

Yolo Subbasin Groundwater Agency Board of Directors Meeting Agenda

Monday, September 20, 2021

3:15 p.m. to 5:00 p.m.

34274 State Highway 16, Woodland, CA 95695

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NOTICE TO PUBLIC

Public documents relating to any open session item listed on this agenda that are distributed to all or most of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Yolo Subbasin Groundwater Agency's Administrative Office at 34274 State Highway 16, Woodland 95695.

In compliance with the Americans with Disability Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting please contact YSGA office at (530) 662-3211. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

All items on the agenda will be open for the public comment before final action is taken. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a three-minute time limit. The Chair has the discretion of limiting the total time for an item.

3:15 1. CALL TO ORDER AND DETERMINATION OF QUORUM

3:20 2. ADDING ITEMS TO THE POSTED AGENDA – In order to add an agenda item, it must fit into one of the following categories: a) A majority determination that an emergency (as designed by the Brown Act) exists; or b) A 4/5ths determination that the need to take action arose subsequent to the agenda being posted.

3:25 3. PUBLIC FORUM – The Public may address the Yolo Subbasin Groundwater Agency Board of Directors on any item of interest not appearing on the agenda that is within the subject matter of the Yolo Subbasin Groundwater Agency.

- 3:30** **4. CONSIDERATION: CONSENT ITEMS**, pages 3-56
- a. Approve June 21, 2021 Board of Directors' Meeting Minutes, pages 5-10
 - b. Receive Fiscal Year 2020-2021 Financial Statements: July 1, 2020-June 30, 2021, pages 11-15
 - c. Receive Fiscal Year 2021-2022 Financial Statements: July-September 3 2021, pages 16-22
 - d. Approve Recommended Auditor for FY 2020/21 Audit, pages 23-48
 - e. Adopt 2022 Board of Directors Meeting Dates: 1/10, 3/21, 6/20, 9/19, 11/21/22
 - f. Receive minutes of Executive Committee: 6/7, 7/26, and 8/16/21, pages 49-53
 - g. Receive minutes of Working Group: 7/29/21, pages 54-56
- 3:40** **5. REPORT OF THE CHAIR AND EXECUTIVE OFFICER**, pages 57-68
Executive Officer report on activities since last Board meeting.
- 3:50** **6. WATER CONDITIONS UPDATE, Member Agency Roundtable**
- a. Dana Carey, Yolo County OES
 - b. Tim Busch, Woodland Davis Clean Water Agency
 - c. Leo Refsland, Madison/Knights Landing/Cacheville CSDs
 - d. Charlie Schaupp, Esparto CSD
- 4:00** **7. CONSIDERATION: RUMSEY WATER USERS ASSOCIATION'S REQUEST TO JOIN THE YOLO SUBBASIN GROUNDWATER AGENCY**, pages 69-76
- 4:10** **8. CONSIDERATION: NORTH YOLO MANAGEMENT AREA RECHARGE PROJECT**, pages 77-80
- 4:25** **9. CONSIDERATION: FORMATION OF YSGA DROUGHT CONTINGENCY PLANNING COMMITTEE**, page 81
- 4:45** **10. UPDATE: GROUNDWATER SUSTAINABILITY PLAN DEVELOPMENT**, pages 82-84
- a. GSP Development: Draft GSP released
 - b. Public Workshops 8/25 and 9/1/21
 - c. Groundwater Monitoring and Reporting
 - d. Stakeholder Communication and Outreach
- 4:50** **11. MEMBERS' REPORTS AND FUTURE AGENDA ITEMS** – Yolo Subbasin Groundwater Agency Members are invited to briefly report on current issues and recommended topics for future Yolo Subbasin Groundwater Agency Board of Directors' meetings.
- 4:58** **12. NEXT MEETING** – Monday, November 15, 2021
- 5:00** **13. ADJOURNMENT**

Consideration of items not on the posted agenda, items in the following categories: 1) majority determination that an emergency (as defined by the Brown Act) exists; or 2) a 4/5ths determination that the need to take action arose subsequent to posting of the agenda. I declare under penalty of perjury that the foregoing agenda was posted by September 17, 2021 and made available to the public during normal business hours at the following locations: YSGA's office at 34274 State Highway 16, Woodland 95695.

Kristin Sicke, Executive Officer

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 4

SUBJECT: Consideration: YSGA Consent Items

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

a. Approve June 21, 2021 YSGA Board of Directors' Meeting Minutes

Pursuant to Section 54957.5 of the Brown Act, copies of the draft minutes are available to the public at the Board meetings prior to their approval.

b. Receive Fiscal Year 2020-2021 Financial Statements: July 2020-June 2021

Receive financial statements for July 1, 2020 through June 30, 2021.

c. Receive Fiscal Year 2021-2022 Financial Statements: July 1-September 3, 2021

Receive financial statements for July 1, 2021 through September 3, 2021.

d. Approve Recommended Auditor for FY 2020-21 Audit

Under direction of the Executive Committee, YSGA staff sent out a Request for Proposals to 10 auditing firms to complete the YSGA's Fiscal Year 2020-21 Audit. Two proposals were received and reviewed by the Committee. Since the YSGA is anticipating a future amendment to the YSGA JPA language to require audits every two years, the Committee recommended the Board of Directors authorize entering into an arrangement with Richardson & Company for the single-year audit of Fiscal Year 2020-21.

e. Adopt 2022 Board of Directors Meeting Dates

Staff recommend setting meeting dates for 2022. The proposed Monday meeting dates are listed below. Unless otherwise notified, all meetings will start at 3:00 p.m. The Executive Committee reserves the option of scheduling special meeting(s) as needed during the year.

- January 10
- March 21
- June 20
- September 19
- November 21

f. Receive Minutes of YSGA Executive Committee

Receive YSGA Executive Committee meeting minutes for June 7, July 26, and August 16, 2021.

g. Receive Minutes of Working Group

Receive YSGA Working Group meeting minutes for July 29, 2021

RECOMMENDATIONS

- a. Recommend adoption of June 20, 2021 Board meeting minutes with any corrections.
- b. This agenda item is for informational purposes only. No Board action is required.
- c. This agenda item is for informational purposes only. No Board action is required.
- d. The Executive Committee recommends the acceptance of Richardson and Company's proposal for auditing services for Fiscal Year 2020-21.
- e. Recommend adoption of the 2022 meeting dates with any adjustments.
- f. This agenda item is for informational purposes only. No Board action is required.
- g. This agenda item is for informational purposes only. No Board action is required.

Yolo Subbasin Groundwater Agency
BOARD OF DIRECTORS' MEETING MINUTES
Monday, June 21, 2021, 3:15 p.m.
Meeting held via GoToMeeting
34274 State Highway 16, Woodland, CA 95695

- 1. CALL TO ORDER and DETERMINATION OF QUORUM:** Meeting called to order at 3:17 p.m. by Roger Cornwell, Chair.
Kristin Sicke conducted a roll call and determined a quorum was present.

The following Board members and (alternates) were in attendance:

City of Davis: Josh Chapman
City of West Sacramento: (William Roberts)
City of Winters: Jesse Loren (*Item 2*)
City of Woodland: Mayra Vega
Dunnigan Water District: David Schaad
Esparto CSD: Charles Schaupp
Madison CSD: Leo Refsland
Reclamation District (RD) 108: (Bill Vanderwaal)
RD 150: Warren Bogle (*Item 6*)
RD 765: David Dickson, Jr.
RD 787: Roger Cornwell, Board Chair, (Dominic Bruno)
RD 999: Tom Slater (*Item 2*)
RD 1600: Michele Clark
RD 2035: Mike Hall
Yocha Dehe Wintun Nation: Emily Drewek (*Item 2*)
Yolo County Flood Control and Water Conservation District (YCFC&WCD): Tom Barth, (Kristin Sicke)
University of California, Davis: Camille Kirk
Colusa Drain Mutual Water Company: Lynell Pollock
Yolo County Farm Bureau: Stan Lester (*item 8*), (Denise Sagara) (*Item 4*)
Environmental Representative: Ann Brice

Absent: RD 307, RD 537, RD 730, Yolo County, California American Water – Dunnigan

2. APPROVE AGENDA

The Board approved the June 21, 2021 agenda as posted. Motioned by City of Winters to approve the agenda, seconded by the Colusa Drain MWC, and unanimously approved. (Roll Call attached.)

Absent: RD 150, RD 307, RD 537, RD 730, RD 999, Yolo County, Cal Am Water – Dunnigan, Yolo County Farm Bureau

3. PUBLIC FORUM

No comments.

4. CONSIDERATION: CONSENT ITEMS

- a. Approved March 15, 2021 Board of Directors' meeting minutes
- b. Received Fiscal Year 2020-2021 Financial Statements: April-May 2021
- c. Received minutes of Executive Committee: 2/10, 4/13, and 5/11/21

Motioned by the City of Winters to approve all consent items, seconded by the City of West Sacramento, and unanimously approved. (Roll Call attached.)

Absent: RD 150, RD 307, RD 537, RD 730, RD 999, Yolo County, Cal Am Water – Dunnigan

5. CONSIDERATION: FISCAL YEAR 2020-2021 & 2021-2022 BUDGETS and ADMINISTRATIVE AND TECHNICAL SUPPORT SERVICES AGREEMENTS

- a. Adopted Fiscal Year 2020-2021 Budget Amendment #4. The Amendment increases payments to YCFC&WCD for SGMA implementation.
- b. Approved Amendment to Administrative and Technical Support Services Agreement with YCFC&WCD.
- c. Adopted Fiscal Year 2021-2022 Operating Budget
- d. Approved Renewal of Services Agreement with YCFC&WCD for 2021-2023

Motioned by the City of Winters to approve items 5 a-d, seconded by Madison CSD, and unanimously approved. (Roll Call attached.)

Absent: RD 150, RD 307, RD 730, Yolo County, Cal Am Water – Dunnigan, Colusa Drain MWC

6. UPDATE ON WATER LEGISLATION, REGULATORY & DELTA ISSUES

Gary Link, Northern California Water Association (NCWA) Legislative Affairs Director, gave the following updates below related to water and groundwater.

- California is experiencing a historic budget surplus.
- The governor has proposed a \$5.1 billion drought package.
- The main budget bill, AB 128, was passed by the Legislature on June 14. It includes several drought packages, including \$2 million for groundwater recharge technical assistance and \$3 million for the Yolo Bypass.
- Additional funding opportunities will become available in trailer bills after the main budget bill has been passed.
- AB 754, if passed, extends the SGMA implementation date by 180 days.
- Gary can be contacted at Glink@norcalwater.org or 916-524-3880.

7. WATER CONDITIONS UPDATE, Member Agencies

- a. Matt Cohen, City of Woodland: Term 91 has been in effect since April 30, curtailing Woodland Davis Clean Water Agency's (WDCWA) primary water right. The secondary water right is limited by the Shasta critical year declaration. WDCWA supply is currently limited to 7,500 AF. The Agency is still pursuing additional water right acquisition.
- b. Roger Cornwell, Reclamation District 787 (River Garden Farms): The District has about 60% of normal supply available.

- c. Bill Vanderwaal, Dunnigan Water District: The District's 5% allocation was suspended. They are using purchased Project water and are able to provide about 4,000 AF this year.
- d. Leo Refsland, Madison, Knight's Landing, and Cacheville CSDs: All 3 CSD's are 100% groundwater based. They have recently introduced a tiered response system based on groundwater levels. Madison CSD is at cautionary concern level, while Knight's Landing and Cacheville CSDs are at the severe concern level. Conservation plans were recently approved and will be implemented with the goal of 25% conservation.
- e. Charlie Schaupp, Esparto CSD: The CSD's wells are deep, but they are beginning to have water quality concerns. On the north side of town, wells are beginning to go dry and bowls are being lowered in several wells.
- f. Elisa Sabatini, Wild Wings CSA: Wild Wings is working on a backup supply of water. One well is approaching the limit, and the bowls are being lowered in the other well.
- g. Kristin Sicke, YCFC&WCD: Clear Lake is currently at -.02 ft Rumsey. It is the last week of the irrigation season for the District. Most of the real-time monitoring wells are still above 2015 levels.

8. REPORT OF THE CHAIR AND EXECUTIVE OFFICER

Kristin Sicke, YSGA Executive Officer, gave an overview of the Executive Officer report provided with the agenda. The Rumsey Water User's Association has requested membership in the YSGA. A formal notice will be sent to member entities before the membership is considered at the September Board meeting. Kevin O'Brien gave an overview of the legal aspects of incorporating the WRA into the YSGA. The YSGA's current JPA limits the purpose of the agency to SGMA-related actions.

9. PRESENTATION: AREAS OF SPECIAL CONCERN

Jack Cronin, YSGA Technician, gave a presentation on two areas of special concern: the area surrounding the City of Winters and the Hungry Hollow area. These areas have seen declining groundwater levels and increasing development. The presentation slides are available on the YSGA's website.

10. UPDATE ON GROUNDWATER SUSTAINABILITY PLAN (GSP) DEVELOPMENT,

Kristin Sicke, YSGA Executive Officer, highlighted information from her written GSP update included with the June Board agenda.

The Basin Setting chapter has received comments and is currently being revised. The GSP Technical team held several meetings with the North Yolo Management Area about modifying the minimum threshold methodology, and with Capay Valley stakeholders about the projects and management actions. The draft SMC summary has been released, and comments are still welcome. Additional projects were solicited from member agencies, and the draft list of projects and management actions is currently on the website for review. A Working Group meeting in July will review the projects and management actions and SMCs. There will a public workshop at the Yolo County Fairgrounds in early July. Interbasin coordination meetings with Colusa and Solano subbasins are ongoing.

11. MEMBERS' REPORTS and FUTURE AGENDA ITEMS

An item on the next Board meeting agenda will consider the formation of an Ad Hoc Committee to work with the Yolo County Department of Environmental Health to gather information about groundwater development in the County.

12. NEXT MEETING – Monday, September 20, 2021

13. ADJOURNMENT – Chair Cornwell adjourned the meeting at 4:35 p.m.

Respectfully submitted,

Kristin Sicke, Executive Officer

DRAFT

	Agency	Name	Board/ Alternate	Attendance – ITEM 1	VOTE – ITEM 2	VOTE – ITEM 4	VOTE ITEM 5
1	City of Davis	Josh Chapman	Board	X	Aye	Aye	Aye
		Will Arnold	Alternate				
2	City of West Sacramento	Norma Alcala	Board				
		William Roberts	Alternate	X	Aye	Aye	Aye
3	City of Winters	Jesse Loren	Board	X	Aye	Aye	Aye
		Wade Cowan	Alternate				
		Kurt Balasek	Alternate				
4	City of Woodland	Mayra Vega	Board	X	Aye	Aye	Aye
			Alternate				
5	Dunnigan Water District	David Schaad	Board	X	Aye	Aye	Aye
		Bill Vanderwaal	Alternate	X			
6	Esparto CSD	Charles Schaupp	Board	X	Aye	Aye	Aye
		Steve Knightley	Alternate				
7	Madison CSD	Leo Refsland	Board	X	Aye	Aye	Aye
8	RD 108	Hilary Reinhard	Board				
		Bill Vanderwaal	Alternate	X	Aye	Aye	Aye
9	RD 150	Warren Bogle	Board	Absent	Absent	Absent	Absent
10	RD 307	James Johas	Board	Absent	Absent	Absent	Absent
		Karen Chesnut	Alternate				
11	RD 537	Tom Ramos	Board	X	Absent	Absent	Aye
12	RD 730	Jim Heidrick	Board	Absent	Absent	Absent	Absent
13	RD 765	David Dickson, Jr.	Board	X	Aye	Aye	Aye
		Doug Dickson, Sr.	Alternate				
14	RD 787	Roger Cornwell	Board	X	Aye	Aye	Aye
		Dominic Bruno	Alternate	X			
15	RD 999	Tom Slater	Board	X	Absent	Absent	Aye
16	RD 1600	Michele Clark	Board	X	Aye	Aye	Aye
17	RD 2035	Kryiakos Tsakopoulos	Board				
		Mike Hall	Alternate	X	Aye	Aye	Aye
18	Yocha Dehe	Emily Drewek	Board	Absent	Aye	Aye	Aye
		Marc Fawns	Alternate				
19	Yolo County	Gary Sandy	Board	Absent	Absent	Absent	Absent
		Jim Provenza	Alternate				
20	YCFC&WCD	Tom Barth	Board	X	Aye	Aye	Aye
		Kristin Sicke	Alternate	X			
21	UC Davis	Camille Kirk	Board	X	Aye	Aye	Aye
22	Cal Am Water - Dunnigan	Evan Jacobs	Board	Absent	Absent	Absent	Absent
		Audie Foster	Alternate				
23	Colusa Drain MWC	Lynnel Pollock	Board	X	Aye	Aye	Absent
		Jim Wallace	Alternate				
24	Yolo County Farm Bureau	Stan Lester	Board				
		Denise Sagara	Alternate	Absent	Absent	Aye	Aye
25	Environmental Rep.	Ann Brice	Board	X	Aye	Aye	Aye

Agency	Name	Attendance
<u>OTHER YSGA Staff:</u>		
Executive Officer	Kristin Sicke	X
Board Secretary	Donna Gentile	
Legal Counsel, Downey Brand	Kevin O’Brien	X
YSGA Technician	Sarah Leicht	X
YSGA Technician	Jack Cronin	X
<u>PUBLIC and Agency Staff:</u>		
	Ashley Driver	X
Ponticello/City of Winters	Carol Scianna	X
City of Woodland	Craig Locke	X
	David Orth	X
Yolo County	Elisa Sabatini	X
NCWA	Gary Link	X
	James Mayer	X
Yolo RCD	Jeanette Wrynski	X
	John Mckean	X
	Katie Chapple	X
Wild Wings CSA	Lachi Richards	X
GEI Consultants	Larry Rodriguez	X
	Leland Meibeyer	X
City of Woodland	Matt Cohen	X
Yolo Land Trust	Michele Clark	X
	Matt Brady	X
	David Pratt	X
	James Schrupp	X
Yolo County OES	Dana Carey	X
	Micah Bennet	X
CDFW	Joe Hobbs	X
	Leta Spencer	X

Yolo Subbasin Groundwater Agency

Balance Sheet

As of June 30, 2021

07/24/21

Accrual Basis

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	10,296.33
1010 · 1st Northern-Savings	5,662.79
1020 · Yolo County Treasury	<u>864,741.55</u>
Total Checking/Savings	880,700.67
Other Current Assets	
1150 · Prepaid Insurance	<u>492.25</u>
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>881,192.92</u>
TOTAL ASSETS	<u>881,192.92</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>75,309.27</u>
Total Accounts Payable	<u>75,309.27</u>
Total Current Liabilities	<u>75,309.27</u>
Total Liabilities	75,309.27
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	743,404.42
Net Income	<u>62,479.23</u>
Total Equity	<u>805,883.65</u>
TOTAL LIABILITIES & EQUITY	<u>881,192.92</u>

Yolo Subbasin Groundwater Agency

Budget vs Actual

July 2020 through June 2021

07/24/21

Accrual Basis

	Jul '20 - Jun 21	Budget	% of Budget
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	237,841.50	257,842.00	92.2%
4200 · Member Contributions-Affiliates	65,000.00	65,000.00	100.0%
4400 · Interest Income	10,441.76	5,000.00	208.8%
Total Income	473,283.26	487,842.00	97.0%
Expense			
5100 · Bank & Other Fees	1,284.26	500.00	256.9%
5300 · Insurance-General & Auto	1,837.73	2,000.00	91.9%
5500 · Membership Dues	2,830.00	3,000.00	94.3%
5800 · Postage	18.36		
7000 · Admin. Services/Expenses (WRA)			
7010 · Westside IRWMP Cost Share (WRA)	21,500.00	21,500.00	100.0%
7000 · Admin. Services/Expenses (WRA) - Other	60,847.70	63,500.00	95.8%
Total 7000 · Admin. Services/Expenses (WRA)	82,347.70	85,000.00	96.9%
7100 · Project Mgmt-SGMA Implementatio	214,318.48	245,000.00	87.5%
7200 · Consultant Services	3,290.00	20,000.00	16.5%
7300 · Legal Services	6,639.00	20,000.00	33.2%
7350 · Audit Services - Financial	7,050.00	7,050.00	100.0%
7400 · GSP - Related Consultant Costs	49,124.50	90,000.00	54.6%
7600 · YC Groundwater Monitor Program	42,064.00	42,064.00	100.0%
Total Expense	410,804.03	514,614.00	79.8%
Net Income	62,479.23	-26,772.00	-233.4%

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>
OPERATING ACTIVITIES	
Net Income	63,662.76
Adjustments to reconcile Net Income to net cash provided by operations:	
1150 · Prepaid Insurance	-131.27
2000 · Accounts Payable	49,843.84
	<hr/>
Net cash provided by Operating Activities	113,375.33
	<hr/>
Net cash increase for period	113,375.33
	<hr/>
Cash at beginning of period	767,325.34
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Cash at end of period	880,700.67
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**Yolo Subbasin Groundwater Agency
Profit & Loss**

July 2020 through June 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	TOTAL
Income													
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	237,841.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	237,841.50
4200 · Member Contributions-Affiliates	65,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,000.00
4400 · Interest Income	0.00	0.00	1.10	3,040.41	0.00	1.55	3,307.96	0.00	2.42	2,645.84	0.00	1,442.48	10,441.76
Total Income	462,841.50	0.00	1.10	3,040.41	0.00	1.55	3,307.96	0.00	2.42	2,645.84	0.00	1,442.48	473,283.26
Expense													
5100 · Bank & Other Fees	0.00	0.00	0.00	252.75	25.00	0.00	334.39	0.00	0.00	294.33	0.00	377.79	1,284.26
5300 · Insurance-General & Auto	360.98	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,837.73
5500 · Membership Dues	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	1,630.00	0.00	0.00	0.00	0.00	2,830.00
5800 · Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.36	18.36
7000 · Admin. Services/Expenses (WRA)													
7010 · Westside IRWMP Cost Share (WRA)	0.00	0.00	0.00	21,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,500.00
7000 · Admin. Services/Expenses (WRA) - Other	0.00	0.00	23,517.25	0.00	0.00	13,316.81	6,726.55	0.00	17,144.56	0.00	0.00	142.53	60,847.70
Total 7000 · Admin. Services/Expenses (WRA)	0.00	0.00	23,517.25	21,500.00	0.00	13,316.81	6,726.55	0.00	17,144.56	0.00	0.00	142.53	82,347.70
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	0.00	44,621.13	0.00	0.00	0.00	103,938.97	0.00	0.00	0.00	65,758.38	214,318.48
7200 · Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,870.00	0.00	420.00	3,290.00
7300 · Legal Services	0.00	0.00	0.00	2,062.50	0.00	540.00	0.00	0.00	1,488.00	460.00	920.00	1,168.50	6,639.00
7350 · Audit Services - Financial	0.00	0.00	7,050.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,050.00
7400 · GSP - Related Consultant Costs	0.00	0.00	0.00	0.00	0.00	0.00	6,799.75	3,114.00	4,441.00	12,373.00	13,181.75	9,215.00	49,124.50
7600 · YC Groundwater Monitor Program	0.00	0.00	0.00	42,064.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,064.00
Total Expense	360.98	0.00	30,567.25	111,977.13	25.00	15,056.81	13,860.69	108,682.97	23,073.56	15,997.33	14,101.75	77,100.56	410,804.03
Net Income	462,480.52	0.00	-30,566.15	-108,936.72	-25.00	-15,055.26	-10,552.73	-108,682.97	-23,071.14	-13,351.49	-14,101.75	-75,658.08	62,479.23

**Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of June 30, 2021**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
GEI Consultants, Inc.	5,214.00	0.00	0.00	0.00	0.00	5,214.00
LedgerPro Bookkeeping	175.00	0.00	0.00	0.00	0.00	175.00
Stockholm Environment Institute	1,041.00	2,960.00	0.00	0.00	0.00	4,001.00
Water Resources Association of Yolo Cty	142.53	0.00	0.00	0.00	0.00	142.53
Yolo County Flood Control & WCD	65,776.74	0.00	0.00	0.00	0.00	65,776.74
TOTAL	<u>72,349.27</u>	<u>2,960.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>75,309.27</u>

Yolo Subbasin Groundwater Agency

Balance Sheet

09/03/21

As of September 3, 2021

Accrual Basis

	<u>Sep 3, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	20,933.56
1010 · 1st Northern-Savings	5,662.79
1020 · Yolo County Treasury	<u>960,747.55</u>
Total Checking/Savings	987,343.90
Accounts Receivable	
1100 · Accounts Receivable	<u>257,738.50</u>
Total Accounts Receivable	<u>257,738.50</u>
Total Current Assets	<u>1,245,082.40</u>
TOTAL ASSETS	<u>1,245,082.40</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>26,333.48</u>
Total Accounts Payable	<u>26,333.48</u>
Total Current Liabilities	<u>26,333.48</u>
Total Liabilities	26,333.48
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	791,447.40
Net Income	<u>427,301.52</u>
Total Equity	<u>1,218,748.92</u>
TOTAL LIABILITIES & EQUITY	<u>1,245,082.40</u>

Yolo Subbasin Groundwater Agency

09/03/21

Budget vs Actual

Accrual Basis

July 1 through September 3, 2021

	Jul 1 - Sep 3, 21	Budget	% of Budget
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	235,037.25	257,842.00	91.2%
4200 · Member Contributions-Affiliates	60,000.00	65,000.00	92.3%
4400 · Interest Income	0.00	5,000.00	0.0%
Total Income	455,037.25	487,842.00	93.3%
Expense			
5100 · Bank & Other Fees	0.00	500.00	0.0%
5300 · Insurance-General & Auto	492.25	2,000.00	24.6%
5500 · Membership Dues	0.00	3,000.00	0.0%
5800 · Postage	28.48	0.00	100.0%
7100 · Project Mgmt-SGMA Implementatio	0.00	250,000.00	0.0%
7200 · Consultant Services	1,120.00	20,000.00	5.6%
7300 · Legal Services	684.00	20,000.00	3.4%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	25,411.00	60,000.00	42.4%
7500 · GW Monitoring-Real-time Sensors	0.00	40,000.00	0.0%
7600 · YC Groundwater Monitor Program	0.00	42,064.00	0.0%
Total Expense	27,735.73	446,064.00	6.2%
Net Income	427,301.52	41,778.00	1,022.8%

**Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 1 through September 3, 2021**

	<u>Jul 1 - Sep 3, 21</u>
OPERATING ACTIVITIES	
Net Income	427,301.52
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-257,738.50
1150 · Prepaid Insurance	492.25
2000 · Accounts Payable	-63,412.04
	<hr/>
Net cash provided by Operating Activities	106,643.23
	<hr/>
Net cash increase for period	106,643.23
	<hr/>
Cash at beginning of period	880,700.67
	<hr/>
Cash at end of period	<u>987,343.90</u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
August 13 through September 3, 2021**

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
Aug 13 - Sep 3, 21								
Payment	08/19/2021	11324	Reclamation District 150		1200 · Undeposited Funds	X	1100 · Accounts Receivable	1,073.25
Payment	08/19/2021	11324	Reclamation District 307		1200 · Undeposited Funds	X	1100 · Accounts Receivable	2,970.50
Payment	08/19/2021	11324	Reclamation District 730		1200 · Undeposited Funds	X	1100 · Accounts Receivable	2,249.00
Deposit	08/19/2021			Deposit	1000 · 1st Northern-Checking	X	-SPLIT-	6,292.75
Payment	08/19/2021	19950	Esparto Community Service District		1200 · Undeposited Funds	X	1100 · Accounts Receivable	5,000.00
Payment	08/19/2021	446336	City of Davis		1200 · Undeposited Funds	X	1100 · Accounts Receivable	40,000.00
Payment	08/19/2021	20533	Reclamation District 999		1200 · Undeposited Funds	X	1100 · Accounts Receivable	12,625.00
Payment	08/19/2021	4056	Colusa Drain Mutual Water Comany		1200 · Undeposited Funds	X	1100 · Accounts Receivable	5,000.00
Payment	08/19/2021	1059	Reclamation District 1600		1200 · Undeposited Funds	X	1100 · Accounts Receivable	1,731.00
Payment	08/19/2021	0141540	Yocha Dehe Wintun Nation		1200 · Undeposited Funds	X	1100 · Accounts Receivable	10,000.00
Payment	08/19/2021	7434	Yolo County Farm Bureau		1200 · Undeposited Funds	X	1100 · Accounts Receivable	10,000.00
Deposit	08/19/2021			Deposit	1020 · Yolo County Treasury		-SPLIT-	84,356.00
Bill	08/23/2021	3095320	GEI Consultants, Inc.	Services rendered 6/26/21 - 7/30/21	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-6,531.00
Payment	08/26/2021	11381	Madison Community Service District		1200 · Undeposited Funds	X	1100 · Accounts Receivable	5,000.00
Deposit	08/26/2021			Deposit	1000 · 1st Northern-Checking	X	1200 · Undeposited Funds	5,000.00
Bill Pmt -...	08/27/2021	184	Downey Brand LLP	Services through June 30, 2021 Matter No 45932.0...	2000 · 1st Northern-Checking		2000 · Accounts Payable	-2,691.00
Bill Pmt -...	08/27/2021	185	GEI Consultants, Inc.	Services 5/29/21 through 6/25/21 YSGA - GSP De...	1000 · 1st Northern-Checking		2000 · Accounts Payable	-11,745.25
Bill Pmt -...	08/27/2021	186	LedgerPro Bookkeeping	July Bookkeeping Services	1000 · 1st Northern-Checking		2000 · Accounts Payable	-910.00
Bill	08/31/2021	YSGA Expenses	Yolo County Flood Control & WCD		2000 · Accounts Payable		5800 · Postage	-28.48
Bill	08/31/2021	2267	LedgerPro Bookkeeping	August services	2000 · Accounts Payable		7200 · Consultant Services	-210.00
Payment	08/31/2021	056737	City of Winters		1200 · Undeposited Funds	X	1100 · Accounts Receivable	20,000.00
Payment	08/31/2021	308876	City of Woodland		1200 · Undeposited Funds	X	1100 · Accounts Receivable	40,000.00
Payment	08/31/2021	99494	Dunnigan Water District		1200 · Undeposited Funds	X	1100 · Accounts Receivable	5,350.00
Payment	08/31/2021	30453	Reclamation District 108		1200 · Undeposited Funds	X	1100 · Accounts Receivable	21,600.00
Payment	08/31/2021	51478	Reclamation District 787		1200 · Undeposited Funds	X	1100 · Accounts Receivable	14,700.00
Deposit	08/31/2021			Deposit	1020 · Yolo County Treasury		-SPLIT-	101,650.00
Bill	09/03/2021	3095575	GEI Consultants, Inc.	Services Rendered 7/31/21 - 08/27/21	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-18,880.00
Bill	09/03/2021	563886	Downey Brand LLP	Services rendered July 31, 2021	2000 · Accounts Payable		7300 · Legal Services	-684.00
Aug 13 - Sep 3, 21								

Yolo Subbasin Groundwater Agency

Profit & Loss

09/03/21

July 1 through September 3, 2021

Accrual Basis

	Jul 21	Aug 21	Sep 1 - 3, 21	TOTAL
Income				
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	235,037.25	0.00	0.00	235,037.25
4200 · Member Contributions-Affiliates	60,000.00	0.00	0.00	60,000.00
Total Income	455,037.25	0.00	0.00	455,037.25
Expense				
5300 · Insurance-General & Auto	492.25	0.00	0.00	492.25
5800 · Postage	0.00	28.48	0.00	28.48
7200 · Consultant Services	910.00	210.00	0.00	1,120.00
7300 · Legal Services	0.00	0.00	684.00	684.00
7400 · GSP - Related Consultant Costs	0.00	6,531.00	18,880.00	25,411.00
Total Expense	1,402.25	6,769.48	19,564.00	27,735.73
Net Income	453,635.00	-6,769.48	-19,564.00	427,301.52

Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of September 3, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Downey Brand LLP	684.00	0.00	0.00	0.00	0.00	684.00
GEI Consultants, Inc.	25,411.00	0.00	0.00	0.00	0.00	25,411.00
LedgerPro Bookkeeping	210.00	0.00	0.00	0.00	0.00	210.00
Yolo County Flood Control & WCD	28.48	0.00	0.00	0.00	0.00	28.48
TOTAL	<u>26,333.48</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26,333.48</u>

Yolo Subbasin Groundwater Agency

Open Invoices

As of January 1, 2022

Type	Date	Num	P. O. #	Terms	Due Date	Aging	Open Balance
California American Water Company							
Invoice	07/25/2021	2021-14		Net 30	08/24/2021	130	5,000.00
Total California American Water Company							5,000.00
City of West Sacramento							
Invoice	07/25/2021	2021-21		Net 30	08/24/2021	130	40,000.00
Total City of West Sacramento							40,000.00
Colusa Drain Mutual Water Comany							
Invoice	01/01/2022	2021-28		Net 30	01/31/2022		5,000.00
Total Colusa Drain Mutual Water Comany							5,000.00
County of Yolo							
Invoice	07/25/2021	2021-2		Net 30	08/24/2021	130	40,000.00
Total County of Yolo							40,000.00
Reclamation District 150							
Invoice	01/01/2022	2021-27		Net 30	01/31/2022		1,073.25
Total Reclamation District 150							1,073.25
Reclamation District 1600							
Invoice	01/01/2022	2021-29		Net 30	01/31/2022		1,731.00
Total Reclamation District 1600							1,731.00
Reclamation District 2035							
Invoice	07/25/2021	2021-11		Net 30	08/24/2021	130	19,000.00
Total Reclamation District 2035							19,000.00
Reclamation District 537							
Invoice	07/25/2021	2021-16		Net 30	08/24/2021	130	3,038.50
Total Reclamation District 537							3,038.50
Reclamation District 765							
Invoice	07/25/2021	2021-18		Net 30	08/24/2021	130	700.00
Total Reclamation District 765							700.00
University of California Davis							
Invoice	07/25/2021	2021-12		Net 30	08/24/2021	130	40,000.00
Total University of California Davis							40,000.00
YCFC&WCD							
Invoice	07/25/2021	2021-1		Net 30	08/24/2021	130	110,000.00
Total YCFC&WCD							110,000.00
TOTAL							265,542.75

PROPOSAL TO PERFORM
INDEPENDENT AUDITING SERVICES
FOR

Yolo Subbasin Groundwater Agency

For the Years Ended
June 30, 2021



550 Howe Avenue, Suite 210
Sacramento, California 95825
Phone: (916) 564-8727
Fax: (916) 564-8728

Primary Contact Person:

Brian Nash
Bnash@richardsoncpas.com

September 3, 2021

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550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

September 3, 2021

Executive Committee
Yolo Subbasin Groundwater Agency
34274 State Highway 16
Woodland, California 95695

Thank you for your interest in our firm and the opportunity to present our proposal to serve the **Yolo Subbasin Groundwater Agency** (the Agency). We are genuinely enthusiastic about the prospect of continuing to serve as your auditors. Auditing special districts, especially water districts, has developed into one of our firm's major areas of expertise. If given the opportunity, you can be sure that we would serve the Agency with great care and pride.

Our Understanding of the Services to be Performed

We will audit and express an opinion on the fair presentation of the Agency's financial statements in conformity with U.S. generally accepted accounting principles for the year ending June 30, 2021. The audits will be conducted in accordance with U.S. generally accepted auditing standards, the standards set forth for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States as revised, and the State Controller's Minimum Audit Requirements for California Special Districts, if applicable. In conjunction with our audit, we will also issue a report on internal controls and compliance, a management report and auditor's communication letter. If the Agency expends more than \$750,000 of federal funds in a fiscal year, we will perform an audit under the Single Audit Act. We will also assist the Agency with the preparation of its financial statements and have the experience necessary to assist the Agency in preparing the State Controller's Financial Transactions Report, if necessary.

Our Commitment to Perform Timely Services

We have a reputation for meeting our client's deadlines. You have indicated that our final reports for the audits shall be available by January. We will commence the audit in December or at such time as the books have been closed and all documents and analyses have been completed. We will ensure draft copies of the audit reports are available for review prior to January 31. We will provide the Agency with the priority and timely service it deserves.

Independent Accountants with Proven Expertise Serving Water Districts and Other Governmental Entities (Why We are Best Qualified)

In any service organization, it is the people who make the difference. Our team members know and understand the challenges and opportunities confronting governmental entities and our team consists of professionals who have proven their ability to provide auditing services to water and

utility districts. Serving this industry with its unique reporting requirements has developed into one of our firm's areas of expertise. For this reason, we believe we are best qualified to perform the audits of the Agency. Included in the list of governmental entities we have served in the water industry are the Yolo Subbasin Groundwater Authority, San Luis and Delta-Mendota Authority, San Joaquin Valley Drainage Authority, Water Yolo County Flood Control and Water Conservation District, South Feather Water and Power Agency, Yuba County Water Agency, Glenn-Colusa Irrigation District, Florin Resource Conservation District, El Dorado Irrigation District, Tuolumne Utilities District, Sacramento Suburban Water District, Fair Oaks Water District, Nevada Irrigation District, Calaveras County Water District, Citrus Heights Water District, Carmichael Water District, San Juan Water District, Oakdale Irrigation District, South San Joaquin Irrigation District, Tri-Dam Project and Power Authority, Rio Linda/Elverta Community Water District, Merced Irrigation District, American River Flood Control District, Reclamation District 2035 and South Yuba Water District, among other water-related entities. Several of our water industry clients have elected to serve as groundwater sustainability agencies or have been heavily involved in forming the local GSA. We have also audited cities that have water and/or sewer operation, including the Cities of Chico, American Canyon, Sutter Creek, Colfax, Lincoln, Dixon, West Sacramento, Rocklin, Folsom and Marysville.

We have audited the California Department of Water Resources on behalf of a large Southern California water agency for over forty years, including twelve years while key personnel in our firm were with Ernst & Young. The agency is a consortium of twenty-six cities and water districts serving nearly nineteen million people in the Los Angeles and San Diego areas. It is the largest water district in the world. This large, complex audit of the multi-billion dollar State Water Project managed by the California Department of Water Resources is on a scale and nature as to rarely be performed by other than "Big Four" firms.

We have extensive experience with performing audits of other special districts, including the Sacramento Metropolitan Fire District, Sacramento Transportation Authority, Sacramento Public Library Authority, Cosumnes Community Services District, El Dorado County Transportation Commission, El Dorado Transit, Yolo County Transportation District, Sacramento Regional Fire/EMS Communication Center and Mountain House Community Services District; and joint powers authorities such as the Regional Water Authority, Sacramento Groundwater Agency and Amador Regional Sanitation Authority. We have also provided audit services to most of the cities in the Sacramento area including the Cities of West Sacramento, Lincoln, Chico, American Canyon, Colfax, Elk Grove, Citrus Heights, Sonoma, Sutter Creek, Dixon, Folsom, Marysville, Biggs, Colusa, Rancho Cordova and the Town of Loomis, which includes services provided that are similar to those the Agency provides. We have also audited the Transportation Development Act (TDA) funds of the various cities and counties in Sacramento, Yolo, Yuba, Sutter, Butte, El Dorado, Calaveras, Amador, Placer and San Joaquin counties. We have extensive experience with Single Audit Act procedures and reports, preparation of State Controller's Reports, letters to underwriters and preparation and review of Comprehensive Annual Financial Reports for compliance with the GFOA's preparers checklist in order to receive the Certificate of Achievement for Excellence in Financial Reporting. Providing these services for these entities makes us exceptionally well qualified to provide the services you currently request and to provide you with these additional services should you request them in the future.

In addition to demonstrating that we have the technical expertise needed to serve the Agency, we have also demonstrated that we have the engagement management skills and local staffing resources sufficient to ensure that the Agency's reporting deadlines are met. We have planned, scheduled and conducted our audits of the governmental entities we serve in an efficient and effective manner in order to meet reporting deadlines. From time to time our clients may need to

contact us to ask questions or discuss accounting issues and other matters. We are available through the year to answer questions and encourage our clients to ask questions as the issues surface. We are timely and responsive to our clients' questions and requests for information. We have established a reputation with our clients for quality service, timeliness and professionalism. Accordingly, we have included some of these entities as references in this proposal and we encourage you to contact them. A list of these similar engagements and their contact information is located on pages 11 to 12.

Our Profile and Commitment to Quality

Richardson & Company, LLP (successor firm to Richardson & Company) is a regional CPA firm established in 1991 years ago and located in Sacramento. We have a staff of thirty including thirteen CPAs. We are among the top 15 largest CPA firm operating in the Sacramento area. Richardson & Company, LLP is a certified Micro-Small Business Enterprise by the California Department of General Services and a certified Disadvantage Business Enterprise and Woman-owned Business Enterprise by CalTrans. All of our professional staff have governmental auditing experience, and specifically, water industry experience. We have experience in auditing with a variety of systems and have the IT audit capabilities to meet the Agency's needs. We provide audit services to numerous governmental entities, including water and utility districts, cities, fire districts, regional transportation planning agencies, Transportation Development Act funding recipients, joint powers authorities, cities, fire districts and other special districts. We also provide audit services to nonprofit organizations, financial institutions, holding companies, Securities and Exchange Commission (SEC) registrants, real estate partnerships, a magazine circulation audit and several others. We provide tax services to our audit clients requiring those services. Our firm is dedicated to providing our clients with quality audit, tax, accounting and business advisory services at a reasonable cost consistent with the highest professional standards.

We are registered with the Public Company Accounting Oversight Board (PCAOB) and we are a member of the Center for Audit Quality and the Center for Public Company Audit Firms of the American Institute of Certified Public Accountants (AICPA). All firms that join the Center for Audit Quality agree to adhere to published AICPA and PCAOB quality control standards and submit to peer reviews and PCAOB inspections of their practice every three years. We have passed all eight peer reviews and all three PCAOB inspections of our practice.

We have the document publication technology you require and can provide professional PDF versions of your financial statements. All documents are proofread prior to finalizing, in addition to going through a rigorous review process.

Why We are Best Qualified

Richardson & Company, LLP is the best qualified to perform the auditing services required by the Agency for the following reasons:

- Our status as former auditors of the Agency and Yolo County Flood Control and Water Conservation District gives us a unique understanding of any costs the District charges to the Agency and the ability to answer any questions related to other common activity between the agencies.
- We have extensive history in providing high-quality audits to water and utility districts and other governmental agencies, as previously discussed.

- Our firm uses more experienced staff to actually perform the work than is typical of larger firms and has the depth of knowledge that cannot be matched by smaller firms. If our firm is selected, we plan to have managers and above spend a significant amount of our total audit time. While larger and other firms may be able to demonstrate significant amounts of experience in the areas of expertise needed to provide the services you require, the specific individuals they actually assign to your engagement may not have the specific experience you need like the team of accountants we will assign to your engagement. The use of more experienced staff will also ensure you will receive quality services. The manager will work on-site during the duration of the audit fieldwork and will interact with your fiscal personnel during the audit, as well the other staff assigned to the audit. The audit partner will also spend time on site and will take a “hands on” approach to the engagement.
- We have a thorough audit approach that focuses on substantive testing of the Agency’s accounts. Some firms provide lower cost audits by performing mostly analytical review procedures and the evaluation of internal controls instead of performing substantive testing of account balances. Our thorough approach ensures material misstatements are detected, which should provide a level of comfort to management and the Board of Directors.

Note that if the Agency would like to rotate audit partners, we would assign Ingrid Shepline to be the engagement partner. Note that the California Government Code requires partner rotation (not audit firm rotation) after six consecutive audits and Brian Nash has been the partner on the Agency’s audit for only three years.

* * * * *

Once again, we would like to thank you for the opportunity to discuss our services, present our qualifications, and submit our proposal to serve as independent auditors for the Agency. We are genuinely enthusiastic over the prospect of serving you and sincerely believe that we have the people, experience, resources and reputation to assure you of outstanding services. For the preceding reasons and many others as outlined in this proposal, we genuinely believe that your selection of our firm as the Agency’s independent accountants is the best decision that the Agency could make.

If you have questions or need additional information, please contact Ms. Ingrid Shepline or me at (916) 564-8727, fax (916) 564-8728, correspondence at 550 Howe Avenue, Suite 210, Sacramento, California 95825 or email sent to bnash@richardsoncpas.com or ishepline@richardsoncpas.com.

Very truly yours,

RICHARDSON & COMPANY, LLP

Brian N. Nash, CPA
Partner

DESCRIPTION OF FIRM

Firm Qualifications and Experience

Richardson & Company, LLP (successor to Richardson & Company) is a regional CPA firm established in 1991 and located in Sacramento. We have a total staff of thirty, including thirteen CPAs. Our governmental audit staff totals twenty-five, all of which are located in Sacramento. Richardson & Company, LLP is a certified Micro-Small Business Enterprise by the California Department of General Services and a certified Disadvantage Business Enterprise and Woman-owned Business Enterprise by CalTrans. We provide audit, accounting, tax and business advisory services to governmental entities (water districts, cities, regional transportation planning agencies, special districts and joint powers authorities), nonprofit organizations, financial institutions and bank holding companies, real estate partnerships, a magazine circulation audit and others primarily located in northern California and Oregon, including the largest water district in the world located in Los Angeles. We perform Single Audit Act and grant compliance audits for both nonprofits and governmental entities. We provide tax services to our audit clients requiring those services.

Since leaving the international CPA firm of Ernst & Young LLP, Joe Richardson (deceased), the founder of Richardson & Company, Ingrid Sheipline, Brian Nash and their team have built a practice oriented toward providing services equal in caliber to those provided by firms operating on a national level. We believe we have the expertise in the governmental field to ensure high-quality service. The following is a list of governmental and governmental-affiliated entities we are currently serving or have served:

Water Agencies

- Yolo Subbasin Groundwater Agency
- San Luis and Delta-Mendota Water Authority
- San Joaquin Valley Drainage Authority
- Yolo County Flood Control and Water Conservation District
- El Dorado Irrigation District
- Tuolumne Utilities District
- Calaveras County Water District
- Sacramento Suburban Water District
- San Juan Water District
- South Feather Water and Power Agency
- Glenn-Colusa Irrigation District
- Fair Oaks Water District
- Carmichael Water District
- Nevada Irrigation District
- Yuba County Water Agency
- Reclamation District 2035
- Merced Irrigation District
- Tri-Dam Project and Power Authority
- Oakdale Irrigation District
- South San Joaquin Irrigation District
- Citrus Heights Water District
- Florin Resource Conservation District aka Elk Grove Water Service
- Rio Linda/Elverta Community Water District
- American River Flood Control District

- South Yuba Water District
- State Water Project Contractors Authority
- Regional Water Authority
- Sacramento Groundwater Agency
- Solano County Water Agency
- South Sutter Water District

Other Governmental Agencies

- Cities of West Sacramento, Elk Grove, Chico, Lincoln, Colfax, Citrus Heights, American Canyon, Sutter Creek, Sonoma, Rocklin, Marysville, Dixon, Folsom, Rancho Cordova, Colusa and Biggs
- Yolo County Transportation District
- Yolo County Local Agency Formation Commission
- Yolo-Solano Air Quality Management District
- Sacramento Metropolitan Fire District
- Sacramento Area Council of Governments
- Sacramento Transportation Authority
- Sacramento Public Library Authority
- Sacramento Regional Fire/EMS Communications Center
- Amador County Transportation Commission
- Amador Transit
- Butte County Association of Governments
- El Dorado County Transportation Commission
- El Dorado County Transit Authority
- El Dorado County Emergency Services Authority
- California Tahoe Emergency Services Authority
- Mountain House Community Services District
- Calaveras Council of Governments
- Yuba-Sutter Transit Authority
- Paratransit
- Placer County Transportation Planning Agency
- Regional Waste Management Authority
- Cosumnes (formerly Elk Grove) Community Services District
- Sacramento Valley Basinwide Air Quality Control Council
- San Joaquin Council of Governments
- Sacramento County Waste Management and Recycling
- Wilton, Herald, Courtland and Pacific Fruitridge Fire Protection Districts
- Transport System of the University of California at Davis (Unitrans)
- Local Transportation Funds of the Counties of Sacramento, Sutter, Yolo and Yuba
- Sacramento County State Transit Assistance Fund
- Counties of Sacramento, Sutter, Yolo and Yuba Transportation Development Act Funds
- Cities of Folsom, Galt, Isleton, Sacramento, Davis, Live Oak, Rancho Cordova, Yuba City, Marysville, Wheatland, West Sacramento, Winters and Woodland Transportation Development Act Funds
- County of Calaveras Transit Fund
- City of Angels and County of Calaveras Transportation Development Act Funds
- El Dorado County and City of Placerville Transportation Development Act Fund
- El Dorado County Local Transportation and State Transit Assistance Funds
- County of Butte and Cities of Oroville, Chico, Gridley, Biggs and Paradise Transportation Development Act Funds

- Marin County Transit District
- Cities of Escalon, Lodi, Manteca, Lathrop, Ripon and Tracy and County of San Joaquin Transportation Development Act Funds
- San Joaquin County Local Transportation Fund and State Transit Assistance Fund
- San Joaquin Regional Transit District
- Cities of Manteca, Lathrop, Tracy, Lodi and Ripon Transit Systems
- The Alpha Fund (a joint powers authority and workers compensation risk pool primarily for rural hospitals) an affiliate of the Association of California Healthcare Districts, Inc.
- Funds and accounts of the California Department of Water Resources on behalf of the Metropolitan Water District of Southern California, including special analyses and projects related to its contract with the State

The services we provide to these and other clients prove that we have the ability to provide the services that the Agency requires. Examples of these services include the following:

- We conduct the audits of the general purpose financial statements of numerous special districts, including water districts, as well as several cities, some of which have water operations and other enterprise funds similar to those of the Agency. Our experience performing these audits of general and special purpose governmental financial statements has made us thoroughly familiar with the application of generally accepted governmental accounting principles.
- The past several years we have provided the Cities of West Sacramento, American Canyon, Rancho Cordova, Dixon, Chico, Citrus Heights, Elk Grove and Folsom and the Cosumnes Community Services District, Fair Oaks Water District, San Juan Water District, Oakdale Irrigation District, El Dorado Irrigation District, Marin County Transit District, Florin Resource Conservation District and San Joaquin Council of Governments with extensive assistance in the preparation of their Comprehensive Annual Financial Report (CAFR), including the first CAFR the City of Rancho Cordova, Cosumnes Community Services District, Sacramento Metropolitan Fire District, Florin Resource Conservation District and San Joaquin Council of Governments had ever prepared. The CAFRs for all of these agencies have received the Government Finance Officers Association's Certificate of Achievement for the years we have assisted them.
- We have provided federal compliance auditing services to numerous entities, including the Yuba County Water Agency, South San Joaquin Irrigation District, El Dorado Irrigation District, Calaveras County Water District, Rio Linda/Elverta Community Water District, Cities of Chico, Colfax, Lincoln, Elk Grove, West Sacramento, Citrus Heights, Marysville, Sutter Creek, Colusa, Amador Transit, Butte County Association of Governments, Yolo County Transportation District, El Dorado County Transit Authority, Courtland Fire Protection District, Yuba-Sutter Transit Authority, the Transport System of the University of Davis, Paratransit and to several nonprofit organizations receiving federal grants that must also comply with *Government Auditing Standards* and the Single Audit Act. We have the experience necessary to perform these services for the Agency, if necessary.

In addition, Ingrid Shepline has gained an extensive amount of governmental accounting and auditing experience in her previous position with Ernst & Young LLP, including the following:

- Provided auditing services to numerous state and local government units that face the same unique governmental accounting and auditing aspects as the Agency such as accounting for bonds and related refundings, extensive reporting requirements, basis of accounting, and budgetary and other legal compliance requirements. These entities

include the California Department of Water Resources Enterprise Fund, Sacramento County, Solano County Private Industry Council, City of Woodland, City of Lodi and California Housing Finance Agency. The audits of Sacramento County and City of Woodland also involved the preparation of award winning CAFRs.

- Established an audit approach for testing for compliance with federal, state and local grant requirements, including application of the Single Audit Act, for Sacramento County, City of Lodi and California Housing Finance Agency.

Quality Control and Peer Review

We are a member of the Center for Audit Quality of the American Institute of Certified Public Accountants (AICPA) and participate in the California Society of CPA's Peer Review Program. We are registered with the Public Company Accounting Oversight Board (PCAOB) created by the Sarbanes-Oxley Act to inspect firms that audit SEC registrants. Membership in the Center for Audit Quality is voluntary and all firms that join agree to adhere to published quality control standards and submit to peer reviews and inspections of their practice every three years. We have passed all eight of our peer reviews with a "clean opinion" and all three PCAOB inspections. The eight peer reviews cover the entire twenty-seven year period our firm has been in existence. Our latest peer review is attached to this proposal as Attachment A. All of our peer reviews have included government engagements.

The quality control policies for our auditing practice are described in detail in our firm's Quality Control Document. All employees and members of our firm are provided with a copy of our Quality Control Document and are responsible for understanding, implementing and adhering to these policies and procedures. Our policies and procedures cover each of the following six elements of quality control: 1) Leadership, 2) Relevant Ethical Requirements, 3) Acceptance and Continuance of Clients and Engagements, 4) Human Resources, 5) Engagement Performance and 6) Monitoring. The adequacy of our quality control system and our compliance with that system are independently evaluated every three years through a peer review.

We also demonstrate our commitment to providing quality service in many other ways, including:

- Organizing, staffing, and managing engagements to provide for appropriate levels of technical competence, experience, supervision and review.
- Undertaking quality control reviews of selected engagements to assure compliance with professional standards.
- Recognizing our obligation to the public as well as to our clients.
- Conducting engagements in accordance with clients whose concern for reputation and integrity is similar to our own.
- Promoting the growth of our firm primarily by referrals from existing clients satisfied with the quality of our services.

In addition to excellent peer review and inspection results, other examples of our commitment to quality include:

- Assisting numerous governmental entities with receiving the Certificate of Excellence in Financial Reporting awarded by the Government Finance Officers Association, including several that received the award on the first attempt.

- Engaging a nationally recognized accounting consultant who has authored several accounting and reporting manuals, including those dealing with SEC matters, as technical support for our firm in addition to the support customarily available through the American Institute and California Society of CPAs.
- Engaging a partner and Director of Audit and Banking Practices for a large midwestern firm to serve as the concurring reviewer for our SEC registrant bank as well as providing consultation with respect to audit and accounting issues for other clients. He has extensive experience auditing banks and public companies as result of more than twenty years with Ernst & Young, KPMG and his current firm.
- Auditing the California Department of Water Resources on behalf of a large Southern California water agency for the past thirty years, including twelve years while key personnel in our firm were with Ernst & Young. The agency is a consortium of twenty-six cities and water districts serving nearly nineteen million people in the Los Angeles and San Diego areas. It is the largest water district in the world. This large, complex audit of the multi-billion dollar State Water Project managed by the California Department of Water Resources is on a scale and nature as to rarely be performed by other than “Big Four” international CPA firms.
- Performing several special investigative audits for governmental special districts that have received extensive statewide news media attention. Being selected several times to conduct this special audit work demonstrates that our firm has the resources and expertise to successfully complete difficult, unusual auditing projects in a timely manner. Our investigations discovered several problems and our audit results were made public by the districts involved. The FBI, IRS and district attorney’s office subpoenaed our workpapers to assist them with their investigations. We have testified in federal court and given depositions related to this work which, in certain cases, resulted in managers and assistants serving federal prison sentences.
- Preparing audited financial statements and other information for inclusion in several public offering documents reviewed by the SEC and other CPA firms, including Big Four firms, with minimal insignificant changes.
- Preparing audited financial statements reviewed by the State Board of Accountancy without change.

Federal/State Reviews: Our firm has not been the subject of any federal or state desk or field reviews of its audits during the past three years or ever. The firm is not currently or has not previously been the subject of any disciplinary actions with state regulatory bodies or professional organizations.

Reference Contact Information

The following is a list of reference contact information on engagements that are similar to the engagement described in the Agency’s Request for Proposal.

Name of referenced entity:	San Luis and Delta-Mendota Water Authority
Name of client contact and title:	Joyce Machado, Director of Finance
Phone number:	(209) 826-7867
Email address:	joyce.machado@sldmwa.org

Services performed: Audit of the financial statements in accordance with generally accepted auditing standards and *Government Auditing Standards* for the years ended February 28, 2018 through 2021.

* * * * *

Name of referenced entity: Calaveras County Water District
Name of client contact and title: Rebecca Callen, Director of Administrative Services
Phone number: (209) 754-3102
Email address: RebeccaC@ccwd.org
Services performed: Audit of and preparation of the financial statements in accordance with generally accepted auditing standards, and *Government Auditing Standards*, a Single Audit under Uniform Guidance and preparation of the State Controller's Report for the years ended June 30, 2016 through 2021.

* * * * *

Name of referenced entity: Nevada Irrigation District
Name of client contact and title: Debbie Martin, Controller
Martin Davis, Finance Manager/Treasurer
Phone number: (530) 271-6855
Email address: martind@nidwater.com
davism@nidwater.com
Services performed: Audit of the financials in accordance with generally accepted auditing standards and *Governmental Auditing Standards* for the years ended December 31, 2014 through 2020.

QUALIFICATIONS OF OUR KEY PERSONNEL

We have the personnel with the necessary professional qualifications and technical ability to provide you with the quality service you are looking for. As you can see from the resumes of our key personnel, we have developed the proficiency in the accounting principles and standards and governmental and grant compliance auditing to ensure you will receive quality work. Our firm philosophy centers around our commitment to the highest level of quality service--delivered by quality people. We have a history of providing technical excellence through teamwork responsive to clients' needs and expectations. Our commitment to quality results in satisfying the needs of our clients by providing value-added services and attracting and retaining clients of the highest caliber.

Our key audit executives will participate heavily in the audit of the Agency. This assures the Agency will receive a quality audit managed and executed on-site by seasoned professionals, knowledgeable of the government and specifically the water industry. We believe the quality of our services exceeds that of national and other firms because our audit team uses more experienced professionals to actually perform the work. National and other firms typically rely heavily on senior and staff accountants to perform audit fieldwork with minimal on-site direction from partners or managers. The following resumes outline the qualifications and experience of our key team members.

Brian Nash, CPA (Partner)

Brian is a partner with our firm and would be the Agency's audit partner. He would have overall responsibility for planning, directing and coordinating our services for you. Since significant and timely partner involvement is a cornerstone of our quality control procedures, he will be involved in all phases of our audit work from initial planning through report preparation. He has twenty-eight years of professional accounting and auditing experience and has provided services to a variety of clients, including most of the government entities, nonprofits, banks, water agencies and other entities described in the preceding sections of this proposal. He has served a number of the water districts, including Yolo Subbasin Groundwater Agency, San Luis and Delta-Mendota Water Authority, San Joaquin Valley Drainage Authority, Yolo County Flood Control and Water Conservation District, Yuba County Water Agency, El Dorado Irrigation District, Calaveras County Water District, Florin Resource Conservation District/Elk Grove Water District, Oakdale Irrigation District, South San Joaquin Irrigation District, Sacramento Suburban Water District, Tri-Dam Project and Power Authority, San Juan Water District, Merced Irrigation District, Solano County Water Agency and South Yuba Water District and numerous other governmental agencies, including cities and other special districts. Brian received a Bachelor of Science degree in accounting with honors from California State University, Sacramento. He is a member of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants.

Ingrid M. Sheipline, CPA (Managing Partner and Concurring Reviewer)

Ingrid serves as our Managing Partner and would serve as a second, additional or concurring reviewer, if needed. Formerly an audit manager with Ernst & Young LLP, she is a Certified Public Accountant with over thirty-five years of experience. Ingrid has supervised and conducted the fieldwork for a variety of clients including governmental entities, nonprofit organizations, utilities, banks, insurance agencies, manufacturers and distributors. While with Ernst & Young LLP, she specialized in governmental entities and grant compliance auditing, and has attended or taught numerous governmental education seminars. She is currently serving or has served almost all of the previously mentioned governmental entities, including most of the

water districts, such as Tuolumne Utilities District, El Dorado Irrigation District, Fair Oaks Water District, Sacramento Suburban Water District, Carmichael Water District, San Juan Water District, Citrus Heights Water District, South Feather Water and Power, Reclamation District 2035, Merced Irrigation District, Nevada Irrigation District, Rio Linda/Elverta Community Water District and South Yuba Water District. She has audited most of the government agencies listed on the previous pages, including cities and other special districts.

Ingrid has a Bachelor of Science degree in accounting with honors from California State University, Sacramento. She is a member of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants, having served on the Board of Directors of the Society's Sacramento Chapter and as a member of the Government and Nonprofit Committee.

David Chiaravalloti, CPA (Audit Senior Manager)

David, a senior audit manager with our firm, will organize, conduct, review and evaluate field work and will be responsible for the planning and report preparation and review under the direction of Brian. He will work on-site for the duration of fieldwork. He has extensive experience auditing water districts, cities and other governmental entities with Richardson & Company, LLP and another CPA firm. He has twenty-two years of professional experience, including sixteen years with our firm. The clients he has served with water and/or sewer operations include Yolo Subbasin Groundwater Agency, San Luis and Delta-Mendota Water Authority, San Joaquin Valley Drainage Authority, Yolo Flood Control and Water Conservation District, Calaveras County Water District, Fair Oaks Water District, Citrus Heights Water District, South Yuba Water District, Mountain House Community Services District, City of West Sacramento, City of Lincoln and City of Colfax. He also has experience with other public agencies including auditing proprietary funds at cities. David received a Bachelor of Science degree in accounting from California State University, Sacramento. He is a member of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants and is licensed to practice in California.

Other Staff

We would assign senior and staff accountants to the engagement with experience working on governmental audits since everyone in our firm is required to work on a portion of our previously mentioned audits. Thirteen out of our twenty-six professional staff are CPAs.

Our Commitment to Staffing Continuity

Richardson & Company, LLP has proven its ability to attract and retain an excellent professional staff to serve our clients and meet our commitments. We currently have thirty professional staff, including thirteen CPAs, and three administrative staff. In addition, while national and other firms have high staff turnover rates, which makes it difficult to provide staffing continuity from year to year, our firm has experienced a very low turnover rate. Accordingly, we commit to maintaining a staffing level sufficient in size and experience to successfully complete the audit each year. We consider staffing to be of the utmost importance because of its significant impact on our ability to provide you with outstanding service. We have consistently demonstrated our firm's ability to recruit, train and maintain a quality staff as evidenced by our excellent peer review results for the past twenty-seven years and our ability to consistently attract and serve quality clients.

If selected as your auditors, Brian Nash would have overall responsibility for our services for you. Brian would spend a substantial amount of time on site during the audit and will assist with the resolution of any issues. Brian would work closely with David and staff to ensure they have

all the resources necessary to provide the Agency with excellent service. Brian has been with the firm since 1993.

The engagement manager would be David, who has been with our firm for sixteen years. He would work on site as the in-charge accountants during the duration of the audit fieldwork. While we would have other auditors assigned to the engagement with less experience, they will always be supervised by David or Ryan.

Education

Our firm regularly attends courses on government accounting and auditing issues and grant compliance auditing and is represented at the California Society of CPA’s Sacramento Chapter of the Government Committee to stay abreast of current issues affecting the government industry. Consistent with *Government Auditing Standards*, each of our auditors that are responsible for planning, directing, conducting or reporting on any of our government-related audits completes 80 hours of continuing education and training every two years, including subjects directly related to the government environment and to grant compliance auditing. All personnel that will be assigned to your engagement team have attended governmental training programs. Our governmental training program consists of governmental courses offered by professional societies as well as subscription to a video training service that includes significant issues relating to governmental accounting standards and grant compliance presented by top government experts from throughout the country. We also provide internally developed classes addressing current accounting and auditing issues pertinent to our clients. Topics of these courses attended by each of the staff above over the past three years have included the following:

- | | |
|---|---|
| Audit Issues/Compliance Update | GASB's Defined Benefit Pension A&A Standards |
| Governmental Legal Update | Auditing Standards Update |
| Internal control and Fraud Detection | Government Audits: From Improper Payment to Change Agent |
| State and Local Government update on Legislation | How the New "Risk-Based" Audits Will Affect You |
| Overview of GASB Proposals for Financial Statement Users | Pension Obligations: Improving Accounting & Financial Reporting |
| Where's GASB Headed With the Financial Reporting Model Project? | GASB: Continued Progress, Continued Issues |
| Employee Fraud | Scouting the Landscape of California |
| Single Audit: Where's It Going | Government Finance Today |
| Municipal Bonds & Municipal Finance: What's Going On? | OPEB and New Accounting Standards GASB 75 |
| 2018 Yellow Book: What You Need to Know | GASB Update 2018 |
| Government Auditing Standards and Single Audit Issues | AICPA Update 2018 |
| GASB Update 2019 | Leasing Standards (GASB 87) and Fiduciary Activities (GASB 84) |
| New Financial Reporting Model | 2019 Yellowbook and Single Audit Update |
| Occupational Fraud and Abuse | What the State Auditor Does |
| 2020 AICPA Standards Update | 2020 GASB Standards Update |
| 2020 Yellow Book and Single Audit Update | 2021 Financial Reporting Model and GASB update |
| GASB 84 Fiduciary Activities and Component Unit Considerations | GASB 97 Revisited |
| Budgeting and the Impact of COVID | GASB 87 Leases: Case Studies and Insights |
| Impact of Pandemic on Audit Procedures | Single Audit on Audit Procedures to Test CARES Act Programs |

EVIDENCE OF INSURANCE

Evidence of professional liability insurance and workers' compensation insurance covering the Scope of Work to be undertaken is included as Attachment B.

AUDIT APPROACH

Scope of Services

We understand that the Agency requires an audit of its basic financial statements for the fiscal year ended June 30, 2021, including all procedures necessary for the issuance of an opinion regarding the fairness of the presentation of the financial statements in conformity with U.S. generally accepted accounting principles. The audits will be conducted in accordance with U.S. generally accepted auditing standards, the standards set forth for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States as revised, and the Minimum Audit Requirements and Reporting Guide for California Special Districts as required by the State Controller's Office, if necessary. These services will include the following:

1. Perform an audit of the Agency's financial statements in accordance with generally accepted auditing standards, *Government Auditing Standards* and the State Controller's Minimum Audit Requirements for California Special Districts, if necessary.
2. Express an opinion on the financial statements as to whether they present fairly, in all material aspects, the financial position of the Agency and the changes in financial position in conformity with generally accepted accounting principles (GAAP), and issue an independent auditor's report stating this opinion. Progress reports will be provided as the audit progresses.
3. All adjusting journal entries noted during the audit will be discussed and explained to the designated personnel prior to completion of the audit. They will be in a format that shows the lowest level of posting detail needed for data entry in the general ledger system.
4. We will prepare the basic financial statements in accordance with generally accepted accounting principles as applied to governments.
5. Test internal control over financial reporting and compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters, in accordance with *Government Auditing Standards*, and issue an independent auditors' report on their consideration. Any reportable conditions found during the audit will be addressed in these reports.
6. Exit conference at the conclusion of fieldwork to summarize the results of the fieldwork and to review significant findings.
7. Apply limited audit procedures to the Required Supplementary Information (RSI), Management's Discussion and Analysis (MD&A) and any supplementary information that is contained in the financial statements.
8. Perform an audit and prepare "Single Audit" Reports for federal grant monies received and expenditures made, if federal grant funds exceed the \$750,000 threshold for requiring a Single Audit.
9. Prepare a management letter and SAS 114 letter to the Board of Directors and Management which identifies significant audit findings, difficulties encountered in performing the audit, identify any correct and uncorrected misstatements, disagreements with management, management representations, control deficiencies, significant deficiencies and material weaknesses, if any, and our recommendations for improvements in accounting and administrative controls.

10. Communicate immediately and in writing all irregularities and illegal acts, or indications of illegal acts, of which we become aware to the appropriate level of management and/or Directors of the Agency.
11. Discuss reports with the Agency prior to issuing the report in final form.
12. Attend a Board meeting to discuss the results of the audit.
13. Provide general consultation as required during the year on financial accounting and reporting matters.

Audit Approach

Our extensive experience with the Agency and auditing special districts ensures that we will concentrate on those areas of highest risk and plan and coordinate our work with management. We will not waste your time and resources by auditing areas that have no material risk to the financial statements. We will perform an assessment of the internal controls for the purpose of determining the procedures necessary to perform our audit, and any recommended enhancements to internal controls that we note during our audit will be communicated to management and the Board of Directors.

Our audit approach to this engagement is divided into three stages as follows:

Initial Planning: We believe that a smoothly-run audit is based upon the early identification and resolution of reporting and auditing issues. Due to the extensive knowledge gained through auditing the Agency and governmental organizations similar to the Agency, we will identify such issues in a timely manner and obtain a better understanding of your organization and the external and internal environments in which the Agency operates. We will examine significant contracts and agreements to determine the effect on the nature and extent of the auditing procedures and to determine laws and regulations subject to test work. Our familiarity with laws and regulations affecting water districts will also be used as a resource for determining the extent of testing needed. We will meet with your personnel to obtain an understanding of your internal control structure policies and procedures and to document the flow of information through the accounting system, including how the accounting system is used to process data, and prepare internal control questionnaires and walkthrough memos with the assistance of your staff.

In order to familiarize ourselves with the Agency's accounting processes, including internal controls that are in place, we will provide the Agency with a list of questions, and will meet with Agency personnel to discuss them. We will also determine the provisions of any and all federal, state and county orders; statutes; ordinances; charters; bond covenants; administrative code or other rules and regulations that have a significant financial impact on the Agency. We will review organization charts and any accounting procedures manuals to obtain an understanding of the Agency.

Program Development: Our risk assessment and evaluation of internal controls will provide the basis for determining the nature, timing and extent of audit procedures for specific transactions and accounts. Our approach to gaining an understanding of internal control will be in accordance with Statement of Audit Standard (SAS) Nos. 104 through 111, as updated by Nos. 122 through 125. Accordingly, we will focus on obtaining an understanding of the control environment, risk assessment, information and communication, and monitoring components. We will use our experience with other water district audits to document the Agency's control environment and will perform a walkthrough of significant areas to assess control risk for the purpose of planning our substantive tests. We will perform additional testing of internal controls as needed based on our risk assessment. An overall audit program is the end product of our

initial planning. The primary purpose of this phase of our audit approach is to assess the likelihood of material error in the accounts and transactions and to determine the most cost effective and cost efficient mix of audit procedures. In developing the audit program, our aim will be to:

- Provide a complete audit program for all important financial statement amounts.
- Eliminate redundant audit procedures.
- Use audit procedures which accomplish more than one purpose.

Our audit approach is based on an analysis and understanding of the external and internal risk currently facing the organization we are auditing. Risk analysis enables us to design the most effective and efficient audit program, which evaluates and includes audit tests in relation to the size and probability of these risks. This approach provides us with a uniform method for developing and documenting the basis for our audit program. We provide our clients with a detailed list of items needed during the audit well in advance to allow for sufficient time to gather the information. This approach minimizes disruption to Agency staff during the course of the audit.

Program Execution: During this stage of our audit, we will perform the tests of transactions processed through the accounting system, direct tests of account balances and tests of compliance with laws, regulations and contracts. We will utilize analytical procedures in all areas of the audit, especially for revenues and expenses. We will perform all requested tasks as one integrated engagement and will schedule the timing of our field work so that there will be minimal disruption of the day-to-day operations. We will use the Agency's budget to determine the need for restrictions or designations as well as to perform analytical procedures for comparison to actual revenues and expenses.

We will perform analytical procedures to assist us in identifying areas of risk for which substantive procedures will be performed. However, we believe analytical procedures alone will not identify all potential significant misstatements and will detail test certain balance sheet and income statement accounts that our experience has shown are frequently misstated, such as certain receivables and subsequent payments that may need to be accrued as liabilities. We will utilize electronic paperless audit software during the engagement, including during the on-site fieldwork, for all workpaper preparation and for developing the lead schedules and trend analysis reports used in the audit process. We utilize an electronic portal to accumulate documents needed for the audit.

The following work plan was developed with your deadlines in mind. The timing identified in the work plan is approximate. **Upon selection as your independent accountants, we will meet with you, and together we will determine a specific timetable which ensures minimal disruption of your employees and that the Agency's desired deadlines are met.** As can be seen from the following work plan, the service team is composed in such a way that each member has adequate supervision and technical support.

Work Plan

Task	Timing	Estimated Hours			Total
		Partner	Senior Manager	Staff	
Audit Planning:	December	2	5	5	12
Begin audit planning process					
Risk assessment					
Develop audit programs					
Prepare audit assistance package and confirmation letters					
Provide audit assistance package					
Substantive Testing:	December	3	10	37	50
Cash and investments					
Revenue and receivables					
Payroll and related liabilities					
Expenses for goods and services and related liabilities					
Capital assets					
Long-term liabilities					
Equity and other credits					
Reporting and Wrap-up:	January 2021	3	10	5	18
Prepare financials					
Prepare management letter/other reports	No later than				
Delivery of audit opinion and all other reports	January 2021				
Total Annual Audit Hours		8	25	47	80

Our audit will be planned so that delivery of all required reports will be accomplished in a timely manner. We believe that the staffing of the audit is sufficient to ensure the timely completion of the audit and to ensure that the work is properly supervised. We would work closely with management to ensure that we provide timely services consistent with your requirements. We will prepare the financial statements consistent with professional standards and will review the drafts of all our reports and letters with the Agency prior to finalization to ensure the reports meet your requirements. Upon completion of the audit, we will provide the Agency with copies of our reports, as needed, for distribution to management, the Board of Directors, and other interested parties.

Our firm philosophy centers around our commitment to the highest level of quality service--delivered by quality people. Our tradition of providing technical excellence through teamwork responsive to clients' needs and expectations--and doing so to the very best of our ability--requires that our single focus be on quality. Our commitment to quality results in:

- Satisfying the Agency's needs by providing value-added services.
- Attracting and retaining clients of the highest caliber.
- Providing personal satisfaction and opportunity for professional growth for every member of our organization.

Some of the specific benefits the Agency will realize from our audit approach include:

Continuity and Experience--Our familiarity with the Agency and other water agencies prepares us to provide the most efficient audit of any firm. Our audit plan will ensure that:

- We understand the auditing procedures and accounting treatment currently in place.

- Disruption to your normal operations and time lost due to “educating” the new firm will be minimal.
- We will coordinate and plan our work closely with your staff.

Ongoing Communications with Management--We will work closely with you to resolve issues and serve as the Agency’s advisor on a timely basis. We do not take dogmatic, unyielding positions, and will keep the lines of communications open. We understand the concepts of materiality and will work with Agency personnel on all issues with materiality in mind. Members of our engagement team will be readily available to answer the Agency’s questions and to respond to the Agency’s needs.

Relevant and insightful suggestions--Our plan and approach require us to obtain a complete knowledge of the Agency’s operating environment and accounting systems. This will position us well as an “advisor” to Agency management.

Less disruption to the Agency--Our audit plan will result in the most effective and efficient combination of internal control and account balance testing. This will eliminate duplicate procedures and unnecessary tasks, minimizing the necessary number of auditors and, consequently, result in less disruption of Agency personnel. As a result of our past experience auditing the Agency, water districts, we have a familiarity with transactions and operations of the Agency, which will ensure the most efficient and effective audit and a smooth transition. We have a permanent file of policies, procedures and agreements that would have to be provided to a new audit firm, which will take staff time.

PROFESSIONAL FEES

Our goal is to provide quality service using the highest professional standards at a reasonable cost. We plan each assignment carefully and set a time budget for each phase of the engagement. All of our staff are well indoctrinated in the need to use their time to the fullest efficiency.

Since Richardson & Company, LLP consists primarily of experienced auditors, you can be sure that you will receive the experience level and quality of service you expect. Our firm will bring to the audits strong technical backgrounds, government and utility accounting expertise, outstanding engagement management skills, which will provide a “fresh look” at your programs.

Should you have any questions about the details of our fees, or should our fees not appear competitive with those of the other firms, we would appreciate an opportunity to discuss them with you before you make your final decision.

Based upon our current understanding of the situation and our understanding of the Agency’s control processes in place, our professional fees for the annual audit contract to perform the previously described **Scope of Services** are listed on the following page. These fees include out-of-pocket expenses for items including clerical support, computer charges, supplies, telephone charges, printing and travel. There will be no additional charges to the Agency related to these items. Therefore, our fee is all inclusive and represents a not to exceed amount.

Schedule of Professional Fees

Classification	Hours Per Year	Standard Hourly Rates	Fee
Partner	8	\$ 180	\$ 1,440
Senior Manager	25	160	4,000
Senior/Staff	47	110	5,170
	80		10,610
Discount			(3,610)
Total fees for Audit of Financial Statements, June 30, 2021			\$ 7,000

These estimates do not include fees for a single audit and do not take into consideration changes in the scope of the audit due to a significant increase in operations, changes in accounting or auditing pronouncements and standards, laws or regulations, the loss of key accounting personnel or material weaknesses in the internal control environment that cause the audit to take additional time to complete. We will discuss a new fee estimate with the Agency if such events occur.

Should a single audit be necessary, the fee will be \$5,000.

The discount of the rates above gives recognition to the fact the timing of your audit fits extremely well in our schedule and also reflects our commitment to serving water districts and agencies. The fees quoted include occasional consultation that might arise at the Agency during the year that do not take a significant amount of time.

MANNER OF PAYMENT

We would bill the Agency for services rendered based on the number of hours incurred on a monthly basis or at the end of the engagement, subject to the “not to exceed” amount. We would assume payment would be received at the Agency’s earliest convenience within 30 days.

ATTACHMENT A – PEER REVIEW REPORT



CPAs & BUSINESS ADVISORS

Report on the Firm's System of Quality Control

July 17, 2018

To the Partners of Richardson & Company, LLP
and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Richardson & Company, LLP (the firm) in effect for the year ended March 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Richardson & Company, LLP in effect for the year ended March 31, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Richardson & Company, LLP has received a peer review rating of *pass*.


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 Address of policyholder 550 HOWE AVENUE, SUITE 210 SACRAMENTO, CA 95825
 Location of operations SAME
 Description of operations CPA - ACCOUNTING SERVICES

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Policy Number	Type of Insurance	Policy Period		Limits of Liability (at beginning of policy period)
		Effective Date	Expiration Date	
90-CL-E637-5	Comprehensive Business Liability	01/01/2021	01/01/2022	
This insurance includes:		<input checked="" type="checkbox"/> Products - Completed Operations <input checked="" type="checkbox"/> Contractual Liability <input checked="" type="checkbox"/> Personal Injury <input checked="" type="checkbox"/> Advertising Injury <input checked="" type="checkbox"/> NON-OWNED VEHICLE LIABILITY <input type="checkbox"/> <input type="checkbox"/>		Each Occurrence \$ 2,000,000 General Aggregate \$ 4,000,000 Product - Completed Operations Aggregate \$ 4,000,000
				Y INJURY AND PROPERTY DAMAGE (Combined Single Limit)
90-C2-F271-6	EXCESS LIABILITY			
	<input checked="" type="checkbox"/> Umbrella <input type="checkbox"/> Other	01/17/2019	01/17/2022	Each Occurrence \$ 3,000,000 Aggregate \$ 3,000,000
				1 - Workers Compensation - Statutory
90-ML-E762-0	Workers' Compensation and Employers Liability	05/12/2021	05/12/2022	Part II - Employers Liability Each Accident \$ 1,000,000 Disease - Each Employee \$ 1,000,000 Disease - Policy Limit \$ 1,000,000
Policy Number	Type of Insurance	Policy Period		Limits of Liability (at beginning of policy period)
		Effective Date	Expiration Date	

THE CERTIFICATE OF INSURANCE IS NOT A CONTRACT OF INSURANCE AND NEITHER AFFIRMATIVELY NOR NEGATIVELY AMENDS, EXTENDS OR ALTERS THE COVERAGE APPROVED BY ANY POLICY DESCRIBED HEREIN.

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 Title Date
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 Agent Name
 Telephone Number (916) 482-9227

Agents Code Stamp
 Agent Code **55-2170**
 AFO Code **F144**

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
June 7, 2021, 12:15-1:00 pm
YCFC&WCD Boardroom/Teleconferenced GoToMeeting

Present: Roger Cornwell, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Elisa Sabatini (remotely), Sarah Leicht

Absent: Jesse Loren

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:16 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Lynnel Pollock motioned to approve the agenda. Kurt Balasek seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) May 11, 2021 meeting minutes were approved.
 - b) Reviewed financials: FY2020-21: April-May 2021: Financials through the end of May were provided with the agenda packet.
 - c) Payments to approve: Payment to GEI for GSP preparation.
 - d) YSGA and YCFC&WCD Technical and Administrative Services Agreement: In January, Budget Amendment #3 was passed (this was technically Amendment #1 for FY 2020-2021, but considered #3 for the 2-year adopted budget when FY 2019-2020 was proposed to the Board), which accounted for additional consultant costs and reduced costs of Donna's services and the real-time groundwater monitoring network. Proposed Budget Amendment #4 would adjust payments to the YCFC&WCD from \$210,000 to \$265,000 to account for additional staff time, consultant time, and materials. For next year, the estimated cost of the YCFC&WCD contract is estimated to be about \$225,000, but the final budget number will be provided to the Board at the next Board of Directors' meeting on June 21, 2021.

Lynnel Pollock motioned to approve administrative items a) and c). Kurt Balasek seconded the motion that was unanimously approved.

5. **Update on YSGA GSP Activities (Sicke):**
 - a) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - SMC Criteria Development: A Draft SMC Summary document was sent out to stakeholders to solicit feedback on minimum thresholds, measurable objectives, and sustainability goals.
 - Projects and Management Actions: A draft list of projects and management actions by Management Area was also sent out to solicit feedback. The YSGA will be having focused meetings with Capay Valley and North Yolo about the projects, and a Subbasin-wide Working Group meeting.
 - Upcoming Public Workshops – tentatively scheduled for June 23, 2021 at the Yolo County Fairgrounds, staff are working with Denise Sagara to complete the outreach postcards.
 - Draft Sections of the GSP: Chapter 3 is in development and should be available in the coming weeks.
 - Interbasin Coordination Efforts: The YSGA has continued to coordinate with neighboring subbasins. There was a recent meeting with Colusa Subbasin about how the thresholds may interact across the border. The YSGA is working towards official coordination agreements with neighboring subbasins.

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
June 7, 2021, 12:15-1:00 pm
YCFC&WCD Boardroom/Teleconferenced GoToMeeting

6. YSGA Board Meeting: June 21, 2021, 3:15 p.m.

The EC discussed the June agenda.

- Executive Officer Report
- Consent Items: Board and Committee Minutes & Financial Reports
- DWR Update
- Legislative and Regulatory Update: NCWA
- GSP Development Update and Upcoming Public Workshops
- Areas of Special Concern
- Budget Amendment #4 – Admin. And Project Management Services Change

7. Other Updates & Future Executive Committee Agenda Items: No additional items.

8. Next Executive Committee Meeting Date: The next Executive Committee meeting will occur on July 26, 2021, in the YCFC&WCD Boardroom and via GoToMeeting.

9. Adjourned at 12:48 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
July 26, 2021, 12:15-1:00 pm
YCFC&WCD Boardroom/Teleconferenced GoToMeeting

Present: Roger Cornwell, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Elisa Sabatini (remotely), Jesse Loren

Absent:

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:16 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Lynnel Pollock motioned to approve the agenda. Kurt Balasek seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) June 7, 2021 meeting minutes were approved.
 - b) Reviewed financials: FY2020-21 and FY2021-22: June-July 2021: Financials through the end of July were provided with the agenda packet.
 - c) Payments to approve: Payments were provided with the agenda packet.
 - d) FY 2020/2021 Audit: The Committee discussed the distribution of an RFP for a fiscal year 2020/2021 audit.
 - e) Year End Closing Documents to Yolo County: The YSGA is in the process of providing the necessary documents to the County for year-end closing.
Kurt Balasek motioned to approve administrative items a) and c). Lynnel Pollock seconded the motion that was unanimously approved.
5. **Update on YSGA GSP Activities (Sicke):**
 - a) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - SMC Criteria Development: The Working Group will be meeting on July 29th to discuss the SMCs and Projects and Management Actions.
 - Upcoming Public Workshops – *tentatively* scheduled for August 11, 2021 at the Yolo County Fairgrounds, staff are working with Denise Sagara to complete the outreach.
 - Draft Sections of the GSP: More draft chapters of the GSP will be released in the coming weeks.
 - Interbasin Coordination Efforts: The YSGA has continued to coordinate with neighboring subbasins.
6. **Other Updates & Future Executive Committee Agenda Items:** No additional items.
7. **Next Executive Committee Meeting Date:** The next Executive Committee meeting will occur on August 16, 2021, in the YCFC&WCD Boardroom and via GoToMeeting.
8. **Adjourned** at 12:45 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
August 16, 2021, 12:15-1:00 pm
Teleconferenced GoToMeeting

Present: Roger Cornwell, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Elisa Sabatini, Jesse Loren, Sarah Leicht

Absent:

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:10 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Jesse motioned to approve the agenda. Lynell seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) July 26, 2021 meeting minutes were approved.
 - b) Reviewed financials: FYE 2021 and FY2021-22: July-August 12, 2021: Financials for year-end 2021 and through the end of July were provided with the agenda packet. Direct contributions from the white areas were budgeted, but not received.
 - c) Payments to approve: Payments were provided with the agenda packet. Lynell motioned to approve administrative items a) and c). Jesse seconded the motion that was unanimously approved.
 - d) Rumsey Water Users Association's Request to Formally Join the YSGA: The RWUA has requested to join the YSGA as an affiliated party. As a rural entity they would pay \$0.50/acre. The committee discussed the requirement of backpay of dues for membership. The Committee formalized a recommendation to the Board to allow the Rumsey Water Users Association to join the YSGA with the condition of one year's back-pay. Jesse motioned to approve the recommendation. Lynell seconded the motion, which was unanimously approved.
 - e) North Yolo Management Area Recharge Project – Temporary Permit for Diversion of Storm Flows to Buckeye Creek: This project is already included with the GSP and would serve as a pilot project for larger stormflow diversion and recharge projects. A project summary was included with the agenda packet. Dunnigan Water District would be managing the project but has requested the YSGA serve as the applicant to the State Water Resources Control Board. Lynell moved to make a recommendation to the Board to move forward with the project. Jesse seconded the motion, which was unanimously approved.
5. **Update on YSGA GSP Activities (Sicke):**
 - a) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - SMC Criteria Development: The SMC Chapter is currently being developed. It will be posted on the website Friday, along with the entire Draft Yolo Groundwater Sustainability Plan.
 - Projects and Management Actions – Working Group meetings: A Working Group meeting at the end of July reviewed the existing projects and management actions in the plan.
 - Upcoming Public Workshops: Virtual public workshops will be held on August 25 and September 1, 2021.
 - Draft Sections of the GSP: The entire draft GSP is scheduled to be released this Friday on yologroundwater.org.

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
August 16, 2021, 12:15-1:00 pm
Teleconferenced GoToMeeting

- Interbasin Coordination Efforts: Efforts are ongoing. The team met with North American Subbasin last week, and has meetings planned with the South American and Solano Subbasins.

6. Other Updates & Future Executive Committee Agenda Items: No additional items.

7. Next Executive Committee Meeting Date: The next Executive Committee meeting will occur on September 8, 2021, via GoToMeeting.

8. Adjourned at 12:33 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

Yolo Subbasin Groundwater Agency (YSGA) Working Group
1:00 p.m. to 3:00 p.m. via GoToMeeting Teleconference
July 29, 2021 Minutes

1.	<p>CALL TO ORDER and DETERMINATION OF QUORUM Kristin Sicke, Executive Officer, called the meeting to order at 1:00 pm. Kristin conducted a roll call and determined a quorum of member agencies were virtually in attendance (Roll Call attached).</p>
2.	<p>APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA – Tom Barth motioned to approve the agenda; the motion was seconded by David Schaad and passed unanimously. (Roll call attached).</p>
3.	<p>PUBLIC FORUM – Ben King commented there are vulnerable housing communities in the Dunnigan area that should be engaged in the GSP process to ensure water supply sustainability. In addition, coordination between Colusa and Yolo Subbasins has been ongoing, but he was not noticed for these meetings. Evan Jacobs replied that he represents Cal American Water – Dunnigan. Bill Vanderwaal added that Ben will be included in the public notice of future RD 108 meetings. Colusa/Yolo coordination meetings have been at the staff level thus far, but public meetings will occur soon.</p>
4.	<p>APPROVE MINUTES of April 19, 2021 YSGA Working Group (WG) meeting. William Roberts motioned to approve the minutes. The motion was seconded by Bill Vanderwaal and passed unanimously. (Roll call attached).</p>
5.	<p>INFORMATIONAL ITEM – Report of the Executive Officer (Kristin Sicke): Kristin gave an overview of the Groundwater Sustainability Plan (GSP) work accomplished by technical staff for the YSGA. 2 new real-time wells have been added to the network. Monthly measurements due to drought conditions started in July and will be ongoing. July depth to water in the YCFC&WCD area is on average 5-10 feet above the 2015 low. The YSGA provided a groundwater update at the Yolo County Board of Supervisor’s meeting on July 27 that generated some concern, and the Board declared a local drought emergency. The YSGA will return to the Board on August 31 for another groundwater update and a broader introduction to the GSP process. The YSGA has been working closely with Yolo OES to coordinate drought response actions.</p>
6.	<p>GSP DEVELOPMENT: REVIEW OF SUSTAINABLE MANAGEMENT CRITERIA, GSP Technical Team. The Technical Team reviewed the draft sustainable management criteria for groundwater levels and storage, subsidence, water quality, and depletions for interconnected surface waters. For further detail, the slides for this discussion are available on yologroundwater.org.</p>
7.	<p>GSP DEVELOPMENT: PROJECTS AND MANAGEMENT ACTIONS, GSP Technical Team. The Technical Team gave an overview of the 12 management actions and 71 projects currently planned to be included in the GSP. The full table of projects and management actions was distributed prior to the meeting. The table and a feedback form are available on the website at https://www.yologroundwater.org/yolo-groundwater-sustainability-plan. Comments are due by August 6.</p> <p>Ben King provided a written comment: <i>“Thank you for the opportunity to comment. My proposed management action is a multi-basin management action following up on the Future Work section of Steven Springhorn’s Master’s Thesis on the Sutter Buttes. The basic thesis is</i></p>

**Yolo Subbasin Groundwater Agency (YSGA) Working Group
1:00 p.m. to 3:00 p.m. via GoToMeeting Teleconference
July 29, 2021 Minutes**

	<p><i>that the arsenic contamination around the Buttes may be related to volcanic geology of the Sutter Buttes. I am concerned that the arsenic contamination is moving laterally for the connate salt water from the Buttes along the Willows Fault, which runs down the Sutter Bypass and runs under the City of Colusa. See the USGS Paper Circular 1358 by Susan Thiros, Paul, Bexfield, and Anning. There is a discussion about arsenic moving along fault lines and a model on page 58 that predicts the translocation and desorption because the pH of the salt water is greater than salt water. Springhorn and the USGS Papers by Bexfield mention that overpumping brings natural occurring contaminants up the freshwater aquifer and laterally via faults. I wanted to share this before dropping off.”</i></p>
8.	<p>AREAS OF SPECIAL CONCERN – WINTERS AND HUNGRY HOLLOW, GSP Technical Team. The Technical Team summarized the presentation on the areas of special concern given to the YSGA Board of Directors on June 21. The two areas around the City of Winters and the Hungry Hollow canal display declining groundwater levels and changes in land use. The full presentation provided to the Board is available at https://www.yologroundwater.org/files/3935e49e8/YSGA+BOD+Presentation_20210621_no_gifs.pdf</p>
8.	<p>GSP DEVELOPMENT: DRAFT CHAPTERS OF THE GSP, REPORT OF DATA SHARING EFFORTS, AND PUBLIC WORKSHOPS Sicke, Executive Officer</p> <ol style="list-style-type: none"> a. <i>Draft Chapters of the GSP:</i> The full draft of the GSP is planned to be released on August 10, 2021 with a 60-day public comment period. b. <i>Report of Data Sharing Efforts:</i> Coordination has been ongoing with Colusa, Solano, North American, and South American Subbasins. c. <i>Public Workshops:</i> A public workshop is scheduled for 6:00 p.m. on August 11, 2021 at the Yolo County Fairgrounds. d. <i>Future Working Group Discussions:</i> A discussion will be scheduled for early September to discuss any comments received on the draft GSP.
9.	<p>FUTURE WORKING GROUP DISCUSSIONS – Executive Officer</p> <ol style="list-style-type: none"> a. Annexation of “Grey Areas” b. Advisory Committee Roles c. Role of Water Transfers
10.	<p>WRAP UP and NEXT STEPS:</p> <ol style="list-style-type: none"> a. No additional comments.
11.	<p>ADJOURN: Meeting adjourned at 2:53 p.m.</p>

Respectfully submitted,

Kristin Sicke
Executive Officer

Yolo SGA Working Group Meeting Roll-Call Attendance and Votes
July 29, 2021, 1-3 p.m., via GoToMeeting teleconference

<u>Agency</u>	<u>Representative(s)</u>	<u>In Attendance</u>	<u>Vote – Item 2</u>	<u>Vote – item 4</u>
California American Water -- Dunnigan	Evan Jacobs	Evan Jacobs	Yes	Yes
City of Davis	Stan Gryczko Dawn Calciano	Dawn Calciano	Yes	Yes
City of West Sacramento	William Roberts	William Roberts	Yes	Yes
City of Winters	Kurt Balasek Kristine DeGuerre Jesse Loren	Kristine DeGuerre Kurt Balasek (item 6-end) Jesse Loren (Item 1-7)	Yes	Yes
City of Woodland	Matt Cohen	Matt Cohen	Yes	Yes
Colusa Drain Mutual Water Company	Lynell Pollock	--	Absent	Absent
Dunnigan Water District	Bill Vanderwaal David Schaad	Bill Vanderwaal David Schaad	Yes	Yes
Esparto CSD	Steve Knightley Jose Quintana	Jose Quintana (Item 6-end)	Absent	Absent
Madison CSD	Leo Refsland	--	Absent	Absent
Reclamation District (RD) 108	Bill Vanderwaal	Bill Vanderwaal	Yes	Yes
RD 150 (Merritt Island)	Warren Bogle	--	Absent	Absent
RD 307 (Lisbon Island)	James Johas	--	Absent	Absent
RD 537 (Lovdal District)	Tom Ramos	Tom Ramos	Yes	Yes
RD 730 (Knights Landing)	Jim Heidrick	--	Absent	Absent
RD 765 (Glide District)	David Dickson	David Dickson	Yes	Yes
RD 787 (Fair Ranch)	Roger Cornwell Dominic Bruno	--	Absent	Absent
RD 999 (Netherlands)	Tom Slater	--	Absent	Absent
RD 1600 (Mull District)	Ammy Reyes Michele Clark	Ammy Reyes	Abstain	Abstain
RD 2035 (Conaway Ranch)	Mike Hall	--	Absent	Absent
University of California, Davis	Camille Kirk Kelli O'Day	Kelli O'Day (Item 1-7) Camille Kirk (Item 7-end)	Yes	Yes
Yocha Dehe Wintun Nation	Emily Drewek Marc Fawns	Emily Drewek	Yes	Abstain
Yolo County	Richard Reed Elisa Sabatini	Elisa Sabatini (item 3-end)	Absent	Yes
Yolo County Farm Bureau	Stan Lester Denise Sagara	Denise Sagara	Yes	Yes
Yolo County Flood Control and Water Conservation District	Tim O'Halloran Tom Barth Max Stevenson Kristin Sicke	Kristin Sicke Max Stevenson Tom Barth	Yes	Yes
Environmental Representative	Ann Brice	Ann Brice	Yes	Yes

Other Attendees	
YCFC&WCD/YSGA Staff	Jack Cronin Sarah Leicht
GEI Consultants	Larry Rodriguez Satya Gala
County of Colusa	Mary Fahey
Yolo County RCD	Jeanette Wrynsinski
Capay Valley Stakeholder	Mica Bennett
Driver Farms (Private Pumper)	Ashley Driver
Ponticello Engineers (City of Winters)	Carol Scianna
Tully & Young (City of West Sacramento)	Gwyn-Mohr Tully
Colusa Farmer	Ben King
	Jack Vickrey

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 5

SUBJECT: Report of the Chair and Executive Officer

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

The YSGA Chair and Executive Officer will provide either an oral or written report on recent activities.

A written report from the YSGA Executive Officer is attached.

RECOMMENDATION

This agenda item is for informational purposes only. No Board action is required.

Date: September 17, 2021
To: YSGA Board of Directors
From: Kristin Sicke, Executive Officer
Subject: Report of the Executive Officer

Recommendation

For informational purposes only. No Board action required.

Background

Following is an update to the Board of Directors of the YSGA on activities and issues related to the ongoing implementation of the Sustainable Groundwater Management Act (SGMA). This report should be considered as a summary document so that Board members and other interested parties can quickly read about the general activities taking place between YSGA Board meetings. Board members should feel free to contact me at any time for more detail or with ideas and/or questions that they might have regarding the program.

Since the June 21, 2021 meeting of the YSGA Board of Directors the following activities have taken place.

Program Administration

Three meetings were held by the YSGA Executive Committee (EC) on July 26, August 16, and September 8, 2021. The EC, consisting of Chair Cornwell, Vice-Chair Loren, Lynnel Pollock, Kurt Balasek, and Executive Officer Kristin Sicke, discussed logistical issues related to YSGA administration and the development of the Groundwater Sustainability Plan (GSP). The next meeting of the YSGA EC is scheduled for October 18, 2021 from 12:15 to 1 p.m. remotely or at the Yolo County Flood Control and Water Conservation District (YCFC&WCD) Headquarters in Woodland. Staff are continuing to think through the dissolution of the WRA and merger of WRA activities/initiatives into the YSGA JPA.

The Rumsey Water Users Association has requested to become a YSGA member. Formal notices were e-mailed and mailed to each YSGA member on August 5, 2021 to formally notice the request coming to the full YSGA Board for consideration at the September 20, 2021 Board meeting.

The GSP Technical Team scheduled and hosted two YSGA Working Group meetings on July 29 and September 2, 2021 to review the sustainable management criteria an additional time; the draft projects and management actions; and the comments and concerns from the GSP public workshops.

Additionally, staff continued to communicate with Solano Subbasin GSA, South and North American Subbasins, Sutter Subbasin, and Colusa Groundwater Authority on data sharing opportunities and general GSP coordination. Staff also coordinated with the Yolo Habitat Conservancy to ensure collaboration at the County-level. Staff provided presentations on the GSP to the Yolo County Farm Bureau board, Yolo County Board of Supervisors, and Yolo County Planning Commission.

The Yolo Groundwater website <http://yologroundwater.org> was updated as needed. A calendar of current events is posted to the website. The draft GSP was posted to the website on August 25, 2021 and two public workshops were virtually held to inform the public of the GSP being available for comment. Comments will be received until October 27, 2021: <https://www.yologroundwater.org/yolo-groundwater-sustainability-plan>.

Program Implementation

- GSP Sections
 - Drafted Sustainable Management Criteria and Project and Management Actions Chapters
 - Updated figures and maps for Draft GSP release
 - Assembled GSP Appendices
 - Compiled and released, and accepting/organizing comments on full Draft GSP
- GSP Public Outreach
 - Organized and held two virtual public workshops to announce the Draft GSP
 - Provided answers to questions and concerns expressed in the workshops
 - Provided hard copies of the GSP to stakeholders with internet issues
 - Production of prepared videos to introduce the GSP; soon to be released on the website
- Sustainability Indicators
 - Continued to compare sustainability indicators and boundary classifications across basin boundaries – specifically South American Subbasin and Colusa Subbasin
 - Finalized sustainability criteria methodology and values for all indicators
- Projects and Management Actions
 - Compiled input received on draft list of projects and management actions
 - Ongoing coordination to initialize projects in the Capay Valley, China Slough, and Buckeye Creek
- Data Management/Website Updates
 - Compiled data to confirm SMC values for representative wells
 - WRID improvements including addition of over 5,000 historical records, additional construction information, and user interface fixes
 - Sgma.yologroundwater.org site is almost complete
 - Analyzed monthly groundwater level measurements to provide drought conditions updates
 - Compiled and analyzed data on new well permits provided by Yolo County
- Monitoring Network
 - Provided monthly well measurements of the spring/fall network
 - Provided water level readings and coordination with Yolo County OES for individuals expressing concern over declining groundwater levels and individuals with dry wells
 - Sent letter to well drillers informing them of the YSGA monitoring labels
 - Coordinated the addition of Knights Landing CSD well to real-time network
 - Produced monitoring network improvement plan for Draft GSP
 - Added several wells to the long-term monitoring network; coordination ongoing to add additional wells in data gap areas
 - Coordinated with DWR and landowners on monitoring agreements to preserve wells with long-term data records
 - Working with Cacheville CSD and Yolo Fire Protection District on additional real-time monitoring well
- Areas of Special Concern
 - Presented initial findings on areas of special concern to YSGA Working Group
 - Identified wells that might be suitable for long-term monitoring
- Drought Response
 - Worked with Yolo County OES to verify reports of dry wells and coordinated water delivery
 - Prepare for and participate in WRA Technical Committee Drought Task Force
- Grant Administration
 - Continued quarterly grant reporting and invoicing

Program Outreach

Staff participated in a number of meetings/workshops/discussions related to SGMA and groundwater recharge and protection, which include the following:

1. Participated in North Sacramento Valley Interbasin Coordination Meeting (June 23; Sicke)
2. Outreach Meeting with El Macero CSA Stakeholder (June 24; Sicke)
3. Hosted Projects Brainstorming Meeting with Yolo-Zamora Stakeholders (June 30; Director Vanderwaal and Sicke and Cronin)
4. Participated in Inerbasin Coordination Meeting with Solano Subbasin GSA (July 9; Sicke and Stevenson)
5. Hosted Yolo-Zamora "Grey Area" Meeting to Brainstorm Project Concepts (July 12; Sicke)
6. Participated in Coordination Meeting with North American Subbasin (July 13; Sicke)
7. Hosted WRA Technical Committee Ad Hoc Drought Task Force Meeting (July 14; Director Refsland and Sicke, Cronin, Leicht, and Sabatini)
8. Participated in South Colusa County Groundwater Discussion at RD 108 (July 16; Directors Cornwell, Reinhard, Schaad, Vanderwaal, and Wallace, and Sicke)
9. Hosted WRA Technical Committee Ad Hoc Drought Task Force Meeting (July 22; Director Refsland and Sicke, Cronin, Leicht, and Sabatini)
10. Hosted WRA/YSGA Executive Committee Meetings (July 26; Directors Cornwell, Loren, Balasek, and Pollock and Sicke, Leicht, and Sabatini)
11. Participated in Yolo County Board of Supervisors Meeting to Present Drought Conditions Update (July 27; Sicke and Sabatini)
12. Presentation to Yolo Land Trust Board on Areas of Special Concern (July 27; Director Clark and Sicke)
13. Hosted Working Group Meeting (July 29; all)
14. Hosted WRA Technical Committee Ad Hoc Drought Task Force Meeting (July 30; Director Refsland and Sicke, Cronin, Leicht, and Sabatini)
15. Participated in Interbasin Coordination Meeting with Colusa Subbasin (August 5; Cronin and Sicke)
16. Presentation on Yolo Subbasin GSP Development to the Yolo County Farm Bureau Board (August 10; Directors Lester and Sagara and Sicke)
17. Meeting with City of Winters about Groundwater Management and Yolo Subbasin GSP Development (August 11; Sicke)
18. Hosted WRA Technical Committee Ad Hoc Drought Task Force Meeting (August 13; Director Refsland and Sicke, Cronin, Leicht, and Sabatini)
19. Hosted WRA/YSGA Executive Committee Meetings (August 16; Directors Cornwell, Loren, Balasek, and Pollock and Sicke, Leicht, and Sabatini)
20. Meeting with Yolo County Supervisor Sandy to Review Yolo Subbasin GSP Projects (August 18; Directors Cornwell, Director/Supervisor Sandy, and Sicke)
21. Meeting with CAO Kim to Review YSGA and Yolo Subbasin GSP Development (August 20; Director Cornwell, and Sicke and Sabatini)
22. Hosted Public Workshop to Discuss Yolo Subbasin GSP (August 25 and September 1; Various Directors and Sicke, Stevenson, Cronin, and Leicht)
23. Hosted WRA Technical Committee Ad Hoc Drought Task Force Meeting (August 27; Director Refsland and Sicke, Cronin, Leicht, and Sabatini)
24. Participated in Yolo/Solano Interbasin Coordination Meeting (August 30; Sicke and Stevenson)
25. Participated in Yolo County Board of Supervisors Meeting to Present Drought Conditions Update (August 31; Sicke and Sabatini)
26. Participated in Interbasin Coordination Meeting with South American Subbasin (September 1; Sicke and Cronin)

27. Hosted YSGA Working Group Meeting (September 2; all)
28. Meeting with Yolo County Supervisor Saylor to Review YSGA and Yolo Subbasin GSP Development (September 3; Director Cornwell and Sicke)
29. Meeting with Supervisor Barajas to Review YSGA and Yolo Subbasin GSP Development (September 8; Director Cornwell and Sicke)
30. Hosted WRA/YSGA Executive Committee Meetings (September 8; Directors Cornwell, Loren, Balasek, and Pollock and Sicke, Leicht, and Sabatini)
31. Meeting with Capay Valley Constituents to Discuss *California Resilience Challenge* Funding Opportunity for Capay Valley GSP Project (September 8; Sicke)
32. Presentation on Drought Conditions and Yolo Subbasin GSP Development to the Yolo County Planning Commission (September 9; Sicke and Sabatini)
33. Participated in NCWA Groundwater Management Task Force Meeting (September 13; Directors Cornwell and Vanderwaal and Sicke and Stevenson)

Other Items of Note

In response to ongoing drought conditions and associated water supply shortages in the Delta watershed, on August 3, 2021, the State Water Board adopted an emergency regulation authorizing the curtailment of diversions when water is determined to be unavailable at a water right holder's or claimant's priority of right. (Cal. Code Regs., tit. 23, §§ 876–879.2.) The regulation was approved by the Office of Administrative Law and went into effect upon filing with the Secretary of State on August 19, 2021. The regulation will remain in effect for up to one year but could be repealed if water supply conditions improve. The State Water Board may readopt the regulation if drought conditions continue through next year. The regulation is available on the State Water Board's Delta Drought webpage at: www.waterboards.ca.gov/drought/delta/.

Current Groundwater Conditions

When compared to last year's elevations (as shown on the historical depth to water table below), this year's water levels are on average 20-feet lower. When compared to the most recent drought period (2015 elevations), this year's groundwater levels are on average slightly lower.

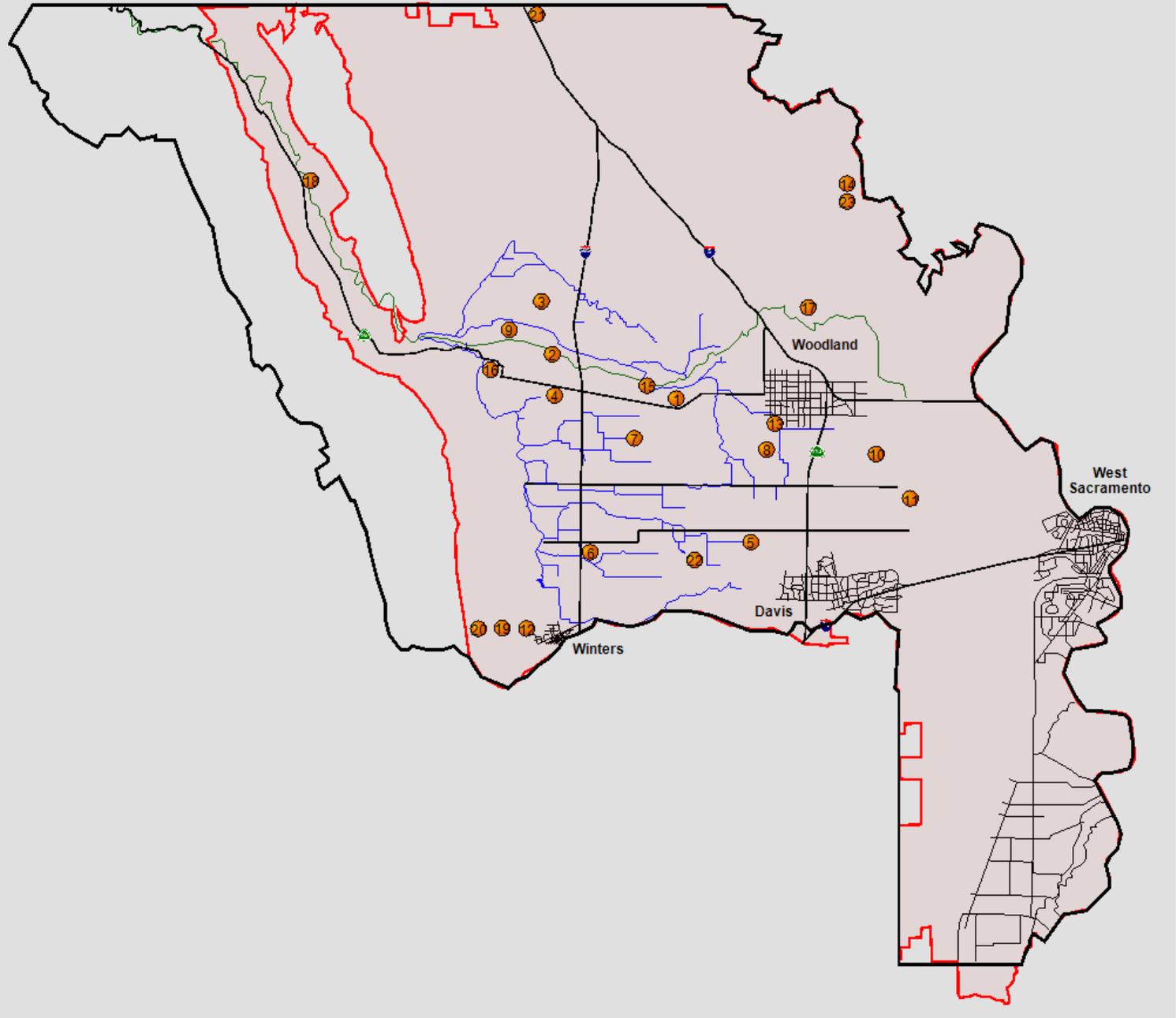
Included below are the following graphics that illustrate the current groundwater conditions and monitoring efforts.

1. A location map of the 23 real-time monitoring locations currently operating in the Yolo Subbasin. Since June, two additional real-time monitoring wells have been installed – one in Central Yolo (22) and another at Knights Landing CSD (23). We are currently working with Cacheville CSD to repurpose and utilize the Yolo Fire Protection District's groundwater well for real-time monitoring.
2. A table showing historical groundwater elevations on a specific date (September 17, 2021 in this example).
3. A hydrograph of average groundwater levels based on 117 monitored wells throughout Western Yolo County. These measurements are normally taken twice annually, once in the spring when groundwater levels are at their highest and again in the fall when groundwater levels are at their lowest. However, this year due to drought conditions, these wells are now being measured once a month. The average mid-July and mid-August measurements are shown on this hydrograph. Additionally, maps illustrating the depth to water for these wells, and a comparison to the 2015 and 1977 drought levels are shown below.

The wells were recently measured (during the week of September 13, 2021) and the data is currently being reviewed. An updated hydrograph and report will be provided in the near future.

This data is current as of September 17, 2021. Visit <http://yologroundwater.org> for more detailed information.

Well Monitoring
Real-Time



- SCADA Links
- Comparison Trends
- Comparison Table

Legend

Monitoring Site	●
YSGA	—
County	—

Well Monitoring

Depth to Water Historical Comparison

(Daily Average DTW in feet)

SCADA Links

Well Map

Select Date

09/17/21

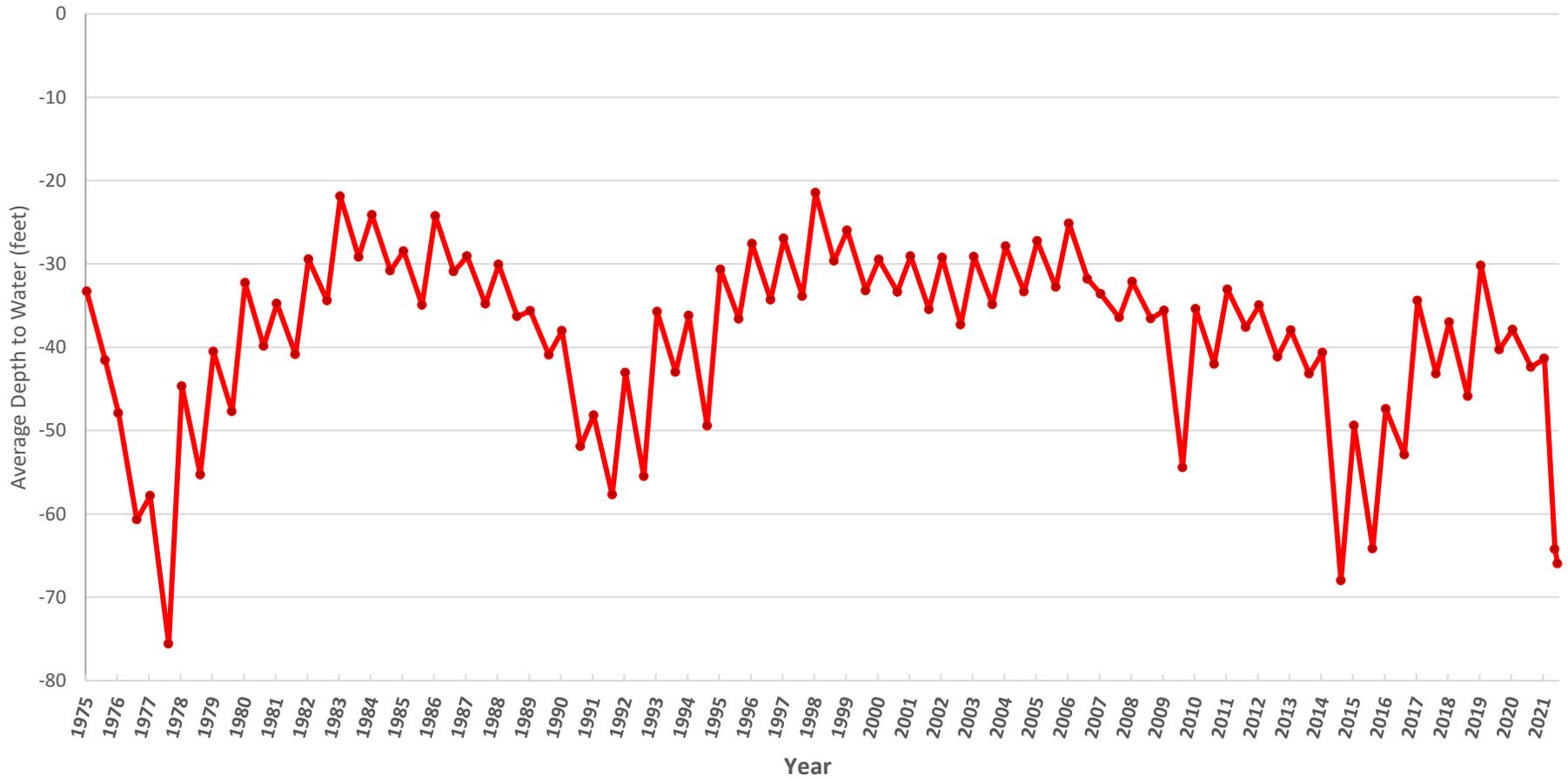
Comparison Trends

Comparison Table 2

Well	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Δ 2020 - 2021	Δ 2015 - 2021
1.	97.5	94.4	99.0	108.3	133.0	133.7	121.8	110.2	113.2	105.9	114.8	148.2	-33.3	-14.5
2.	51.2	44.8	36.8	53.1	55.6	61.0	50.6	30.9	33.5	30.6	32.0	45.1	-13.1	16.0
3.	48.1	39.6	45.8	52.4	82.5	78.0	62.2	40.3	44.6	38.8	43.6	74.9	-31.4	3.1
4.		33.1	35.2	39.1	56.2	50.8	49.9	30.8	31.3	30.2	33.3	57.6	-24.3	-6.8
5.		17.3	20.0	23.0	35.0	36.3	35.9	23.7	25.3	18.6	21.6	37.0	-15.3	-.7
6.			35.2	41.7	74.7	68.0	46.1	33.7	41.2	32.8	36.3	64.9	-28.7	3.1
7.				16.7	43.0	50.6	26.7	20.5	22.2	19.1	24.8	47.8	-23.0	2.8
8.				61.2	82.1	80.2	79.4	56.9	61.4	49.5	57.7	83.6	-25.9	-3.4
9.					77.7	73.6	59.7	41.5	44.9	41.7	43.3	66.7	-23.4	6.9
10.					81.8	78.7	75.0	43.6	65.5	47.8	69.4	83.2	-13.8	-4.5
11.					30.0	25.9	26.1	16.4	22.5	16.7	23.7	28.8	-5.0	-2.9
12.									124.9	113.4	122.6	126.3	-3.7	
13.									90.6	79.4	89.9	122.4	-32.5	
14.									11.7	11.0	11.1	13.1	-2.0	
15s.									41.8	36.6	46.3	50.6	-4.3	
15d.									160.9	140.7	159.6	244.7	-85.1	
16.										36.4	40.5	48.9	-8.3	
17.										21.0	24.6	33.9	-9.3	
18.										76.6	88.6	121.1	-32.5	
19.										179.3	186.3	201.9	-15.7	
20.										199.0	199.0	199.0	.0	
21.										120.4	128.4	138.1	-9.7	
22.												110.8		
23.												73.8		

YFCWCD Average Groundwater

Depth by Season (August 2021 is 117 wells)

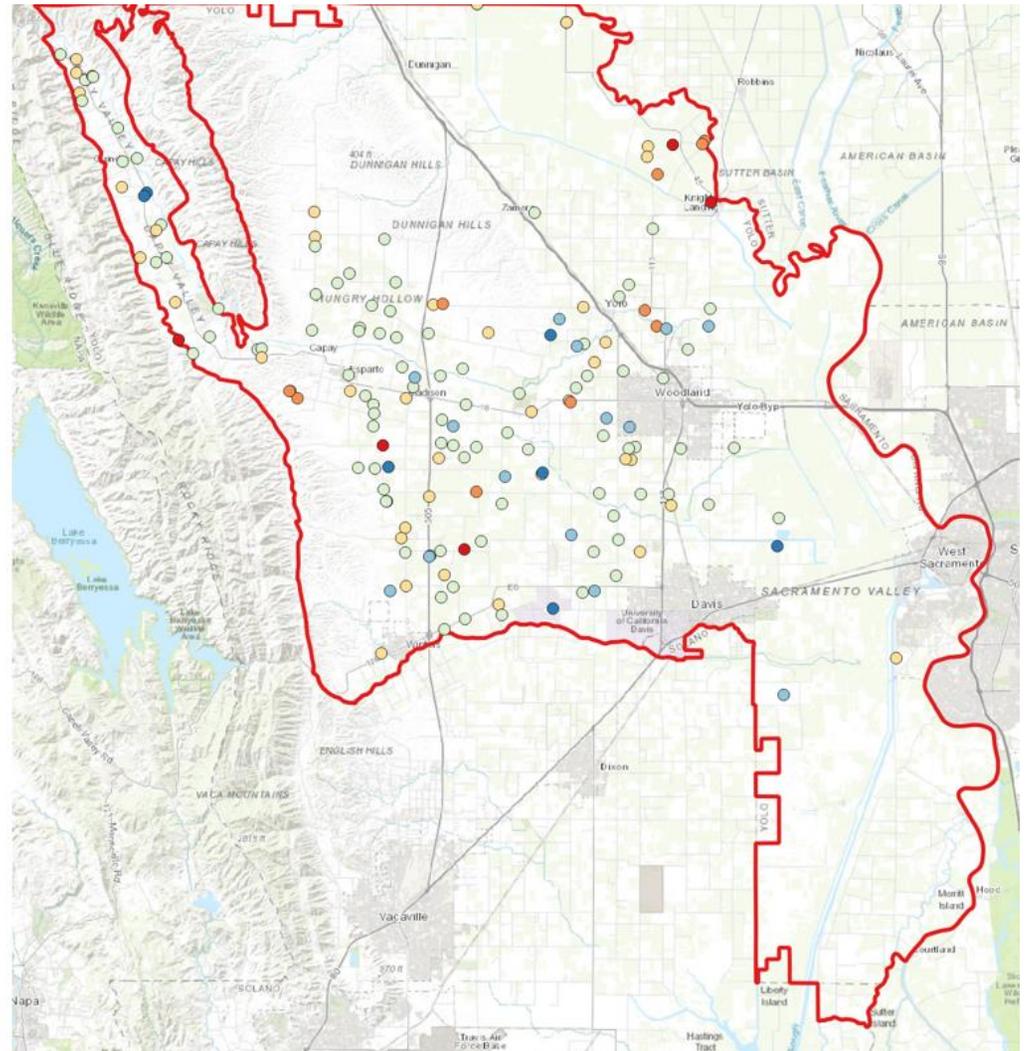


*Mid-March 2021 Average Depth to Water ~ 41 feet
Mid-July 2021 Average Depth to Water ~ 64 feet
Mid-August 2021 Average Depth to Water ~ 66 feet

Comparison with 2015 Drought

- August DTW compared to max DTW 2014-2015
- 33% of wells are at or below 2015 low

- > 40 ft below 2015 low
- 20 - 40 ft below 2015 low
- Less than 20 ft below 2015 low
- Less than 20 ft above 2015 low
- 20 - 40 ft above 2015 low
- > 40 ft above 2015 low



**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 7

SUBJECT: Consideration: Rumsey Water Users Association’s Request to Join the YSGA

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

On June 14, 2021, the Rumsey Water Users Association (RWUA) requested to join the Yolo Subbasin Groundwater Agency and, to ultimately, have a presence on the Capay Valley Management Area Advisory Committee (once formed). The attached letter was sent to all YSGA members on August 3, 2021 to provide at least “30 days’ advance written notice prior to any Board action to add a new Member or Affiliated Party” (Article 6.1 of the [YSGA JPA](#)).

At the YSGA Executive Committee’s August meeting, Committee members considered RWUA’s request to join the YSGA as a formal member. The Executive Committee voted to recommend the YSGA Board consider allowing the RWUA to join as a member via the attached draft Affiliated Party Memorandum of Understanding (MOU), with the collection of one-years’ worth of backpay dues. RWUA is considered a rural district and accordingly, dues would be \$0.50 per acre. With an approximate service area of 340 acres, dues collected upon entering into an MOU with RWUA would be \$340 (for Fiscal Year 2020-2021 and 2021-2022).

If approved by supermajority vote of Board Members present, the RWUA will be considered a Member of the YSGA with the privileges and responsibilities outlined in the JPA.

RECOMMENDATION

The Executive Committee recommends the Board of Directors allow RWUA to join the YSGA and authorize Chair Cornwell to sign the MOU with RWUA on behalf of the YSGA.

Yolo Subbasin Groundwater Agency

Groundwater Sustainability Agency

34274 State Highway 16 • Woodland, CA 95695 • 530.662.3211 • www.yologroundwater.org

August 3, 2021

YSGA Members:

The Rumsey Water Users Association (RWUA) has requested to join the Yolo Subbasin Groundwater Agency (YSGA) as a Member Agency.

The RWUA is a non-profit organization with 40 members that provides irrigation water to approximately 340 acres in the northern Capay Valley. The administrative boundary and constituent parcels of the Rumsey Water Users Association are shown in the attached map. The Association has nominated RWUA Board Member and local farmer Ken Muller as its candidate for YSGA Board Representative.

Per Article 6.1 of the Joint Exercise of Powers Agreement (JPA) of the YSGA, “The Agency Board of Directors may, in its sole and absolute discretion, approve the addition of new Members or Affiliated Parties to the Agency by supermajority vote. In the event of Board approval of a new Member the new Member shall execute this Agreement but amendment of this Agreement will not be required. The Board of Directors shall provide all Members and Affiliated Parties with 30 days’ advance written notice prior to any Board action to add a new Member or Affiliated Party.”

The RWUA request will be agendized and considered at the next YSGA Board of Directors Meeting on September 20, 2021. If approved by supermajority vote of Board Members present, the RWUA will be considered a Member of the YSGA with the privileges and responsibilities outlined in the JPA.

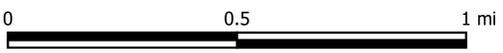
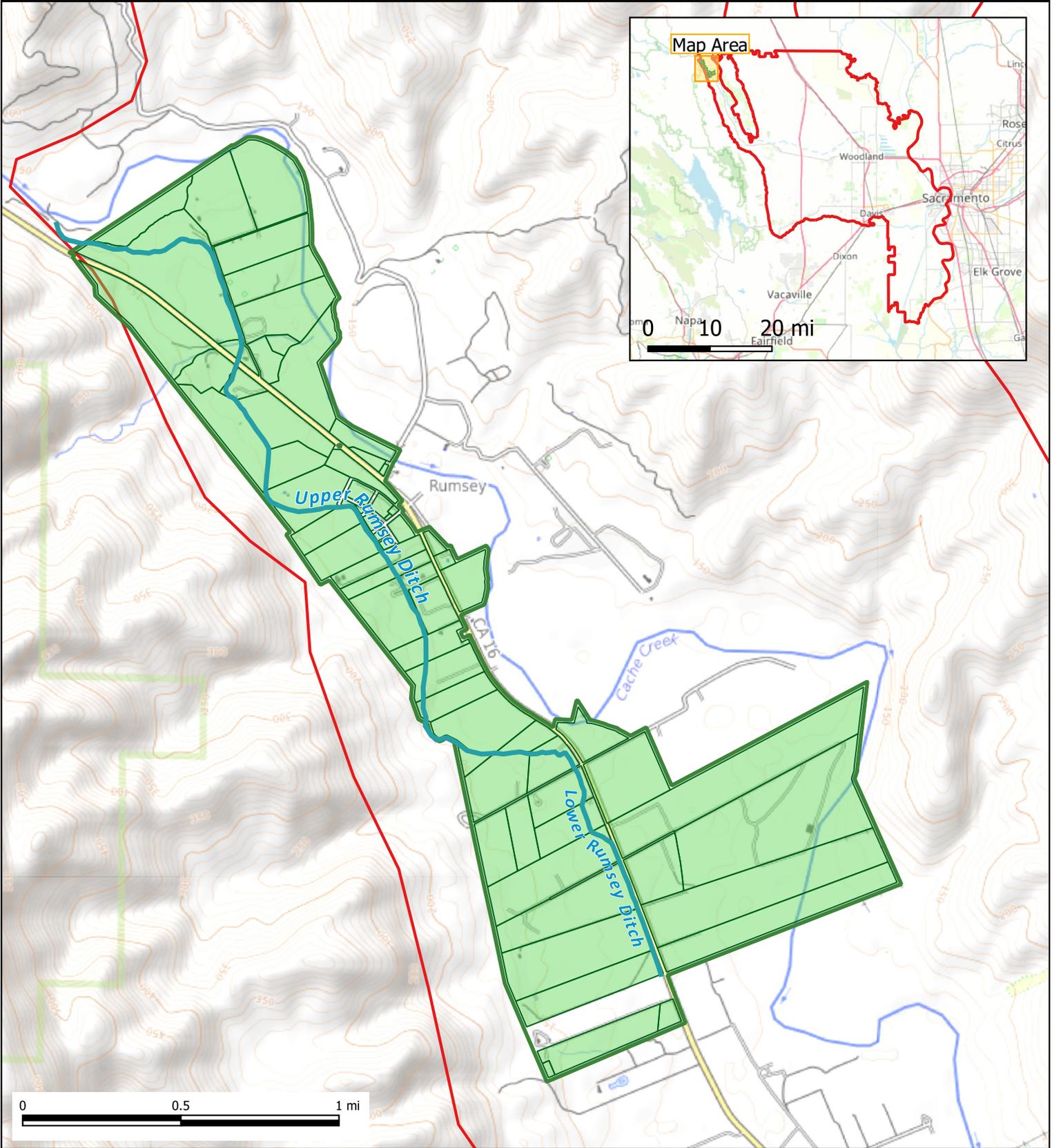
Please contact me with any questions or concerns regarding this request.

Sincerely,



Kristin Sicke
Executive Officer
Yolo Subbasin Groundwater Agency

Rumsey Water Users Association (RWUA)



- Parcels served by RWUA
- RWUA Boundary
- Yolo Subbasin Boundary

**Yolo Subbasin
Groundwater Agency**
yologroundwater.org



MEMORANDUM OF UNDERSTANDING BETWEEN THE YOLO SUBBASIN GROUNDWATER AGENCY AND RUMSEY WATER USERS ASSOCIATION

THIS Memorandum of Understanding is entered into and effective this 20th day of September, 2021 (“**Effective Date**”), by and between the Yolo Subbasin Groundwater Agency (“**Agency**”), a joint exercise of powers agency organized and existing pursuant to the Joint Exercise of Powers Act, Cal. Government Code §§ 6500 *et seq.*, and the Rumsey Water Users Association (“**RWUA**”). Agency and RWUA are sometimes referred to in this Agreement together as the “Parties.”

RECITALS

A. On August 29, 2014, the California Legislature passed comprehensive groundwater legislation contained in SB 1168, SB 1319 and AB 1739. Collectively, those bills, as subsequently amended, enacted the “Sustainable Groundwater Management Act” (“SGMA”). Governor Brown signed the legislation on September 16, 2014 and it became effective on January 1, 2015.

B. The Agency was established pursuant to a Joint Exercise of Powers Agreement dated June 19, 2017 (“**JPA Agreement**”) to, among other things, act as the Groundwater Sustainability Agency (“**GSA**”) for the Yolo Subbasin of the Sacramento Valley Groundwater Basin, California Department of Water Resources Basin No. 5-21.67 as its boundaries may be modified from time to time in accordance with Cal. Water Code Section 10722.2 (“**Subbasin**”). A true and correct copy of the JPA Agreement, as it exists as of the Effective Date of this Memorandum, is attached hereto as Exhibit “A.”

C. The mission of the Agency is to provide a dynamic, cost-effective, flexible and collegial organization to ensure compliance with SGMA within the Subbasin.

D. The JPA Agreement provides for participation in the Agency by “Affiliated Parties,” defined in Article 1.1.a of the JPA Agreement as “those entities that are legally precluded from becoming members of this Agreement but that, after entering into a memorandum of understanding with the Agency, will be granted a voting seat on the Board of Directors pursuant to the terms of this Agreement and the memorandum of understanding.”

E. The RWUA service area overlies the Subbasin. The RWUA has a vital interest in the sound management of the Subbasin.

F. The Agency and the RWUA desire to enter into this Memorandum for the purpose of memorializing the terms and conditions under which the RWUA will participate in the implementation of SGMA through the Agency.

THEREFORE, in consideration of the mutual promises, covenants and conditions herein set forth, Agency and the RWUA agree as follows:

ARTICLE 1: DEFINITIONS

1.1 **Definitions.** As used in this Agreement, unless the context requires otherwise, the meaning of the terms hereinafter set forth shall be as follows:

a. **“Agency”** shall mean the Yolo Subbasin Groundwater Agency established by the JPA Agreement.

b. **“Board of Directors”** or **“Board”** shall mean the governing body of the Agency as described in the JPA Agreement.

c. **“DWR”** shall mean the California Department of Water Resources.

d. **“Effective Date”** shall be as set forth in the Preamble of this Memorandum of Understanding.

e. **“Groundwater Sustainability Agency”** or **“GSA”** shall mean an agency enabled by SGMA to regulate a portion of the Subbasin cooperatively with all other Groundwater Sustainability Agencies in the Subbasin, in compliance with the terms and provisions of SGMA.

f. **“Groundwater Sustainability Plan”** or **“GSP”** shall have the definition set forth in SGMA.

g. **“JPA Agreement”** shall mean the Joint Exercise of Powers Agreement Establishing the Yolo Subbasin Groundwater Agency dated June 19, 2017, attached hereto as Exhibit “A.”

h. **“Management Area”** shall mean the areas delineated in the GSP for which Members and Affiliated Parties will have initial authority and responsibility for groundwater management in accordance with SGMA.

i. **“Member”** shall mean any of the signatories to the JPA Agreement and “Members” shall mean all of the signatories to the JPA Agreement, collectively.

j. **“Memorandum”** shall mean this Memorandum of Understanding.

k. **“SGMA”** shall mean the California Sustainable Groundwater Management Act of 2014 and all regulations adopted under the legislation (SB 1168, SB 1319 and AB 1739) that collectively comprise the Act, as that legislation and those regulations may be amended or supplemented from time to time.

l. **“Subbasin”** shall mean the Yolo Subbasin of the Sacramento Valley Groundwater Basin, California Department of Water Resources Basin No. 5-21.67 as its boundaries may be modified from time to time in accordance with Cal. Water Code Section 10722.2.

ARTICLE 2: TERM OF MEMORANDUM OF UNDERSTANDING

2.1 This Memorandum will continue in full force and effect until the first to occur of the following: (i) termination of the JPA Agreement in accordance with Article 6.5 thereof; (ii) involuntary termination of the RWUA from participation in the Agency in accordance with Article 6.3 of the JPA Agreement; or (iii) withdrawal and termination by the RWUA from participation in the Agency in accordance with Article 6.4 of the JPA Agreement.

ARTICLE 3: RIGHTS AND RESPONSIBILITIES OF THE PARTIES

3.1 The RWUA will participate in the Agency as an Affiliated Party and will have all of the rights and responsibilities of an Affiliated Party as specified in the JPA Agreement.

3.2 Without limiting the generality of Article 3.1, the RWUA and the Agency will have the following specific rights and responsibilities:

a. Within thirty days following the Effective Date of this Memorandum, RWUA shall designate one representative to participate on the Board of Directors. The RWUA may also designate one alternate to participate on the Board of Directors in the absence of the RWUA's appointed director. The RWUA's participation on the Board of Directors shall be governed by the JPA Agreement, including but not limited to Article 4 thereof.

b. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 3.8 of the JPA Agreement (Relationship of Members and Affiliated Parties to Each Other) as such provision exists as of the Effective Date or as it may be subsequently amended.

c. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 3.11 of the JPA Agreement (Role of Members and Affiliated Parties) as such provision exists as of the Effective Date or as it may be subsequently amended.

d. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 5.1 of the JPA Agreement (Contributions and Expenses) as such provision exists as of the Effective Date or as it may be subsequently amended.

f. The Agency agrees to hold harmless, defend and indemnify the RWUA and its officers, employees and agents to the same extent as the Members and their officers, employees and agents in accordance with Article 5.3 of the JPA Agreement (Indemnification) as such provision exists as of the Effective Date or as it may be subsequently amended.

g. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 5.11 of the JPA Agreement (Reconsideration of Voting Structure and Expense Allocation) as such provision exists as of the Effective Date or as it may be subsequently amended.

h. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 6 of the JPA Agreement (Changes to Membership, Withdrawal and Termination) as such provision exists as of the Effective Date or as it may be subsequently amended.

i. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 7 of the JPA Agreement (Special Projects) as such provision exists as of the Effective Date or as it may be subsequently amended.

j. The RWUA and Agency expressly acknowledge, and agree to be bound by, Article 8 of the JPA Agreement (Actions by the Agency Within Management Areas and Individual Jurisdictions) as such provision exists as of the Effective Date or as it may be subsequently amended.

ARTICLE 4: WITHDRAWAL AND TERMINATION

4.1 The Parties acknowledge and agree that the RWUA may, in their sole discretion, unilaterally withdraw from participation in the Agency in accordance with Article 6.4 of the JPA Agreement.

4.2 In the event of withdrawal by the RWUA from participation in the Agency, the RWUA acknowledges, and agree to be bound by, Article 6.4 of the JPA Agreement which provides, among other things, that a withdrawing Affiliated Party “will remain responsible for its proportionate share of any obligation or liability duly incurred by the Agency, as specified in Article 5.1 and Exhibit D, as existing as of the effective date of withdrawal.”

ARTICLE 5: MISCELLANEOUS PROVISIONS

5.1 **Binding on Successors.** The rights and duties of the Parties under this Memorandum may not be assigned or delegated by either Party without the advance written consent of the other Party. Any approved assignment or delegation shall be consistent with the terms of any contracts, resolutions, indemnities and other obligations of the Agency then in effect.

5.2 **Notice.** Any notice or instrument required to be given or delivered under this Agreement may be made by: (a) depositing the same in any United States Post Office, postage prepaid, and shall be deemed to have been received at the expiration of 72 hours after its deposit in the United States Post Office; (b) transmission by facsimile copy to the addressee; (c) transmission by electronic mail; or (d) personal delivery to the addresses or facsimile numbers of the Parties set forth in Exhibit B to this Agreement.

5.3 **Counterparts.** This Memorandum may be executed by the Parties in separate counterparts, each of which when so executed and delivered shall be an original. All such counterparts shall together constitute but one and the same instrument.

5.4 **Choice of Law.** This Memorandum shall be governed by the laws of the State of California.

5.5 **Severability.** If one or more clauses, sentences, paragraphs or provisions of this Memorandum is held to be unlawful, invalid or unenforceable, it is hereby agreed by the Parties that the remainder of the Memorandum shall not be affected thereby. Such clauses, sentences,

paragraphs or provisions shall be deemed reformed so as to be lawful, valid and enforced to the maximum extent possible.

5.6 **Headings.** The paragraph headings used in this Memorandum are intended for convenience only and shall not be used in interpreting this Memorandum or in determining any of the rights or obligations of the Parties.

5.7 **Construction and Interpretation.** This Memorandum has been arrived at through negotiation and each Party has had a full and fair opportunity to revise the terms of this Memorandum. As a result, the normal rule of construction that any ambiguities are to be resolved against the drafting Party shall not apply in the construction or interpretation of this Memorandum.

5.8 **Entire Agreement.** This Memorandum constitutes the entire agreement between the Parties and supersedes all prior agreements and understandings, written or oral. This Memorandum may only be amended by written instrument executed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above-written.

Rumsey Water Users Association

Yolo Subbasin Groundwater Agency

Nina Andres

Board President and Secretary

Roger Cornwell

Board of Directors, Chair

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 8

SUBJECT: Consideration: North Yolo Management Area Recharge Project

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

The Dunnigan Water District is currently considering a groundwater recharge project in the North Yolo Management Area, known as the **Buckeye Creek Recharge Project** (Project). The Project will obtain a 180-day Temporary Diversion Permit from the State Water Board to divert water via the Tehama Colusa Canal through a dewatering gate to convey diversion flows in Buckeye Creek for groundwater recharge (see the Project description attached). The Project is considered a pilot project that will determine feasibility on a larger scale, and is included in the [draft Yolo Subbasin GSP](#). Dunnigan Water District has requested the YSGA serve as the water right applicant in the State Water Board’s temporary permitting process.

The Project was presented to the Executive Committee at their August meeting, and the Committee voted to recommend the YSGA serve as the water right applicant with State Water Board. Dunnigan Water District General Manager Bill Vanderwaal will provide a brief presentation of the Project concept and next steps involved.

RECOMMENDATION

The Executive Committee recommends the Board of Directors approve the YSGA to serve as the water right applicant and provide staff support to facilitate the water right application process.

Buckeye Creek Recharge Project

Location

This project is located in north central Yolo County, mostly within the Dunnigan Water District (DWD) boundaries.



Image 1 – Project Location

Executive Summary

The Buckeye Creek Recharge Project (Project) will obtain a Temporary 180-day Diversion Permit from the State Water Resources Control Board (SWRCB) to divert water at the Tehama-Colusa Canal Authority (TCCA) Red Bluff Pumping Plant and flow that water to a dewatering gate located by Buckeye Creek. The diverted water will be conveyed into Buckeye Creek at a rate of 2,500 gallons per minute (gpm) to 5,000 gpm. This flow is a rate that is anticipated to infiltrate into the streambed before the flow reaches the Colusa Basin Drain (CBD), and can be increased or decreased depending on the infiltration rate. Recharge will be measured at several nearby wells using groundwater levels combined with flow meters at outlet (dewatering) gates that will show total water discharged into Buckeye Creek.

Detailed Description

This is a pilot project being conducted to determine feasibility on a larger scale. The Project seeks to obtain a 180-day Temporary Permit from the SWRCB to divert excess flows off the Sacramento River at the TCCA Pumping Plant in Red Bluff, which was completed in 2012 with a fish screen built into the design (see Image 2). The anticipated diversion rate would be between five and 11 cubic feet per second (cfs) and would use the Sites Reservoir Project bypass criteria proposed in the Sites Reservoir Project Water Rights application. This would enable diversions to begin at ~8,000 cfs bypass flows in the river. Because this project is mirrored on a slightly larger scale in Colusa County, the flow rate is within the TCCA’s pumping capabilities (not too small).



Image 2 – TCCA Pumping Plant

The water will gravity flow from the TCCA Pumping Plant to a dewatering gate that drains into Buckeye Creek (see Image 3). The gate is manually operated and will be fitted with a flow meter (see Image 4).



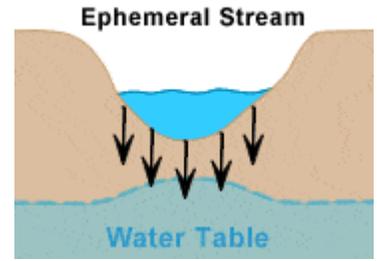
Image 3 – Project Location Detail



Image 4 – Dewatering Gate

Once the flow exits the Tehama-Colusa Canal it will flow into Buckeye Creek and the gate will be adjusted to provide flow that moves down the creek until it almost reaches the CBD. At that point the flow will be monitored and reduced or increased depending on the infiltration that is occurring to ensure it does not enter the CBD.

Buckeye Creek is an Ephemeral Stream and provides a potentially good recharge opportunity for the aquifer. Ephemeral streams are located above the water table and allow infiltration (see diagram to the right). The distance from the drawdown gate to the CBD is about six miles. Buckeye Creek has primarily a gravel bottom, which will also enhance infiltration (see Image 5). If infiltration is done within the proposed range of flows and over a duration of three months, we



anticipate a recharge of 1,000 to 2,020 AF for the Project. To monitor the groundwater levels we will utilize monitoring wells along the streambed in several locations. Measurements will be taken weekly before, during, and after the water is released.



Image 5 – Buckeye Creek Detail

Costs & Funding

Anticipated project costs are divided into three categories.

1. Project Administration and Permit Application
2. Surface Water Supply Costs
3. Post-Project Tasks

The administration and permit application include expected consultant costs, NEPA compliance by the United States Bureau of Reclamation (USBR), SWRCB permit fees, project administration by the Yolo Subbasin Groundwater Agency and Dunnigan Water District staff, and legal counsel, as needed. Based on experience by Yolo County Flood Control and Water Conservation District projects of similar scope, anticipated administrative costs are estimated at \$35,000. The surface water cost will vary depending on total amount of water diverted and whether Warren Act fees are waived. The estimated water cost is between \$15,000 to \$73,000 depending on the variables described. Post-project tasks include monitoring, weed control in the creek to prevent potential flooding issues, and compiling an analysis and report of the effectiveness of the project. These costs are estimated to be between \$10,000 to \$15,000. The total cost estimate for the Project is between \$60,000 and \$123,000, or approximately \$60 per acre-foot of recharge.



Image 6 – Potential Monitoring Well Sites

Risks & Opportunities & Mitigations

We have identified some risks and opportunities associated with the Project. The list below is a summary of anticipated opportunities and risk, along with potential mitigations in the case of a risk.

- Potential vegetation growth leading to flooding – mitigated by including weed control in project at the start.
- Potential erosion – mitigated by including erosion control in project. Also, the project utilizes low flows that will not likely cause significant erosion.
- Risk of not having adequate surface water available in the upcoming year – mitigated by pursuing this as a pilot project that can easily be postponed. Also, diversion criteria are in place to prevent mainstream impacts.

- Risk of potential road flooding on/near County Road 88 – mitigated by outreach to landowners. There are three residences that are located on this road. In coordinating with the Yolo County Department of Public Works, we will ensure temporary closure of this road during recharge events and project managers will keep the flows low. Note, this road is short and has easy detours, and residents are accustomed to this road flooding during storm events and at times the TCCA is dewatered.
- Opportunity to make an immediate positive impact on the local aquifer level.
- Opportunity to determine early effectiveness of a project included in the Yolo Subbasin Groundwater Sustainability Plan.
- If successful, there is an opportunity to expand this concept or project to other locations and continue implementation of the Project in multiple years.

DRAFT

Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 9

SUBJECT: Consideration: Formation of YSGA Ad-Hoc Drought Contingency Planning Committee

INITIATED OR BOARD
REQUESTED BY: STAFF
 OTHER _____

INFORMATION
 ACTION: MOTION
 RESOLUTION

ATTACHMENT YES NO

BACKGROUND

On July 27 and August 31, Executive Officer Sicke presented drought conditions to the Yolo County Board of Supervisors along with County staff, Resources Manager Elisa Sabatini and OES Manager Dana Carey. The Yolo County Board of Supervisors has requested monthly updates from the YSGA on groundwater levels and relevant data that would assist the Board of Supervisors in being responsive and proactive to drought issues. As of September 17, 17 domestic wells have been reported to Yolo County OES and confirmed by YSGA staff to have gone dry during the 2021 drought.

At the September 2 Working Group meeting, members discussed the release of the draft Yolo Subbasin GSP and the responses and feedback received at the public workshops. Viewed in the current context of the drought, the GSP will likely need to include a preface that manages expectations on what the GSP is meant to accomplish and whether near-term solutions for drought mitigation can be accomplished (as an example, see [Colusa Groundwater Authority's Preface](#)). At the September 8 Executive Committee meeting, the Committee discussed the formation of an Ad-Hoc Drought Contingency Planning Committee to 1) develop local planning considerations for drought-related actions (in the event there is insufficient rainfall this winter), and 2) facilitate improved coordination activities between the YSGA and County of Yolo in implementing the Yolo Subbasin GSP.

RECOMMENDATION

The Executive Committee recommends the YSGA form an Ad-Hoc Drought Contingency Planning Committee to discuss YSGA's near-term actions that can assist with drought planning.

Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report

MEETING DATE: September 20, 2021

AGENDA ITEM NO. 10

SUBJECT: Update on Groundwater Sustainability Plan Development

INITIATED OR BOARD
REQUESTED BY: STAFF
 OTHER _____

INFORMATION
 ACTION: MOTION
 RESOLUTION

ATTACHMENT YES NO

BACKGROUND

a. GSP Development

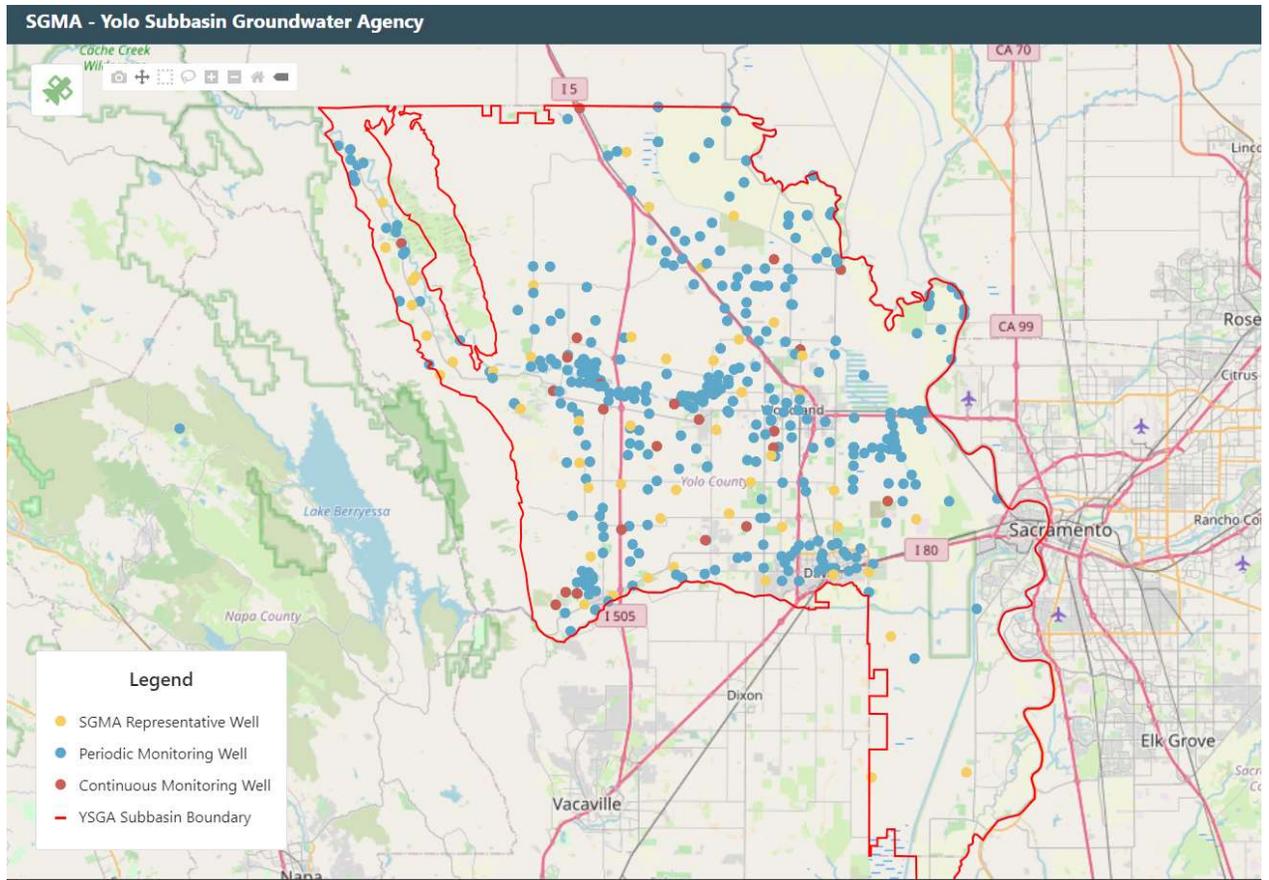
The full draft of the Yolo Subbasin GSP has been released on the website for public review: <https://www.yologroundwater.org/yolo-groundwater-sustainability-plan>. The public comment period is open until October 27, 2021. Feedback can be provided through email or by the following link: <https://www.surveymonkey.com/r/KB7DXYV>.

b. Groundwater Monitoring and Reporting

The YCFC&WCD monitoring network has been monitored monthly this summer due to the drought conditions. Staff have been compiling the data and providing updates on water levels to stakeholders. In response to the drought, staff have been working closely with Yolo County Office of Emergency Services (OES) to provide free water level readings to well owners experiencing problems and coordinate water deliveries to homes with dry wells.

Staff continue to work with DWR to ensure monitoring of the sites can continue, gather necessary construction information, and prepare for the submission of the GSP and annual report. Additionally, staff continue to coordinate with landowners in data gap areas to add monitoring wells to the network.

The YSGA’s new groundwater data site at sgma.yologroundwater.org is now live (see map screenshot below). Updates both to this site and the WRID are almost complete. Over 80 improvements to the sites have been made, focusing on data quality, incorporating additional water level and quality readings, and data querying and display.



c. *Stakeholder Communication and Engagement*

A Working Group Meeting in July discussed the sustainable management criteria and projects and management actions in preparation for the release of the GSP.

Two public workshops were held virtually on August 25 and September 1. The workshops had a combined total of 121 attendees and provided an overview of the SGMA process and GSP contents. Over 100 verbal and written comments were received during and after the meetings. Stakeholders were concerned about drought conditions, data gaps, and management actions. Staff worked to respond to questions and comments and continue to engage stakeholders as a result of the meetings. The Working Group met on September 2 to discuss the feedback received during the public workshops.

Staff provided an introductory presentation on the GSP to the Yolo County Farm Bureau and encourage member entities to schedule presentations with the respective Boards, Councils, and Committees. Staff are also preparing recorded videos introducing SGMA and the GSP that stakeholders can watch on their own time.

Staff provided updates on groundwater conditions to the Yolo County Board of Supervisors on July 27 and August 31, and the Yolo County Planning Commission on September 9, 2021. Staff will continue to provide monthly groundwater updates to the County as the drought progresses.

YSGA staff have also continued efforts to coordinate with neighboring Subbasins. Meetings with the Solano, and North and South American Subbasins provided an opportunity for data-sharing and coordination along the southern and eastern boundaries. A third meeting with Colusa Subbasin focused on understanding how the differing Sustainable Management Criteria may affect conditions near the northern boundary. Staff are working with neighboring subbasins to provide letters of support summarizing coordination efforts, to be included with submitted GSPs.

The final draft of the Yolo Subbasin GSP is estimated to be completed in November 2021; however, the schedule will depend on total comments and questions received as part of the current 60-day public comment period. In the event the final GSP is not ready for the regularly scheduled YSGA November 15, 2021 Board of Directors meeting, the YSGA Directors may want to schedule a special meeting in December 2021 or consider the regularly scheduled January 10, 2022 meeting date for adoption of the GSP. The GSP is due to the California Department of Water Resources by January 31, 2022.

RECOMMENDATION

This agenda item is for informational purposes only. No Board action is required.