

# Colusa Groundwater Authority Board of Directors

P.O. Box 475, Colusa, CA 95932 | [www.colusagroundwater.org](http://www.colusagroundwater.org)

## **MEETING AGENDA**

**February 27, 2024 | 1:30 p.m.**

**Colusa Industrial Properties, 100 Sunrise Blvd., Colusa, CA 95932**

**Alternative meeting location(s):**

**381 HCR 2424, Hillsboro, TX 76645**

**Members of the public may attend this meeting in person or through Zoom:**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us06web.zoom.us/j/82885749582>

Or One tap mobile:

+16694449171,,82885749582# US

+17193594580,,82885749582# US

Or join by phone:

US: +1 669 444 9171 or +1 719 359 4580 or +1 720 707 2699

Webinar ID: 828 8574 9582

Full Agenda Packet: <https://colusagroundwater.org/agendas-and-minutes-2024/>

---

\* *Indicates action item*

### **1. Call to Order and Determination of Quorum**

- a. Roll Call of Directors and Alternates
- b. Introductions of others in attendance

### **2. Period Of Public Comment**

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

### **3. Consent Calendar**

*All consent calendar items may be acted upon by a single motion unless otherwise requested by a board member for separate consideration.*

- a. \*Approval of Minutes from the January 23, 2024 CGA Board Meeting
- b. \*Receive and File January Financial Statements
- c. \*Review and Consider Approval of February Claims

### **4. Status and Discussion of Temporary Water Rights Permit Application**

- a. \*The board will hear an update on its Temporary Water Rights Application and may take action on its status.

### **5. Presentation on Water Year 2023 Annual Report on Colusa Subbasin**

- a. Representatives from Davids Engineering and Luhdorff & Scalmanini will provide a presentation on the Colusa Subbasin draft Annual Report for Water Year 2023

### **6. GSP Revisions Update**

- a. The board will receive an update on the status of revisions to the Groundwater Sustainability Plan.

**7. Discussion of 2024 Committees and Assignments**

- a. \*The board will consider 2024 committee assignments and changes.

**8. DWR Staff Update**

**9. Committee Reports**

- a. **Technical Advisory Committee** – Deke Dormer, Bill Vanderwaal, Jim Wallace, Darrin Williams
- b. **Long Term Funding ad hoc** – Darrin Williams, Jeff Moresco, Frank A. Nobriga
- c. **Temporary Water Rights ad hoc Committee** – Darrin Williams, Jim Wallace, Shelly Murphy

**10. Administrative Update**

**11. Closed Session**

- a. Conference with Legal Counsel (Gov't Code 54956.9) – 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

**12. Report out of Closed Session**

**13. Member Reports and Comments**

**14. Next Meeting:** March 26, 2024

**15. Adjourn**

A complete agenda packet, including back-up information, can be found on the CGA website:

<https://colusagroundwater.org>. In compliance with the Americans with Disability Act, if you require special accommodation to participate in CGA Board or Subcommittee meetings, please contact the Colusa Groundwater Authority Program Manager at 650-587-7300, extension 17, prior to any meeting for accommodations.

# Colusa Groundwater Authority Board of Directors

P.O. Box 475, Colusa, CA 95932 | [www.colusagroundwater.org](http://www.colusagroundwater.org)

## **MEETING AGENDA**

**February 27, 2024 | 1:30 p.m.**

**Colusa Industrial Properties, 100 Sunrise Blvd., Colusa, CA 95932**

**Alternative meeting location(s):**

**381 HCR 2424, Hillsboro, TX 76645**

**Members of the public may attend this meeting in person or through Zoom:**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us06web.zoom.us/j/82885749582>

Or One tap mobile:

+16694449171,,82885749582# US

+17193594580,,82885749582# US

Or join by phone:

US: +1 669 444 9171 or +1 719 359 4580 or +1 720 707 2699

Webinar ID: 828 8574 9582

Full Agenda Packet: <https://colusagroundwater.org/agendas-and-minutes-2024/>

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

#### **AGENDA ITEM 1a: Roll Call of Officers and Alternates**

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

As of July 1, 2023, and through June 30, 2025, **Westside Water District** sits as the representative for Maxwell I.D. and Westside W.D.; and **Provident Irrigation District** sits as the representative for Princeton-Codora-Glenn I.D. and Provident I.D.

**Note: Beginning July 1, 2025, Maxwell Irrigation District and Princeton-Codora-Glenn Irrigation District will represent their respective Memberships on the CGA Board.**

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

Entity	Name
<b>COUNTY OF COLUSA</b>	
BOARD MEMBER	Gary Evans
ALTERNATE	Janice Bell
<b>CITY OF COLUSA</b>	
BOARD MEMBER	Jesse Cain
ALTERNATE	Greg Ponciano
<b>CITY OF WILLIAMS</b>	
BOARD MEMBER	Kate Dunlap
ALTERNATE	Alfred Sellers, Jr.
<b>GLENN COLUSA IRRIGATION DISTRICT</b>	
BOARD MEMBER	Blake Vann
ALTERNATE	Vacant
<b>COLUSA COUNTY WATER DISTRICT</b>	
BOARD MEMBER	Frank Nobriga, Jr.
ALTERNATE	Halbert Charter
ALTERNATE	Shelly Murphy
<b>PROVIDENT IRRIGATION DISTRICT</b>	
BOARD MEMBER	Jim Campbell
<b>WESTSIDE WATER DISTRICT</b>	
BOARD MEMBER	Zach Dennis
ALTERNATE	Dan Ruiz
<b>RECLAMATION DISTRICT 108</b>	
BOARD MEMBER	Hilary Reinhard
ALTERNATE	Bill Vanderwaal
<b>RECLAMATION DISTRICT 479</b>	
BOARD MEMBER	Derrick Strain
ALTERNATE	Vacant
<b>COLUSA DRAIN MUTUAL WATER COMPANY</b>	
BOARD MEMBER	Jim Wallace
ALTERNATE	Lynell Pollock
<b>PRIVATE PUMPER</b>	Darrin Williams
<b>PRIVATE PUMPER</b>	Jeff Moresco
<b>MAXWELL IRRIGATION DISTRICT</b>	
BOARD MEMBER	Chris Dobson
ALTERNATE	Drew Dirks
<b>PRINCETON-CODORA-GLENN IRRIGATION DISTRICT</b>	
BOARD MEMBER	Jim Campbell
ALTERNATE	Lance Boyd

[AGENDA ITEM 1b: Introductions of Others in Attendance](#)

---

## AGENDA ITEM 2: 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 3: CONSENT CALENDAR

### BACKGROUND:

All Consent Calendar items may be acted upon by a single motion unless otherwise requested by a board member for separate consideration.

---

### ACTION ITEMS:

#### [AGENDA ITEM 3a. Approval of Minutes from the January 23, 2024 CGA Board Meeting](#)

**ATTACHMENTS:** Draft minutes from January 23, 2024 CGA board meeting

#### [AGENDA ITEM 3b. Receive and File January Financial Statements](#)

**ATTACHMENTS:** Financial statements for period ending January 31, 2024

#### [AGENDA ITEM 3c. Review and Consider Approval of January Claims](#)

**ATTACHMENTS:** Report of Claims to be paid for February 2024 and supporting documents for claims totaling \$39,848.39.

# Colusa Groundwater Authority Board of Directors

P.O. Box 475, Colusa, CA 95932 | [www.colusagroundwater.org](http://www.colusagroundwater.org)

## MEETING MINUTES

January 23, 2024

*\* Indicates action item*

### 1. Call To Order and Determination of Quorum

Chair Williams called the meeting to order at 1:51 P.M. and led the Board in the Pledge of Allegiance.

#### a. Roll Call of Officers and Alternates

Present: Jesse Cain, Gary Evans, Frank Nobriga, Hilary Reinhard, Alfred Sellers, and Darrin Williams.

Absent: Jim Campbell, Zachary Dennis, Jeff Moresco, Derick Strain, Blake Vann, and Jim Wallace.

#### b. Introductions of others in attendance

Public members Todd Bishop, Rod Bradford, Lauren Crotty, Brandon Davison, Ryan Fulton, Steve Geiger, Jane Gray, Arne Gustafson, Lisa Hunter, Ben King, Haley Miller, Clarke Ornbaun, Christy Scofield; Board Members attending as a public member Janice Bell, Shelly Murphy, Derick Strain; Consultants Dustin Bohn (MBK), Darren Cordova (MBK), Jacques DeBra (LSCE), Jane Gray (Dudek); CGA staff Alan Doud, Carol Thomas-Keefer, Harrison Tregenza.

### 2. Election of 2024 Officers

#### a. \*The Board will consider election of officers for 2024.

Ms. Thomas-Keefer provided a verbal report and asked if any Board Members had nominations for officers.

On motion by Director Cain, seconded by Director Evans, the Board re-elected Director Williams as Chair, Director Wallace as Vice Chair, and Director Nobriga as Treasurer.

AYES:	6	Cain, Evans, Nobriga, Reinhard, Sellers, Williams
NOES:	0	
ABSTAIN:	0	
ABSENT:	6	Campbell, Dennis, Moresco, Strain, Vann, Wallace

### 3. Period Of Public Comment

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

None.

### 4. Consent Calendar

*All consent calendar items may be acted upon by a single motion unless otherwise requested by a board member for separate consideration.*

On motion by Director Nobriga, seconded by Director Sellers, the Consent Calendar was approved.

AYES:	6	Cain, Evans, Nobriga, Reinhard, Sellers, Williams
NOES:	0	
ABSTAIN:	0	
ABSENT:	6	Campbell, Dennis, Moresco, Strain, Vann, Wallace

- a. **\*Approval of Minutes from the November 28, 2023, CGA Board Meeting**
- b. **\*Receive and File November and December Financial Statements**
- c. **\*Review and Consider Approval of January Claims (Nov and Dec invoices)**

**5. Update on Temporary Water Rights Permit Application**

- a. **Representatives of MBK Engineers will provide an update on CGA’s Temporary Water Rights Permit application.**

Mr. Darren Cordova and Mr. Dustin Bohn, MBK Engineers, gave a presentation on the CGA Temporary Water Rights Application T033405, including a project overview and application details and status. Mr. Bohn then answered questions and received feedback from the Board and the public. Mr. Ben King stated that he has filed a protest to the application, citing his request for water quality monitoring and sand bar mitigation.

**6. Presentation on DWR’s Sustainable Groundwater Management Technical Assistance Program**

- a. **Ms. Jane Gray of Dudek will provide a presentation on DWR’s SGM Technical Assistance Services for Tribes, Underrepresented Communities and Small Farmers**

Ms. Gray provided a presentation on DWR’s technical assistance program, including program purpose, challenges to small farmers, and the various technical assistance services available to small farmers, tribes, and underrepresented communities.

Director Sellers left the meeting during the presentation, and the board no longer had a quorum.

**7. Proposal from Thaddeus Bettner, Water Ecology LLC, for GSP Support Services**

- a. **\*Consider approval of proposal from Thaddeus Bettner, Water Ecology LLC, for strategic, policy, vision and implementation support for Colusa Subbasin GSP (approx. \$9,000/mo, duration TBD)**

Chair Williams stated that, in response to CGA’s need to develop acceptable revisions to its Groundwater Sustainability Plan in a short amount of time, he has spoken with Thaddeus Bettner, former general manager of the Glenn Colusa Irrigation District, regarding strategic support for GSP revisions and implementation. Due to lack of a quorum, this item was deferred to a future meeting.

**8. Schedule for Joint Meetings with Glenn Groundwater Authority**

- a. **\*Approval of Schedule for Joint Board Meetings with GGA for GSP Revisions**

Ms. Thomas-Keefer reviewed the proposed schedule, which includes several monthly joint GSA board meetings over the next few months to assist with development of GSP revisions.. Ms. Thomas-Keefer then received feedback and answered questions from the Board. The schedule was noted, but no action was taken due to lack of a quorum.

**9. Butte Subbasin Advisory Board**

a. **\*Appointment of new Alternate Representative to Butte Subbasin Advisory Board**

This item was deferred due to lack of a quorum.

**10. GSP Implementation and Revisions Update**

a. **Implementation Activities**

Ms. Thomas-Keefer reported that the Water Year 2023 Annual Report is being prepared by Davids Engineering and Luhdorff & Scalmanini, and a presentation is expected at the February meeting.

b. **“Incomplete” Determination Activities**

Ms. Thomas-Keefer reported that Davids Engineering continues to work with staff, the Joint TAC and the CGA and Glenn Groundwater Authority board members to determine the approaches to take to address the GSP deficiencies as indicated by the Department of Water Resources.

**11. DWR Staff Update**

Mr. Brandon Davison, DWR, provided an update on the agency’s work with CGA and GGA on the incomplete GSP.

**12. Committee Reports**

a. **Technical Advisory Committee** – Deke Dormer, Bill Vanderwaal, Jim Wallace, Darrin Williams  
Chair Williams reported that the Joint TAC met earlier that month to review proposed approaches from Davids Engineering on GSP revisions. The Joint TAC will continue to meet monthly through March.

b. **Long Term Funding ad hoc** – Darrin Williams, Jeff Moresco, Frank A. Nobriga  
Mr. Jacques DeBra, LSCE, reviewed the proposed presentation for upcoming public outreach meetings, noting that the presentation is aimed at explaining CGA’s requirements under SGMA and discussing its funding needs and proposed new fee structure to pay for Plan implementation. Three outreach meetings are scheduled for the end of February.

c. **Temporary Water Rights ad hoc Committee** – Darrin Williams, Jim Wallace, Shelly Murphy  
Chair Williams noted that this Committee’s activities were covered earlier in the meeting.

**13. Administrative Update**

Ms. Thomas-Keefer welcomed Directors Cain and Evans back to the CGA Board.

**14. Closed Session**

The Board entered Closed Session at 3:40 P.M.

a. Conference with Legal Counsel (Gov’t Code 54956.9) – 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

**15. Report out of Closed Session**

The Board returned to Open Session at 3:54 P.M.



**16. Member Reports and Comments**

None.

**17. Next Meeting:** February 27, 2024

**18. Adjourn**

Chair Williams adjourned the meeting at 3:55 P.M.

DRAFT

# BUDGET TO ACTUAL REPORT- DECEMBER

**ACTUALS BY REVENUE**

	(A) BUDGET	Restricted Prop. 218	Restricted Grants	(B) \$ ACTUAL	(A-B) \$ REMAINING	(B/A) % COMPLETED	
<b>1 REVENUE</b>							<b>1</b>
<b>2 Prior Year Funds to Balance</b>	<b>180,651</b>	-	-	-	180,651	0%	<b>2</b>
<b>3 Proposition 218 Fee Agreements</b>	<b>390,432</b>	<b>172,580</b>	-	<b>172,580</b>	<b>217,852</b>	<b>44%</b>	<b>3</b>
<b>4 Proposition 218 Landowner Fee-Operations Flat Fee</b>	<b>6,812</b>	<b>6,473</b>	-	<b>6,473</b>	<b>339</b>	<b>95%</b>	<b>4</b>
<b>5 Glenn County Groundwater Authority Reimbursement</b>	<b>50,000</b>	-	-	-	<b>50,000</b>	<b>0%</b>	<b>5</b>
<b>6 Interest</b>	<b>80</b>	<b>53</b>	-	<b>53</b>	<b>27</b>	<b>66%</b>	<b>6</b>
<b>7</b>							<b>7</b>
<b>8 TOTAL REVENUES</b>	<b>627,975</b>	<b>179,106</b>	<b>-</b>	<b>179,106</b>	<b>448,869</b>	<b>29%</b>	<b>8</b>
<b>9 EXPENSES</b>							<b>9</b>
<b>10 Office Expense</b>							<b>10</b>
<b>11 Bank Fees</b>	<b>50</b>	<b>19</b>	-	<b>19</b>	<b>31</b>	<b>38%</b>	<b>11</b>
<b>12 JPA Insurance</b>	<b>1,800</b>	-	-	-	<b>1,800</b>	<b>0%</b>	<b>12</b>
<b>13 Printing and Copying/Outreach</b>	<b>5,000</b>	-	-	-	<b>5,000</b>	<b>0%</b>	<b>13</b>
<b>14 Website-Current</b>	<b>500</b>	-	-	-	<b>500</b>	<b>0%</b>	<b>14</b>
<b>15 Website-New</b>	<b>15,000</b>	-	-	-	<b>15,000</b>	<b>0%</b>	<b>15</b>
<b>16 Supplies</b>	<b>500</b>	-	-	-	<b>500</b>	<b>0%</b>	<b>16</b>
<b>17</b>							<b>17</b>
<b>18 Professional Services- Admin</b>							<b>18</b>
<b>19 Auditor</b>	<b>8,000</b>	-	-	-	<b>8,000</b>	<b>0%</b>	<b>19</b>
<b>20 Financial Services Bookkeeping (Crippen)</b>	<b>5,000</b>	<b>1,229</b>	-	<b>1,229</b>	<b>3,772</b>	<b>25%</b>	<b>20</b>
<b>21 Legal Services (Young &amp; Wooldridge)</b>	<b>55,000</b>	<b>6,729</b>	-	<b>6,729</b>	<b>48,271</b>	<b>12%</b>	<b>21</b>
<b>22 Program Manager/Facilitation Svcs (RGS)</b>	<b>175,000</b>	<b>45,570</b>	-	<b>45,570</b>	<b>129,430</b>	<b>26%</b>	<b>22</b>
<b>23 Annual Parcel Update (Provost &amp; Pritchard)</b>	<b>3,500</b>	<b>1,870</b>	-	<b>1,870</b>	<b>1,631</b>	<b>53%</b>	<b>23</b>
<b>24</b>							<b>24</b>
<b>25 Professional Services- Projects</b>							<b>25</b>
<b>26 GSP Development - Prop. 1 /68 : GCGA Reimbursement</b>	-	-	-	-	-	<b>0%</b>	<b>26</b>
<b>27 GSP-Grant Application (Shared with Glen County)</b>	<b>30,000</b>	-	-	-	<b>30,000</b>	<b>0%</b>	<b>27</b>
<b>28 GSP Annual Report ( Shared with Glenn County)</b>	<b>70,000</b>	<b>1,584</b>	-	<b>1,584</b>	<b>68,416</b>	<b>2%</b>	<b>28</b>
<b>29 GSP Technical Assistance:On-Call Support Svcs (Davids Engineering)</b>	<b>15,000</b>	-	-	-	<b>15,000</b>	<b>0%</b>	<b>29</b>
<b>30</b>							<b>30</b>
<b>31</b>							<b>31</b>

# BUDGET TO ACTUAL REPORT- DECEMBER

		<b>ACTUALS BY REVENUE</b>						
	(A) BUDGET	Restricted Prop. 218	Restricted Grants	(B) \$ ACTUAL	(A-B) \$ REMAINING	(B/A) % COMPLETED		
<b>32</b>	<b>EXPENSES (cont'd)</b>						<b>32</b>	
<b>33</b>	<b>GSP Implementation Fund-SGMA (Grant Reimbursable)</b>						<b>33</b>	
<b>34</b>	GSP Projects	-	-	-	-	0%	<b>34</b>	
<b>35</b>	Five Year GSP Update w Modeling Calibrations	60,625	-	-	60,625	0%	<b>35</b>	
<b>36</b>	Surface-GS Interaction Modeling (NCWA Approach)	10,000	-	-	10,000	0%	<b>36</b>	
<b>37</b>	GSA Coordination & Outreach (w/in and between GSA's)	30,000	-	-	30,000	0%	<b>37</b>	
<b>38</b>	Data Management System Upgrade & Maintenance	25,000	-	-	25,000	0%	<b>38</b>	
<b>39</b>	GSP Project Implementation and Monitoring	100,000	-	-	100,000	0%	<b>39</b>	
<b>40</b>							<b>40</b>	
<b>41</b>	<b>Proposition 218 Collections Fee</b>						<b>41</b>	
<b>42</b>	Prop. 218 Ops Fee Collections-Co	10,000	-	-	10,000	0%	<b>42</b>	
<b>43</b>	Special Projects - Funding Mech: GSP Funding & Support (LSCE)	-	26,078	26,078	(26,078)	0%	<b>43</b>	
<b>44</b>							<b>44</b>	
<b>45</b>	<b>Other</b>						<b>45</b>	
<b>46</b>	County of Butte GSA- Member Contribution	8,000	-	-	8,000	0%	<b>46</b>	
<b>47</b>							<b>47</b>	
<b>48</b>							<b>48</b>	
<b>49</b>	<b>TOTAL EXPENSES</b>	<u>627,975</u>	<u>83,077</u>	<u>-</u>	<u>83,077</u>	<u>544,898</u>	<u>13%</u>	<b>49</b>
<b>50</b>							<b>50</b>	
<b>51</b>	<b>Surplus (Deficit)</b>	<u>-</u>	<u>96,029</u>	<u>-</u>	<u>96,029</u>		<b>51</b>	

The Budget to Actual Report reflects revenue and expenses associated with the 2023-2024 fiscal year. All revenues and expenses associated with FY22-23 will be reflected in a forthcoming year-end report. See the Cash Balance Report for available cash.

Expenses include all paid warrants only. See Cash Balance for current months paid and outstanding warrants.

# CASH BALANCE

## January 2024 Activity

### Cash Receipts

County of Colusa - Property Tax	\$ 171,824.90
Yolo County Property Tax	755.07
FY 23-24 Operations Flat Fee- City of Williams	3,239.73
FY 23-24 Operations Flat Fee- Arbuckle PUD	543.13
FY 23-24 Operations Flat Fee- Maxwell PUD	500.00
FY 23-24 Operations Flat Fee- City of Colusa	2,190.22
<b>Total Cash Receipts</b>	<b>\$ 179,053.05</b>

### Cash Disbursements

Cash Disbursements - In Transit	\$ -
<b>Total Cash Disbursements</b>	<b>\$ -</b>

### Cash Balance

Prior Month to Current Month Ending Balance Reconciliation

### December Cash Balance By Investment

Umqua Checking	\$ 233,664.24
Umqua Money Market	872,395.68
Umqua Savings	33,003.69
<b>Total Cash Balance</b>	<b>\$ 1,139,063.61</b>

### January Activity

Cash Receipts	\$ 179,053.05
Cash Disbursements	-
Interest Earnings	7.41
Service Charge	(5.00)
<b>Total Activity</b>	<b>\$ 179,055.46</b>

Ending Cash Balance \$ 1,318,119.07

Less: Outstanding Warrants:

Warrants - November - Approved	(20,772.64)
Warrants - December - Approved	(18,445.58)
Warrants - January - Pending Approval	(39,848.39)

**Total Available Cash By Activity as of January 31** \$ **1,239,052.46**

### January Cash Balance by Investment

Umqua Checking	\$ 411,957.22
Umqua Money Market	873,158.16
Umqua Savings	33,003.69
<b>Total Balance</b>	<b>\$ 1,318,119.07</b>
Less: Outstanding Warrants	(79,066.61)
<b>Total Available Cash by Investment</b>	<b>\$ 1,239,052.46</b>

*Outstanding Warrants are vendor invoices received and not yet paid or in transit.*

**CLAIMS SUMMARY**

---

Invoice #	Invoice Date	Vendor	Service Period	Service	Check	ACH	Total
16276	1/31/2024	Regional Government Services	January Services	Administration	11,803.32	-	11,803.32
1173.04-6060	2/2/2024	Davids Engineering	January Services	GSP Revisions	18,966.07	-	18,966.07
1173.03-6092	2/16/2024	Davids Engineering	January Services	Annual Reports	5,809.25	-	5,809.25
Various	1/31/2024	Young & Wooldridge	January Services	Legal Services	2,936.25	-	2,936.25
12175	2/5/2024	Crippen & Associates	January Services	Accounting Services	<u>333.50</u>	<u>-</u>	<u>333.50</u>
JANUARY WARRANT TOTAL					<u>\$ 39,848.39</u>	<u>\$ -</u>	<u>\$ 39,848.39</u>

**CLAIMS SUMMARY**

---

Invoice #	Invoice Date	Vendor	Service Period	Service	Check	ACH	Total
16276	1/31/2024	Regional Government Services	January Services	Administration	11,803.32	-	11,803.32
1173.04-6060	2/2/2024	Davids Engineering	January Services	GSP Revisions	18,966.07	-	18,966.07
1173.03-6092	2/16/2024	Davids Engineering	January Services	Annual Reports	5,809.25	-	5,809.25
Various	1/31/2024	Young & Wooldridge	January Services	Legal Services	2,936.25	-	2,936.25
12175	2/5/2024	Crippen & Associates	January Services	Accounting Services	<u>333.50</u>	<u>-</u>	<u>333.50</u>
JANUARY WARRANT TOTAL					<u>\$ 39,848.39</u>	<u>\$ -</u>	<u>\$ 39,848.39</u>



PO Box 1350  
Carmel Valley, CA 93924

# Invoice

Date	Invoice #
1/31/2024	16276

Bill To:
Colusa Groundwater Authority

P.O. No.	Due Date	Inv Sent
	3/1/2024	2/15/2024

Date	Description	Amount
1/31/2024	Contract Services for January - please see attached  Billed \$11,803 out of monthly \$15,000 Balance billed to date is \$77,338 against an NTE of \$175,000	11,803.32

Electronic Payment Information: Five Star Bank Routing: 121143037 Account: 003528782	<b>Total</b> <b>\$11,803.32</b>
---	---------------------------------

**Colusa Groundwater Authority**

Month: **January, 2024**

Hours and Rates by Pay Period					
	1st -15th		16th - EOM		Monthly
Advisor	Reg Hrs	Bill Rate	Reg Hrs	Bill Rate	Total Billed
CT	22.00	\$ 157.05	31.00	\$ 157.05	\$ 8,323.65
GS	6.50	\$ 146.58	4.75	\$ 146.58	\$ 1,649.03
DC	4.75	\$ 114.00	0.70	\$ 114.00	\$ 621.30
RM	0.00	\$ -	0.00	\$ -	\$ -
HT	0.30	\$ 109.94	10.70	\$ 109.94	\$ 1,209.34
<b>Totals</b>	<b>33.55</b>		<b>47.15</b>		<b>\$ 11,803.32</b>





# Client Activity Report

January 2024

Client	Task	Comment	Hours
<b>Colusa Groundwater Authority</b>			Client Hours 80.70
		<b>5350-000 - Colusa Groundwater Authority</b>	Task Hours 80.70
	1/2/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/2/2024	Respond to info request from APUD; provide update on temp water rights application; review FPPC correspondence; meeting coordination; review and respond to various emails	2.00
	1/3/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/4/2024	Attend annual report/GSP meeting; review and respond to emails	2.00
	1/5/2024	Coordinate LTF meeting; prepare and distribute LTF agenda and meeting notice; various emails	1.00
	1/8/2024	Coordination mtg w/L Hunter; research 90-day NOI letters; follow up with Chairman re joint board meeting schedule and other business; various emails	2.00
	1/9/2024	Pick up mail/scan/email/bank deposit	0.75
	1/9/2024	Long Term Funding Ad Hoc Meeting	2.00
	1/9/2024	CGA: Audit WIP	1.00
	1/9/2024	Attend LTF ad hoc committee meeting; provide requested info to MBK; prepare and distribute TAC agenda and meeting notice and post on website; begin drafting Dec TAC minutes	4.00
	1/10/2024	CGA: Financials WIP	0.50
	1/10/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/10/2024	Review, distribute and post Joint TAC meeting materials; continue drafting TAC minutes; attend call w/DE for TAC meeting planning; follow up w/MBK re water rights permit and finalize and submit protest response letter to SWRCB	3.00
	1/11/2024	CGA: Financials WIP	0.25
	1/11/2024	Finish drafting Joint TAC minutes; send to LH for review; distribute minutes to TAC; review and respond to emails	2.00
	1/12/2024	CGA: Financials WIP	0.25
	1/12/2024	TAC Meeting	2.00
	1/12/2024	Prepare, print and mail 90-day Notice of Intent letters for GSP adoption; coordination call w/D Carter; post info on website; prepare for and attend Joint TAC meeting	5.00
	1/13/2024	CGA: Audit WIP	2.00
	1/14/2024	CGA: Audit WIP	2.00
	1/15/2024	CGA: Financials WIP	0.50
	1/15/2024	Review and comment on draft agenda for DWR meeting; review invoices; review and respond to emails.	1.00
	1/16/2024	CGA: Financials WIP	0.75
	1/16/2024	Follow up w/consultants and others for board meeting presentations; review and follow up with LSCE re budget projection; follow up re water rights comment response; various emails	2.50
	1/17/2024	CGA: Financials WIP	2.00
	1/17/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/17/2024	Review invoices; coordinate agenda materials; review and respond to emails	1.00
	1/18/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/18/2024	CGA: Financials WIP	1.00



# Client Activity Report

January 2024

Client	Task	Comment	Hours
	1/18/2024	Attend annual report and GSP meeting w/DE; coordinate w/staff on board meetings; review and discuss financial info with Treasurer; follow up w/MBK re protest; agenda planning; coordinate w/Lisa H on special meeting schedule; various emails	3.50
	1/18/2024	Creating and sending out Zoom and Calendar invites for 2024 Board meetings.	0.30
	1/18/2024	Scheduling CGA staff meeting.	0.20
	1/19/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/19/2024	Prepare board meeting agenda, review and edit minutes, begin preparing staff reports and coordinate presentations with consultants	6.50
	1/19/2024	Preparing for 1/23 CGA Board meeting.	0.20
	1/20/2024	Finish preparing board packet materials and staff reports; post and distribute agenda and meeting packet	4.00
	1/20/2024	Compiling 1/23 CGA Board agenda packet.	0.30
	1/20/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/21/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/22/2024	Meet w/MBK, atty re water rights appl protest; meet w/DWR re GSP; review and respond to emails;	2.00
	1/22/2024	Make bank deposit. Pick up checks/address envelopes, deliver to Steve Geiger to take to meeting.	0.70
	1/22/2024	General Assignment Time	1.00
	1/22/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/22/2024	Updating Form 700 portal and sending leaving office and assuming office statements.	0.70
	1/22/2024	Preparing for 1/23 CGA Board meeting.	1.00
	1/23/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/23/2024	Clerking 1/23 CGA Board meeting.	2.00
	1/23/2024	Prepare for and virtually attend board meeting; follow up on items from meeting	3.50
	1/23/2024	Preparing for CGA Special Board meeting.	0.20
	1/23/2024	Preparing for 1/23 CGA regular Board meeting.	0.80
	1/24/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/24/2024	Review and follow up with Lisa H and DE on agenda and materials for special board meeting	1.00
	1/24/2024	Preparing for CGA Special Board meeting.	0.20
	1/25/2024	Finalize, post and distribute special board meeting agenda and packet; follow up re outreach event coordination	1.50
	1/25/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/25/2024	Updating Form 700 portal and sending leaving office and assuming office statements.	0.10
	1/26/2024	Prepare for and attend special joint board meeting	3.50
	1/29/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10
	1/29/2024	Call and follow up w/MBK re water rights responses; follow up and coordination re outreach events	1.00
	1/30/2024	Send response to SWRCB re SWC comments; coordinate outreach events with staff and LSCE; call w/Dir Dunlap and follow up with Williams CM; various emails	1.00
	1/31/2024	Drafting meeting minutes for 1/23 CGA Board meeting.	3.60
	1/31/2024	Communicating with RGS and CGA staff advisors via email and RingCentral.	0.10

**Invoice**

**DAVIDS ENGINEERING, INC.**  
**Tax ID#68-0346173**  
**1772 Picasso Avenue, Suite A**  
**Davis, CA 95618-0550**  
**530/757-6107 - phone**  
**530/757-6118 - fax**

February 02, 2024  
 Invoice No: 1173.04 - 6060

Carol Thomas-Keefer  
 Colusa Groundwater Authority  
 P.O. Box 475  
 Colusa, CA 95932

Project 1173.04 Colusa Groundwater Authority - Colusa Subbasin GSP Revisions  
Professional Services from January 01, 2024 to January 31, 2024

Task 01.00 Phase 1 Revisions  
 Sub-Task 01.00 Participate in Meetings with GSA Staff

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Supervising Engineer				
Davids, Jeff	1.00	228.00	228.00	
Associate Engineer I				
Klug, Katherine	4.00	188.00	752.00	
Associate Project Assistant				
Clark, Cynthia	.50	108.00	54.00	
<b>Totals</b>	<b>5.50</b>		<b>1,034.00</b>	
<b>Total Labor</b>				<b>1,034.00</b>
				<b>Total this Sub-Task</b>
				<b>\$1,034.00</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	1,034.00	1,711.50	2,745.50
<b>Totals</b>	<b>1,034.00</b>	<b>1,711.50</b>	<b>2,745.50</b>

Sub-Task 02.00 Participate in Meetings with GSAs to Discuss Policy and Technical Alternatives

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Supervising Engineer				
Davids, Jeff	11.00	228.00	2,508.00	
Associate Engineer I				
Klug, Katherine	28.25	188.00	5,311.00	
<b>Totals</b>	<b>39.25</b>		<b>7,819.00</b>	
<b>Total Labor</b>				<b>7,819.00</b>

**Reimbursable Expenses**

Travel and Lodging				
1/12/2024	Davids, Jeff	Chico to Maxwell	64.32	
<b>Total Reimbursables</b>			<b>64.32</b>	<b>64.32</b>
				<b>Total this Sub-Task</b>
				<b>\$7,883.32</b>

**Billings to Date**

	Current	Prior	Total
Labor	7,819.00	1,432.00	9,251.00
Expense	64.32	0.00	64.32
<b>Totals</b>	<b>7,883.32</b>	<b>1,432.00</b>	<b>9,315.32</b>

Sub-Task 03.00 Participate in Meetings with DWR to Review Policy and Technical Alternatives

**Professional Personnel**

	Hours	Rate	Amount	
Supervising Engineer Davids, Jeff	4.25	228.00	969.00	
Associate Engineer I Klug, Katherine	7.50	188.00	1,410.00	
Totals	11.75		2,379.00	
<b>Total Labor</b>				<b>2,379.00</b>
			<b>Total this Sub-Task</b>	<b>\$2,379.00</b>

**Billings to Date**

	Current	Prior	Total
Labor	2,379.00	2,962.00	5,341.00
<b>Totals</b>	<b>2,379.00</b>	<b>2,962.00</b>	<b>5,341.00</b>

Sub-Task 04.00 Initiate Required Technical Revisions

**Professional Personnel**

	Hours	Rate	Amount	
Principal Engineer Davids, John	3.25	249.00	809.25	
Assistant Engineer II Winslow, Jacob	3.50	139.00	486.50	
Supervising Engineer Davids, Jeff	4.25	228.00	969.00	
Associate Engineer I Klug, Katherine	25.25	188.00	4,747.00	
Staff Project Assistant Schroeder, Cathy	7.00	94.00	658.00	
Totals	43.25		7,669.75	
<b>Total Labor</b>				<b>7,669.75</b>
			<b>Total this Sub-Task</b>	<b>\$7,669.75</b>

**Billings to Date**

	Current	Prior	Total
Labor	7,669.75	1,111.75	8,781.50
<b>Totals</b>	<b>7,669.75</b>	<b>1,111.75</b>	<b>8,781.50</b>

**Contract Amount**

	Current	Prior	To-Date	
Total Billings	18,966.07	7,217.25	26,183.32	
Contract Amount			47,519.00	
Remaining			21,335.68	
			<b>Total this Task</b>	<b>\$18,966.07</b>

---

Project	1173.04	CGA - Colusa Subbasin GSP Revisions	Invoice	6060
---------	---------	-------------------------------------	---------	------

---


**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	
Labor	18,901.75	7,217.25	26,119.00	
Expense	64.32	0.00	64.32	
<b>Totals</b>	<b>18,966.07</b>	<b>7,217.25</b>	<b>26,183.32</b>	
			<b>Total this Invoice</b>	<b>\$18,966.07</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	18,901.75	7,217.25	26,119.00
Expense	64.32	0.00	64.32
<b>Totals</b>	<b>18,966.07</b>	<b>7,217.25</b>	<b>26,183.32</b>

I certify that the above invoice is true and correct to the best of my knowledge.

Authorized By:  Date: 02/02/2024

## Billing Backup

Friday, February 2, 2024

Davids Engineering, Inc.

Invoice 6060 Dated 2/2/2024

4:39:53 PM

Project	1173.04	Colusa Groundwater Authority - Colusa Subbasin GSP Revisions		
Task	01.00	Phase 1 Revisions		
Sub-Task	01.00	Participate in Meetings with GSA Staff		

**Professional Personnel**

	Hours	Rate	Amount
<b>Supervising Engineer</b>			
Davids, Jeff	1/18/2024	1.00	228.00
GSP revisions discussion with CGA and GGA staff and Board representatives.			
<b>Associate Engineer I</b>			
Klug, Katherine	1/3/2024	.50	188.00
preparing for Colusa GSP revisions coordination meeting			
Klug, Katherine	1/4/2024	1.50	282.00
Colusa GSP revisions coordination meeting with GSA staff and followup			
Klug, Katherine	1/18/2024	2.00	376.00
preparing for and participating in meeting with GSA staff/Board members to discuss GSP revisions; updating and sharing GSP revision-related materials			
<b>Associate Project Assistant</b>			
Clark, Cynthia	1/3/2024	.25	108.00
Project Support, Accounting			
Clark, Cynthia	1/15/2024	.25	108.00
Project Support, Accounting			
<b>Totals</b>		5.50	1,034.00
<b>Total Labor</b>			<b>1,034.00</b>
<b>Total this Sub-Task</b>			<b>\$1,034.00</b>

Sub-Task	02.00	Participate in Meetings with GSAs to Discuss Policy and Technical Alternatives		
----------	-------	--	--	--

**Professional Personnel**

	Hours	Rate	Amount
<b>Supervising Engineer</b>			
Davids, Jeff	1/12/2024	4.00	228.00
Preparation for and participation in Joint TAC meeting for developing approaches for GSP revisions for PMAs and Overdraft assessment.			
Davids, Jeff	1/15/2024	.75	228.00
Preparing for Joint GSA and TAC meetings. Characterizing overdraft and groundwater level declines.			
Davids, Jeff	1/23/2024	.50	228.00
Development of agenda for Joint GSA meeting with K. Klug.			
Davids, Jeff	1/26/2024	5.75	228.00
Preparation for and participation in Joint GSA meeting. Covering revisions to overdraft, PMAs, and introducing subsidence discussions.			
<b>Associate Engineer I</b>			
Klug, Katherine	1/4/2024	3.00	188.00

Project	1173.04	CGA - Colusa Subbasin GSP Revisions	Invoice	6060
Klug, Katherine		preparing content and supporting materials for 1/12 Joint TAC meeting 1/5/2024	4.00 188.00	752.00
Klug, Katherine		preparation for 01/12 Joint TAC meeting (assembling supporting info for meeting packet; mapping) 1/8/2024	2.50 188.00	470.00
Klug, Katherine		preparation of materials for Joint TAC meeting 1/9/2024	2.75 188.00	517.00
Klug, Katherine		preparation of materials for Joint TAC meeting 1/10/2024	1.25 188.00	235.00
Klug, Katherine		preparing for and participating in discussion with GSA staff and counsel regarding PMA approach 1/11/2024	3.50 188.00	658.00
Klug, Katherine		preparing for 01/12 Joint TAC meeting 1/12/2024	4.25 188.00	799.00
Klug, Katherine		preparing for and participating in 01/12 Joint TAC meeting 1/17/2024	1.00 188.00	188.00
Klug, Katherine		preparing for coordination meeting with Colusa GSA staff/Board members regarding GSP revisions 1/23/2024	.50 188.00	94.00
Klug, Katherine		Joint Board meeting agenda review, materials prep 1/24/2024	1.50 188.00	282.00
Klug, Katherine		Joint Board meeting agenda review, materials prep 1/26/2024	4.00 188.00	752.00
		Colusa Joint Board meeting prep, participation		
		Totals	39.25	7,819.00
		<b>Total Labor</b>		<b>7,819.00</b>
<b>Reimbursable Expenses</b>				
		Travel and Lodging		
EX 0000421	1/12/2024	Davids, Jeff / Chico to Maxwell / Round trip travel from Chico to Maxwell / 96.00 miles @ 0.67		64.32
		<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>64.32</b>
				<b>64.32</b>
			<b>Total this Sub-Task</b>	<b>\$7,883.32</b>

-----  
Sub-Task 03.00 Participate in Meetings with DWR to Review Policy and Technical Alternatives

**Professional Personnel**

		Hours	Rate	Amount
	Supervising Engineer			
Davids, Jeff	1/15/2024	.50	228.00	114.00
	Reviewing agenda for DWR meeting 2 with K. Klug and correspondence regarding content and approach.			
Davids, Jeff	1/17/2024	.50	228.00	114.00
	Preparation for second DWR meeting.			
Davids, Jeff	1/20/2024	.50	228.00	114.00
	Preparation for second DWR meeting.			
Davids, Jeff	1/22/2024	2.25	228.00	513.00
	Preparation for and participation in DWR Meeting #2. Drafting meeting notes and sharing with K. Klug.			
Davids, Jeff	1/23/2024	.50	228.00	114.00
	Reviewing of DWR meeting #2 outcomes with K. Klug.			

Project	1173.04	CGA - Colusa Subbasin GSP Revisions	Invoice	6060
Associate Engineer I				
Klug, Katherine	1/11/2024	.50	188.00	94.00
preparing for 01/22 DWR meeting				
Klug, Katherine	1/15/2024	2.25	188.00	423.00
preparing and sharing agenda and draft questions with DWR for 01/22 DWR meeting; preparing draft ppt and content for DWR meeting				
Klug, Katherine	1/18/2024	1.00	188.00	188.00
preparing ppt and supporting info for 01/22 DWR meeting				
Klug, Katherine	1/22/2024	3.00	188.00	564.00
preparation for, participation in, and follow up regarding DWR consultation meeting #2				
Klug, Katherine	1/23/2024	.75	188.00	141.00
DWR meeting debrief and notes compilation				
Totals		11.75		2,379.00
<b>Total Labor</b>				<b>2,379.00</b>
			<b>Total this Sub-Task</b>	<b>\$2,379.00</b>

---

Sub-Task	04.00	Initiate Required Technical Revisions		
<b>Professional Personnel</b>				
		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Principal Engineer				
Davids, John	1/8/2024	1.00	249.00	249.00
discussion w/ Katie re PMAs in Colusa				
Davids, John	1/9/2024	1.50	249.00	373.50
review and provide comments to Katie on Colusa Joint TAC PPT				
Davids, John	1/10/2024	.75	249.00	186.75
meeting w/ clients, Katie, and Val re joint TAC meeting on 1/12 and review of associated PPT and approach				
Assistant Engineer II				
Winslow, Jacob	1/4/2024	1.50	139.00	208.50
Setting up and running GWL contour script.				
Winslow, Jacob	1/16/2024	1.00	139.00	139.00
Editing hydrograph script.				
Winslow, Jacob	1/17/2024	1.00	139.00	139.00
Updating hydrograph script.				
Supervising Engineer				
Davids, Jeff	1/11/2024	1.00	228.00	228.00
Working with K. Klug on approach for revisions to PMAs, overdraft, groundwater levels, and subsidence.				
Davids, Jeff	1/15/2024	1.00	228.00	228.00
Working with K. Klug on technical revisions to the GSP regarding SMCs and PMAs.				
Davids, Jeff	1/20/2024	.50	228.00	114.00
Working on approaches for GSP revisions and associated materials.				
Davids, Jeff	1/23/2024	.50	228.00	114.00
Working on technical approach for developing and refining focus areas or areas of interest for GSP revisions. Correspondence with D. Williams and K. Klug on these concepts.				
Davids, Jeff	1/26/2024	.75	228.00	171.00
Working on notes and approach for upcoming technical work. Reviewing materials and InSAR materials.				



Project	1173.04	CGA - Colusa Subbasin GSP Revisions	Invoice	6060
Davids, Jeff	1/31/2024	.50 228.00	114.00	
Working with K. Klug on technical revisions to SMCs and URs.				
Associate Engineer I				
Klug, Katherine	1/3/2024	2.75 188.00	517.00	
preparing maps of subsidence and infrastructure, preparing alternative revised overdraft estimates				
Klug, Katherine	1/4/2024	2.00 188.00	376.00	
preparing proposed revised overdraft estimates based on average WY/water supply period; reviewing potential triggers for GSP PMA implementation in other GSPs; reviewing PMA alternatives in GSPs, resources				
Klug, Katherine	1/5/2024	2.25 188.00	423.00	
preparing content updates for GSP overdraft, infrastructure sensitivity assessment				
Klug, Katherine	1/8/2024	2.00 188.00	376.00	
preparation of PMA updates approach, overdraft estimates, maps of subsidence/infrastructure				
Klug, Katherine	1/9/2024	1.25 188.00	235.00	
preparation of PMA updates approach, overdraft estimates, maps of subsidence/infrastructure				
Klug, Katherine	1/16/2024	.25 188.00	47.00	
coordination on regional approaches to GSP revisions				
Klug, Katherine	1/18/2024	.75 188.00	141.00	
gathering supporting info and drafting agreement/MOU outline for management actions				
Klug, Katherine	1/19/2024	2.50 188.00	470.00	
updating strategy for technical revisions; preparing and sharing updates to PMA data requests to gather more info for planned/ongoing projects				
Klug, Katherine	1/22/2024	.25 188.00	47.00	
coordination of policy discussions with DE staff				
Klug, Katherine	1/23/2024	.25 188.00	47.00	
reviewing TM to define GWL SMC relative to land use				
Klug, Katherine	1/29/2024	.25 188.00	47.00	
outlining SMC text revisions				
Klug, Katherine	1/30/2024	6.25 188.00	1,175.00	
outlining SMC text revisions (subsidence, GWL); meeting with GCID and followup regarding data request and PMA updates; drafting GWL SMC updates and generating sample hydrographs				
Klug, Katherine	1/31/2024	4.50 188.00	846.00	
outlining SMC text revisions (GWL); drafting GWL SMC updates and generating sample hydrographs; preparing draft formal agreement materials				
Staff Project Assistant				
Schroeder, Cathy	1/4/2024	1.00 94.00	94.00	
Project Management Action Spreadsheet				
Schroeder, Cathy	1/5/2024	2.50 94.00	235.00	
Project Management Action spreadsheet				
Schroeder, Cathy	1/8/2024	3.50 94.00	329.00	
Project Management Actions Spreadsheet				
Totals		43.25	7,669.75	
<b>Total Labor</b>				<b>7,669.75</b>
			<b>Total this Sub-Task</b>	<b>\$7,669.75</b>

---

Project	1173.04	CGA - Colusa Subbasin GSP Revisions	Invoice	6060
			<b>Total this Task</b>	<b>\$18,966.07</b>
			<b>Total this Project</b>	<b>\$18,966.07</b>
			<b>Total this Report</b>	<b>\$18,966.07</b>

**Invoice**

**DAVIDS ENGINEERING, INC.**  
**Tax ID#68-0346173**  
**1772 Picasso Avenue, Suite A**  
**Davis, CA 95618-0550**  
**530/757-6107 - phone**  
**530/757-6118 - fax**

February 16, 2024  
 Invoice No: 1173.03 - 6092

Carol Thomas-Keefer  
 Colusa Groundwater Authority  
 P.O. Box 475  
 Colusa, CA 95932

Project 1173.03 Colusa Groundwater Authority - Colusa Subbasin Groundwater Sustainability  
 Plan Annual Reports

**Professional Services from January 01, 2024 to January 31, 2024**

Task	02.00	WY 2023 GSP Annual Report
Sub-Task	DE.00	Davids Engineering, Inc.

**Professional Personnel**

	Hours	Rate	Amount	
Assistant Engineer II				
Winslow, Jacob	1.25	139.00	173.75	
Supervising Engineer				
Davids, Jeff	.50	224.00	112.00	
Davids, Jeff	1.50	228.00	342.00	
Associate Engineer I				
Klug, Katherine	14.00	188.00	2,632.00	
Associate Project Assistant				
Clark, Cynthia	.75	108.00	81.00	
Staff Project Assistant				
Schroeder, Cathy	1.50	94.00	141.00	
<b>Totals</b>	19.50		3,481.75	
<b>Total Labor</b>				<b>3,481.75</b>

Contract Amount	Current	Prior	To-Date	
Total Billings	3,481.75	7,989.50	11,471.25	
Contract Amount			27,900.00	
Remaining			16,428.75	
		<b>Total this Sub-Task</b>		<b>\$3,481.75</b>

**Billings to Date**

	Current	Prior	Total
Labor	3,481.75	7,989.50	11,471.25
<b>Totals</b>	<b>3,481.75</b>	<b>7,989.50</b>	<b>11,471.25</b>

Sub-Task	LS.CE	Luhdorff & Scalmanini Consulting Engineers
----------	-------	--

Project	1173.03	CGA - Colusa Sub. GSP Annual Reports	Invoice	6092
---------	---------	--------------------------------------	---------	------

**Consultants**

Luhdorff & Scalmanini Consulting Enginee				
1/23/2024	Luhdorff & Scalmanini Consulting Engineers	Professional services through December 31, 2023 - see attached	2,327.50	
<b>Total Consultants</b>			<b>1.0 times</b>	<b>2,327.50</b>
				<b>2,327.50</b>

**Contract Amount**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	2,327.50	1,832.00	4,159.50	
Contract Amount Remaining			27,900.00	
			23,740.50	
			<b>Total this Sub-Task</b>	<b>\$2,327.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	
Consultant	2,327.50	1,832.00	4,159.50	
<b>Totals</b>	<b>2,327.50</b>	<b>1,832.00</b>	<b>4,159.50</b>	
			<b>Total this Task</b>	<b>\$5,809.25</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	
Labor	3,481.75	7,989.50	11,471.25	
Consultant	2,327.50	1,832.00	4,159.50	
<b>Totals</b>	<b>5,809.25</b>	<b>9,821.50</b>	<b>15,630.75</b>	
			<b>Total this Invoice</b>	<b>\$5,809.25</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	3,481.75	51,132.00	54,613.75
Consultant	2,327.50	20,426.25	22,753.75
<b>Totals</b>	<b>5,809.25</b>	<b>71,558.25</b>	<b>77,367.50</b>

I certify that the above invoice is true and correct to the best of my knowledge.

Authorized By:  Date: 02/16/2024

# Billing Backup

Friday, February 16, 2024

Davids Engineering, Inc.

Invoice 6092 Dated 2/16/2024

1:40:24 PM


Project	1173.03	Colusa Groundwater Authority - Colusa Subbasin Groundwater Sustainability Plan Annual Reports		
Task	02.00	WY 2023 GSP Annual Report		
Sub-Task	DE.00	Davids Engineering, Inc.		

**Professional Personnel**

	Hours	Rate	Amount
<b>Assistant Engineer II</b>			
Winslow, Jacob	1/8/2024	1.00	139.00
Updating LULC script. Writing TM.			
Winslow, Jacob	1/11/2024	.25	34.75
Updating LULC script.			
<b>Supervising Engineer</b>			
Davids, Jeff	11/2/2023	.50	112.00
Working on updates to water budget processes with K. Klug.			
Davids, Jeff	1/15/2024	.25	57.00
Coordinating with LSCE team on WY 2023 reports.			
Davids, Jeff	1/18/2024	.50	114.00
WY2023 annual report discussion with CGA/GGA staff and Board representatives.			
Davids, Jeff	1/30/2024	.75	171.00
Call with K. Klug and GCID regarding data requests and annual report next steps.			
<b>Associate Engineer I</b>			
Klug, Katherine	1/3/2024	.25	47.00
preparing for Colusa Annual Report coordination meeting			
Klug, Katherine	1/4/2024	1.00	188.00
Colusa Annual Report coordination meeting and followup			
Klug, Katherine	1/9/2024	.25	47.00
preparing contours, materials for Colusa Annual Report discussion			
Klug, Katherine	1/11/2024	1.25	235.00
Colusa annual report tracker development, updating Colusa annual report doc and supporting materials			
Klug, Katherine	1/15/2024	1.25	235.00
hydrograph review, preparing draft materials to share with GSA staff/Board members			
Klug, Katherine	1/17/2024	1.50	282.00
preparing draft materials and presentation for discussion of annual report updates with GSA staff/Board members; responding to question on annual report materials; reviewing data requests;			
Klug, Katherine	1/18/2024	1.75	329.00
discussion of Annual Report updates and content with GSA staff/Board members; updating and sharing hydrographs, contour maps, change in storage figures			
Klug, Katherine	1/19/2024	2.75	517.00
preparing and sharing updates to PMA/water use data requests to gather more info for annual reports			
Klug, Katherine	1/22/2024	.25	47.00
Colusa annual report coordination (data requests and data received review)			

Project	1173.03	CGA - Colusa Sub. GSP Annual Reports	Invoice	6092		
Klug, Katherine		1/26/2024	.25	188.00	47.00	
		Colusa Annual Report updates coordination				
Klug, Katherine		1/29/2024	1.75	188.00	329.00	
		preparing and sharing updates to PMA/water use data requests to gather more info for annual reports				
Klug, Katherine		1/30/2024	.75	188.00	141.00	
		GEEEO TM development for annual report appendix; meeting with GCID and followup regarding data request and PMA updates				
Klug, Katherine		1/31/2024	1.00	188.00	188.00	
		Colusa Annual Report meeting prep, GWL table review				
		Associate Project Assistant				
Clark, Cynthia		1/16/2024	.25	108.00	27.00	
		Project Support, Accounting				
Clark, Cynthia		1/18/2024	.25	108.00	27.00	
		Project Support, Accounting				
Clark, Cynthia		1/23/2024	.25	108.00	27.00	
		Project Support, Accounting				
		Staff Project Assistant				
Schroeder, Cathy		1/16/2024	1.50	94.00	141.00	
		Data Entry				
		Totals	19.50		3,481.75	
		<b>Total Labor</b>				<b>3,481.75</b>
					<b>Total this Sub-Task</b>	<b>\$3,481.75</b>

---

Sub-Task	LS.CE	Luhdorff & Scalmanini Consulting Engineers		
<b>Consultants</b>				
Luhdorff & Scalmanini Consulting Enginee				
AP 10188	1/23/2024	 Luhdorff & Scalmanini Consulting Engineers / Professional services through December 31, 2023 - see attached		2,327.50
		<b>Total Consultants</b>	<b>1.0 times</b>	<b>2,327.50</b>
			<b>Total this Sub-Task</b>	<b>\$2,327.50</b>
			<b>Total this Task</b>	<b>\$5,809.25</b>
			<b>Total this Project</b>	<b>\$5,809.25</b>
			<b>Total this Report</b>	<b>\$5,809.25</b>



**Invoice**

January 23, 2024

DAVIDS ENGINEERING, INC.  
Attn: Grant Davids  
1772 Picasso Avenue, Suite A  
Davis, CA 95618

Invoice No: 40823

Project: 231155 COLUSA SUBBASIN ANNUAL  
REPORT 2023

*Davids Eng: 1173.03*

**Professional services rendered through December 31, 2023**

---

**Task: 11 Analysis of Existing Data**

**Professional Personnel**

	Hours	Rate	Amount	
Senior Hydrogeologist	12.25	190.00	\$2,327.50	
<b>Total Professional Labor</b>	<b>12.25</b>		<b>\$2,327.50</b>	<b>\$2,327.50</b>

**Total This Task      \$2,327.50**

**Total This Invoice      \$2,327.50**

**Outstanding Invoices**

Number	Date	Balance
40669	12/08/2023	\$1,832.00
<b>Total</b>		<b>\$1,832.00</b>

**Total Now Due      \$4,159.50**

**Billing Summary**

	<u>Previously Billed</u>	<u>Current Billing</u>	<u>Billed To Date</u>
<b>Labor &amp; Expenses</b>	<b>\$1,832.00</b>	<b>\$2,327.50</b>	<b>\$4,159.50</b>

**Billing Backup**

Tuesday, January 23, 2024

**Luhdorff & Scalmanini, Cons. Eng. Invoice Dated January 23, 2024**

10:50:03 AM

**231155 COLUSA SUBBASIN ANNUAL REPORT 2023**

Invoice No: 40823

**Task: 11 - Analysis of Existing Data**

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Senior Hydrogeologist						
233CE Esposito, Cab	11/29/2023		8.00	190.00	\$1,520.00	
<i>Update land use estimates</i>						
233CE Esposito, Cab	11/30/2023		2.00	190.00	\$380.00	
<i>Update land use estimates</i>						
233CE Esposito, Cab	12/6/2023		.25	190.00	\$47.50	
<i>Team meetings</i>						
233CE Esposito, Cab	12/7/2023		1.00	190.00	\$190.00	
<i>Team meeting</i>						
233CE Esposito, Cab	12/8/2023		1.00	190.00	\$190.00	
<i>Landuse review</i>						
	<b>Totals</b>		<b>12.25</b>		<b>\$2,327.50</b>	
	<b>Total Labor</b>				<b>\$2,327.50</b>	<b>\$2,327.50</b>
	<b>Total this task</b>					<b>\$2,327.50</b>
				<b>Total This Invoice</b>		<b>\$2,327.50</b>



Colusa Ground Water Authority  
PO Box 475  
Colusa, CA 95932

February 5, 2024  
Invoice: 12175

---

For Professional Services Rendered:

- |          |     |  |
|----------|-----|--|
| 01/9/24  | BMG | Bookkeeping - Reconcile accounts ending 4884 and 9527 for the month of November. enter invoices into QB's. print November monthly reports to paper, PDF and Excel.<br><br>Bookkeeping - Reconcile accounts 7346 and 9527 for the month of December. email client for account 4884 December bank statement.   |
| 01/10/24 | BMG | Bookkeeping - Reconcile account 4884 for the month of December. Print December monthly reports to paper, pdf and excel. generate CGA Form and print  |
| 01/12/24 | BMG | Bookkeeping - locate last years payment received from Trident, take snip it of business name on check and email to Gina.   |
| 01/15/24 | AV  | Bookkeeping - Check Financial Statements November Bank Recon<br><br>Bookkeeping - Check Financial Statements December bank statements and checks to process  |
|          | BMG | Bookkeeping - update customer information in QB's and email invoice to customer and client.  |
| 01/22/24 | BMG | Bookkeeping - email Gina regarding preparing checks per updated claim summary/warrant list received. print out invoices added to claim summary and enter into QB's, pay and print blank paper checks. write checks and make copies, save in client file. email Denise when checks are ready to be picked up. |

<b>Invoice Total</b>	<b>\$333.50</b>
Previous Balance	\$345.00
Current Payments	-\$345.00
<b>Balance Due</b>	<b>\$333.50</b>

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. If you would like to make a payment by credit card you can do so on our website [www.crippencacpa.com](http://www.crippencacpa.com) or call our office at 530-742-8201.

Thank you for your business!

Current	31 to 60	61 to 90	91 and Over	Total
333.50	0.00	0.00	0.00	333.50

-----  
 Please detach and return this portion with payment.

Colusa Ground Water Authority

February 5, 2024

Credit Card Type \_\_\_\_\_ Check # \_\_\_\_\_

Invoice 12175

Card # \_\_\_\_\_ CVV2 \_\_\_\_\_

Amount Due \$ 333.50

Exp. Date \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_

Signature \_\_\_\_\_

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

### AGENDA SUPPORT MATERIALS

#### AGENDA ITEM 4: Status and Discussion of Temporary Water Rights Permit Application

#### **ACTION ITEM**

#### **BACKGROUND:**

Last fall, with assistance from the state Department of Water Resources and its consultant, MBK Engineers, Colusa Groundwater Authority submitted an application with the State Water Resources Control Board (SWRCB) for a 180-day Temporary Water Rights Permit. The proposed project would divert up to 6,000 acre-feet per year of excess flows from the Sacramento River through the Tehama-Colusa Canal into portions of Salt Creek and Elk Creek for groundwater recharge. Comments to the application were received from the California Department of Fish and Wildlife, and protests were received from the California Sportfishing Protection Alliance, as well as from T&M King Farms. CGA has provided responses to the two protests, but certain issues raised by Mr. King, specifically water quality monitoring and sand bar mitigation, remain unresolved. Additionally, the SRWCB has indicated that the diversion criteria proposed in the application will not be accepted, as only the existing “90/20” criteria can ensure protection of upstream uses when using the streamlined water availability analysis required for processing temporary permits. The 90<sup>th</sup> percentile/20 percent method requires that diversions must be capped at 20 percent of daily flows when flows are above the 90<sup>th</sup> percentile daily flow. However, under these conditions, downstream waterways are also likely to be inundated and would likely not accommodate the excess flows as planned for recharge.

#### **RECOMMENDATION:**

The Board should discuss the status of CGA’s Temporary Water Rights Application and determine how to proceed.

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

### AGENDA SUPPORT MATERIALS

**AGENDA ITEM 5:** Presentation on Water Year 2023 Annual Report on Colusa Subbasin

Representatives from Davids Engineering and from Lohdorff & Scalmanini will provide a presentation on the draft Water Year 2023 Annual Report for the Colusa Subbasin.

The report is prepared pursuant to requirements of the Sustainable Groundwater Management Act and must be submitted to the state Department of Water Resources by April 1 of each year.

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

### AGENDA SUPPORT MATERIALS

#### AGENDA ITEM 6: GSP Revisions Update

On October 26, 2023, the Department of Water Resources (DWR) issued a letter informing the Groundwater Sustainability Agencies (GSAs) of its determination of the Colusa Subbasin GSP to be “incomplete”. The letter outlined specific deficiencies and recommended corrective actions which include:

- a) Re-evaluation of the overdraft conditions in the Subbasin using the most recent data, and include projects and management actions to mitigate overdraft;
- b) Providing a more detailed explanation and justification of the sustainable management criteria for groundwater levels, particularly minimum thresholds and measurable objectives, and quantify the effects of those criteria on beneficial uses; and
- c) Providing a more detailed explanation and justification of sustainable management criteria, monitoring method, and projects and management actions related to land subsidence.

The consultant team (Davids Engineering) has been retained to complete the Colusa Subbasin GSP Revisions to address the identified deficiencies. The work has been broken into two phases, the first of which will provide the consultant team with policy guidance from the GSA Boards. The second phase will include the plan revisions based on the policy direction provided in Phase 1.

The CGA/GGA Joint TAC has received presentations from the consultant team and engaged in discussion on the identified deficiencies in order to provide recommendations to the GSA Boards.

Using feedback from the Joint TAC, the consultant team presented approaches to the two GSA Boards for development of a domestic well mitigation program and a demand management program, and also proposed recommendations for possible Groundwater Level Sustainable Management Criteria (SMC) as well as a monitoring network and basis of SMC for land subsidence. (Presentations available in the February 23 Joint Board meeting materials: <https://colusagroundwater.org/wp-content/uploads/2024/02/24.02.23-Agenda-CGA-GGA-Board-Joint-mtg-pkt.pdf>.)

The two GSA boards gave general concurrence to the consultant team to continue developing the proposed approaches, with additional review and discussion to follow at upcoming Joint TAC and Joint GSA board meetings in March.

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

### AGENDA SUPPORT MATERIALS

#### AGENDA ITEM 7: Discussion of 2024 Committees and Assignments

#### **ACTION ITEM**

##### **BACKGROUND:**

The CGA Board has several new board members for 2024, so the committee list should be revisited and updated. Additionally, some ad hoc committees may be ready to be dissolved, or new committees may be needed. In particular:

- the ad hoc FY 2023-24 Budget Committee should be dissolved, and a new ad hoc Budget Committee for FY 2024-25 should be appointed.
- a new representative or new alternate should be appointed to the Butte Subbasin Advisory Board
- new board members should indicate interest in committee participation as appropriate.

The existing committee roster is included for board member review and update.

##### **RECOMMENDATION:**

The CGA Board should review the existing committee list, recommend updates and changes as needed, and approve a new committee list for 2024.

##### **ATTACHMENT:**

- List of CGA Standing and ad hoc Committees as of 2023

# Colusa Groundwater Authority

## Groundwater Sustainability Agency

---

1213 Market Street | Colusa, CA 95932 | 530.458.0891

### **CGA AD HOC AND STANDING COMMITTEES**

**Appointed/updated Feb 2023**

#### **Executive Committee (Standing)**

*Agenda review, policy discussions, coordinates with GGA Executive Committee*

Hilary Reinhard, Lance Boyd, Darrin Williams, Frank A. Nobriga and Jim Wallace

#### **Technical Committee (Standing)**

*Oversight on technical work especially related to GSP, coordinates with GGA Technical Committee*

Bill Vanderwaal, Jim Wallace

Darrin Williams, CC Groundwater Commission

Deke Dormer

#### **Butte Subbasin Advisory Board**

*Coordinates with other GSAs in the Butte Subbasin*

Jeff Moresco

#### **Long Term Funding Committee (Ad Hoc)**

*Develop proposals for long term funding*

Thad Bettner, Darrin Williams, Jeff Moresco, Frank A. Nobriga

#### **Budget Committee FY 2023/24 (Ad Hoc)**

*Develop annual budget and review Prop 218 fee*

Jeff Moresco, Frank A. Nobriga, Daurice Kalfsbeek-Smith

#### **Well Monitoring Pilot Program (Ad Hoc)**

*Coordinate Pilot Program for installation and operation of private well monitoring system*

Jim Wallace

#### **Community Outreach (Ad Hoc)**

*Coordinate content and schedule for outreach activities*

Darrin Williams, Daurice Kalfsbeek-Smith, Jeff Moresco, Bill Vanderwaal, Jim Wallace

#### **By-Laws Committee (Ad Hoc)**

*Develop by-laws for board review and adoption*

Bill Vanderwaal, Hilary Reinhard

#### **Temporary Water Permit Committee (Ad Hoc)**

*Work with DWR to obtain temporary water rights permit for recharge projects*

Shelly Murphy, Jim Wallace, Darrin Williams

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

### AGENDA SUPPORT MATERIALS

#### AGENDA ITEM 8: DWR Staff Update

Mr. Brandon Davison or another DWR representative may provide an update on DWR activities.

#### AGENDA ITEM 9: Committee Reports

**9a. Technical Advisory Committee** – Bill Vanderwaal, Jim Wallace, Darrin Williams, Deke Dormer  
The CGA/GGA Joint TAC met on Friday, February 9 to further discuss recommendations on projects and management actions, groundwater level sustainable management criteria, monitoring network, and basis for sustainable management criteria for subsidence. The Joint TAC will meet again on March 8 to continue to review and provide feedback and recommendations on proposed revisions to the GSP.

**9b. Long Term Funding ad hoc Committee** –Darrin Williams, Jeff Moresco, Frank A. Nobriga  
The committee has not met; however, three outreach events have been scheduled to review CGA’s funding needs for GSP implementation and the proposed new fee structure. Workshops are scheduled for February 27 in Colusa, February 28 in Maxwell, and February 29 in Arbuckle. All meetings begin at 6:00 p.m.

#### ATTACHMENT:

- Outreach Workshop Flyer

**9c. Temporary Water Rights ad hoc Committee** – Darrin Williams, Jim Wallace, Shelly Murphy  
Detailed report provided earlier in the meeting.



# JOIN US FOR -PUBLIC WORKSHOPS-

## Funding Needs for Groundwater Sustainability Plan (GSP) Implementation *Hosted by the Colusa Groundwater Authority*

**FEBRUARY 27, 2024**

**6:00 PM**

Colusa Veteran's Hall  
1-99 E. Main St.  
Colusa, CA 95932

**FEBRUARY 28, 2024**

**6:00 PM**

Sites Project Authority  
122 Old Highway 99W  
Maxwell, CA 95955

**FEBRUARY 29, 2024**

**6:00 PM**

Arbuckle Fire Dept.  
506 Lucas St.  
Arbuckle, CA 95912

We need your input as the Groundwater Sustainability Agency (GSA) identifies future funding needs to implement the GSP and comply with the Sustainable Groundwater Management Act (SGMA).

Questions and input are encouraged! If you are unable to attend and want to be notified of other opportunities to provide input, please contact Carol Thomas-Keefer ([cthomaskeeper@rgs.ca.gov](mailto:cthomaskeeper@rgs.ca.gov), 650.587.7300, ext. 17).

For more information regarding the CGA: <https://colusagroundwater.org/>

## Colusa Groundwater Authority Board of Directors Meeting

February 27, 2024 | 1:30 p.m.

[AGENDA SUPPORT MATERIALS](#)

### AGENDA ITEM 10: Administrative Update

The Program Manager may provide updates on pending administrative or managerial matters.

### AGENDA ITEM 11: CLOSED SESSION

Closed Session

- a. Conference with Legal Counsel (Gov't Code 54956.9) – 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 12: Report Out of Closed Session

The Attorney will provide a report on any reportable action taken in Closed Session.

### AGENDA ITEM 13: Member Reports and Comments

#### INFORMATION ONLY

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

**AGENDA ITEM 14: Next Meeting**

A Joint CGA/GGA Special Board Meeting is scheduled for Friday, March 22, at 10:00 a.m., location to be determined.

The next regular meeting of the CGA Board of Directors will be held on Tuesday, March 26, at 1:30 p.m.

**AGENDA ITEM 15: Adjourn**