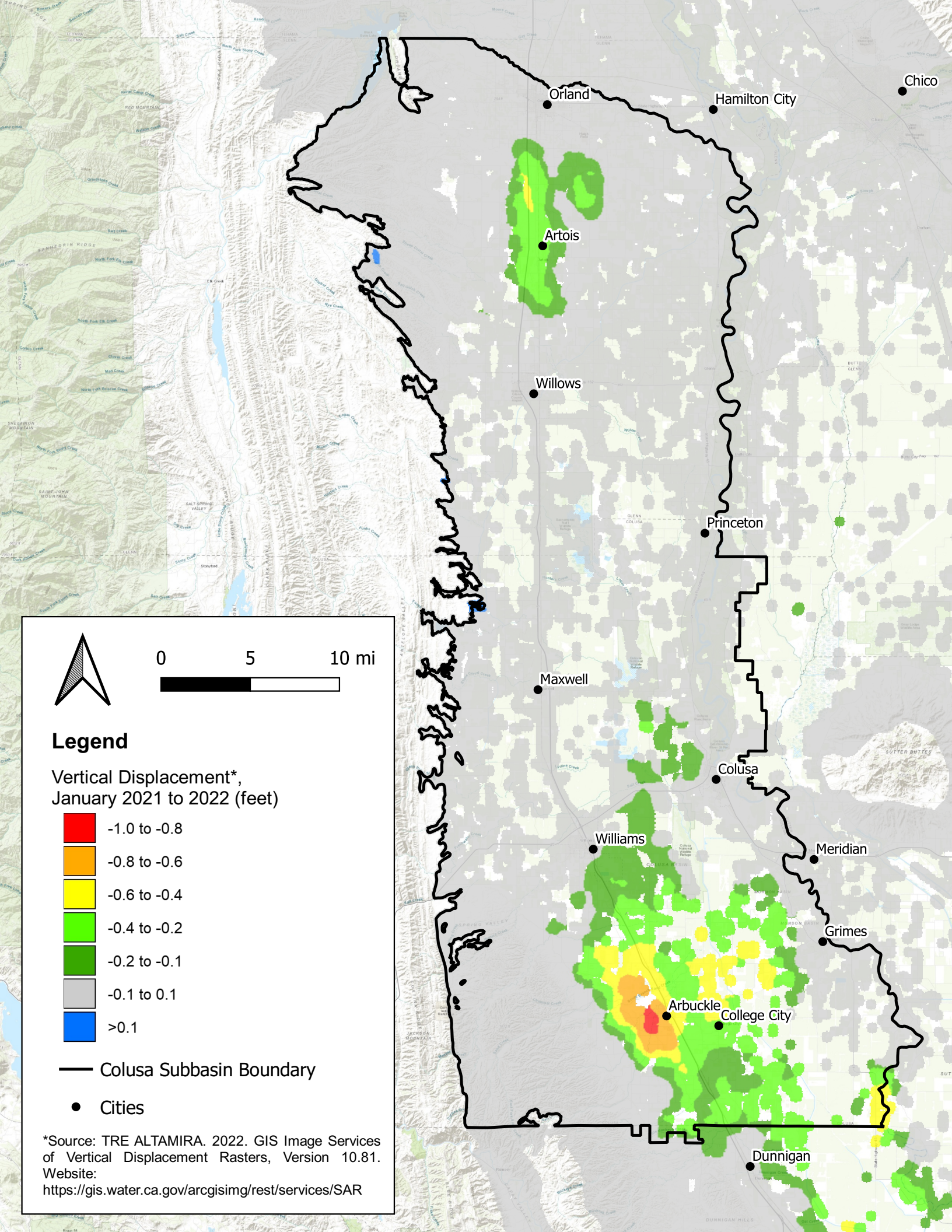


able Management Criteria:

1) = 53.0 ft AMSL
 2) = 53.0 ft AMSL
 3) = 53.0 ft AMSL

1 Threshold is the 20th
 le of Domestic.
 into Valley Water Year
 (YI) shown on lower right.
 of colors defined below.

Vet (W)
 Above Normal (AN)
 Below Normal (BN)
 Dry (D)
 Critical (C)



Legend

Vertical Displacement*,
January 2021 to 2022 (feet)

- 1.0 to -0.8
- 0.8 to -0.6
- 0.6 to -0.4
- 0.4 to -0.2
- 0.2 to -0.1
- 0.1 to 0.1
- >0.1

— Colusa Subbasin Boundary

● Cities

*Source: TRE ALTAMIRA. 2022. GIS Image Services of Vertical Displacement Rasters, Version 10.81. Website: <https://gis.water.ca.gov/arcgisimg/rest/services/SAR>

AGENDA ITEM 15: MEMBER REPORTS AND COMMENTS

INFORMATION ONLY

CGA Board Members and Alternates are encouraged to share information that may be relevant the CGA. No action will be taken on any of these items.

AGENDA ITEM 16: NEXT MEETING

It is recommended that the June 28, 2022 meeting be cancelled. The next meeting of the CGA Board will be held **July 26, 2022, 1:00 pm at CIP Conference Room, in person**

AGENDA ITEM 17: ADJOURN