

# Yolo Subbasin Groundwater Agency Board of Directors Meeting Agenda

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**Monday, June 19, 2023  
3:00 p.m. to 5:00 p.m.**

Woodland Police Department

1000 Lincoln Ave, Woodland, CA 95695

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The public may participate in the meeting remotely via Zoom using the following information:

**Please join my meeting from your computer, tablet or smartphone.**

<https://us06web.zoom.us/j/7847507621>

**You can also dial in using your phone.**

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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. The full agenda packet can also be found on [www.yologroundwater.org](http://www.yologroundwater.org).

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. Comments may also be submitted via email to [info@yolosga.org](mailto:info@yolosga.org) prior to the meeting or via teleconference chat during the meeting.

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- 3:00**     **1. CALL TO ORDER AND DETERMINATION OF QUORUM**
- 3:05**     **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.
- 3:08**     **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 YSGA.

- 3:12 4. **CONSIDERATION: CONSENT ITEMS**, pages 3 to 67
- a. Approve March 20, 2023 Board of Directors Meeting Minutes, pages 5-10
  - b. Receive Fiscal Year 22/23 Financial Statements: 3/15 – 6/13/2023, pages 11-18
  - c. Receive minutes of Executive Committee: 2/22 and 4/10/23, pages 19-21
  - d. Approve Payment of Bills in Approved Fiscal Year 2022/23 Budget, pages 22-40
  - e. Approve Recommended Auditor for FY 2021/22, 2022/23, and 2023/24 Audit, pages 41-67
- 3:15 5. **REPORT OF THE CHAIR AND EXECUTIVE OFFICER**, pages 68 to 87  
Executive Officer report on activities since last Board meeting.
- 3:20 6. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one potential case)
- 3:45 7. **UPDATE: GROUNDWATER SUSTAINABILITY PLAN IMPLEMENTATION**, pages 88 to 103
- a. Areas of Special Concern – Hungry Hollow Update
  - b. Grant Funding – Update on Awards and Review of Grant Strategy Report, pages 90-103
- 4:15 8. **CONSIDERATION: FINANCIAL ITEMS**, pages 104 to 125
- a. Adopt Fiscal Year 2023-2024 Operating Budget, pages 107-108
  - b. Approve Renewal of Services Agreement with YCFC&WCD for 2021-2023, pages 109-114
  - c. Authorize Executive Officer to Enter into Amended Agreement with Consero Solutions to Proceed with Grant Strategy Report Implementation, pages 115-116
  - d. Authorize Executive Officer to Enter into Agreement with West Yost Associates, pages 117-125
- 4:45 9. **UPDATE ON WATER LEGISLATION and REGULATORY ISSUES**, Ivy Brittain, Northern California Water Association
- 4:50 10. **CALIFORNIA DEPARTMENT OF WATER RESOURCES UPDATE**, Report from Nicholas Vadpey on programs of interest to the YSGA
- 4:55 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 –** September 18, 2023
- 5:00 13. **ADJOURNMENT**

Consideration of items not on the posted agenda includes 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 June 16, 2023 and made available to the public during normal business hours at the following location: Woodland Police Department at 1100 Lincoln Avenue, Woodland 95695 and YSGA’s office at 34274 State Highway 16, Woodland 95695.

 Kristin Sicke, Executive Officer



arrangement with Richardson & Company CPA to complete an audit of the YSGA's financial statements for Fiscal Years 2021/22, 2022/23, and 2023/24.

Richardson & Co. provided an estimate not-to-exceed \$7,500 to complete auditing services for Fiscal Year 2022, \$7,800 for Fiscal Year 2023, and \$8,200 for Fiscal Year 2024. The increase in fee each year represents 8% inflation and associated salary increases.

## **RECOMMENDATION**

- a. Recommend adoption of March 20, 2023 Regular 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. Recommend approval of payment of bills.
- e. The Executive Committee recommends the acceptance of Richardson and Company's proposal for auditing services for Fiscal Years 2021/22, 2022/23, and 2023/24.





# Yolo Subbasin Groundwater Agency

## Board of Directors Meeting Minutes

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**Monday, March 20, 2023**

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

**Woodland Police Department  
1000 Lincoln Ave, Woodland, CA 95695  
And via GoToMeeting**

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- 1. CALL TO ORDER and DETERMINATION OF QUORUM:** Meeting called to order at 3:05 p.m. by Gary Sandy, Chair.

Executive Officer Sicke conducted a roll call and determined a quorum was present.

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

City of Davis: Bapu Vaitla, (Richard Tsai\*)

City of West Sacramento: Verna Sulpizio-Hull

City of Winters: Carol Scianna, (Kurt Balasek)

Dunnigan Water District: David Schaad, (Bill Vanderwaal)

Esparto CSD: Charlie Schaupp\*\*

Reclamation District (RD) 108: (Bill Vanderwaal)

RD 150: Warren Bogle

RD 307: James Johas\*\*

RD 537: Tom Ramos

RD 765: David Dickson, Jr.

RD 787: (Dominic Bruno\*)

RD 999: Tom Slater

RD 1600: Michele Clark

Yocha Dehe Wintun Nation: Marc Fawns

Yolo County: Gary Sandy

Yolo County Flood Control and Water Conservation District (YCFC&WCD): Tom Barth,  
(Kristin Sicke)

UC Davis: (Kelli O'Day)

Cal Am Water – Dunnigan: Evan Jacobs

Colusa Drain Mutual Water Company: Lynnel Pollock

Yolo County Farm Bureau: Lee Smith

Environmental Representative: Ann Brice

Absent: City of Woodland, RD 730, RD 787, RD 2035, Rumsey Water Users Association

\*remote attendance, member was nonvoting

\*\*remote attendance, member provided just cause pursuant to AB 2449

**2. ADDING ITEMS TO THE POSTED AGENDA:** Nothing to add.

**3. PUBLIC FORUM:** No public comment.

**4. CONSIDERATION: CONSENT ITEMS**

- a) Approve January 23, 2023 Regular YSGA Board of Directors Meeting Minutes
- b) Receive Fiscal Year 2022-2023 Financial Statements: January 20, 2023 – March 15, 2023
- c) Receive minutes of Executive Committee: 1/17/23

Lynnel Pollock commented that the item for Yolo County Fair Market Value in the YSGA financial statements should be discussed at the next Executive Committee meeting.

Action: Approve item a) as presented.

Motion: City of Winters (Scianna)

Second: Environmental Representative (Brice)

Discussion: No further discussion.

Vote: Approved unanimously (roll call attached)

**5. CONSIDERATION: FINANCIAL ITEMS**

- a) Authorize Executive Officer to Enter into Agreement with LSCE to Proceed with Fee Study: Kristin provided an overview of the presentation given to the Ad Hoc Committee for Reconsideration of Voting Structure and Expense Allocation by LSCE.

The Board discussed the details of the proposed scope of work. An assessment, if deemed necessary, would be planned for the August 2024 tax roll. Verna Sulpizo-Hull and Tom Barth agreed that public outreach should occur earlier in the timeline than currently listed. David Schaad expressed that the project should likely go out to bid for transparency purposes. Other directors expressed concern about meeting the timeline if the project went out to bid. Additional details of the proposed work, such as funding scenarios, funding methodology, and municipality participation were discussed.

Action: Authorize Executive Officer to enter into agreement with LSCE to proceed with fee study. LSCE will bring the proposed scope of work to the Ad Hoc Committee for Reconsideration of Voting Structure and Expense Allocation for revision and further discussion.

Motion: YCFC&WCD (Barth)

Second: Madison CSD (Refsland)

Discussion: No further discussion.

Vote: Approved (roll call attached)

- b) Approve Cost Share Contribution to Update Subbasin Model and Incorporate Dunnigan Area Recharge Program

Dunnigan Water District is requesting a cost share contribution of \$19,000/year for 3 years to assist the District in modeling the Dunnigan Area Groundwater Recharge Program within the Yolo Subbasin groundwater model. This contribution will go towards the USBR WaterSMART Environmental Water Resources grant. Updates to the YSGA Model will benefit the entire Subbasin. If awarded, this contribution can be refunded by the SGMA Implementation grant.

Action: Approve item 5(b) as presented.

Motion: YCFC&WCD (Barth)

Second: Esparto CSD (Schuapp)

Discussion: No further discussion.

Vote: Approved unanimously (roll call attached)

## **6. UPDATE ON WATER LEGISLATION, REGULATORY, & DELTA ISSUES**

Kristin Sicke provided a written update from NCWA.

## **7. CALIFORNIA DEPARTMENT OF WATER RESOURCES UPDATE**

Nicholas Vadpey, California Department of Water Resources, provided an update on current activities and available resources:

- The Department is providing technical and financial assistance for County drought planning efforts in compliance with SB 552
- 2020 Statewide Crop Mapping was just released, and provisional 2021 data will be released in the next few weeks
- Recent Executive Order N-4-23 waived permitting requirements for surface water diversions for groundwater recharge in areas where a flood threat exists. A webinar providing more information will be held on April 23.

## **8. REPORT OF THE CHAIR AND EXECUTIVE OFFICER**

Kristin Sicke, Executive Officer, provided a summary of her written update included in the agenda packet.

Recent Executive Order N-7-23 modified some provisions of the drought Order N-7-22, but the well permitting procedure remains unchanged. Staff participated in DWR's Groundwater Awareness Week event on March 6. 3 additional multicompletion monitoring wells are planned to be drilled this summer through DWR's TSS program. Lastly, groundwater levels are showing significant recovery, which is expected to continue until the start of the irrigation season.

## **9. WATER CONDITIONS UPDATE, Member Agency Roundtable**

- a. Bill Vanderwaal, Sacramento River Update: Settlement contractors are anticipating 100% water supply this year. Dunnigan Water District's allocation is currently 35%, but this is expected to increase.
- b. Tim Busch, Woodland Davis Clean Water Agency: WDCWA will be getting their full allocation from USBR. Curtailment will likely start late, if at all, this year. Woodland will be supplied with almost 100% surface water. So far, 450 million gallons have been injected into the aquifer using the ASR wells. Tim is anticipating storing around 700 million gallons this year.

- c. Kristin Sicke, YCFC&WCD: After significant rainfall, the District now has a full irrigation entitlement. Clear Lake is currently in flood releases. The District has diverted 4,300 AF so far from Cache Creek for groundwater recharge.
- d. Yolo County will be hosting a Water Awareness Forum on May 16 at Woodland Community Center.

**10. UPDATE ON GROUNDWATER SUSTAINABILITY PLAN IMPLEMENTATION**

- a. *Review of Annual Report for Water Year 2022:* Kristin provided an overview of the drafted WY 2022 Annual Report. The Report will be submitted to DWR by the April 1 deadline.
- b. *Areas of Special Concern: Summary Update on Northwest of Winters:* Grant Davids, resident of the Golden Bear area, provided an analysis of the data he has collected in the area.

**11. MEMBERS' REPORTS AND FUTURE AGENDA ITEMS:**

Verna Sulpiczo-Hull: There is a company currently blending biodiesel on the railroad in West Sacramento right next to the water treatment facility. The City Council is working to address this issue; Verna will keep the Board updated on future developments. Evan Jacobs and Charlie Schuapp provided a reminder that Form 700's and sexual harassment trainings need to be renewed.

**12. NEXT MEETING – June 19, 2023**

**13. ADJOURNMENT – Chair Sandy adjourned the meeting at 4:59 p.m.**

Respectfully submitted,



Kristin Sicke, Executive Officer

ROLL CALL YSGA Board of Directors							
	Agency	Name	Board/ Alternate	ATTENDANCE	VOTE - ITEM 4	VOTE - ITEM 5(a)	VOTE - ITEM 5(b)
1	City of Davis	Bapu Vaitla	<b>Board</b>	X (remote)	Aye	Aye	Aye
		Stan Gryczko	Alternate				
		Richard Tsai	Alternate	remote - nonvoting			
2	City of West Sacramento	Verna Sulpizo-Hull	<b>Board</b>	X	Aye	Aye	Aye
3	City of Winters	Carol Scianna	<b>Board</b>	X	Aye	Aye	Aye
		Kurt Balasek	Alternate	X			
		Wade Cowan	Alternate				
4	City of Woodland	Mayra Vega	<b>Board</b>	Absent	Absent	Absent	Absent
		Tania Garcia-Cadena	Alternate				
5	Dunnigan Water District	David Schaad	<b>Board</b>	X	Aye	Nay	Aye
		Bill Vanderwaal	Alternate	X			
6	Esparto CSD	Charles Schaupp	<b>Board</b>	X (remote)	Aye	Nay	Aye
		Manuel Quintana	Alternate				
7	Madison CSD	Leo Refsland	<b>Board</b>	X	Aye	Aye	Aye
8	RD 108	Hilary Reinhard	<b>Board</b>				
		Bill Vanderwaal	Alternate	X	Aye	Aye	Aye
9	RD 150	Warren Bogle	Board	X	Aye	Aye	Aye
10	RD 307	James Johas	<b>Board</b>	X (remote)	Aye	Aye	Aye
		Karen Chesnut	Alternate				
11	RD 537	Tom Ramos	<b>Board</b>	X	Aye	Aye	Aye
12	RD 730	Jim Heidrick	<b>Board</b>	Absent	Absent	Absent	Absent
13	RD 765	David Dickson, Jr.	<b>Board</b>	X	Aye	Aye	Aye
		Doug Dickson, Sr.	Alternate				
14	RD 787	Roger Cornwell	<b>Board</b>	Absent	Absent	Absent	Absent
		Dominic Bruno	Alternate	remote - nonvoting			
15	RD 999	Tom Slater	<b>Board</b>	X	Aye	Aye	Aye
16	RD 1600	Michele Clark	<b>Board</b>	X	Aye	Aye	Aye
17	RD 2035	Kryiakos Tsakopoulos	<b>Board</b>	Absent	Absent	Absent	Absent
		Mike Hall	Alternate				
18	Rumsey Water Users Association	Ken Muller	<b>Board</b>	remote - nonvoting	Absent	Absent	Absent
19	Yocha Dehe Wintun Nation	Marc Fawns	<b>Board</b>	X	Aye	Aye	Aye
		Jim Etters	Alternate				
20	Yolo County	Gary Sandy	<b>Board</b>	X	Aye	Aye	Aye
		Jim Provenza	Alternate				
21	YCFC&WCD	Tom Barth	<b>Board</b>	X	Aye	Aye	Aye
		Kristin Sicke	Alternate	X			
22	UC Davis	Camille Kirk	<b>Board</b>				
		Kelli O'Day	Alternate	X	Aye	Aye	Aye
23	Cal Am Water - Dunnigan	Evan Jacobs	<b>Board</b>	X	Aye	Aye	Aye
		Audie Foster	Alternate				
24	Colusa Drain MWC	Lynnel Pollock	<b>Board</b>	X	Aye	Aye	Aye
		Jim Wallace	Alternate				
25	Yolo County Farm Bureau	Lee Smith	<b>Board</b>	X	Aye	Aye	Aye
		Denise Sagara	Alternate				
26	Environmental Rep.	Ann Brice	<b>Board</b>	X	Aye	Aye	Aye

Agency	Name	Attendance
<b><i>OTHER YSGA STAFF:</i></b>		
Executive Officer	Kristin Sicke	X
Legal Counsel, Downey	Kevin O'Brien	X
YSGA Water Resources	Sarah Leicht	X
YSGA Water Resources	Nathan Fisher	X
<b><i>PUBLIC AND AGENCY STAFF:</i></b>		
CA DWR	Nicholas Vadpey	X
	Grant Davids	X
City of Woodland	Calia Taylor	X
	Rod Schaffer	X
	Geoff Klein	X
	Nick Edsall	X
	Christine Crawford	X (remote)
County of Yolo	Elisa Sabatini	X (remote)
	Emily Reinhart	X (remote)
	Jeanette Wrysinski	X (remote)
	Linda Bell	X (remote)
LWA	Ryan Fulton	X (remote)

## Yolo Subbasin Groundwater Agency

## Balance Sheet

As of June 13, 2023

	<u>Jun 13, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · 1st Northern-Checking	24,614.65
1010 · 1st Northern-Savings	5,666.21
1020 · Yolo County Treasury	995,400.48
1025 · County Treasury FMV	3,968.00
<b>Total Checking/Savings</b>	<u>1,029,649.34</u>
<b>Accounts Receivable</b>	
1100 · Accounts Receivable	1,073.25
<b>Total Accounts Receivable</b>	<u>1,073.25</u>
<b>Other Current Assets</b>	
1150 · Prepaid Insurance	492.25
<b>Total Other Current Assets</b>	<u>492.25</u>
<b>Total Current Assets</b>	<u>1,031,214.84</u>
<b>TOTAL ASSETS</b>	<b><u>1,031,214.84</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	13,149.31
<b>Total Accounts Payable</b>	<u>13,149.31</u>
<b>Total Current Liabilities</b>	<u>13,149.31</u>
<b>Total Liabilities</b>	13,149.31
<b>Equity</b>	
3000 · Unassigned Fund Balance	-24,000.00
3010 · Nonspendable Fund Balance	492.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	823,253.55
Net Income	194,319.98
<b>Total Equity</b>	<u>1,018,065.53</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,031,214.84</u></b>

## Yolo Subbasin Groundwater Agency

## Budget vs Actual

06/13/23

July 1, 2022 through June 13, 2023

Accrual Basis

	Jul 1, '22 - Jun 13, 23	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	237,841.50	237,842.00	100.0%
4200 · Member Contributions-Affiliates	65,170.00	65,170.00	100.0%
4300 · Direct Contribution-White Areas	0.00	20,000.00	0.0%
4700 · Well Permitting Regulatory Fees	15,634.00	24,000.00	65.1%
4900 · Interest Income	14,871.16	5,000.00	297.4%
<b>Total Income</b>	<b>493,516.66</b>	<b>512,012.00</b>	<b>96.4%</b>
<b>Expense</b>			
5100 · Bank & Other Fees	1,164.66	500.00	232.9%
5300 · Insurance-General & Auto	2,081.50	2,000.00	104.1%
5500 · Membership Dues	2,220.00	3,000.00	74.0%
7000 · Admin. Expenses	2,227.54	5,000.00	44.6%
7100 · Project Mgmt-SGMA Implementatio	141,249.87	251,000.00	56.3%
7125 · Buckeye Creek Recharge Project	137.38	9,000.00	1.5%
7200 · Consultant Services	82,536.12	200,000.00	41.3%
7300 · Legal Services	16,569.50	20,000.00	82.8%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	36,987.00	50,000.00	74.0%
7500 · GW Monitoring-Real-time Sensors	393.74	0.00	100.0%
7600 · YC Groundwater Monitor Program	10,436.09	90,000.00	11.6%
7700 · GSP Verif in Well Permit Review	3,193.28	24,000.00	13.3%
<b>Total Expense</b>	<b>299,196.68</b>	<b>663,000.00</b>	<b>45.1%</b>
<b>Net Ordinary Income</b>	<b>194,319.98</b>	<b>-150,988.00</b>	<b>-128.7%</b>
<b>Net Income</b>	<b>194,319.98</b>	<b>-150,988.00</b>	<b>-128.7%</b>



**Yolo Subbasin Groundwater Agency**  
**Statement of Cash Flows**  
 July 1, 2022 through June 13, 2023

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	Jul 1, '22 - Jun 13, 23
<b>OPERATING ACTIVITIES</b>	
Net Income	194,319.98
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-373.25
2000 · Accounts Payable	-77,528.01
	116,418.72
Net cash provided by Operating Activities	116,418.72
Net cash increase for period	116,418.72
Cash at beginning of period	913,230.62
Cash at end of period	1,029,649.34

**Yolo Subbasin Groundwater Agency  
Profit & Loss  
July 1, 2022 through June 13, 2023**

	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 1 - 13, 23	TOTAL
<b>Ordinary Income/Expense</b>													
<b>Income</b>													
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	224,018.00	0.00	0.00	0.00	0.00	0.00	13,823.50	0.00	0.00	0.00	0.00	0.00	237,841.50
4200 · Member Contributions-Affiliates	60,170.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	65,170.00
4700 · Well Permitting Regulatory Fees	700.00	9,713.00	850.00	500.00	500.00	0.00	773.00	150.00	1,448.00	300.00	350.00	350.00	15,634.00
4900 · Interest Income	0.00	0.00	0.50	2,357.96	0.00	0.96	5,619.44	0.00	1.40	6,890.90	0.00	0.00	14,871.16
<b>Total Income</b>	<b>444,888.00</b>	<b>9,713.00</b>	<b>850.50</b>	<b>2,857.96</b>	<b>500.00</b>	<b>0.96</b>	<b>25,215.94</b>	<b>150.00</b>	<b>1,449.40</b>	<b>7,190.90</b>	<b>350.00</b>	<b>350.00</b>	<b>493,516.66</b>
<b>Expense</b>													
5100 · Bank & Other Fees	0.00	0.00	0.00	264.58	25.00	0.00	511.66	0.00	0.00	363.42	0.00	0.00	1,164.66
5300 · Insurance-General & Auto	604.75	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,081.50
5500 · Membership Dues	0.00	0.00	0.00	0.00	0.00	0.00	2,220.00	0.00	0.00	0.00	0.00	0.00	2,220.00
7000 · Admin. Expenses	14.69	0.00	677.78	54.66	118.41	0.00	41.76	11.31	372.60	896.52	39.81	0.00	2,227.54
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	45,325.14	0.00	0.00	0.00	45,014.57	0.00	4,447.50	46,462.66	0.00	0.00	141,249.87
7125 · Buckeye Creek Recharge Project	0.00	0.00	137.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137.38
7200 · Consultant Services	5,877.50	14,298.00	1,137.50	8,015.31	20,924.06	13,491.25	3,063.75	160.00	2,216.25	2,370.00	10,982.50	0.00	82,536.12
7300 · Legal Services	0.00	886.00	3,208.50	3,342.50	256.50	1,060.50	992.00	0.00	1,600.00	1,870.50	1,226.00	2,127.00	16,569.50
7400 · GSP - Related Consultant Costs	0.00	0.00	0.00	0.00	0.00	20,656.00	3,971.00	0.00	0.00	12,360.00	0.00	0.00	36,987.00
7500 · GW Monitoring-Real-time Sensors	0.00	0.00	0.00	0.00	0.00	0.00	393.74	0.00	0.00	0.00	0.00	0.00	393.74
7600 · YC Groundwater Monitor Program	0.00	0.00	6,167.97	0.00	0.00	0.00	1,933.08	0.00	0.00	2,335.04	0.00	0.00	10,436.09
7700 · GSP Verif in Well Permit Review	0.00	0.00	274.75	0.00	0.00	0.00	2,152.18	0.00	0.00	766.35	0.00	0.00	3,193.28
<b>Total Expense</b>	<b>6,496.94</b>	<b>15,184.00</b>	<b>56,929.02</b>	<b>13,153.80</b>	<b>21,323.97</b>	<b>35,207.75</b>	<b>60,293.74</b>	<b>171.31</b>	<b>8,636.35</b>	<b>67,424.49</b>	<b>12,248.31</b>	<b>2,127.00</b>	<b>299,196.68</b>
<b>Net Ordinary Income</b>	<b>438,391.06</b>	<b>-5,471.00</b>	<b>-56,078.52</b>	<b>-10,295.84</b>	<b>-20,823.97</b>	<b>-35,206.79</b>	<b>-35,077.80</b>	<b>-21.31</b>	<b>-7,186.95</b>	<b>-60,233.59</b>	<b>-11,898.31</b>	<b>-1,777.00</b>	<b>194,319.98</b>
<b>Net Income</b>	<b>438,391.06</b>	<b>-5,471.00</b>	<b>-56,078.52</b>	<b>-10,295.84</b>	<b>-20,823.97</b>	<b>-35,206.79</b>	<b>-35,077.80</b>	<b>-21.31</b>	<b>-7,186.95</b>	<b>-60,233.59</b>	<b>-11,898.31</b>	<b>-1,777.00</b>	<b>194,319.98</b>

**Yolo Subbasin Groundwater Agency  
A/P Aging Summary  
As of June 13, 2023**

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Consero Solutions	10,982.50	0.00	0.00	0.00	0.00	10,982.50
Downey Brand LLP	2,127.00	0.00	0.00	0.00	0.00	2,127.00
Yolo County Flood Control & WCD	0.00	39.81	0.00	0.00	0.00	39.81
<b>TOTAL</b>	<b>13,109.50</b>	<b>39.81</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,149.31</b>

**Yolo Subbasin Groundwater Agency  
Transaction List by Date  
March 16 through June 13, 2023**

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
<b>Mar 16 - Jun 13, 23</b>								
Bill	03/16/2023	39585	Luhdorff & Scalmanini	Services rendered through February 26, 2023	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implement...	-4,447.50
Payment	03/16/2023	ACH	Reclamation District 2035		1000 · 1st Northern-Checking	X	1100 · Accounts Receivable	9,500.00
Bill	03/17/2023	584193	Downey Brand LLP	Services through February 28, 2023	2000 · Accounts Payable		7300 · Legal Services	-1,600.00
Deposit	03/17/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Bill Pmt -Check	03/21/2023	273	LedgerPro Bookkeeping	February 2023 Bookkeeping Services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-160.00
Bill Pmt -Check	03/21/2023	274	Yolo County Flood Control & WCD	Copies & Postage 1/1 to 02/28/2022	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-11.31
Deposit	03/27/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Deposit	03/27/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	350.00
Bill	03/31/2023	1886	Consero Solutions	Services performed in February/March	2000 · Accounts Payable		7200 · Consultant Services	-2,216.25
Bill	03/31/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 3/1 - 3/31/2023	2000 · Accounts Payable		7000 · Admin. Expenses	-372.60
Deposit	03/31/2023			Interest	1010 · 1st Northern-Savings	X	4900 · Interest Income	1.40
Deposit	04/01/2023			FY Q3 Interest Apportionment	1020 · Yolo County Treasury	X	4900 · Interest Income	6,890.90
Check	04/01/2023		County of Yolo	FY Q3 Apportionment Fee	1020 · Yolo County Treasury	X	5100 · Bank & Other Fees	-363.42
Bill	04/10/2023	2023.0331	Yolo County Flood Control & WCD	1/1/2023-3/31/2023	2000 · Accounts Payable		-SPLIT-	-50,415.63
Bill Pmt -Check	04/11/2023	275	Consero Solutions	Services performed in February/March	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-2,216.25
Bill Pmt -Check	04/11/2023	276	Downey Brand LLP	Services through February 28, 2023	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-1,600.00
Bill Pmt -Check	04/11/2023	277	Luhdorff & Scalmanini	Services rendered through February 26, 2023	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-4,447.50
Bill Pmt -Check	04/11/2023	278	Yolo County Flood Control & WCD	Copies & Postage 3/1 - 3/31/2023	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-372.60
Bill	04/11/2023	8912	Stockholm Environment Institute, Inc.	Costs for period January 1 to March 31, 2023	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-12,360.00
Bill	04/18/2023	585075	Downey Brand LLP	Services rendered through March 31, 2023	2000 · Accounts Payable		7300 · Legal Services	-1,870.50
Deposit	04/28/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	300.00
Bill	04/30/2023	2959	LedgerPro Bookkeeping	Bookkeeping services rendered in April, 2023	2000 · Accounts Payable		7200 · Consultant Services	-260.00
Bill	04/30/2023	1896	Consero Solutions	Services performed in April	2000 · Accounts Payable		7200 · Consultant Services	-2,110.00
Bill	04/30/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 4/1 - 4/30/2023	2000 · Accounts Payable		7000 · Admin. Expenses	-44.94
Bill	05/19/2023	586521	Downey Brand LLP	Services through April 30, 2023	2000 · Accounts Payable		7300 · Legal Services	-1,226.00
Deposit	05/26/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	350.00
Bill Pmt -Check	05/31/2023	279	Consero Solutions	Services performed in April	1000 · 1st Northern-Checking		2000 · Accounts Payable	-2,110.00
Bill Pmt -Check	05/31/2023	280	Downey Brand LLP		1000 · 1st Northern-Checking		2000 · Accounts Payable	-3,096.50
Bill Pmt -Check	05/31/2023	281	LedgerPro Bookkeeping	Bookkeeping services rendered in April, 2023	1000 · 1st Northern-Checking		2000 · Accounts Payable	-260.00
Bill Pmt -Check	05/31/2023	282	Stockholm Environment Institute, Inc.	Costs for period January 1 to March 31, 2023	1000 · 1st Northern-Checking		2000 · Accounts Payable	-12,360.00
Bill Pmt -Check	05/31/2023	283	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking		2000 · Accounts Payable	-50,460.57
Bill	05/31/2023	1902	Consero Solutions	Services performed in May	2000 · Accounts Payable		7200 · Consultant Services	-10,982.50
Bill	05/31/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 5/1 - 5/31/2023	2000 · Accounts Payable		7000 · Admin. Expenses	-39.81
Transfer	05/31/2023			Funds Transfer	1020 · Yolo County Treasury		1000 · 1st Northern-Checking	-68,000.00
Deposit	06/02/2023			Deposit	1020 · Yolo County Treasury		4700 · Well Permitting Regulatory Fees	350.00
Bill	06/12/2023	587268	Downey Brand LLP	Services rendered through May 31, 2023	2000 · Accounts Payable		7300 · Legal Services	-2,127.00
<b>Mar 16 - Jun 13, 23</b>								

**Yolo Subbasin Groundwater Agency**  
**Open Invoices**  
As of June 13, 2023

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Type	Date	Num	P. O. #	Name	Terms	Due Date	Aging	Open Balance
<b>Reclamation District 150</b>								
Invoice	01/01/2023	2022-59		Reclamation District 150	Net 30	01/31/2023	133	1,073.25
Total Reclamation District 150								1,073.25
<b>TOTAL</b>								<b>1,073.25</b>

## Yolo Subbasin Groundwater Agency Upcoming Cash Requirements As of June 13, 2023

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Current								
	Bill	05/31/2023	1902	Consero Solutions	Services performed in May	06/15/2023		10,982.50
	Bill	06/12/2023	587268	Downey Brand LLP	Services rendered through May 31, 2023	07/12/2023		<u>2,127.00</u>
Total Current								13,109.50
<b>1 - 30</b>								
	Bill	05/31/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 5/1 - 5/31/2023	06/10/2023	3	<u>39.81</u>
Total 1 - 30								39.81
<b>31 - 60</b>								
Total 31 - 60								
<b>61 - 90</b>								
Total 61 - 90								
<b>&gt; 90</b>								
Total > 90								
<b>TOTAL</b>								<u><u>13,149.31</u></u>

Current Cash Balance (Checking & Savings)	30,280.86
Ending Cash Balance After Paying All Bills	17,131.55
Desired Reserve in Checking/Savings	30,000.00
<b>Ending Cash Reserve or (Transfer Needed)</b>	<b>(12,868.45)</b>

Bills won't be paid until approved at the Executive Committee meeting - no transfer needed at this time

**Yolo Subbasin Groundwater Agency**  
**MINUTES of Executive Committee (EC) Meeting**  
**February 22, 2023, 12:00 p.m. – 1:00 p.m.**  
**Hosted at YCFC&WCD Headquarters**  
**34274 State Highway 16, Woodland**

**Present:** Lee Smith, Dave Schaad, Kristin Sicke, Kurt Balasek, Elisa Sabatini, Dotty Pritchard, Sarah Leicht

**Absent:** Gary Sandy

1. **Call to Order:** Meeting was called to order by Lee Smith at 12:02 pm.
2. **Adding Items to the Posted Agenda:** Nothing to add.
3. **Public Comment:** No comments.
4. **Administrative Items** (Sicke):
  - a) *February 22, 2023 meeting minutes* were approved.
  - b) *Reviewed financials: 1/6- 2/20/23:* Financials were provided with the agenda packet.
  - c) *Payments to approve:* Payments were provided with the agenda packet.

Kurt Balasek moved to approve administrative items a) and c), which was seconded by Lee Smith and approved unanimously. David Schaad abstained from voting on item a).

**5. Management Area Public Advisory Proposal:** Kristin provided an update on her efforts to establish the Management Area committees. Individual representatives for the grey area and Farm Bureau seats have been identified. Additional consultation is needed with legal to consider how authority will be distributed between the committees and the full Board of Directors. The committee recommended that alternate representatives also be named to reduce scheduling conflicts. Kristin will continue consulting with Ann Brice about the appropriate environmental representation.

David Schaad moved to approve the committee membership proposed by Kristin, which was seconded by Kurt Balasek and approved unanimously.

6. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
  - a) *Water Conditions Update:* Sacramento River Settlement Contractors are expected to receive 100% supply this year, and the initial allocations for the State Water Project and Central Valley Project are 35%.
  - b) *YSGA 2023 Annual Report:* The next annual report is due to DWR on April 1. Staff will present the numbers at the March 20 Board of Directors meeting.
  - c) *Ad Hoc Drought Contingency Planning Committee:* The Ad Hoc Committee met on February 16 to discuss the legal and policy issues involved in consideration of well permits in areas where minimum thresholds are exceeded. The Executive Committee discussed several options, including requiring e-logs, requiring wells to be monitored, and requiring a signed acknowledgement form.
  - d) *Ad Hoc Committee for Reconsidering Voting and Dues Structure:* The Ad Hoc Committee will be meeting on February 24 to receive the results of LSCE's draft Financial Sustainability Summary and Recommendations Technical Memo.

**7. March 20, 2023 Board of Directors Agenda Items**

- a) Consent Items
- b) Honorary Resolution to Helen Thomson
- c) Water Conditions
- d) NCWA / DWR Updates
- e) Presentation of draft Financial Stability TM and Proposal for Proceeding with Fee Study
- f) YSGA GSP Implementation Update

**8. Other Updates & Future Executive Committee Agenda Items:** Potential bylaws will be discussed at the next meeting.

**Yolo Subbasin Groundwater Agency**  
**MINUTES of Executive Committee (EC) Meeting**  
**February 22, 2023, 12:00 p.m. – 1:00 p.m.**  
**Hosted at YCFC&WCD Headquarters**  
**34274 State Highway 16, Woodland**

9. **Next Executive Committee Meeting Date:** April, to be scheduled via email.

10. **Adjourned** at 1:10 pm.

Respectfully submitted,



Kristin Sicke  
Executive Officer



**Yolo Subbasin Groundwater Agency**  
**MINUTES of Executive Committee (EC) Meeting**  
**April 10, 2023, 12:00 p.m. – 1:00 p.m.**  
**Hosted at YCFC&WCD Headquarters**  
**34274 State Highway 16, Woodland**

**Present:** Gary Sandy, Lee Smith, Dave Schaad, Kristin Sicke, Kurt Balasek, Elisa Sabatini, Sarah Leicht, Nathan Fisher

1. **Call to Order:** Meeting was called to order by Gary Sandy at 12:05 pm.

2. **Adding Items to the Posted Agenda:** Nothing to add.

3. **Public Comment:** No comments.

4. **Administrative Items** (Sicke):

a) February 22, 2023 meeting minutes were approved.

b) Reviewed financials: 2/21-4/6/23: Financials were provided with the agenda packet.

c) Discuss Process for Developing YSGA Board Policies: Kristin provided a potential policies document for Board members and officers drafted by legal counsel.

The Committee agreed that the terms and members of the Executive Committee should be outlined in the policies as well. The policies should also provide for terms of Board officers, but not necessarily limit the terms. The Committee discussed whether the Treasurer position should be separated from the Executive Officer position. Kristin will send the drafted policies document out to the Committee via email for review.

d) Fiscal Year 2022 Audit: Previously, a request for proposals was sent out to find an auditor who hasn't audited the company in the past 3 years. The Committee discussed whether this process could be streamlined.

Consensus was that Kristin should send out a request for proposals for a 3-year contract.

e) GASB 31 Fair Market Value: The fair market value provides a theoretical valuation of the agency's assets. This is a new line item that will appear in the balance sheet but will remain theoretical.

f) Payments to approve: Payments were provided with the agenda packet.

David Schaad moved to approve administrative items a) and c), which was seconded by Kurt Balasek and approved unanimously.

5. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)

a) Water Conditions Update: Yolo County is down to "abnormally dry" on the drought monitor. Groundwater levels are showing an impressive recovery. The majority of wells are showing groundwater levels higher than last year. Surface water supplies are forecasted to fulfill demand this year. CVP contractors have an 80% allocation, settlement contractors have 100%, and YCFC has a full supply.

b) YSGA 2023 Annual Report: The annual report was submitted on time to DWR and is on the website.

c) YSGA Draft Letter to Groundwater Users in Areas of Special Concern: YCFC&WCD is conducting outreach to growers in these areas to encourage the use of surface water instead of or in addition to groundwater. Kristin proposed a letter be sent out from the YSGA to further educate landowners and encourage lessening reliance on groundwater. The Committee agreed that the letter should come from the YSGA Executive Committee and will be sent out via email for review.

8. **Other Updates & Future Executive Committee Agenda Items:** Nothing to report.

9. **Next Executive Committee Meeting Date:** May 23-24, to be finalized via email.

10. **Adjourned** at 1:06 pm.

Respectfully submitted,



Kristin Sicke  
Executive Officer

**YOLO COUNTY FLOOD CONTROL &  
WATER CONSERVATION DISTRICT**

34274 State Highway 16  
Woodland, CA 95695-9371

\* \* \*  
(530) 662-0265

INVOICE # 2023.0331

DATE: 4/10/2023

Yolo Subbasin Groundwater Agency  
34274 State Highway 16  
Woodland, CA 95776

# INVOICE

**Yolo County Flood Control & WCD Expenses 01/01/2023 - 03/31/2023**

<u>YCFC Labor Costs</u>	<u>Hourly Billing Rate</u>	<u>Hours</u>	<u>Amount</u>
Kristin Sicke	\$132.46	127.5	\$ 16,888.33
Sarah Leicht	\$47.79	425.0	\$ 20,310.75
Sarah Leicht - OT	\$71.69	2.5	\$ 179.23
Nathan Fisher	\$44.23	181.5	\$ 8,027.75
Nathan Fisher - OT	\$66.35	1.0	\$ 66.35
Aaron Gurecki	\$55.93	6.0	\$ 335.58
Tim Ireland	\$84.19	3.5	\$ 294.67
Kristin Sicke (Well Permits #7700)	\$137.03	3.5	\$ 479.61
Sarah Leicht (Well Permits #7700)	\$47.79	6.0	\$ 286.74
<b>Total Labor</b>		<b>756.5</b>	<b>\$ 46,869.01</b>

Expenses

12/28/22	GIS Cloud, Inc. - 10 GB Storage (12/28/22-01/28/23)	\$ 25.00
01/28/23	GIS Cloud, Inc. - 10 GB Storage (01/28-02/28/23)	\$ 25.00
02/28/23	GIS Cloud, Inc. - 10 GB Storage (02/28-03/28/23)	\$ 25.00
12/15/22	GIS Cloud, Inc. - Map Editor (12/15/22-01/15/23)	\$ 55.00
01/15/23	GIS Cloud, Inc. - Map Editor (01/15-02/15/23)	\$ 55.00
02/15/23	GIS Cloud, Inc. - Map Editor (02/15-03/15/23)	\$ 55.00
01/03/23	GIS Cloud, Inc. - Mobile Data Collection (01/03-02/03/23)	\$ 40.00
02/03/23	GIS Cloud, Inc. - Mobile Data Collection (02/03-03/03/23)	\$ 40.00
03/03/23	GIS Cloud, Inc. - Mobile Data Collection (03/03-04/03/23)	\$ 40.00
03/21/23	Famila Graphics - Business Cards - Sarah Leicht, Nathan Fisher	\$ 165.11
03/04/23	GoTo Technologies USA, Inc. - Annual Fee	\$ 384.00
03/06/23	Instrumart - Keller Acculevel Submersible Level Transmitter	\$ 964.18
02/16/23	IONOS, Inc. - YoloWRA.org subscription	\$ 228.00
02/22/23	Nugget Market - Sandwiches - YSGA Meeting	\$ 64.47
03/06/23	Parkmobile.com - Parking YSGA Event	\$ 10.00
02/28/23	Websoft Developers, Inc. - WRID Support 7/1/22 - 2/28/23	\$ 763.75
01/24/23	WellIntel, Inc. - GET API Annual Fee	\$ 607.11

**Total Expenses** **\$ 3,546.62**

**TOTAL REIMBURSEMENT REQUESTED** **\$ 50,415.63**

Due and payable on receipt of invoice. Accounts become delinquent 30 days from date mailed. Delinquent accounts will be charged a 1.5% finance charge per month with a 5% penalty on December 31st on accounts delinquent on that date.

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0177  
Receipt number 2560-5504  
Date paid December 28, 2022  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$25.00 paid on December 28, 2022

Description	Qty	Unit price	Amount
<b>Other Storage 10 GB</b> Dec 28, 2022 – Jan 28, 2023	1	\$25.00	\$25.00
Subtotal			\$25.00
Total			\$25.00
Amount paid			\$25.00

OK \_\_\_\_\_ GL# 56971.20

JOB# \_\_\_\_\_

PO# \_\_\_\_\_

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0181  
Receipt number 2571-2486  
Date paid January 28, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$25.00 paid on January 28, 2023

Description	Qty	Unit price	Amount
Other Storage 10 GB Jan 28 – Feb 28, 2023	1	\$25.00	\$25.00

Subtotal	\$25.00
Total	\$25.00
Amount paid	\$25.00

OK VJG GL# 56971-20  
JOB# \_\_\_\_\_  
PO# \_\_\_\_\_

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0185  
Receipt number 2315-8283  
Date paid February 28, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

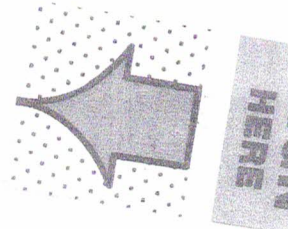
**\$25.00 paid on February 28, 2023**

Description	Qty	Unit price	Amount
<b>Other Storage 10 GB</b> Feb 28 – Mar 28, 2023	1	\$25.00	\$25.00
Subtotal			\$25.00
Total			\$25.00
<b>Amount paid</b>			<b>\$25.00</b>

OK \_\_\_\_\_ GL# 56971-20

JOB# \_\_\_\_\_

PO# \_\_\_\_\_



# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0176  
Receipt number 2700-7109  
Date paid December 15, 2022  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$55.00 paid on December 15, 2022

Description	Qty	Unit price	Amount
<b>Map Editor</b> Dec 15, 2022 – Jan 15, 2023	1	\$55.00	\$55.00
Subtotal			\$55.00
Total			\$55.00
Amount paid			\$55.00

GK \_\_\_\_\_ GL# 56971.20  
JOB# \_\_\_\_\_  
PO# \_\_\_\_\_



# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0180  
Receipt number 2277-3255  
Date paid January 15, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$55.00 paid on January 15, 2023

Description	Qty	Unit price	Amount
<b>Map Editor</b> Jan 15 – Feb 15, 2023	1	\$55.00	\$55.00

Subtotal	\$55.00
Total	\$55.00
Amount paid	\$55.00

OK Y16 GL# 56971.20

JOB# \_\_\_\_\_

PO# \_\_\_\_\_

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0184  
Receipt number 2911-2085  
Date paid February 15, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$55.00 paid on February 15, 2023

Description	Qty	Unit price	Amount
<b>Map Editor</b> Feb 15 – Mar 15, 2023	1	\$55.00	\$55.00
Subtotal			\$55.00
Total			\$55.00
<b>Amount paid</b>			<b>\$55.00</b>

OK \_\_\_\_\_ GL# 56971-20  
JOB# \_\_\_\_\_  
PO# \_\_\_\_\_



# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0178  
Receipt number 2605-7142  
Date paid January 3, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

## \$40.00 paid on January 3, 2023

Description	Qty	Unit price	Amount
Mobile Data Collection Jan 3 – Feb 3, 2023	2	\$20.00	\$40.00
Subtotal			\$40.00
Total			\$40.00
Amount paid			\$40.00

OK \_\_\_\_\_ GL# 56971.20

JOB# \_\_\_\_\_

PO# \_\_\_\_\_

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0182  
Receipt number 2962-9249  
Date paid February 3, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

**\$40.00 paid on February 3, 2023**

Description	Qty	Unit price	Amount
<b>Mobile Data Collection</b> Feb 3 – Mar 3, 2023	2	\$20.00	\$40.00
Subtotal			\$40.00
Total			\$40.00
<b>Amount paid</b>			<b>\$40.00</b>

OK KTB GL# 56971-20  
JOB# \_\_\_\_\_  
PO# \_\_\_\_\_

# Receipt

GIS Cloud, Inc.

Invoice number 18604D4-0186  
Receipt number 2175-9290  
Date paid March 3, 2023  
Payment method Mastercard - 1158

GIS Cloud, Inc.  
+1 917-675-4856

Bill to  
sleicht@yolosga.org

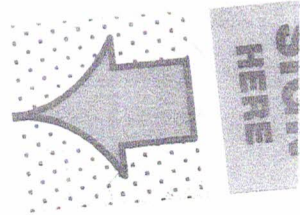
**\$40.00 paid on March 3, 2023**

Description	Qty	Unit price	Amount
<b>Mobile Data Collection</b> Mar 3 – Apr 3, 2023	2	\$20.00	\$40.00
Subtotal			\$40.00
Total			\$40.00
<b>Amount paid</b>			<b>\$40.00</b>

OK \_\_\_\_\_ GL# 56971.20

JOB# \_\_\_\_\_

PO# \_\_\_\_\_







# INSTRUMART

35 Green Mountain Drive • S. Burlington • VT • 05403 • USA  
 P: 802-863-0085 • F: 802-863-1193  
 www.instrumart.com  
 DUNS: 197963499 • FEIN: 03-0316999

# INVOICE

Date	Invoice #
3/6/2023	IN615813

Bill To (Accounts Payable)	Ship To
YFCWCWCD 34274 State Highway 16 Woodland CA 95695 United States	YFCWCWCD 34274 State Highway 16 Woodland CA 95695 United States
	(530) 662-0265

PO #	Ship Date	Shipping Method	Collect #	Tracking #
6688	3/3/2023	FREE SHIPPING - UPS GROU...		1ZX259760396492786

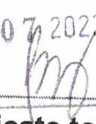
Payment Terms	Due Date	Instrumart Contact	Sales Order #
NET 30	4/5/2023	Brynn Orban-Salley	Sales Order #SO629187

Memo	Order Contact Name	Contact Phone	Contact Email
24-FEB-23 Order Approved	Tim Ireland	(530) 662-0265	tireland@ycfcwcd.org

Part Number	Description	Qty	Unit Price	Ext. Price	COO
0507.02407.051321.54	Keller Acculevel Submersible Level Transmitter  SELECTED OPTIONS: Nose: Standard Nose Pressure Range: 0 to 120 Pressure Type: Feet of Water Column Output Type: 4-20 mA & RS-485 (Includes guaranteed lightning protection) Cable Type: PE & EPDM for water / wastewater Cable Length: 150 feet Accuracy: Improved: ±0.05% FS Static [25°C], ±0.1% TEB Material: Stainless Steel	2	842.50	1,685.00	United States
900001.0002	Keller 900001.0002 Drying Tube Assembly. Attaches directly to cable vent tube and intercepts water vapor.	2	28.50	57.00	United States
900001.0033	Keller 900001.0033 Stabilizing Weight. Zinc prop shaft anode .	2	28.00	56.00	United States
* Lifetime Tech Support	Unlimited lifetime technical support via phone (800-235-8367) or email	1	0.00	0.00	

53100-20 964.17  
 (1) 56971-20 964.18

**ENTERED**

MAR 07 2023  


If order should be exempt from tax, please forward your exemption certificate to [tax@instrumart.com](mailto:tax@instrumart.com).

To the extent applicable, the contractor and subcontractor shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

YSGA Board of Directors  
 Agenda June 19, 2023

**IN615813**



**YOLO COUNTY FLOOD CONTROL  
& WATER CONSERVATION DISTRICT**

34274 State Highway 16  
Woodland, CA 95695  
(530) 662-0265 fax (530) 662-4982

**ALL REIMBURSEMENT REQUESTS MUST BE SUBMITTED WITHIN 4 MONTHS OF EXPENSE**

**EMPLOYEE EXPENSE STATEMENT**

Employee Name Sarah Leicht  
Position WR Tech  
Date 2/22/23

Reimbursement Method:

Check   
Payroll   
Petty Cash

(Current IRS standard mileage rate = \$0.655 01/01/2023)



Woodland, California  
(530) 662-5475  
www.nuggetmarket.com

02/22/2023 11:37:20  
Discover CARD # XXXXXXXXXX1181  
PURCHASE APPROVED  
AUTH CODE: 02250R  
Mode: Issuer  
ATM: 00001523010  
TVR: 0000008000  
EJ: 00000000000000000000  
FST: E800  
ARC: 00  
IC: 9AD7592189E62CBC  
MID: 000000 IID: 001 RRN: 74304545  
Total: USD\$ 64.47

GENERAL STORE  
PAPER BAG FEE  
KITCHEN  
BYO \$8.99 COLD  
BYO \$8.99 COLD  
BYO \$8.99 COLD  
BYO \$8.99 COLD  
BYO \$8.99 COLD  
BYO \$8.99 HOT  
BYO \$8.99 HOT  
SUB TOTAL \$63.03  
TOTAL TAX \$1.44  
TOTAL \$64.47

BALANCE DUE \$64.47  
Discover Auth Code = 02250R  
CHANGE \$0.00

Amount  
Total number of items

**Other Expense:**

Date	Description	Business Purpose	G/L Acct #	Amount
2/22/23	Nugget Deli	YSGA Meeting	56971	64.47
<b>ENTERED</b>				
MAR 1 2023				
BY: <i>bm</i>				

Note - Mileage is the shorter distance calculated from the employee's home or the District office. You may attach Google maps.	Sub-Total	
	Subtract Advances	
	Total Requested	\$64.47

Employee Signature: \_\_\_\_\_  
SUPERVISOR APPROVAL: \_\_\_\_\_  
GENERAL MANAGER APPROVAL: \_\_\_\_\_

*Sarah Leicht*  
*[Supervisor Signature]*  
*[General Manager Signature]*





# IONOS

**IONOS Inc.**  
2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. · Suite 400  
Philadelphia, PA 19103 · USA  
Donna Gentile  
Water Resources Assoc. of Yolo County  
34274 State Highway 16  
Woodland, CA 95695-9371  
UNITED STATES

**Invoice:** 202042470894  
**Invoice Date:** 02/16/2023  
**Customer ID:** 127063142  
**Contract ID:** 34401481

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**E-mail support:** [billing@ionos.com](mailto:billing@ionos.com)  
**Phone support:** 1-484-254-5555  
**Service hours:** 24/7

Please have your personal phone PIN available for quick and secure authentication when speaking with our agents. You can set and manage this by logging in to [my.ionos.com](https://my.ionos.com).

## Invoice

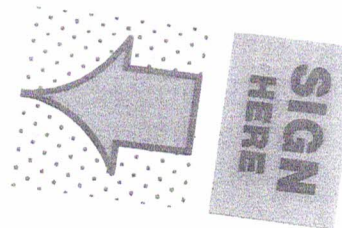
Billing period starting: 02/15/2023

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 34401481 - Premium</b>					
1	Basic Fee	\$20.00 a month 02/15/2023-02/15/2024 <a href="https://yolowra.org">yolowra.org</a>	12 mo.	\$0.00	\$240.00
2	Special Offer	Special Offer Discount for line-item 1		\$0.00	-\$12.00
<b>Net Total</b>					<b>\$228.00</b>
<b>Net (non-taxable portion)</b>					<b>\$228.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$228.00</b>
Please <b>DO NOT</b> send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?  
Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.

56971.20







**GoTo Technologies USA, Inc.**  
Fed ID# 81-2216538

**PAID**

**INVOICE**

Invoice Number 346233233  
Customer # 6013584676  
Invoice Date 04-Mar-2023  
Payment Terms Immediate  
Due Date 04-Mar-2023

**Bill-To :**

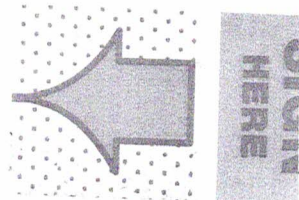
ksicke@ycfcwcd.org  
Kristin Sicke  
34274 State Highway 16  
Woodland, CA 95695-9371  
US

**Invoice Total : USD 384.00**

page 1 of 2

#	Service Description	Service Period	Qty	Unit Price	Total
1	GoToMeeting Business Billing Frequency : Annual	04-Mar-2023 to 03-Mar-2024	2	USD 192.00	USD 384.00
<b>SUBTOTAL Excl. Tax &amp; Fee</b>					<b>USD 384.00</b>
<b>Total</b>					<b>USD 384.00</b>

OK \_\_\_\_\_ GL# \_\_\_\_\_  
JOB# \_\_\_\_\_  
PO# \_\_\_\_\_



1/2 \$192 56791.20  
1/2 \$192 56200.20

*Thank you for participating in our credit card autopay program. There is no need to remit additional payment at this time. Should we run into any issues with the autopayment someone will contact you.*

Please cut here and send with Payment



**PAID**

**GoTo Technologies USA, Inc.**  
Fed ID# 81-2216538

Your Preferred payment method is: Credit/Debit Cards  
We will attempt to bill the card on file and reach out to you if our attempts are unsuccessful.

PAYMENT INFORMATION	
Account Info	ksicke@ycfcwcd.org
Customer #	6013584676
Invoice Number	346233233
Due Date	04-Mar-2023
<b>Balance Due</b>	<b>USD 0.00</b>

Please do not send cash or include correspondence.

**WellIntel Inc.**

906 E. Hamilton St.  
Milwaukee, WI 53202 US  
844-935-5426  
accounting@wellintel.com



**INVOICE**

**BILL TO**  
Tim Ireland  
Yolo Cty Flood Control & Water Cons Dist  
34274 State Highway 16  
Woodland, CA 95695-9371

**SHIP TO**  
Tim Ireland  
Yolo Cty Flood Control & Water Cons Dist  
34274 STATE HIGHWAY 16  
WOODLAND, CA 95695-9371 US

**INVOICE** 2644  
**DATE** 01/24/2023  
**TERMS** Net 30  
**DUE DATE** 02/23/2023

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
2DSNN12 - Annual	Analytics Dashboard Data Services (annual)	13	240.00	3,120.00T
2DASNNI - SP	GET API Annual Fee	1	600.00	600.00
Sales Tax	Sales Tax calculated by AvaTax on Tue 24 Jan 18:13:41 UTC 2023	1	226.20	226.20

SUBTOTAL	3,946.20
TAX (0)	0.00
TOTAL	3,946.20

OK [Signature] 53100-30 \$15339.09  
GL# 51971.30 \$1007.11

JOB# \_\_\_\_\_

BALANCE DUE **\$3,946.20**

PO# 6685

**ENTERED**

FEB 06 2023

Initial: [Signature]



# INVOICE

Websoft Developers, Inc.  
2020 RESEARCH PARK DR STE 140  
DAVIS, California 95618-6150

**BALANCE DUE \$763.75**

## Yolo County Flood Control & Water Conservation District

Attn: Sarah Leicht

*428*

*56971-7600*

Invoice#	INV-000420
Invoice Date	02/28/2023
Terms	Due on Receipt
Due Date	02/28/2023
Project Name	WRID: Support Tasks

We have a new mailing address:

PO Box 4008  
Davis, CA 95617

#	TASK & DESCRIPTION	AMOUNT
1	WRID: Support Tasks WRID Support Services - Add real time wells to SGMA and other support tasks. Work performed between 7/1/2022 and 2/28/2023.	\$763.75 3.25 x 235.00
<b>Sub Total</b>		<b>763.75</b>
<b>Total</b>		<b>\$763.75</b>
<b>Balance Due</b>		<b>\$763.75</b>

**ENTERED**  
MAR 02 2023  
Initial: *[Signature]*

Billing inquiries should be made to: Manoj Desai at (530) 759-8754 ext. 210 or ar@websoftdev.com



**Familla Graphics**

1301 E. Beamer Street Suite D  
Woodland, CA 95776  
(530) 666-7555  
print@familiagraphics.com



**familiagraphics**

**BILL TO**

Yolo Subbasin Groundwater  
Agency (YCFC & WCD)  
Yolo County Flood Control  
34274 State Highway 16  
Woodland, CA 95695

**SHIP TO**

Yolo County Flood Control  
34274 State Highway 16  
Woodland, CA 95695

**INVOICE 2032**

**DATE** 03/21/2023 **TERMS** Net 30

**SHIP VIA**

Will Call

PRODUCT	DESCRIPTION	QTY	AMOUNT
<b>Printing:Business Cards</b>	BUSINESS CARDS - SARAH LEIGHT (Yolo Subbasin Groundwater Agency [YCFC & WCD]), Full Color, Single Sided (4/0), 100# White Opaque Cover Card Stock	250	49.00T
<b>Printing:Business Cards</b>	BUSINESS CARDS - NATHAN FISHER (Yolo Subbasin Groundwater Agency [YCFC & WCD]), Full Color, Single Sided (4/0), 100# White Opaque Cover Card Stock	250	49.00T
<b>Pre-Press:Set Up</b>	INITIAL SET-UP/LAYOUT - Provide different design samples/proofs, edit/revisions	1	60.00

56971-20

SUBTOTAL 158.00  
TAX 7.11  
TOTAL 165.11

**TOTAL DUE \$165.11**

**ENTERED**

APR 04 2023

Initial: 



# Yolo Subbasin Groundwater Agency

## Groundwater Sustainability Agency

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34274 State Highway 16 ▪ Woodland, CA 95695 ▪ 530.662.3211 ▪ [www.yologroundwater.org](http://www.yologroundwater.org)

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### Executive Committee Report

**Date:** June 19, 2023  
**To:** YSGA Board of Directors  
**From:** YSGA Executive Committee  
**Subject:** **SELECTION OF FIRM to PERFORM AUDITS for FISCAL YEARS ENDING 2021-2022, 2022-2023, and 2023-2024**

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#### **Recommendation:**

The Executive Committee recommends the Board of Directors authorize entering into an arrangement with Richardson & Company CPA to complete an audit of the YSGA's financial statements for Fiscal Years 2021-2022, 2022-2023, and 2023-2024.

#### **Background:**

YSGA Executive Officer, Kristin Sicke, requested proposals from qualified independent Certified Public Accountants to complete the annual audit of the Agency's financial statements. Proposals were requested for fiscal years ending June 30, 2022, June 30, 2023, and June 30, 2024. Richardson & Co. was the only firm to send a proposal before the deadline of May 16, 2023.

The Executive Committee reviewed the proposal from Richardson & Co. at the May 30, 2023 meeting. Richardson & Co. provided an estimate not-to-exceed \$7,500 to complete auditing services for fiscal year 2022, \$7,800 for fiscal year 2023, and \$8,200 for fiscal year 2024. The increase in fee each year represents the 8% inflation and associated salary increases.

#### **Budget:**

Not-to-exceed \$7,500 for fiscal year ended June 30, 2022

Not-to-exceed \$7,800 for fiscal year ending June 30, 2023

Not-to-exceed \$8,200 for fiscal year ending June 30, 2024

#### **Deliverables:**

Final audit report and opinion

Presentation of final report and opinion to YSGA Board of Directors

PROPOSAL TO PERFORM  
INDEPENDENT AUDITING SERVICES  
FOR



**Yolo Subbasin Groundwater Agency**

---

For the Years Ended  
June 30, 2022, 2023 and 2024



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

Primary Contact Person:

**Brian Nash**

[Bnash@richardsoncpas.com](mailto:Bnash@richardsoncpas.com)

May 16, 2023

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May 16, 2023

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 years ending June 30, 2022, 2023 and 2024. 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. 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 clients' 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, Westlands Water District, 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 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, Ione, Isleton, 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 throughout 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 page 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 firms 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 as 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 four 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](mailto:bnash@richardsoncpas.com) or [ishepline@richardsoncpas.com](mailto:ishepline@richardsoncpas.com).

Very truly yours,

RICHARDSON & COMPANY, LLP



Brian N. Nash, CPA  
Partner

---

## DESCRIPTION OF FIRM

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### 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, 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
- Regional Water Authority
- Sacramento Groundwater Agency
- State Water Project Contractors Authority
- Delta Conveyance Financing Authority
- Amador Water Agency/Amador County Groundwater Management Authority
- San Luis and Delta-Mendota Water Authority
- Westlands Water District
- San Joaquin Valley Drainage Authority
- Yolo County Flood Control and Water Conservation District
- Rancho Murieta Community Services 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 1000
- Reclamation District 2035

- Byron-Bethany Irrigation District
- Orleans Community Services District
- Volcano Community Services District
- Elk Grove Water Service
- Merced Irrigation District
- Tri-Dam Project and Power Authority
- Oakdale Irrigation District
- South San Joaquin Irrigation District
- Citrus Heights Water District
- Rio Linda/Elverta Community Water District
- American River Flood Control District
- South Yuba Water District
- 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, Paradise, Dixon, Folsom, Rancho Cordova, Ione, Isleton, Colusa and Biggs
- Mountain House Community Services District
- Yolo County Transportation District
- Yolo County Local Agency Formation Commission
- Yolo-Solano Air Quality Management District
- Calaveras Public Power Agency
- Sacramento Metropolitan Fire District
- Sacramento Area Council of Governments
- Sacramento Transportation Authority
- Sacramento Public Library Authority
- Sacramento Regional Fire/EMS Communications Center
- Sacramento Metropolitan Cable Television Commission
- 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
- El Dorado Hill Community Services District
- El Dorado Hills Fire Department
- California Exposition and State Fair
- Yolo Emergency Communications Agency
- Paratransit, Inc.
- California Tahoe Emergency Services Authority
- Calaveras Council of Governments
- Yuba-Sutter Transit Authority
- Placer County Transportation Planning Agency
- Regional Waste Management Authority
- Cosumnes Community Services District
- Sacramento Valley Basinwide Air Quality Control Council
- San Joaquin Council of Governments
- Lassen County Transportation Commission



- Lassen Transit Services Agency
- Cortina Community Services District
- Diablo Community Services District
- Dixon and Vacaville Public Library Districts
- California Educational Facilities Authority
- California Health Facilities Financing Authority
- California Fire and Rescue Training Authority
- California Pollution Control Financing Authority
- Sacramento County Waste Management and Recycling
- Wilton, Herald, Courtland, Rescue and Pacific-Fruitridge Fire Protection Districts
- Stanislaus Consolidated Fire Protection District
- Transport System of the University of California at Davis (Unitrans)
- Calaveras Transit Agency
- County of Calaveras Transit Fund
- Marin County Transit District
- City of Angels and County of Calaveras Transportation Development Act Funds
- Sacramento County State Transit Assistance Fund
- Counties of Sacramento, Sutter, Yolo and Yuba Transportation Development Act Funds
- Local Transportation Funds of the Counties of Sacramento, Sutter, Yolo and Yuba
- Cities of Folsom, Galt, Isleton, Sacramento, Davis, Live Oak, Rancho Cordova, Yuba City, Marysville, Wheatland, West Sacramento, Winters and Woodland 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
- 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 Sheipline 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 nine peer reviews cover the entire thirty-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 a 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 (former – now Manager of Administration and Finance of San Bonito County Water District)  
 Phone number: (209) 252-9490  
 Email address: [jmachado@sbcwd.com](mailto:jmachado@sbcwd.com)  
 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: Jeffrey Meyer, Director of Administrative Services  
 Phone number: (209) 754-3102  
 Email address: [Jeffreym@ccwd.org](mailto:Jeffreym@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 2022.

\* \* \* \* \*

Name of referenced entity: Tuolumne Utilities District  
 Name of client contact and title: Steve Sheffield, CPA, Finance Director  
 Phone number: (209) 532-5536 ext. 482  
 Email address: [s.sheffield@tudwater.org](mailto:s.sheffield@tudwater.org)  
 Services performed: Audit of the financials in accordance with generally accepted auditing standards and *Governmental Auditing Standards* and preparation of the State Controller’s Report for the years ended December 31, 2013 through 2022.

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## QUALIFICATIONS OF OUR KEY PERSONNEL

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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 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 thirty 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 water districts, including Yolo Subbasin Groundwater Agency, San Luis and Delta-Mendota Water Authority, Westlands Water District, 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, South Feather Water and Power Authority, Nevada Irrigation District 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. Shepline, 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, Calaveras County Water 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 authority, 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, Westlands Water District, San Joaquin Valley Drainage Authority, Yolo Flood Control and Water Conservation District, Calaveras County Water District, Fair Oaks Water District, Citrus Heights Water District and South Yuba Water District. 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. Twelve 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 twenty-two years. He would work on site as the in-charge accountant 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.

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

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## EVIDENCE OF INSURANCE

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

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## SPECIFIC AUDIT APPROACH

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### Scope of Services

We understand that the Agency requires audits of its basic financial statements for the fiscal years ended June 30, 2022, 2023 and 2024, 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 governance 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 fieldwork 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	
<b>Audit Planning:</b>	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					
<b>Substantive Testing:</b>	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					
<b>Reporting and Wrap-up:</b>	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				
<b>Total Annual Audit Hours</b>		<b>8</b>	<b>25</b>	<b>47</b>	<b>80</b>

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	Hourly Rates	Fee
Partner	8	\$ 180	\$ 1,440
Senior Manager	25	160	4,000
Senior/Staff	47	110	5,170
	<u>80</u>		<u>10,610</u>
Discount			<u>(3,110)</u>
Total fees for Audit of Financial Statements, June 30, 2022			<u>\$ 7,500</u>
Total fees for Audit of Financial Statements, June 30, 2023			<u>\$ 7,800</u>
Total fees for Audit of Financial Statements, June 30, 2024			<u>\$ 8,200</u>

The increase in the 2022 audit fee represents the 8% inflation and related salary increases experienced since the previous audit. These estimates 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 internal controls 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 in addition to the fees above.

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.

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## MANNER OF PAYMENT

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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.

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# ATTACHMENT A – PEER REVIEW REPORT

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*Jones, Nale & Mattingly PLC*

## REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners  
Richardson & Company, LLP  
and the Peer Review Committee of the California Society of CPA's

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, 2021. 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](http://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, 2021, 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.

*Jones, Nale & Mattingly PC*

Louisville, Kentucky  
August 13, 2021

Certified Public Accountants and Advisors

401 West Main Street, Suite 1100 Louisville, Kentucky 40202 tel: 502.583.0248 fax: 502.589.1680 [www.jnmcpa.com](http://www.jnmcpa.com)







**Certificate of Insurance**

This certifies that

- State Farm Fire and Casualty Company, Bloomington, Illinois
- State Farm General Insurance Company, Bloomington, Illinois
- State Farm Fire and Casualty Company, Aurora, Ontario
- State Farm Florida Insurance Company, Winter Haven, Florida
- State Farm Lloyds, Dallas, Texas

insures the following policyholder for the coverages indicated below:

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

The policies listed below have been issued to the policyholder for the policy periods shown. The insurance described in these policies is subject to all the terms, exclusions, and conditions of those policies. The limits of liability shown may have been reduced by any paid claims.

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	01/01/2023	01/01/2024		
This insurance includes:				Each Occurrence	\$ 2,000,000
<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"/>				General Aggregate	\$ 4,000,000
				Product - Completed Operations Aggregate	\$ 4,000,000
Policy Number	EXCESS LIABILITY	Effective Date	Expiration Date	Y INJURY AND PROPERTY DAMAGE (Combined Single Limit)	
90-C2-F271-6	<input checked="" type="checkbox"/> Umbrella <input type="checkbox"/> Other	01/17/2023	01/17/2024	Each Occurrence	\$ 3,000,000
				Aggregate	\$ 3,000,000
Policy Number	Workers' Compensation and Employers Liability	Effective Date	Expiration Date	1 - Workers Compensation - Statutory Part II - Employers Liability	
90-ML-F155-4		01/17/2023	01/17/2024	Each Accident	\$ 1,000,000
				Disease - Each Employee	\$ 1,000,000
				Disease - Policy Limit	\$ 1,000,000
Policy Number	Type of Insurance	Effective Date	Expiration Date	Limits of Liability (at beginning of policy period)	

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.

If any of the described policies are canceled before their expiration date, State Farm® will try to mail a written notice to the certificate holder 30 days before cancellation. If we fail to mail such notice, no obligation or liability will be imposed on State Farm

*Bob Spears*

Signature of Authorized Representative

**AGENT** **1/13/2023**

Title Date

**BOB SPEARS**

Agent Name

Telephone Number **(916) 482-9227**

Agents Code Stamp

Agent Code **55-2170**

AFO Code **F144**



**Date:** June 19, 2023  
**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 March 20, 2023 meeting of the YSGA Board of Directors the following activities have taken place.

### **Program Administration**

Two meetings were held by the YSGA Executive Committee (EC) on April 10 and May 30, 2023. The EC, consisting of Chair Sandy, Vice-Chair Smith, David Schaad, Kurt Balasek, and Executive Officer Kristin Sicke, discussed logistical issues related to YSGA administration and the implementation of the Groundwater Sustainability Plan (GSP). The Committee discussed the preparation and selection of a firm for completing the annual audit, received a brief report of the 2022 Annual Report, received an update on the status of well permitting activities within the County, and reviewed a comment letter from landowners in the Hungry Hollow Area.

As follow-up to the March 20, 2023 Board meeting, the YSGA *Ad Hoc Committee for Reconsideration of the Funding Mechanism and Voting Structure* met on May 19, 2023 to discuss the outreach component of LSCE's proposed long-term fee study investigation. LSCE has provided an updated schedule and additional details on the outreach component, which are provided at the end of this Executive Officer Report.

YSGA staff continue to coordinate with stakeholders and to schedule and participate in community meetings for ensuring successful outreach during GSP implementation. Staff also continue to communicate with Solano Subbasin GSA, N. American Subbasin, Sutter Subbasin, and Colusa Groundwater Authority on data/information sharing and project opportunities, as well as other GSAs and Counties on their well permitting activities.

The Yolo Groundwater website <http://yologroundwater.org> was updated as needed. A calendar of current events is posted to the website.

### **Program Implementation**

- GSP Public Outreach
  - Ongoing correspondence with concerned stakeholders, well drillers, and well applicants to answer questions about SGMA and the revised well permitting process.

- WY 2022 Annual Report
  - Finalized and submitted [WY 2022 Annual Report](#) to the Department of Water Resources
- Projects and Management Actions
  - Coordinated with Yolo County in the well permitting process in accordance with Executive Order N-7-22
    - Received approved well permits and reviewed pending well permits from Yolo County’s Environmental Health Division
  - Worked with Consero Solutions to develop a Grant Strategy (draft document is included with this agenda packet) for Fiscal Years 2023 – 2026
  - Worked with Yolo RCD, Center for Land-Based Learning, CAFF, and Bright Coast Productions to develop a collaborative video proposal for the [Capitol Region Creative Corps](#) grant opportunity
  - Submitted an Intent to Apply Survey for [ICARP’s Regional Resilience Grant Funding](#)
- Data Management/Website Updates
  - Worked with Dunnigan Water District to digitize historical water level readings for 36 wells, assign state well numbers, and add the records to the WRID
  - Downloaded and began investigation of newly released [AEM data and report](#) for the Yolo Subbasin
- Monitoring Network
  - Continued to provide water level readings for domestic well owners
  - Continued implementation of citizen science program for individual well monitoring
  - Completed Spring 2023 water level measurements
  - Worked with DWR to plan installation of 3 multi-completion wells in data gap areas:
    - The northernmost well (Road 13 in the Hungry Hollow area) has been completed. The well has 3 completions, screened at 240-260’, 400-420’, and 860-870’.
    - The central well (Forbes ranch property south of Esparto) is currently being drilled. The well will have 4 completions, screened at 290-300’, 500-510’, 760-770’, and 995-1005’.
    - The third well will be located at the YCFC&WCD’s Chapman Reservoir site (Road 89 north of Winters)
    - Each completion will be outfitted with real-time monitoring equipment and connected to [YSGA’s Groundwater Data Map](#)
  - Added 1 voluntary monitoring well in the Dunnigan area: 12N01W08G500M
  - In coordination with Solano Subbasin, submitted a TSS Monitoring Well Request to DWR for up to seven shallow monitoring wells along Putah Creek. The proposed wells would mirror wells managed by Solano Subbasin on the south side of the Creek and improve monitoring of the *depletion of interconnected surface waters* sustainability criterion.
- Areas of Special Concern
  - Requested consultant services to assist with the hydrogeologic analyses for evaluating native yield and determining impact of changes in land use and hydrology
  - Requested [facilitation support services from DWR](#) for [DIG IN](#) to assist with Hungry Hollow Area
  - Updated 2021 land use and completed groundwater trend analysis (for presentation at the June Board meeting)
- Drought Response
  - Worked with Yolo County OES to continue coordinated water delivery to households with dry wells

## **Program Outreach**

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

1. Met with USDA project team about potential collaboration on recharge projects (March 21; Sicke, Leicht, and Fisher)
2. Worked with Yolo RCD, Center for Land-Based Learning, CAFF, and Bright Coast Productions to develop a video series proposal covering sustainable agricultural practices in Yolo County (March 21, March 29, April 2; Leicht and Fisher)
3. YSGA and YCFB Monthly Coordination Meetings (April 5 and May 5; Directors Smith and Sagara; Sicke)
4. Westside Sacramento Valley Flood MAR Coordination Meeting with TNC and DWR (April 6; Director Vanderwaal; Sicke)
5. Meeting with City of Winters Manager Kathleen Trepia to Discuss Groundwater Conditions (April 6; Sicke)
6. Meeting with Supervisor Frerichs (April 6; Sicke)
7. Hosted meetings with SEI and EDF Accounting Platform Pilot to discuss model integration (April 7, April 26; Sicke, Leicht, and Fisher)
8. Hosted YSGA Executive Committee Meeting (April 10, May 30; Directors Sandy, Balasek, Smith, and Schaad; Sicke, Sabatini, Leicht, Fisher)
9. Meeting with CDFW to Discuss Programmatic Routine Maintenance Agreement for Sloughs (April 11; Sabatini and Sicke)
10. Participated in landowner meetings about Oat Creek Recharge Project (April 11, April 19; Sicke, Leicht, and Fisher)
11. Coordination Meeting with Yolo RCD on Mobile Irrigation Lab and CDFA SWEEP Block Grant (April 14; Sicke, Leicht, and Fisher)
12. Participated in ACWA SGMA Implementation Subcommittee Meeting (April 18; Sicke)
13. Participated in DWR's Spring 2023 GSA Summit (April 19; Sicke)
14. Participated in California Water Commission Meeting on Groundwater Recharge (April 19; Sicke)
15. Participated in Inter-subbasin EDF Accounting Platform Pilot Coordination Meetings (April 25; Sicke, Leicht, and Fisher)
16. Yolo/Solano Interbasin Coordination meeting (May 8; Sicke, Leicht, and Fisher)
17. Participated in ACWA's Spring Conference: Region 4 Board and Groundwater Committee meetings (May 9-11; Directors Barth and Vanderwaal, Sicke)
18. Participated in Westside Sacramento IRWM Coordinating Committee Meeting (May 10; Leicht)
19. YSGA and CAFF Coordination Meeting (May 15; Sicke)
20. Planned for and Participated in Yolo County Water Awareness Forum (May 16; Directors Sandy (and Provenza), Smith, Barth, Cornwell, Fawns, Pollock, Vanderwaal; Sabatini, Sicke, Leicht, and Fisher)
21. Participated in UCD Groundwater Shortcourse (May 18; Sicke and Fisher)
22. Continued coordination with Yolo County staff about Senate Bill SB 552 – Drought Contingency Planning (May 18 and 31; Sicke, Sabatini, and Leicht)
23. Hosted YSGA Ad Hoc Committee for Reconsideration of Voting Structure and Expense Allocation (May 19; Directors Barth, Cornwell, Garcia-Cadena, Pollock, Ramos, Sagara, and Smith; and Sicke, Sabatini, Fisher)
24. Participated in Cache Creek TAC Meeting (May 22; Sicke and Sabatini)
25. Participated in Solano Subbasin Groundwater Sustainability Town Hall and Follow-up with Facilitator (June 1 and 13; Sicke)

26. Participated in ACWA's Board of Directors and State Legislative Committee Meetings (June 2; Sicke)
27. Coordination Meeting with Lake County GSAs about Groundwater Monitoring (June 6; Sicke and Fisher)
28. Participated in GRA's SGMA Implementation Summit Conference (June 7-8; Sicke, Leicht, and Fisher)
29. Participated in NCWA's Groundwater Management Task Force Meeting (June 12; Directors Vanderwaal and Cornwell; Sicke)
30. Coordination Meeting with Sutter Subbasin GSA Regarding Well Permitting (June 13; Sicke)

### **Other Items of Note**

YSGA staff participated in the [ACWA/GRA GSA Summit](#) in early June with other staff and consultants from throughout the state convened in Sacramento to discuss ongoing challenges and successes in the SGMA implementation process.

1. Well permitting was a recurring point of discussion, as multiple agencies expressed challenges with the implementation of [Executive Order N-7-22](#). GSAs in Sonoma County have implemented a well registry program to better understand well density and local groundwater use, assisting with the well permitting process. Most GSAs have incorporated the acknowledgement form into their process. GSAs reported on strengthened relationships with County Environmental Health departments.
2. DWR recently released guidance for mitigating impacts to domestic wells. DWR officials mentioned that they plan to make domestic well mitigation a higher priority in GSP evaluations moving forward. GSA's domestic well mitigation programs range from surcharges imposed on irrigated land or fees for groundwater extractions to being a component of a comprehensive Proposition 218 property assessment.
3. Demand management strategies were discussed, with Mid-Kaweah GSA speaking on their recently implemented groundwater allocation program that uses evapotranspiration data to estimate water use. Madera County GSA shared that they were able to reduce demand by about 7,000 AF through the [LandFlex grant program](#), which offers financial incentives to growers for fallowing land.
4. Many GSA staff expressed ongoing challenges associated with quantifying the depletion of interconnected surface water (ISW) due to groundwater pumping. ISW depletion is a difficult sustainability indicator to properly model because there are numerous different variables that can contribute to ISW depletion in a watershed, not just groundwater pumping alone. [An exciting approach](#) to this challenge involves the use of new, constantly improving Artificial Intelligence (AI) models that can incorporate all of these variables to more accurately pinpoint which has the most influence on ISW levels.

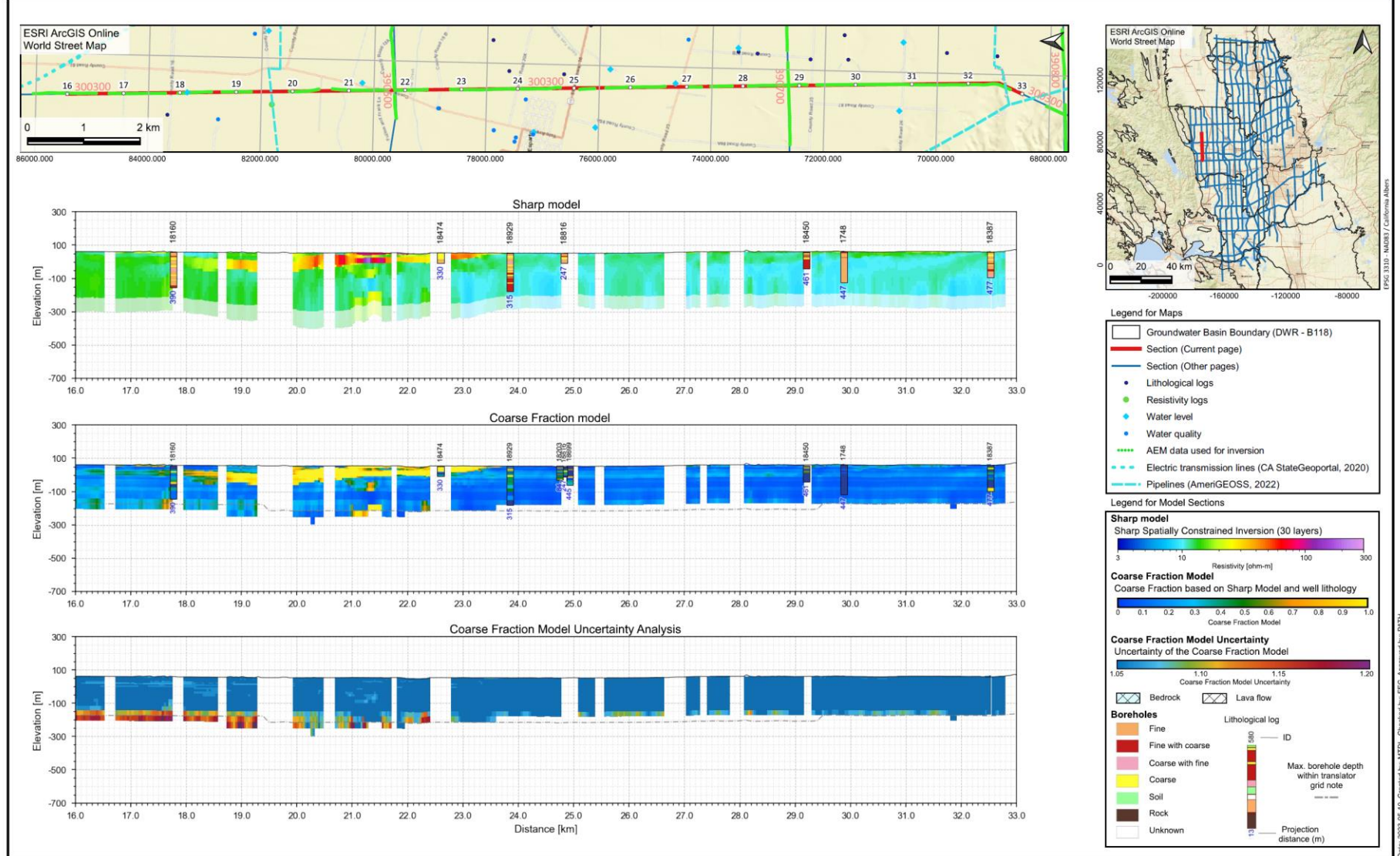
[Assembly Bill 1563](#) was introduced to the California Legislature on February 17, 2023. This bill would require any permit for a new well or modification to an existing well **in a critically overdrafted basin** to receive verification from the applicable groundwater sustainability agency that the proposed well is consistent with the adopted groundwater sustainability plan. Additionally, this bill would require the County to forward well permit requests to GSAs in all basins. The Bill passed Assembly on May 25 and is currently being considered by the Senate.

Governor Newsom has released his proposed Fiscal Year 2023-24 budget, and as expected, there is a \$22.5B deficit in the fiscal year, which necessitates cuts, deferrals, and shifting of funds from the General Fund to other sources. The Budget Summary can be found at the following link: <https://ebudget.ca.gov/2023-24/pdf/BudgetSummary/FullBudgetSummary.pdf>.

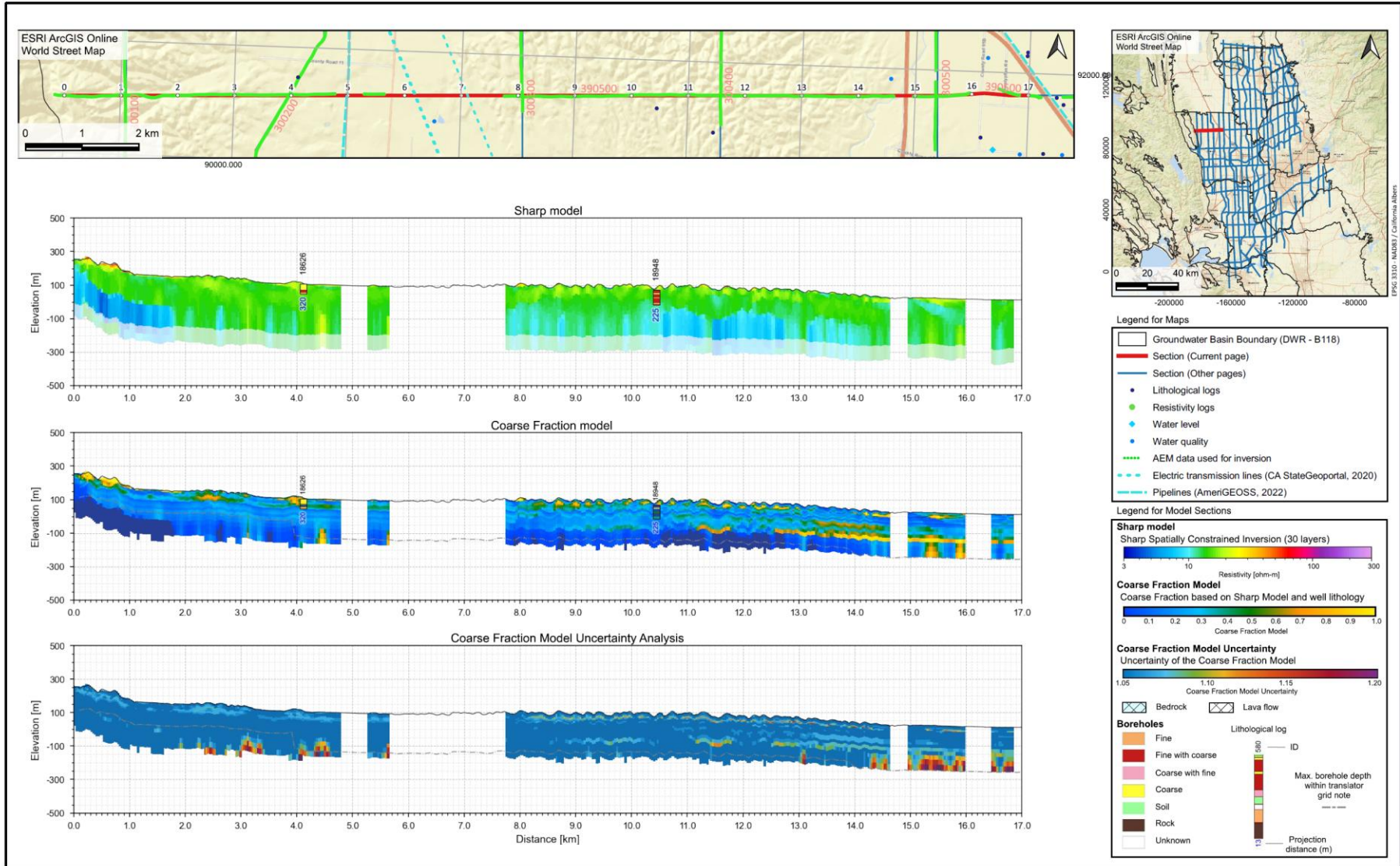
The YSGA is actively tracking DWR's release of the Airborne Electromagnetic Surveys (AEM) data. The [Survey Area 6 Report](#) was released in May 2023 – the report includes Yolo County and summarizes the flight lines included in



the AEM survey along with groundwater levels and the process for interpreted geophysical data based on the electrical resistivity of subsurface lithologies. An example of the Report results is included below. YSGA staff are currently reviewing the published data report, appendices, and accompanying data files. The AEM results can be used to identify regional soil profiles, potential aquitards, and areas with the best potential for groundwater recharge.

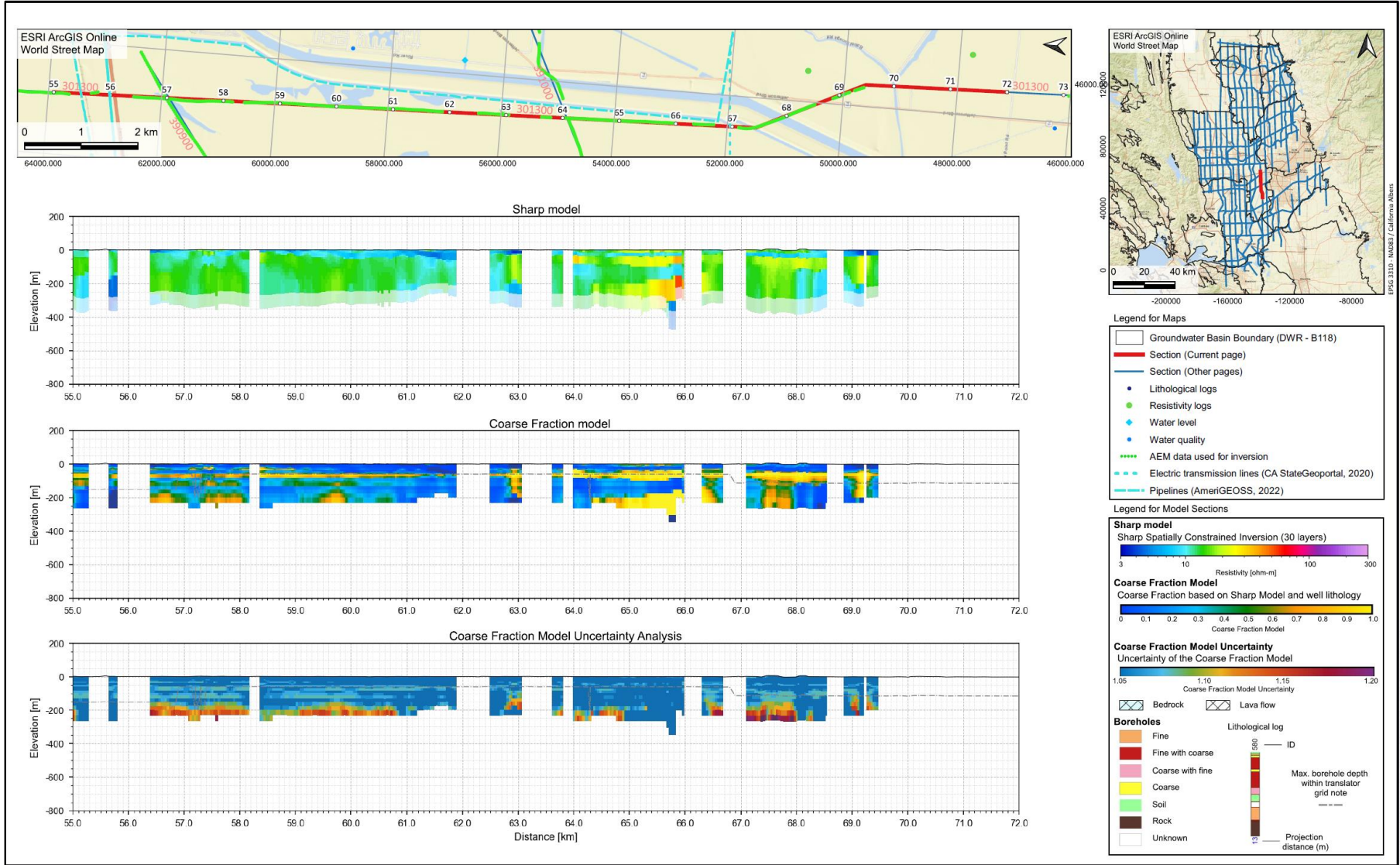


Example panel from the Esparto area. The effect of Cache Creek is evident - the reds in the Sharp model (top) and the yellow in the Coarse Fraction Sections (middle) shows the gravel deposited by the creek north of Esparto.



Example panel from the northern Hungry Hollow area showing finely interbedded clays and sands (blue and yellow respectively in the Coarse Fraction model).





1Example panel from the South Yolo/Clarksburg area. A continuous sand layer is shown at approximately -50 ft elevation.

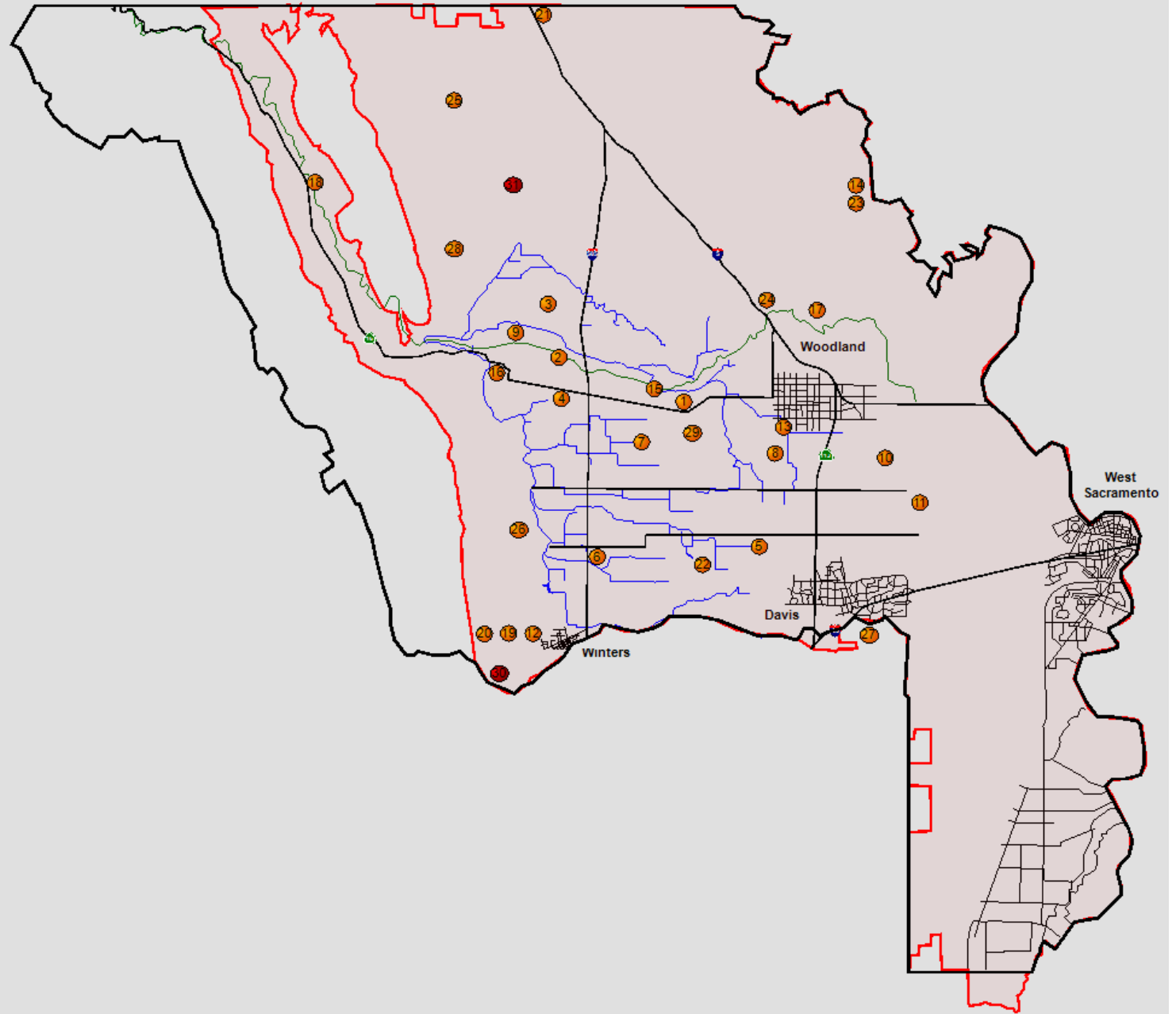
## **Current Groundwater Conditions**

Groundwater levels are beginning to show steady recovery due to the recent rainfall. When compared to last year's elevations (as shown on the historical depth to water table below), this March's water levels are on average five feet higher. When compared to 2015 elevations, this March's groundwater levels are on average one foot higher.

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

1. A location map of the 28 real-time monitoring locations currently operating in the Yolo Subbasin (Well 20 is no longer in commission and we are working on a replacement; and Wells 30 and 31 are new continuous datalogger sites).
2. A table showing historical groundwater elevations on a specific date (June 15, 2023 in this example).
3. A tiled hydrograph of the real-time monitoring wells illustrating depth to water for June 15, 2022 to June 15, 2023.
4. The spring 2023 hydrograph of average groundwater levels based on 62 monitored wells throughout the Yolo Subbasin (the Representative Monitoring Wells). 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. Spring measurements were completed in April 2023 as illustrated in the hydrograph. Visit [sgma.yologroundwater.org](http://sgma.yologroundwater.org) for more detailed information.

**Well Monitoring**  
Continuous



- SCADA Links
- Comparison Trends
- Comparison Table

**Legend**

Real-Time Site	●
Data Logger Site	●
YSGA	—
County	—



# Well Monitoring

SCADA Links

Well Map

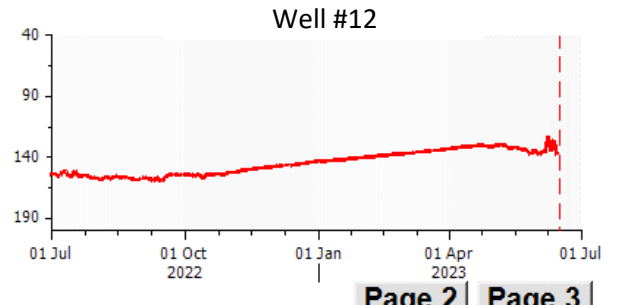
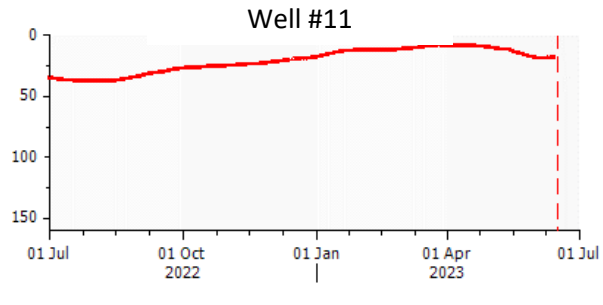
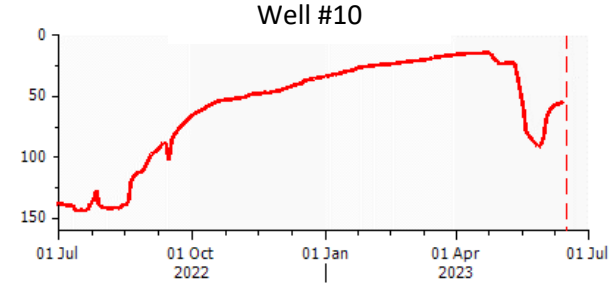
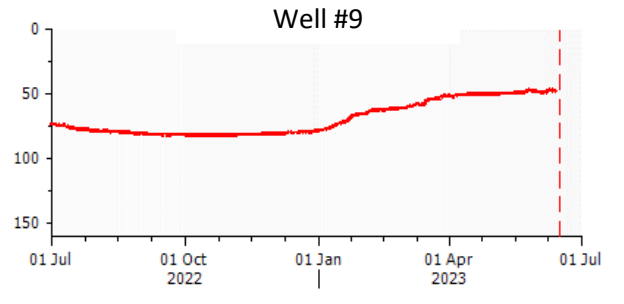
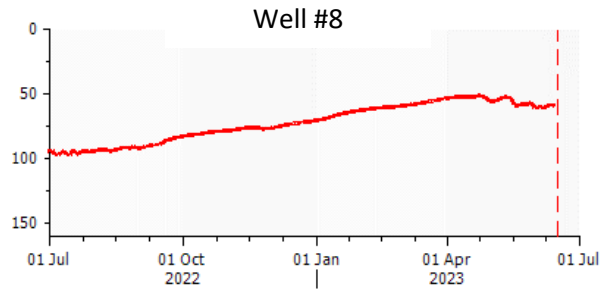
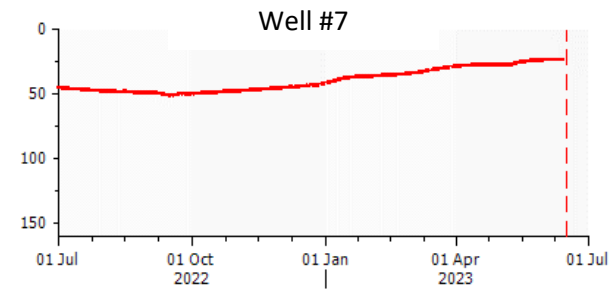
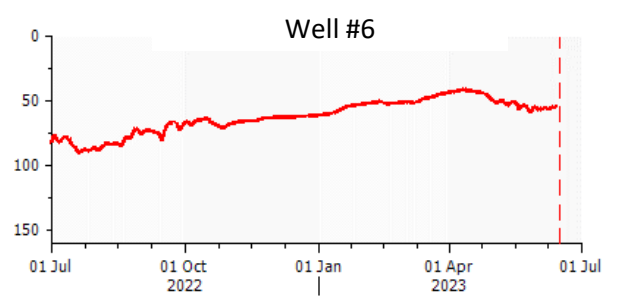
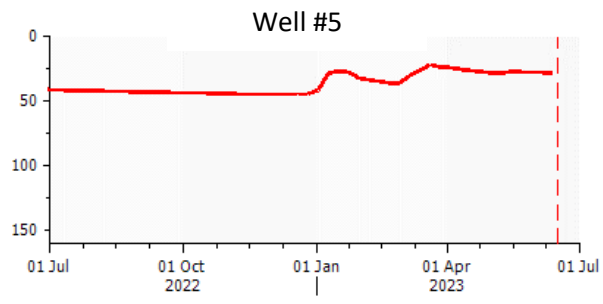
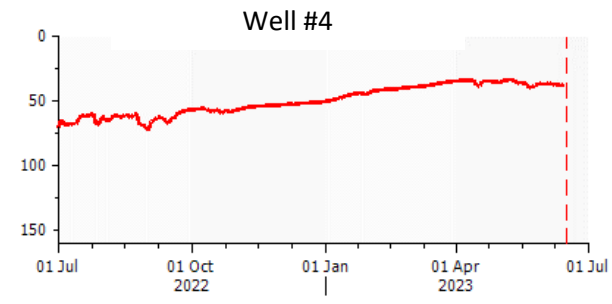
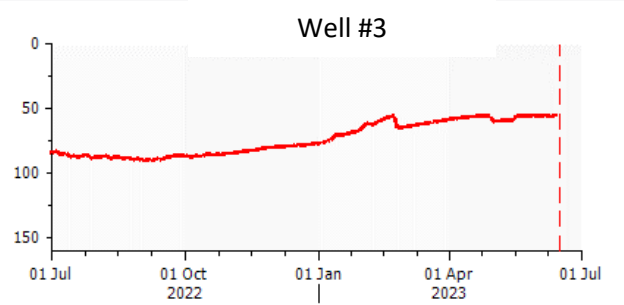
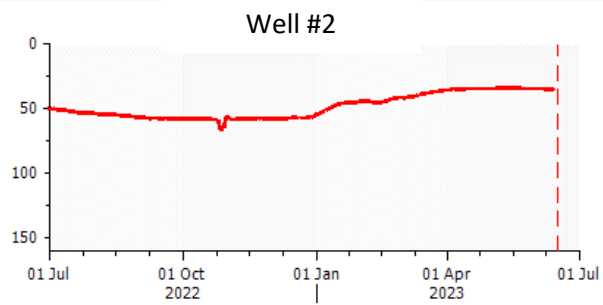
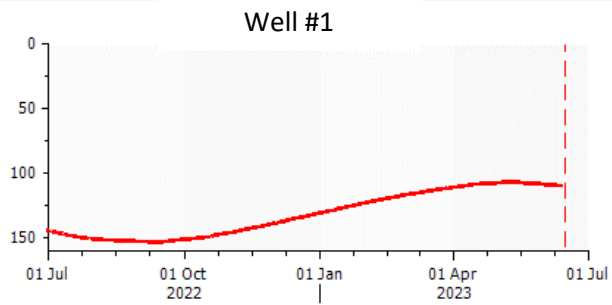
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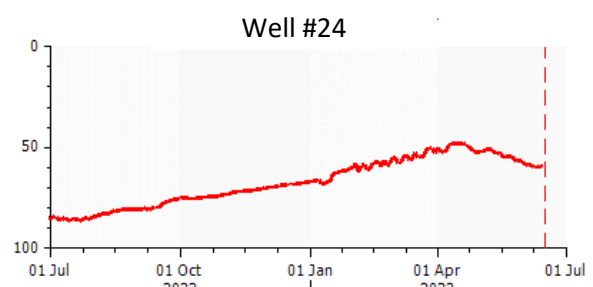
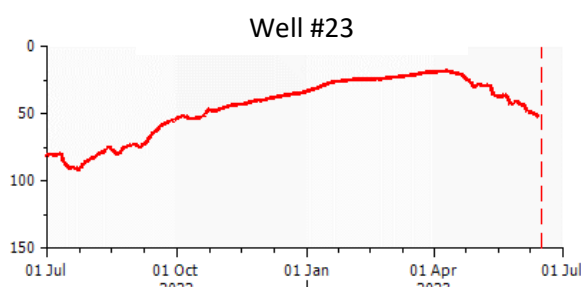
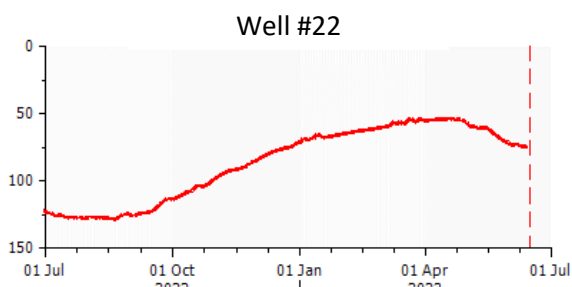
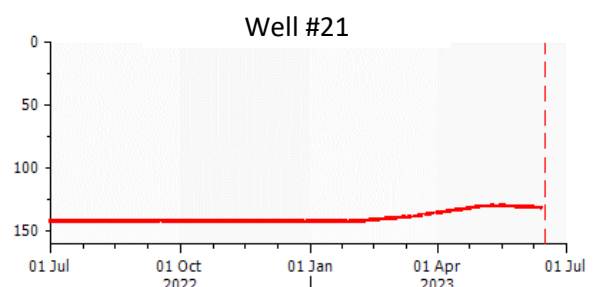
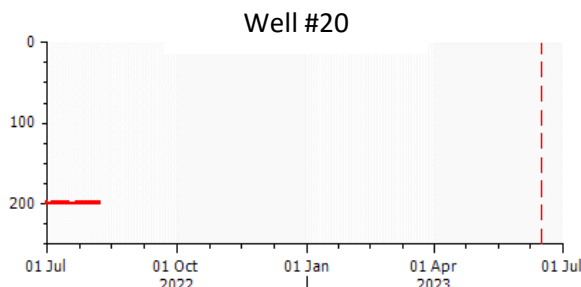
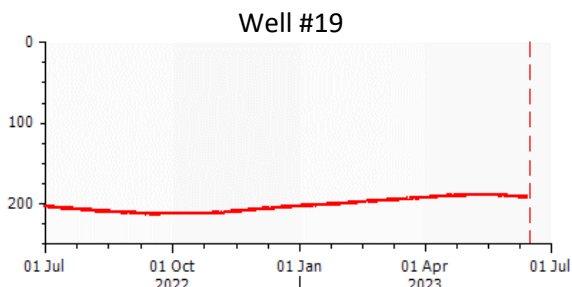
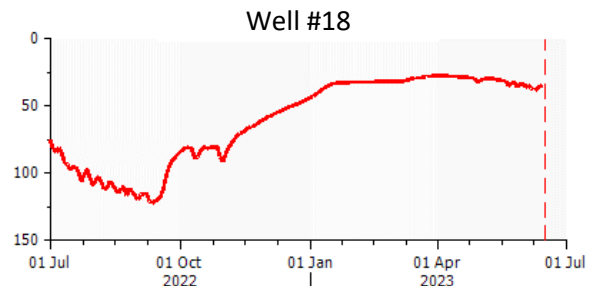
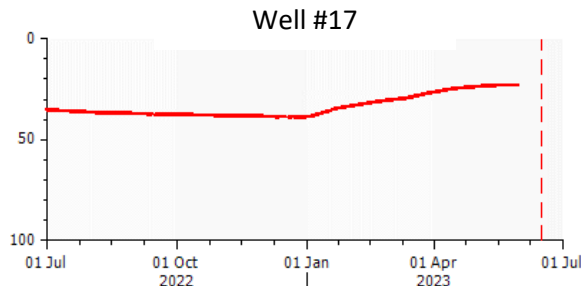
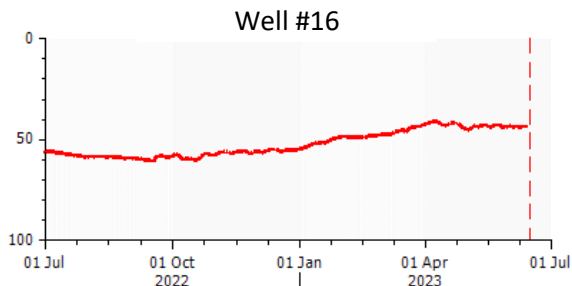
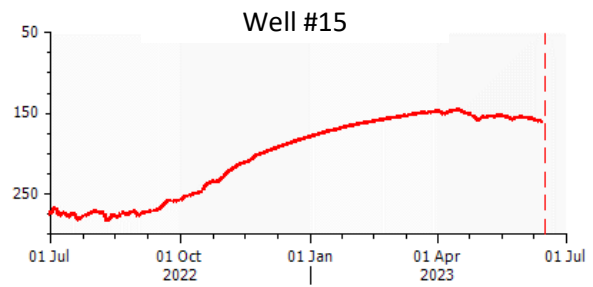
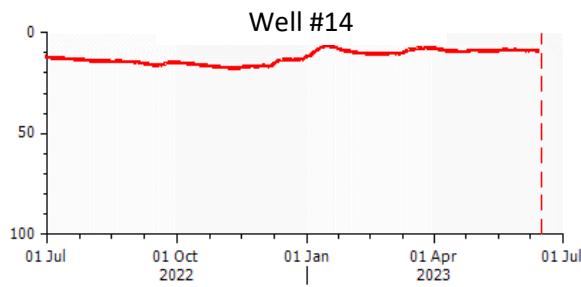
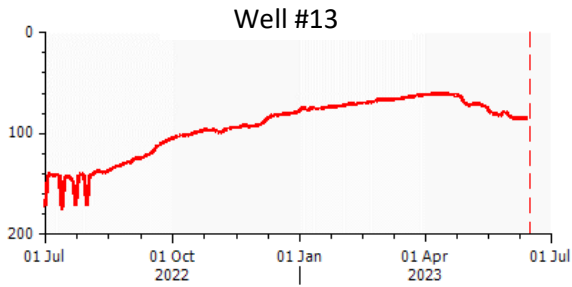
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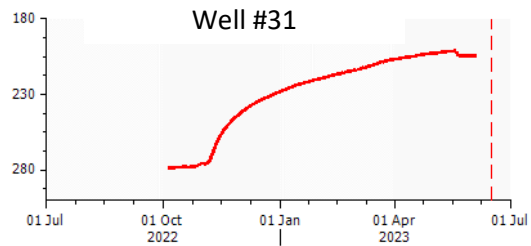
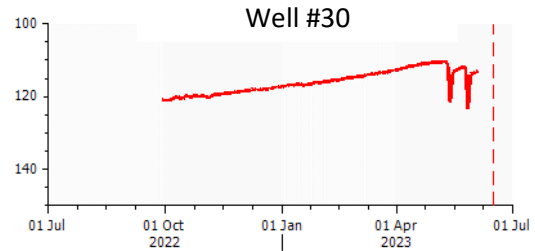
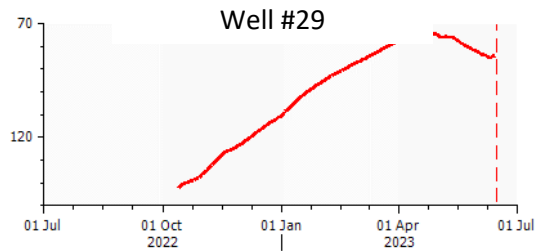
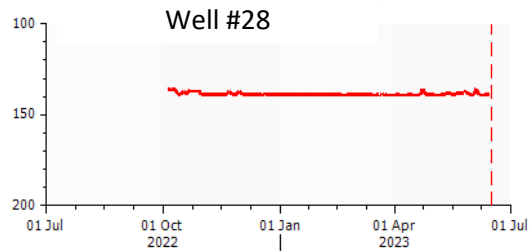
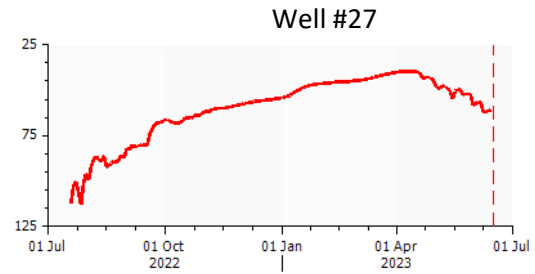
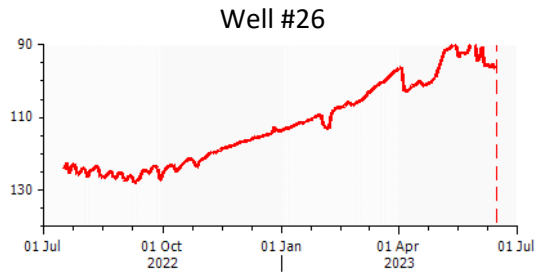
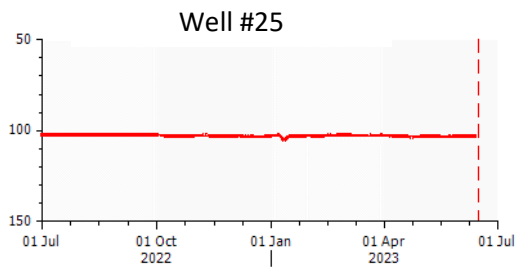
Depth to Water Historical Comparison  
(Daily Average DTW in feet)

Well	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	$\Delta$ 2022 - 2023	$\Delta$ 2015 - 2023
1.	87.7	80.5	88.6	96.1	113.9	118.1	110.6	94.1	98.3	93.6	101.7	128.3	139.1	110.1	29.1	8.0
2.	48.2	36.2	48.0		53.4	46.0	42.5	27.8	32.9	27.6	31.2	38.1	46.6	41.4	5.2	4.6
3.		38.7	42.0	46.9	71.1	71.7	58.2	36.6	42.3	36.3	41.8	58.8	79.9	55.0	24.9	16.6
4.		32.8	38.1	48.7	55.7	57.6	53.4	30.9	38.5	32.3	35.4	47.0	62.2	38.0	24.2	19.6
5.		14.5	18.8	17.2	32.6	33.6	36.7	20.4	28.3	14.9	20.8	31.5	40.5	28.3	12.2	5.3
6.			56.9	60.7	87.6	83.4	69.5	40.8	51.0	35.1	42.6	66.5	81.1	55.1	25.9	28.2
7.				29.4	29.4	40.2	28.3	15.2	18.4	15.7	21.0	41.1	43.2	22.9	20.3	17.3
8.					86.8	87.3	84.0	61.7	67.2	51.2	64.1	86.6	91.2	67.0	24.2	20.3
9.					64.1	64.7	55.1	38.0	43.2	38.6	42.7	55.3	69.3	49.1	20.3	15.6
10.						126.6	70.9	44.4	50.7	31.4	57.5	75.7	126.5	54.5	72.1	72.1
11.						31.1	22.6	15.0	17.7	11.7	21.9	26.8	31.4	17.8	13.6	13.3
12.										117.9		135.0	149.6	139.5	10.1	
13.									102.6	77.1	103.2	127.9	156.7	86.0	70.6	
14.										8.3	9.6	12.6	11.4	8.9	2.5	
15s.										33.6	36.9	49.9	47.2	34.8	12.3	
15d.										122.7	152.9	195.1	269.7	159.9	109.8	
16.										31.1	42.4	44.4	53.4	44.4	8.9	
17.										19.2		31.0	34.3			
18.										45.1		92.4	67.1	34.8	32.3	
19.												187.0	198.1	191.4	6.6	
20.																
21.												134.0	141.8	131.6	10.2	
22.												106.5	113.9	75.7	38.2	
23.													76.0	61.3	14.7	
24.													82.3	60.5	21.7	
25.													102.4	103.3		
26.														100.4		
27.														67.3		
28.														140.4		
29.														84.2		

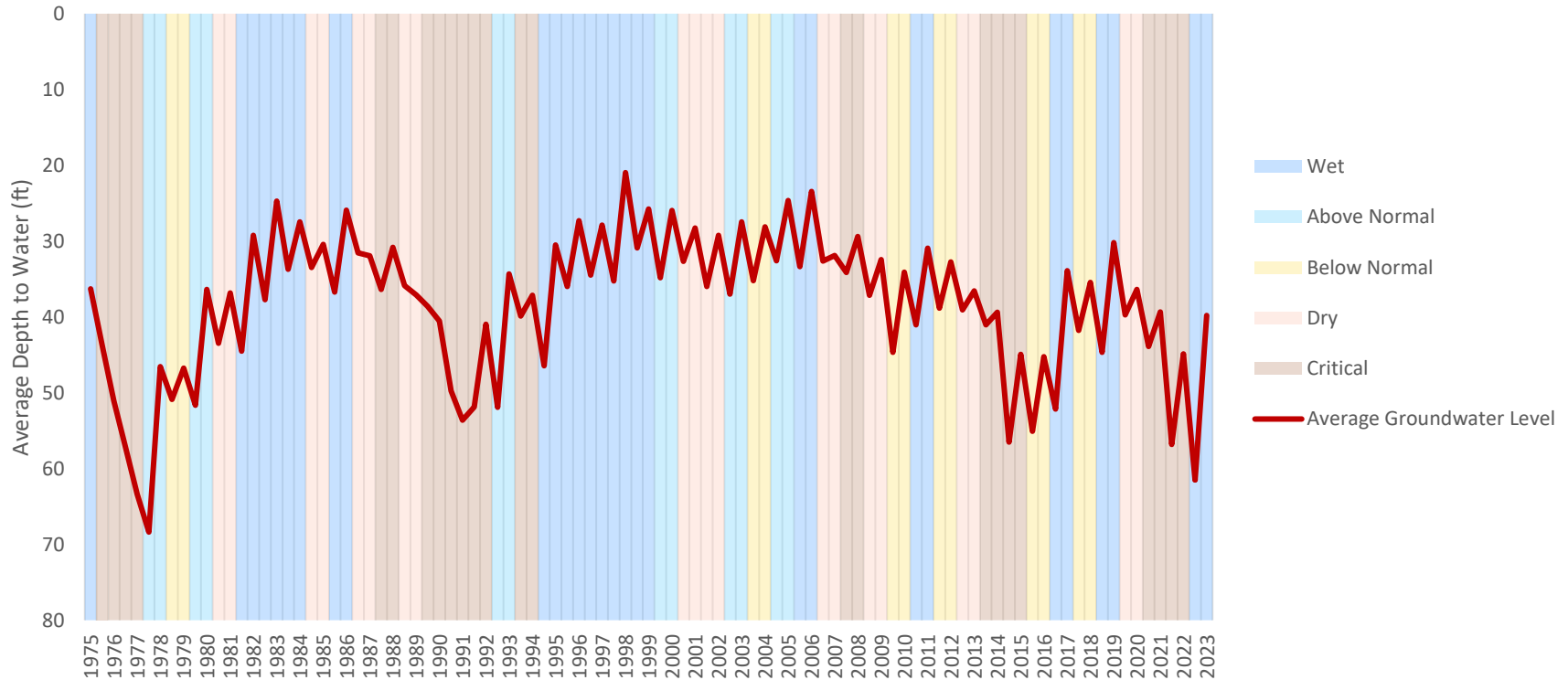
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### Yolo Subbasin Average Groundwater Representative Wells - Depth by Season (62 Wells)



Mid-March 2021 Average Depth to Water ~ 39 feet  
 Mid-August 2021 Average Depth to Water ~ 57 feet  
 Early March 2022 Average Depth to Water ~ 45 feet  
 September 2022 Average Depth to Water ~62 feet  
 April 2023 Average Depth to Water ~ 40 feet

Of Note:

1977-78 Recovery from Fall to Spring ~21 feet  
 2016-17 Recovery from Fall to Spring ~ 18 feet  
 2022-23 Recovery from Fall to Spring ~22 feet

## *Executive Order N-7-22 Well Permitting Update*

Pursuant to paragraph 9 of [Executive Order N-7-22](#) and [Executive Order N-3-23](#), YSGA must review certain well permit applications covered by the Executive Orders, and provide written verification to the County's Environmental Health Division that the proposed well application is consistent with the Yolo Subbasin GSP before the County may issue a permit. The YSGA Board of Directors held two special Board meetings on April 6 and May 6, 2022 to consider the process for developing the YSGA's Well Permitting Procedures. At the special May 6 Board meeting, the Board adopted [Resolution No. 22-01](#) to direct staff to complete the process of developing, adopting, and implementing procedures for complying with the Executive Order.

YSGA staff has continued to work with Yolo County's Environmental Health (YCEH) Division and assisted in the development of a questionnaire form requesting additional data and information from the permit applicant to ensure appropriate evaluation consistent paragraph 9 requirements. YSGA staff reviewed YCEH's draft Technical Memorandum for implementing a temporary agricultural well permitting procedure that considers the appropriate setbacks to ensure nearby wells are not impacted. The final YCEH Technical Memorandum was released on December 14, 2022 and can be reviewed [here](#).

As of June 15, 2023 and since April 1, 2022:

- 68 well permit applications have been transferred from YCEH for YSGA written verification
- 3 applications were revised to Domestic Wells
- 1 well permit application was technically located in the Solano Subbasin (outside of the Yolo Subbasin, but in the County boundaries)
- Of the 64 relevant well permit applications
  - ✓ 21 replacement well permits have received YSGA written verification
    - 1 replacement well was then revised to a new well and re-introduced into the queue
  - ✓ 27 new well permit applications have received YSGA written verification
  - ✓ 16 new well permit applications are currently in the queue
    - 7 applications pending receipt of a completed questionnaire from the applicant
    - 8 applicants submitted completed questionnaires and are currently under review



## **Task 6. Public Outreach**

The LSCE Team will coordinate with the GSA and stakeholders throughout the Fee Study to ensure project deliverables meet GSA and stakeholder needs and are consistent with the approved Fee Study element of the Outreach Plan from Task 1. The LSCE Team will support the GSA as they will lead the public outreach efforts. The LSCE Team will coordinate with the GSA in the development of outreach materials, meeting presentations, and other documentation required to complete specified public outreach objectives. The work will be integrated with existing outreach efforts and coordinated through established GSA and stakeholder outreach processes. The LSCE Team will support the GSA for public outreach meetings and/or workshops. The LSCE Team will help address concerns related to GSA operations and GSP implementation revenue needs, cost of service or allocation questions or issues, Proposition 26 and/or 218 or other relevant laws and regulations requirements and compliance, and SGMA requirements. The LSCE Team will also coordinate with the GSA on property owner outreach and response to fee-related questions. This task may involve development of a fee fact sheet, FAQ document, and other related items as needed to complete the project on schedule and within budget while keeping stakeholders informed throughout the process.

### **Task 6 Deliverables**

- Fee related documentation development: Fact Sheet, FAQs, Fee Study related documents.
- Prepare required notices and forms (example: Proposition 218 Notice and Protest Form).
- Presentation materials for public meetings and workshops.
- Provide progress reports on Fee Study element of Outreach Plan implementation efforts.
- Website updates and legal notification requirements.

Phase 1 Efforts – With Board Approval of Revenue Projections and Fee Options To Evaluate

### **Project Fact Sheet**

Prepare Project Fact Sheet to be provided through the YGSA website. The Fact Sheet would also be handed out at public meetings and provided to interested parties during the project implementation period.

### **Project FAQs Sheet**

Prepare Project Frequently Asked Questions (FAQs) document and make available on the YGSA website. The FAQs can also be handed out at public meetings and provided to interested parties during the project implementation period. The FAQ document would be updated throughout the Project based on additional questions that stakeholders and interested parties need addressed.

### **Public Workshops**

LSCE recommends three (3) Project workshops be held in different locations dispersed in the watershed during the 4<sup>th</sup> quarter of 2023 to discuss the Fee Project and address questions and concerns about the Project in person. LSCE would prepare meeting agendas, handouts, and presentations for each public workshop and provide a recap of each workshop. There will be sign-in sheets and materials provided at the workshops. Workshop summaries will be provided for posting on the YGSA website for each

YGSA-LSCE  
Scope of Services – GSA Fee Project  
For the YGSA Service Area

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workshop. Additional meetings may be held leveraging available resources from the YGSA. Revenue projections and Fee options would be discussed as part of the workshop presentation.

Phase 2 Efforts – For Fee Option TM and Fee Report Approvals

Update YGSA website with key deliverables and Board meeting presentations about outcomes and next steps in the process. Key milestones for project implementation will be posted on the website and as part of other outreach efforts so that stakeholders can participate in the process with advance notice of key steps and decisions throughout the Project.

The Final TM and Fee Report would be posted on the website under the Long-Term Funding tab on the YGSA website. Related Board meeting presentations would be added to the website information.

The Proposition 218 Notice will be developed and be ready to mail to those receiving a Proposition 218 Notice through the Project upon approval of the Project Fee Report. There may be more than one version of the Proposition 218 Notice depending on how agencies and entities want to handle long term funding policies to pay their share of YGSA total costs.

Outreach may include discussion of billing options for different users in the watershed and development of new fee policies depending on what preferred fee option is approved by the YGSA Board.

A public workshop would be held between the time the Board approves the Fee Report and before the Board considers approving any proposed YGSA fees to provide opportunities to address questions and concerns from those impacted by any new proposed fees. This would likely occur in Spring 2024.

Additional outreach may be planned for the Project as needed for a successful outcome. This may include a scope amendment for LSCE to provide additional outreach tasks and actions in a timely professional manner as agreed to by both parties to augment the Phase 1 and 2 activities outlined herein.

**Yolo GSA FY23-24 Long Term Funding Project - Primary Milestones**

Project Tasks	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August
YGSA Project Outreach	>>>>>>>>	>>>>>>>>	>>>>>>>>	Public Workshop	Public Workshop	Public Workshop	>>>>>>>>	>>>>>>>>	>>>>>>>>	>>>>>>>>	>>>>>>>>	>>>>>>>>	>>>>>>>>	>>>>>>>>
YGSA Board Meetings			B		B		B		B	B	B	B		
YGSA Committee Meetings		CM		CM		CM		CM						
Project Development	Kick-off													
Update Revenue Projections	Develop	Draft	Final											
Evaluation Fee Options			Develop	Draft	Final									
Prepare Fee Options TM					Develop	Draft	Final							
Prepare/Approve Fee Report							Draft	Final	Approve					
Prop. 218 Notice Distribution														
Approve Proposed Fees												Approve		
Tax Roll Data To Assessor														8/10/2024

*Project Outreach = Website updates, Fact Sheet, FAQs, Project Meetings. Prop. 218 Notice will be included in Fee Report. Three Public workshops recommended during Oct-Dec 2023 period.  
B = YGSA Board Meeting.*



Most activities included in the proposed components investigate and support “Areas of Special Concern” within the Yolo Subbasin, which are areas that are currently experiencing a trend in declining groundwater elevations and/or an increase in land subsidence. The YSGA needs to learn more about the potential scope and scale of the issue and plans to investigate and learn more about subsurface hydrogeologic features, changes in land use patterns, and solutions (projects and management actions) for reducing the decline and ensuring overdraft is not an issue. Additionally, YSGA member agencies are interested in focusing groundwater recharge and outreach activities in these “Areas of Special Concern” so that beneficial users are aware of the need to invest in on-the-ground solutions.

The funding request included three pilot projects to creatively enhance groundwater recharge opportunities in the Yolo Subbasin, including flooding of ephemeral creeks, canals and sloughs, and farm fields with excess surface water. Additionally, the proposal included activities to update the 2022 Yolo Subbasin GSP; the YSGA will address DWR’s comments, develop GSP annual reports, complete groundwater model enhancements, develop an approach to refine interconnected surface water sustainable management criteria, and enhance the monitoring network to address data gaps. Additionally, the YSGA will receive funding to complete a fee study and investigate the best long-term financing solution. Finally, the City of Winters is receiving funding to investigate alternative water supply options (surface water and recycled water). Staff will provide a brief presentation on the funded project components.

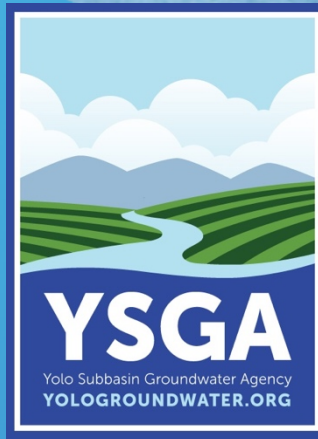
Components	Grant Amount
Component 1: Grant Administration	\$613,875
Component 2: Yolo Subbasin GSP Implementation	\$1,721,000
Component 3: Yolo-Zamora Groundwater Recharge Pilot Project	\$1,221,050
Component 4: Dunnigan Area Recharge Program	\$1,180,950
Component 5: City of Winters Feasibility Studies	\$580,000
Component 6: Oat Creek/Zamora Groundwater Recharge Pilot Project	\$390,000
Component 7: YCFC&WCD Winter Water Recharge Program	\$2,600,000
Component 8: City of Woodland Aquifer Storage and Recovery Well 31	\$3,340,500
Component 9: City of Woodland Recycled Water Utility Expansion (Phase III)	\$1,574,000
<b>Total:</b>	<b>\$13,221,375</b>

To track and prepare for future state and federal funding grant submittals, Consero and YSGA staff developed a draft Grant Strategy Report (attached). Staff will provide a brief presentation on the Grant Strategy Report.

**RECOMMENDATION**

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





# Yolo Subbasin Groundwater Agency GRANT STRATEGY 2023-2026

PREPARED BY:

**CONSEROSOLUTIONS**

YSGA Board of Directors

Agenda June 19, 2023





# Yolo Subbasin Groundwater Agency

## GRANT STRATEGY OVERVIEW

The Yolo Subbasin Groundwater Agency (YSGA) three-year grant strategy matches eight grant opportunities to nine priority projects consistent with the Yolo Subbasin Groundwater Agency Groundwater Sustainability Plan (GSP).

The YSGA Grant Strategy allows YSGA to 1) take advantage of state and federal funding for water-related projects; 2) conserve staff resources by helping YSGA apply only to grants for which YSGA projects are competitive; 3) plan ahead for funding opportunities, including starting the process of developing a competitive project well in advance of funding deadlines; and 4) gain awareness of which programs offer multiple funding rounds to inform application timing. The strategy covers the following eight projects:

Project	Lead Agency
Yolo Subbasin Groundwater Sustainability Planning & Implementation Project	Yolo Subbasin Groundwater Agency
Yolo-Zamora Groundwater Recharge Pilot Project	Yolo County Flood Control & Water Conservation District
Dunnigan Area Recharge Program	Dunnigan Water District
City of Winters Wastewater Treatment Facility Feasibility Study	City of Winters
City of Winters Supplemental Surface Water Feasibility Study	City of Winters
Oat Creek / Zamora Groundwater Recharge Pilot Project	Yolo County Flood Control & Water Conservation District
Winter Water Recharge Program	Yolo County Flood Control & Water Conservation District
Woodland Aquifer Storage & Recovery Well Project	City of Woodland
Woodland Recycled Water Utility Expansion Project	City of Woodland

To create this three-year strategy, staff researched dozens of regional, state, and federal funding opportunities, ultimately narrowing to eight grant programs for which YSGA will apply over three years. The grant strategy is dynamic—it is expected that some projects and funding program details may change as new priorities and grant opportunities emerge. YSGA staff will update the plan as frequently as needed to reflect new and relevant information as it becomes available.



# Yolo Subbasin Groundwater Agency

## GRANT STRATEGY SUMMARY

The following is a summary of all grant programs for which the YSGA should consider applying in 2023-2026. The table below serves as a quick reference guide of each grant program organized by deadline, in addition to their associated projects.

Deadline	Grant Program	Project
Late summer 2023	ICARP Office of Planning and Research – Regional Resilience Planning Grant Program	Yolo Subbasin Groundwater Sustainability Plan Implementation
Late August/early September 2023	US Bureau of Reclamation – WaterSMART Drought Resiliency Projects Grant	Oat Creek / Zamora Groundwater Recharge Pilot Project
Late August/early September 2023	US Bureau of Reclamation – WaterSMART Drought Resiliency Projects Grant	Woodland Aquifer Storage & Recovery Well Project
TBD 2023/24	State Water Resources Control Board – Water Recycling Funding Program	Woodland Recycled Water Utility Expansion Project
TBD 2024	ICARP Office of Planning and Research – Regional Resilience Planning Grant Program (if not successful in 2023-24)	Yolo Subbasin Groundwater Sustainability Plan Implementation
TBD 2024/25	State Water Resources Control Board – Drinking Water State Revolving Fund Program (Loan)	Woodland Aquifer Storage & Recovery Well Project
Early 2025	State Water Resources Control Board – Water Recycling Funding Program – Implementation	City of Winters Supplemental Surface Water Feasibility Study
Early 2025	State Water Resources Control Board – Safe and Affordable Funding for Equity and Resilience Program (SAFER) – Implementation	City of Winters Supplemental Surface Water Feasibility Study
Early 2025	State Water Resources Control Board – Drinking Water State Revolving Fund Program (Loan) – Implementation	City of Winters Supplemental Surface Water Feasibility Study

Early 2025	State Water Resources Control Board – Water Recycling Funding Program – Implementation	City of Winters Wastewater Treatment Facility Feasibility Study
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Yolo-Zamora Groundwater Recharge Pilot Project
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Yolo Subbasin Groundwater Sustainability Plan Implementation
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Dunnigan Area Recharge Program
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	City of Winters Wastewater Treatment Facility Feasibility Study
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Oat Creek / Zamora Groundwater Recharge Pilot Project
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	City of Winters Supplemental Surface Water Feasibility Study
TBD 2025/26	Department of Water Resources – Sustainable Groundwater Management Act (if funded through proposed CA Natural Resources Bond)	Oat Creek / Zamora Groundwater Recharge Pilot Project
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Winter Water Recharge Program
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Woodland Aquifer Storage & Recovery Well Project
TBD 2025/26	Department of Water Resources – Sustainable Groundwater Management	Woodland Aquifer Storage & Recovery Well Project

	Act (if funded through proposed CA Natural Resources Bond)	
TBD 2025/26	Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)	Woodland Recycled Water Utility Expansion Project
TBD 2025/26	Department of Water Resources – Sustainable Groundwater Management Act (if funded through proposed CA Natural Resources Bond)	Woodland Recycled Water Utility Expansion Project

# Yolo Subbasin Groundwater Sustainability Plan Implementation

The YSGA developed the Yolo Subbasin Groundwater Sustainability Plan (GSP) to 1) achieve sustainable groundwater management in the Yolo Subbasin by maintaining or enhancing groundwater quantity, 2) maintain sustainable groundwater use through continued implementation of a monitoring and reporting program, and 3) maintain sustainable operations over the planning and implementation horizon. This project proposes the following tasks related to improving the Yolo Subbasin GSP:

- 1) Development of GSP Annual Reports, GSP updates based on comments from the Department of Water Resources (DWR), and a fee study for long-term financing of the YSGA;
- 2) Groundwater model enhancements;
- 3) Development and implementation of an approach to refine interconnected surface water sustainable management criteria;
- 4) GPS subsidence surveys;
- 5) Development of a Hungry Hollow Area Projects and Management Actions White Paper; and
- 6) Monitoring network enhancements to address data gaps.

This project aims to continuously improve both the Yolo Subbasin GSP in anticipation of the 2027 GSP Update, as well improve the models and data on which the YSGA bases project and management actions consistent with the plan. The entire Yolo Subbasin will be served by this project, with focused benefits to the Hungry Hollow Area, which is an “Area of Special Concern.” The whole of the Yolo Subbasin is considered an underrepresented community; approximately 18% includes Severely Disadvantaged Communities and 42% is covered by Disadvantaged Communities.

DWR’s Sustainable Groundwater Management Implementation Grant Program awarded funding to this project in 2023 for about three years. YSGA will continue to evaluate funding needs as the project progresses. Additional opportunities are listed below for FY 2023-24, 2024-25, and 2025-26, if needed.

- ICARP Office of Planning and Research – Regional Resilience Planning Grant Program
  - Application deadline: late summer 2023
  
- ICARP Office of Planning and Research – Regional Resilience Planning Grant Program (if not successful in 2023-24)
  - Application deadline: TBD
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD

# Yolo-Zamora Groundwater Recharge Pilot Project

The Yolo-Zamora Groundwater Recharge Pilot Project involves YSGA and the Yolo County Flood Control and Water Conservation District (District) partnering with local landowners in the Yolo-Zamora area of Yolo County to improve China Slough and convey excess storm flows through the Slough to achieve multiple benefits, including increasing groundwater recharge, alleviating land subsidence, alleviating groundwater level declines, increasing groundwater storage, capturing canal system losses, and reducing potential flood risk. This project includes implementing a pilot project, feasibility study, design and engineering, canal system improvements, and permitting associated with the diversion of up to 2,000 acre-feet per year of excess Cache Creek storm flows from the Capay Dam conveyed through the District's West Adams Canal system to China Slough and on-farm groundwater recharge sites.

To prepare for conveying and monitoring excess storm flows, the District is upgrading the East Adams and Acacia Canals, part of the West Adams Canal mainstem, to: 1) increase canal capacity, 2) optimize conjunctive use management by reusing drain water and conserving spill or losses out of the canal system, and 3) facilitate groundwater recharge opportunities in the Yolo Subbasin. Canal upgrades include: 1) adding three new culverts and enlarging existing culverts, 2) installing three new check structures, and 3) installing five new automated canal gates. This project will measure the flow of recharge water through the canals and China Slough and manage recharge projects on farmers' fields.

This project will directly benefit the rural areas north of Cache Creek and the Yolo-Zamora area, a Disadvantaged Community that relies exclusively on groundwater and has approximately 88 domestic wells. In addition, the project area overlies the Plainfield Ridge, which is a YSGA "Area of Special Concern" during drought years when declining groundwater levels lead to an increase in dry domestic wells.

The Sustainable Groundwater Management Implementation Grant Program awarded funding to this project in 2023 for about three years. YSGA will continue to evaluate funding needs as the project progresses. An additional opportunity is listed below for FY 2025-26, if needed.

- None
  
- None
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD



# Dunnigan Area Recharge Program

The Dunnigan Area Recharge Program is a partnership between YSGA and the Dunnigan Water District (District) to recharge up to 5,000 acre-feet of groundwater per year consistent with the Yolo Subbasin GSP and provide shorebird habitat on private land within the District's service area. This project includes: 1) installing gauges on Buckeye and Dunnigan Creeks to monitor diversions, 2) executing three landowner agreements to flood up to 500 acres of fields after harvest for three years to allow groundwater recharge, and 3) creating 500 acres of winter shorebird habitat every year for three years by flooding farm fields after harvest. The District will work with The Nature Conservancy (a nonprofit organization providing time and expertise funded by other sources) to identify optimal fields for both groundwater recharge and shorebird habitat. The District has successfully completed a pilot project that flooded a fallowed field with 300 acre-feet to facilitate groundwater recharge and create shorebird habitat in this area. The District will provide the water for this project, the cost of which is not part of this project.

This project will provide water for the Disadvantaged Community of Dunnigan, an unincorporated community in Yolo County of approximately 1,400 people and 164 domestic wells that is entirely reliant on groundwater for drinking water.

The Sustainable Groundwater Management Implementation Grant Program awarded funding to this project in 2023 for about three years. YSGA will continue to evaluate funding needs as the project progresses. An additional opportunity is listed for FY 2025-26, if needed.

- None
  
- None
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD

# City of Winters Wastewater Treatment Facility Feasibility Study

This project proposes a study to assess the feasibility of upgrading the Wastewater Treatment Facility in the City of Winters (City) to recycle domestic wastewater for either municipal/residential non-potable irrigation or to sell to nearby growers for agricultural uses, thereby reducing groundwater pumping. The City, which is entirely dependent on groundwater, has been experiencing long-term declining groundwater levels in the City's public supply wells and in nearby private domestic wells, necessitating the development of alternative water supplies. The City's population of 7,305 includes residents living in a Disadvantaged Community and a Severely Disadvantaged Community.

In November 2021, the City completed a study of historical groundwater levels, historical and projected groundwater demands, and groundwater budgets and sustainability. The study demonstrated that between 2001 and 2020, groundwater generally declined in the City's five production wells, averaging between one and three feet per year, with groundwater levels in three of the five wells reaching historic low levels in September 2021. Recent population growth in the City is driving increased demand, which reached about 450 million gallons (1,380 acre-feet) per year in 2020 and is expected to increase by 330 acre-feet per year through 2029.

DWR's Sustainable Groundwater Management Implementation Grant Program awarded funding in 2023 to conduct this feasibility study. City of Winters will complete the feasibility study by the end of 2024 and apply for implementation funding in the first half of 2025. Potential implementation funding opportunities are listed below.

- None
  
- State Water Resources Control Board – Water Recycling Funding Program – Implementation
  - Continuous application
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD

# City of Winters Supplemental Surface Water Feasibility Study

This project proposes a supplemental surface water feasibility study for the City of Winters (City), a Yolo County town of 7,305 that includes a Disadvantaged Community and a Severely Disadvantaged Community. The City, which is entirely dependent on groundwater, has been experiencing long-term declining groundwater levels in the City's public supply wells and in nearby private domestic wells, necessitating the development of alternative water supplies. This feasibility study would assess the development of a supplemental surface water supply source to augment declining groundwater supplies for the City.

Through this project, the City would evaluate three potential surface water supply sources: 1) Putah Creek; 2) Cache Creek; and 3) the Sacramento River. For each potential source, the City would evaluate the legal, institutional, and engineering feasibility of diverting, conveying, treating, and distributing surface water within the City. This would include preparation of a Water Availability Analysis for each source to assess the likelihood of establishing rights to use the water and to characterize the volumes and timing of water availability.

DWR's Sustainable Groundwater Management Implementation Grant Program awarded funding in 2023 to conduct this feasibility study. City of Winters will complete the feasibility study by the end of 2024 and apply for implementation funding in the first half of 2025. Potential implementation funding opportunities are listed below for consideration.

- None
  
- State Water Resources Control Board – Water Recycling Funding Program – Implementation
  - Continuous application
- State Water Resources Control Board – Safe and Affordable Funding for Equity and Resilience Program (SAFER) – Implementation
  - Continuous application
- State Water Resources Control Board – Drinking Water State Revolving Fund Program (Loan) – Implementation
  - Continuous application
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD

# Oat Creek / Zamora Groundwater Recharge Pilot Project

The Oat Creek / Zamora Groundwater Recharge Pilot Project will utilize the Yolo County Flood Control and Water Conservation District's (District) temporary diversion permit and canal system to: 1) divert excess winter flows from Cache Creek to recharge up to 596 acre-feet per year of water into in the Dunnigan Hills and North Yolo Management Area within the Yolo Subbasin, including the rural community of Zamora, 2) conduct outreach to landowners, 3) monitor wells to determine the benefits of groundwater recharge, and 4) complete a final report documenting outreach efforts, describing the recharge effort, and providing data on groundwater level monitoring results and project benefits.

Between 2010 and 2020, groundwater levels in this area, which includes 27 domestic wells and a hotel's small water system, fell over 50 feet, resulting in dry wells and reduced yield from groundwater wells. This project will divert Cache Creek water from the District's Hungry Hollow Canal and discharge it into Oat Creek, a six-mile ephemeral stream in northern Yolo County that starts in the coastal foothills and drains east into the Colusa Basin Drain. In February 2022, a private landowner diverted 32 acre-feet of water into Oat Creek, which resulted in over three miles of flows with significant infiltration and demonstrated significant potential for groundwater recharge in the area. This project will help the District determine whether an Oat Creek trickle flow recharge program could be included in the Yolo Subbasin's groundwater recharge initiatives for meeting the goals of the GSP.

This project will benefit the residents in the rural Yolo County area of Dunnigan Hills and the North Yolo Management Area, including the Disadvantaged Community of Zamora, which has 27 drinking water wells and is entirely reliant on groundwater for drinking water.

Applicable funding opportunities are listed below for FY 2023-24 and 2025-26.

- US Bureau of Reclamation – WaterSMART Drought Resiliency Projects Grant
  - Application deadline: Late August/early September 2023
  
- None
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD
- Department of Water Resources – Sustainable Groundwater Management Act (if funded through proposed CA Natural Resources Bond)
  - Application deadline: TBD

# YCFC & WCD Winter Water Recharge Program

The Yolo County Flood Control and Water Conservation District (District) is pursuing funding for the Winter Water Recharge Program to: 1) prepare and apply for a long-term winter water right (permit) from the State Water Resources Control Board to divert excess winter flows from Cache Creek (this includes a water availability analysis and CEQA documentation); 2) implement a pilot project for on-farm recharge to properties in the District's service area utilizing the District's temporary permit, focusing on areas that will benefit Disadvantaged Communities and Severely Disadvantaged Communities; and 3) install four automated gates on the District's Hungry Hollow Canal to allow for the safe and efficient conveyance of excess winter flows through the canal system for groundwater recharge expected to realize a benefit up to 10,000 acre-feet annually. This project will help achieve groundwater sustainability in the Yolo Subbasin consistent with the GSP by increasing groundwater recharge in an important region of the District's 200,000-acre service area.

This project will focus on recharging groundwater in areas that benefit Disadvantaged and Severely Disadvantaged Communities in the District's Service Area.

DWR's Sustainable Groundwater Management Implementation Grant Program awarded funding to this project in 2023 for three years. YSGA will continue to evaluate funding needs as the project progresses. An additional opportunity is listed for FY 2025-26, if needed.

- None
  
- None
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through CA Natural Resources Bond)
  - Application deadline: TBD

# Woodland Aquifer Storage & Recovery Well Project

The Woodland Aquifer Storage and Recovery Well Project would add a fourth aquifer storage and recovery (ASR) well to the City of Woodland's (City) drinking water supply system, which would allow the City to store treated Sacramento River water supplied by the Woodland-Davis Clean Water Agency (Agency) in the City's aquifer during the winter when surface water in the Sacramento River is plentiful and municipal demand is lower. The City will also draw from the ASR well for municipal use when surface water is scarce during the summer. In combination with other capital improvement projects, such as recycled water expansion projects, the ASR well will allow the City to provide 100% treated surface water throughout the year and provide resilience against drought. The Agency and the City have amended the surface water right to allow for the storage of up to 5,700 acre-feet per year for an indefinite period of time. The City has completed the environmental permitting and is in the early stages of design.

This project will serve all Woodland residents who receive drinking water from the City's drinking water system, which includes approximately 61,000 people and 17,000 connections, the majority of which are either single-family or multi-family residential properties. Of this population, 20,578 people live in a Disadvantaged Community and 3,329 people live in a Severely Disadvantaged Community.

Applicable funding opportunities are listed below for FY 2023-24, 2024-25, and 2025-26.

- US Bureau of Reclamation – WaterSMART Drought Resiliency Projects Grant
  - Application deadline: Late August/early September 2023
  
- State Water Resources Control Board – Drinking Water State Revolving Fund Program (Loan)
  - Continuous application
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through CA Natural Resources Bond)
  - Application deadline: TBD
- Department of Water Resources – Sustainable Groundwater Management Act (if funded through CA Natural Resources Bond)
  - Application deadline: TBD



# Woodland Recycled Water Utility Expansion Project

The Woodland Recycled Water Project Phase III will expand the City of Woodland's (City) existing recycled water system to utilize wastewater treatment plant effluent and decrease groundwater pumping by 120 acre-feet per year (approximately 10% of the 1,140 acre-feet of groundwater the City distributed in 2021). The City will construct a 4,000-linear-foot recycled water pipeline to connect the existing recycled water system to the City's Community Center and Sports Park to offset potable water from the City's system currently used for irrigation. The City has completed Phase I, which involved constructing and establishing the recycled water utility, and has successfully funded Phase II of the recycled water project.

This project will benefit all potable water customers in the City (approximately 17,000 connections and 61,000 people). Since the City still relies on lower-quality groundwater to augment surface water supplies, reductions in irrigation demand for potable water will reduce the amount of groundwater the City pumps to blend with surface water. Reducing the amount of groundwater in the potable water supply will improve water quality for all customers and help achieve groundwater sustainability for users who rely solely on groundwater.

Applicable funding opportunities are listed below for FY 2023-24, 2024-25, and 2025-26.

- State Water Resources Control Board – Water Recycling Funding Program
  - Continuous application
  
- None
  
- Department of Water Resources – Integrated Regional Water Management Grant Programs (if funded through CA Natural Resources Bond)
  - Application deadline: TBD
- Department of Water Resources – Sustainable Groundwater Management Act (if funded through CA Natural Resources Bond)
  - Application deadline: TBD



*b. Approve Renewal of Services Agreement with YCFC&WCD for 2023-2025*

The existing administrative and technical support services agreement between YSGA and YCFC&WCD expires on June 30, 2023, and a new services agreement is necessary for conductive administrative and technical activities related to the YSGA and resuming GSP implementation tasks. The YSGA-YCFC&WCD Administrative and Technical Services Agreement for July 1, 2023 through June 30, 2025 is attached for review.

*c. Authorize Executive Officer to Enter into Amended Agreement with Consero Solutions to Proceed with Grant Strategy Report Implementation*

At the June 2022 Board meeting, the YSGA Board authorized the Executive Officer to enter into an Agreement with Consero Solutions (Consero) for providing consultant services related to project prioritization and grant writing services in the amount of \$94,253. As mentioned above, Consero successfully assisted the YSGA in receiving a draft award of \$7.917M from DWR's SGMA Implementation Grant Funding Program and has developed a Grant Strategy Report to assist the YSGA in tracking and preparing grant submittals to other state and federal funding opportunities. It is estimated that \$80,000 of the \$94,253 contract amount will be expended by June 30, 2023

YSGA staff are requesting additional assistance from Consero in FY 2023-2024 via an amended agreement, which increases the original contract by \$56,000 for a total of \$150,253. Staff will provide a brief presentation on the requested additional assistance from Consero.

*d. Authorize Executive Officer to Enter into Services Agreement with West Yost to Receive Technical Advisory Support*

As discussed in Item 7, the Executive Officer solicited assistance from West Yost to assist YSGA staff in addressing the identified issues and building internal capacity to address future issues as they arise. West Yost staff has extensive knowledge, understanding, and experience conducting hydrogeologic work within the Yolo Subbasin and other parts of the Sacramento Valley. YSGA staff are seeking to develop technical skills and staff capacity to address technical work anticipated during GSP implementation and as part of the recent well permitting process. West Yost provided the attached proposed scope of services for completing the following three tasks with a not-to-exceed budget of \$69,600:

Task 1 – Technical Advisory Support: West Yost will serve in an advisory role when requested by YSGA staff on specific hydrogeologic technical tasks supporting implementation of the Yolo Subbasin GSP.

Task 2 – Well Permitting Support: West Yost will assist YSGA staff in developing a more robust impact assessment of well permit requests in Areas of Special Concern.

Task 3 – Areas of Special Concern Hydrogeologic Analysis: West Yost will assist YSGA staff in conducting hydrogeologic analyses in Areas of Special Concern to evaluate the native yield and impacts of changing land use or hydrologic conditions.

Staff will provide a presentation on the proposed scope of services for the Board's consideration.

## **RECOMMENDATION**

- a. Recommend adoption of Fiscal Year 2023-2024 Operating Budget.
- b. Recommend renewal of Services Agreement with YCFC&WCD for 2023-2025.
- c. Recommend authorization of Executive Officer entering into amended agreement with Consero Solutions to proceed with grant strategy report implementation.
- d. Recommend authorization of Executive Officer entering into services agreement with West Yost to Receive Technical Advisory Support

**Yolo Subbasin Groundwater Agency  
July 1, 2023 to June 30, 2024**

**Proposed Annual Fiscal Year Budget for Fiscal Year 2023-24  
Proposed for Adoption at the June 19, 2023 Board of Directors Meeting**

	FY 2023-2024 Proposed 6/19/23
<b>1 Revenue</b>	<b>FY2023-2024</b>
2 City of Davis	40,000
3 City of West Sacramento	40,000
4 City of Woodland	40,000
5 City of Winters	20,000
6 Yocha Dehe Wintun Nation	10,000
7 Esparto Community Services District	5,000
8 Madison Community Services District	5,000
<b>9 Subtotal Municipal Agencies Revenue</b>	<b>\$160,000</b>
10 Yolo County Flood Control & WCD (200,000 acres)	100,000
11 Yolo County (White Areas) (160,000 acres)	40,000
12 Direct Contributions (White Areas) (40,000 acres)	20,000
13 Other Contributions from Rural Agencies <sup>1</sup>	40,000
14 Dunnigan Water District (10,700 acres)	5,350
15 Reclamation District 108 (23,200 acres)	11,600
16 Reclamation District 150 (4,293 acres)	2,147
17 Reclamation District 307 (5,941 acres)	2,971
18 Reclamation District 537 (6,077 acres)	3,039
19 Reclamation District 730 (4,498 acres)	2,249
20 Reclamation District 765 (1,400 acres)	700
22 Reclamation District 787 (9,400 acres)	4,700
24 Reclamation District 999 (25,250 acres)	12,625
25 Reclamation District 1600 (6,924 acres)	3,462
26 Reclamation District 2035 (18,000 acres)	9,000
<b>27 Subtotal Rural Agencies Revenue</b>	<b>\$257,842</b>
28 University of California, Davis	40,000
29 Colusa Drain Mutual Water Company	10,000
30 California American Water Company - Dunnigan	5,000
31 Rumsey Water Users Association	170
32 Yolo County Farm Bureau (private pumpers)	10,000
33 Environmental Party Representative (Ann Brice)	0
<b>34 Subtotal Affiliated Parties Revenue</b>	<b>\$65,170</b>
Interest Income	12,000
35 Well Permitting Procedures - Regulatory Fee <sup>2</sup>	10,000
<b>36 Subtotal Other Revenue</b>	<b>\$22,000</b>
37 Retained earnings (QuickBooks) <sup>3</sup>	\$748,254
<b>38 TOTAL REVENUE</b>	<b>\$1,253,266</b>

**Yolo Subbasin Groundwater Agency  
July 1, 2023 to June 30, 2024**

**Proposed Annual Fiscal Year Budget for Fiscal Year 2023-24  
Proposed for Adoption at the June 19, 2023 Board of Directors Meeting**

39	<b>EXPENDITURES</b>	<b>FY2023-2024</b>
40	Bank & Other Fees	1,500
41	Insurance - General & Auto	2,500
42	Membership Dues	3,000
43	Administrative Expenses (Copies, Postage, Website and DMS Hosting) <sup>4</sup>	5,000
44	Project Management, SGMA Implementation (YCFC&WCD) <sup>5</sup>	260,000
45	GSP Verification in Well Permitting Review (YCFC&WCD Project Management) <sup>6</sup>	10,000
46	Administrative Expenses Related to Buckeye Creek Recharge Project <sup>7</sup>	8,863
47	Consultant Services <sup>8</sup>	200,000
48	GSP-Related Consultant costs <sup>9</sup>	75,000
49	Legal Services	20,000
50	Audit Service - Financial <sup>10</sup>	15,300
51	Groundwater Monitoring Program (Includes Real-time Groundwater Monitoring Sensors)	90,000
52	<b>TOTAL EXPENDITURES</b>	<b>\$691,163</b>
53		
54	<b>Net Income (Estimated)</b>	<b>\$562,103</b>

- 55 1 - RD 108, RD 787, RD 2035, and YCFC&WCD (\$10,000 each)  
 56 2 - Estimated reimbursement for YSGA's review of new well permit applications and well permitting procedures  
 57 and written verification process.  
 58 3 - Estimated net income by June 30, 2023.  
 59 4 - Administrative expenses related to copy and postage machine use at YCFC&WCD offices, along with website  
 60 hosting and DMS expenses for continuing electronic reporting and data collection process for groundwater  
 61 5 - YCFC&WCD Project Management, SGMA Implementation - Technical and Administrative Services: Assumes  
 62 2.09 FTE for Water Resource Technician positions (monitoring program and administrative and technical services)  
 63 and 0.20 FTE for Executive Officer position. Includes cost that was historically classified as "Yolo County  
 64 Groundwater Monitoring Program" that was billed by YCFC&WCD to WRA and then transferred to YSGA.  
 6 - YCFC&WCD Project Management: Projected expenses related to providing GSP written verification for well  
 permitting process. Assumes 0.10 FTE for Water Resources Technician position and 0.05 FTE for Executive  
 7 - At the October 11, 2021 Special Board meeting, the Directors authorized \$10,000 of YSGA funds to be  
 expended towards funding the administrative and monitoring tasks related to *Buckeye Creek Recharge Project*. It  
 is estimated that as of June 30, 2022, approximately \$1,000 will be expended by way of staff time in technical and  
 administrative assistance for project development and implementation. This \$9,000 is carryover from the previous  
 fiscal year to achieve the full authorization of up to \$10,000.  
 8 - Increase in consultant services is related to project prioritization and grant writing services: up to \$90,000 for  
 prioritization of projects within the Subbasin and Management Areas (MAs); and a proposed \$150,000 for grant  
 writing expenses (if desired, it could be allocated by MAs; potentially distributed by physical acreage within each  
 9 - Estimated cost for consultant assistance related to implementing the GSP.  
 10 - Estimated fees from previous auditor's fee schedule.  
 FTE = Full Time Equivalent



**ADMINISTRATIVE AND TECHNICAL SERVICES AGREEMENT BETWEEN THE  
YOLO SUBBASIN GROUNDWATER AGENCY AND THE YOLO COUNTY FLOOD  
CONTROL & WATER CONSERVATION DISTRICT**

THIS ADMINISTRATIVE AND TECHNICAL SERVICES AGREEMENT (“Agreement”) is entered into and effective this \_\_\_\_ day of \_\_\_\_\_, 2023 (“Effective Date”), by and between the Yolo Subbasin Groundwater Agency, a public entity established pursuant to the Joint Exercise of Powers Act, Cal. Government Code, §§ 6500 *et seq.* (“YSGA”) and the Yolo County Flood Control & Water Conservation District, a public entity formed under Cal. Water Code Appendix, §§ 65-1 *et seq.* (“District”). YSGA and the District are collectively referred to herein as the “Parties.”

**RECITALS**

- A. In August 2014, the California Legislature passed, and in September 2014, Governor Brown signed, legislation creating the Sustainable Groundwater Management Act (Wat. Code, §§ 10720 *et seq.*) (“SGMA”) “to provide local groundwater sustainability agencies with the authority and technical and financial assistance necessary to sustainably manage groundwater.” (Wat. Code, § 10720(d).)
- B. Pursuant to a Joint Exercise of Powers Agreement dated June 19, 2017, (“JPA Agreement”), YSGA was formed for the purpose of implementing the Sustainable Groundwater Management Act (“SGMA”) within the Yolo Subbasin of the Sacramento Valley Groundwater Basin, California Department of Water Resources Basin No. 5-21-.67 (“Subbasin”).
- C. Article 3.12.a of the JPA Agreement provides in relevant part that YSGA may “[e]ngage one or more Members or third parties to manage any or all of the business of the Agency on terms and conditions acceptable to the Board of Directors as specified in a separate written contract.”
- D. On July 1, 2019, YSGA entered into an agreement with the Water Resources Association of Yolo County, a mutual benefit non-profit corporation (the “WRA”), for the provision of administrative services and staffing resources (“WRA Agreement”) to YSGA.
- E. On July 1, 2019, YSGA and the District entered into a separate agreement for administrative and technical services (“Original Agreement”), pursuant to which the District managed the business of YSGA and oversaw WRA staff for the provision of services under the WRA Agreement.
- F. On June 21, 2021, YSGA and the District entered into an agreement (“Amended Agreement”) for administrative and technical services and staffing resources previously provided under the Original Agreement and the WRA Agreement, pursuant to which the District managed the business of YSGA and assisted with winding up and dissolving the WRA.

G. YSGA and the District desire to enter into this Agreement for the purpose of renewing the terms and conditions of the Amended Agreement, pursuant to which the District will manage the business of YSGA.

NOW THEREFORE, in consideration of the mutual covenants, agreements, representations, and warranties contained in this Agreement, the Parties hereby agree as follows:

### **ARTICLE I: RESPONSIBILITIES OF DISTRICT**

1.1 The District will manage, and provide overall administrative technical services in furtherance of the business and affairs of YSGA as outlined in Exhibit “B”.

1.2 Pursuant to Article 3.12.a of the JPA Agreement, the District shall maintain exclusive control over any employees assigned to perform services under this Agreement, including, but not limited to, matters related to hiring, probationary periods, disciplinary action, termination, benefits, performance evaluations, salary determinations, promotions and demotions, and leave accruals.

1.3 District General Manager will serve as Executive Officer of YSGA. Additional District staff will also provide technical and administrative services. District FY 23/24 schedule of staff and rates are included in Exhibit “A”.

### **ARTICLE II: TERM OF AGREEMENT**

2.1. This Agreement shall remain in effect for a term of two (2) years after the Effective Date, based on the fiscal year of YSGA, subject to renewal.

### **ARTICLE III: YSGA REIMBURSEMENT OF DISTRICT FOR ADMINISTRATIVE AND TECHNICAL SERVICES**

3.1. YSGA will reimburse the District for administrative and technical services rendered, on a quarterly basis, not to exceed a total annual amount of \$270,000 as detailed in the rate sheet and work plan provided in Exhibits “A” and “B”.

### **ARTICLE IV: MISCELLANEOUS PROVISIONS**

4.1. **Amendments.** This Agreement may be amended from time to time by a written agreement executed by both Parties.

4.2. **Counterparts.** This Agreement 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.

4.3. **Choice of Law.** This Agreement shall be governed by, and construed in accordance with, the laws of the State of California.

4.4. **Severability.** If one or more clauses, sentences, paragraphs, or provisions of this Agreement is held to be unlawful, invalid, or unenforceable, it is hereby agreed by the Parties that

the remainder of the Agreement 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.

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

4.6. **Construction and Interpretation.** This Agreement has been arrived at through negotiation and each of the Parties has had a full and fair opportunity to revise the terms of this Agreement. 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 Agreement.

4.7. **Entire Agreement.** This Agreement constitutes the entire agreement among the Members and supersedes all prior agreements and understandings, written or oral.

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

**YOLO COUNTY FLOOD CONTROL &  
WATER CONSERVATION DISTRICT**

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By: Tom Barth, Chair

**YOLO SUBBASIN GROUNDWATER  
AGENCY**

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By: Gary Sandy, Chair

**Exhibit A**

**District FY 23/24 schedule of staff and rates include:**

<b>District Staff</b>	<b>FY 23/24 Hourly Rate</b>	<b>Estimated Total Hours</b>	<b>Estimated Total Cost</b>
Kristin Sicke, General Manager	\$139	520	\$72,280
Tim Ireland, SCADA Operations Supervisor	\$90	48	\$4,320
Sarah Leicht, Water Resources Technician	\$53	1,976	\$104,728
Nathan Fisher, Water Resources Technician	\$44	1,872	\$82,368
Aaron Gurecki, Water Resources Technician	\$59	96	\$5,664
		<b>TOTAL</b>	<b>\$270,000</b>

## **Exhibit B**

### **Services to be provided by District staff under the terms of this Agreement include:**

- a. Communicate with the YSGA board of directors on all matters within the purpose and authority of YSGA;
- b. Oversee and engage in outreach and communication for activities and programs undertaken by YSGA;
- c. Provide oversight for the development and implementation of a Groundwater Sustainability Plan in accordance with SGMA;
- d. Manage and administer grants including, without limitation, preparation of grant proposals and administration of grants;
- e. Manage the groundwater monitoring network for the Subbasin;
- f. Direct and oversee staff of the Water Resources Association of Yolo County (WRA) for the provision of administrative services to YSGA;
- g. Oversee and develop YSGA Board agenda reports;
- h. Determine website content;
- i. Interface with management and staff of the California Department of Water Resources;
- j. Facilitate the management of “white areas;”
- k. Perform other non-specified, technical work; and
- l. Other duties as needed.

### **Management**

- a. Meet with the YSGA Executive Officer and Executive Committee to review financials
- b. Coordinate with Treasurer regarding financial statements
- c. Manage and administer operating budget
- d. Maintain general liability insurance
- e. Manage contractual agreements with affiliated parties and project consultants
- f. Maintain manual of YSGA operations, procedures, and policies (as they are established)
- g. Provide cost-conscious management of YSGA expenses
- h. Arrange speakers, presentations, and special meetings as requested by the Executive Officer and Board officers
- i. Establish and maintain cooperative, effective work relationships with Board members and affiliated parties
- j. Interface with community groups and the general public

## **Board Secretary**

- a. Prepare and post agenda materials for the YSGA Board meetings and subcommittees
- b. Transcribe and proofread YSGA Board and subcommittee meeting minutes for review by Executive Committee
- c. Create and maintain current mailing database and electronic listserv of membership and interested parties
- d. Maintain working knowledge of YSGA policies and operations in order to inform others when required
- e. Assist in coordinating public outreach activities for local planning efforts
- f. Prepare draft press releases on YSGA activities, events, and projects to submit to local media
- g. Monitor compliance with the Brown Act
- h. Maintain Board of Directors' filing of Form 700 (California Fair Political Practices Commission)
- i. Maintain regular filing of other state-related JPA forms

## **Administrative**

- a. Establish and maintain well-organized records and filing system
- b. Arrange meeting room reservations for Board and subcommittees
- c. Compose general correspondence as requested by Executive Officer and/or Board officers
- d. Compile data and prepare reports as required for the operation of the YSGA
- e. Manage meeting and office supplies and expenses
- f. Interface with the general public and inquiries by telephone or e-mail

## **Computer Technology/Information Management**

- a. Create and maintain computerized data files
- b. Perform regular data file back-up and maintain security of data files
- c. Develop and maintain YSGA website, coordinate with webmaster on site improvements
- d. Remain current on technological advances as appropriate



**Scope of Work**  
**Yolo Subbasin Groundwater Agency 2023-24 Amendment**  
**April 15, 2023**

This scope of work amends the 2022-23 scope of work for the contract between Consero Solutions (“Consero”) and the Yolo Subbasin Groundwater Agency (“YSGA”) and replaces the original scope of work in its entirety. Consero will assist YSGA with implementation of the Yolo Subbasin Groundwater Agency 2022 Groundwater Sustainability Plan (GSP), including identification of funding opportunities and assistance with grant applications.

**Tasks**

***Task 1: Assist with Advisory Committee establishment and prioritize projects within management areas***

Consero will assist the YSGA with establishment of Advisory Committees and prioritization of projects within management areas, including updating prioritization criteria with management-area specific criteria.

**Deliverables:**

- Establishment of Advisory Committees
- Up to two (2) meetings to discuss and revise prioritization criteria
- Updated management area prioritization criteria
- List of prioritized projects for each management area

***Task 2: Implementation of grant strategy for prioritized projects***

Consero will help the YSGA track grant opportunities identified in the three-year grant strategy, as well as apply for funding. Consero also will help YSGA develop project descriptions for up to three (3) new projects, if needed, and update up to five (5) existing project descriptions.

**Deliverables:**

- Agendas, meeting summaries, and follow up on action items for up to five (5) meetings with grant managers or other experts to discuss funding opportunities, draft guidelines, or provide other information YSGA determines is important to develop competitive grant applications
- Up to two grant applications, as requested by YSGA
- Up to three new project descriptions
- Up to five updated project descriptions

***Task 3: Project Management***

Consero will meet with YSGA staff monthly to discuss progress on all tasks, including agendas, meeting summaries, and follow up on action items. Consero will address project management needs in other task-specific meetings, if possible to reduce costs.

**Deliverables:**

- Agendas, meeting summaries, and follow up on action items for up to twelve (12) meetings

***Task 4: Other duties as assigned***

On an as needed basis, Consero will assist YSGA with other duties that may arise related to implementation of the Yolo County Groundwater Sustainability Plan. Consero has allocated additional staff time in the budget for this purpose.

**Timeline**

This amendment extends the contract from June 30, 2023 to June 30, 2024.

**Budget**

Consero will bill on a time and materials basis. Amounts for each task may change based on the work assigned. This amendment increases the original contract amount of \$94,253 by \$56,000 for a total of \$150,253.

June 14, 2023

SENT VIA: EMAIL

Kristin Sicke  
Yolo Subbasin Groundwater Agency  
34274 State Highway 16  
Woodland, CA 95695

**SUBJECT: Proposed Hydrogeologic Support Services for Yolo Subbasin GSP Implementation**

Dear Kristin:

West Yost is pleased to present this proposal to provide professional services supporting the Yolo Subbasin Groundwater Agency's (YSGA) efforts to implement the Yolo Subbasin Groundwater Sustainability Plan (Yolo Subbasin GSP). Through our recent discussions with you, we understand a variety of technical issues have arisen during the early stages of GSP implementation and others may be identified as implementation continues. We understand the YSGA is interested in support from qualified professionals to help YSGA staff address the identified issues and build internal capacity to address future issues as they arise. YSGA staff are seeking to develop technical skills and staff capacity to address technical work anticipated during GSP implementation. West Yost staff has extensive knowledge, understanding, and experience conducting hydrogeologic work within the Yolo Subbasin and other parts of the Sacramento Valley. Our key staff proposed for this support are:

- Erik Cadaret – Erik will serve as project manager and primary point of contact.
- Ken Loy – Ken will serve as principal hydrogeologist and advisor to YSGA staff and the West Yost team.
- Anna Riemer – As a staff hydrogeologist and GIS specialist, Anna will support YSGA staff in developing and implementing specific hydrogeologic and GIS analyses requested by YSGA.

The qualifications of these key staff are provided below. Additional West Yost staff are available to support the YSGA, if requested.

Our proposed scope of services is presented below.

**PROPOSED SCOPE OF SERVICES**

Our proposed scope of services consists of the following three tasks:

- Task 1 – Technical Advisory Support
- Task 2 – Well Permitting Support
- Task 3 – Areas of Concern Hydrogeologic Analysis

## Task 1 – Technical Advisory Support

West Yost staff will serve in an advisory role when requested by YSGA staff on specific hydrogeologic technical tasks supporting implementation of the Yolo Subbasin GSP. The proposed budget assumes that the West Yost team will provide approximately 80 hours of technical advisory support for YSGA staff.

### Task 1 Assumptions

- YSGA staff will provide written requests for technical advisory support on specific tasks to be supported by West Yost staff.

## Task 2 – Well Permitting Support

YSGA staff are seeking support to develop guidelines for preparation of Hydrogeologist Reports and evaluation criteria to assess these reports. The Hydrogeologist Reports would be prepared by well applicants to demonstrate their ability to comply with 9(b) of Executive Order N-3-23. Working with YSGA staff, West Yost staff will prepare a technical memorandum (TM) describing the guidelines to be used by well permit applicants to develop their Hydrogeologist Reports. The TM will also provide the evaluation criteria that would be used by YSGA staff to review the Hydrogeologist Reports in a consistent manner. This task is anticipated to require West Yost staff to work closely with YSGA staff to prepare materials for Technical Advisory Committee (TAC) and Board meetings and if needed, attend these meetings to answer questions or respond to feedback on the TM. The proposed budget assumes that the West Yost team will utilize 72 hours to prepare the TM, prepare materials for meetings, and attend meetings.

### Task 2 Assumptions

- YSGA staff will provide West Yost staff the necessary data and information to complete this task.
- YSGA staff will provide written requests for West Yost staff to attend TAC and/or Board meetings to answer questions or respond to feedback.

### Task 2 Deliverables

- Draft and final Hydrogeologist Report Guidelines and Evaluation Criteria TM

## Task 3 – Areas of Concern Hydrogeologic Analysis

YSGA staff are seeking assistance with evaluating areas within the Yolo Subbasin that may be susceptible to negatively impacting sustainable management criteria if hydrologic conditions change and increased development occurs within these areas. West Yost will support YSGA staff in conducting hydrogeologic analyses of these areas to evaluate the native yield and what impacts may occur based on changing land use or hydrologic conditions. This task will require West Yost staff to work closely with YSGA staff to conduct the hydrogeologic analysis, prepare a TM detailing the analysis and results, prepare materials for TAC and Board meetings, and if needed, attend these meetings to answer questions or respond to feedback on the TM. The proposed budget assumes that the West Yost team will utilize approximately 136 hours to prepare the TM, prepare materials for meetings, and attend meetings.

### Task 3 Assumptions

- YSGA staff will provide West Yost staff the necessary data and information to complete this task.
- YSGA staff will provide written requests for West Yost staff to attend TAC and/or Board meetings to answer questions or respond to feedback.

**Task 3 Deliverables**

- Draft and final Areas of Concern Hydrogeologic Analysis TM

**PROJECT BUDGET**

West Yost’s proposed level of effort and budget for each of the tasks described above is shown in Table 1. West Yost will perform the Proposed Scope of Services described above on a time-and-expenses basis, at the billing rates set forth in West Yost’s attached 2023 Billing Rate Schedule (Attachment A), with a not-to-exceed budget of \$69,600.

<b>Table 1. Proposed Level of Effort and Budget for Hydrogeologic Support Services</b>		
<b>Task</b>	<b>West Yost Level of Effort, hours</b>	<b>Estimated Cost, dollars</b>
Task 1. Technical Advisory Support	80	21,200
Task 2. Well Permitting Support	72	17,100
Task 3. Areas of Concern Hydrogeologic Analysis	136	31,300
<b>Total Project Hours and Budget</b>		<b>\$69,600</b>

Invoices will be submitted monthly and will detail the work completed, hours worked, and expense costs (if applicable). The estimated costs per task are estimates and actual costs may vary depending on the actual work performed. If the services requested by YSGA staff are anticipated to exceed the total budget, West Yost will notify YSGA in writing and request additional budget. Any additional services not included in this Proposed Scope of Services will be performed only after receiving written authorization and a corresponding budget augmentation.

**SCHEDULE**

West Yost anticipates working with YSGA staff immediately upon approval of this proposal to prepare and enter a contract to provide hydrogeologic support services to the YSGA. West Yost will schedule a kickoff call within two weeks of entering a contract with the YSGA to discuss immediate hydrogeologic support needs and start tasks.

**Proposed Team**



**Erik Cadaret, PG** will serve as project manager and will be the YSGA’s point of contact for this effort. Erik’s professional experience includes technical and project management roles related to environmental and water resources. He currently serves as the General Manager of the Ukiah Valley Basin GSA and manages the GSA’s technical projects, including GSP implementation and compliance with Executive Order N-3-23. Outside of work, he sits on the Board of Directors of the Groundwater Resources Association of California, where he regularly works with a wide variety of leaders in the water industry to engage GRA’s membership to help achieve sustainable groundwater for all.



**Ken Loy, PG, CHG, CEG**, will serve as the principal hydrogeologist for this effort. Ken is a certified hydrogeologist and engineering geologist with 34 years of experience working for municipal, agency and industry clients on a wide variety of groundwater-related planning, design and construction projects. His experience includes characterization of hydrogeology; development of water budgets; analysis of basin yield, stream-aquifer interactions, water quality and inelastic land subsidence; groundwater modeling; assessment of impacts of proposed projects; water rights assessments and water transfers; state-mandated water supply assessments; municipal well design and construction oversight; well evaluation and rehabilitation; water master planning; groundwater management planning; EIS/EIR technical support; litigation support; water and wastewater regulatory compliance; and preparation of grant applications. Ken was the principal hydrogeologist responsible for preparation of the Colusa Subbasin GSP. Ken also served on the Yolo Subbasin TAC during preparation of the Yolo Subbasin GSP.



**Anna Reimer, PG**, will serve as the staff hydrogeologist and GIS specialist. Anna is a professional geologist with 15 years of experience, including hydrogeologic mapping; aquifer analysis and characterization; water quality monitoring and sampling; groundwater management planning; integrated groundwater-surface water modeling; well construction, testing, and monitoring; and existing water supply facility evaluations. She is currently pursuing a Master of Science in hydrologic sciences at UC Davis. Her thesis project involves updating and recalibrating the Yolo County Integrated Water Flow Model (IWFM). Anna was responsible for developing the hydrogeologic conceptual model and documenting groundwater conditions in the Colusa Subbasin GSP. Anna has extensive experience with the hydrogeology and groundwater conditions of the Sacramento Valley and is an expert in applying GIS analyses involving groundwater.

Our company qualifications are provided in Attachment B.

Thank you for providing West Yost the opportunity to be support the YSGA. We look forward to working with YSGA staff on technical matters that will support the implementation of the GSP.

Please contact Erik or Ken with any questions or require additional information.

Sincerely,  
WEST YOST

A handwritten signature in black ink that reads "Erik Cadaret".

Erik Cadaret, PG  
Project Manager

A handwritten signature in blue ink that reads "Kenneth L. Loy".

Ken Loy, CHG, CEG  
Principal Hydrogeologist

Attachment A. West Yost's 2023 Billing Rate Schedule

Attachment B. West Yost's Statement of Qualifications



## West Yost's Billing Rate Schedule

# 2023 Billing Rate Schedule

(Effective January 1, 2023 through December 31, 2023)\*



POSITIONS	LABOR CHARGES (DOLLARS PER HOUR)
<b>ENGINEERING</b>	
Principal/Vice President	\$318
Engineer/Scientist/Geologist Manager I / II	\$303 / \$315
Principal Engineer/Scientist/Geologist I / II	\$273 / \$288
Senior Engineer/Scientist/Geologist I / II	\$244 / \$255
Associate Engineer/Scientist/Geologist I / II	\$204 / \$217
Engineer/Scientist/Geologist I / II	\$163 / \$190
Engineering Aide	\$95
Field Monitoring Services	\$118
Administrative I / II / III / IV	\$85 / \$108 / \$131 / \$144
<b>ENGINEERING TECHNOLOGY</b>	
Engineering Tech Manager I / II	\$312 / \$315
Principal Tech Specialist I / II	\$286 / \$297
Senior Tech Specialist I / II	\$262 / \$276
Senior GIS Analyst	\$238
GIS Analyst	\$225
Technical Specialist I / II / III / IV	\$168 / \$192 / \$216 / \$241
Technical Analyst I / II	\$121 / \$144
Technical Analyst Intern	\$97
Cross-Connection Control Specialist I / II / III / IV	\$125 / \$136 / \$152 / \$170
CAD Manager	\$190
CAD Designer I / II	\$147 / \$165
<b>CONSTRUCTION MANAGEMENT</b>	
Senior Construction Manager	\$306
Construction Manager I / II / III / IV	\$185 / \$199 / \$212 / \$268
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	\$163 / \$181 / \$201 / \$209
Apprentice Inspector	\$147
CM Administrative I / II	\$79 / \$106
Field Services	\$210

- Technology and Communication charges including general and CAD computer, software, telephone, routine in-house copies/prints, postage, miscellaneous supplies, and other incidental project expenses will be billed at 6% of West Yost labor.
- Outside Services such as vendor reproductions, prints, shipping, and major West Yost reproduction efforts, as well as Engineering Supplies, etc. will be billed at actual cost plus 15%.
- The Federal Mileage Rate will be used for mileage charges and will be based on the Federal Mileage Rate applicable to when the mileage costs were incurred. Travel other than mileage will be billed at cost.
- Subconsultants will be billed at actual cost plus 10%.
- Expert witness, research, technical review, analysis, preparation and meetings billed at 150% of standard hourly rates. Expert witness testimony and depositions billed at 200% of standard hourly rates.
- A Finance Charge of 1.5% per month (an Annual Rate of 18%) on the unpaid balance will be added to invoice amounts if not paid within 45 days from the date of the invoice.

# 2023 Billing Rate Schedule

(Effective January 1, 2023 through December 31, 2023)\*



## Equipment Charges

EQUIPMENT	BILLING RATES
2" Purge Pump & Control Box	\$300 / day
Aquacalc / Pygmy or AA Flow Meter	\$28 / day
Emergency SCADA System	\$35 / day
Field Vehicles (Groundwater)	\$1 / mile
Gas Detector	\$80 / day
Generator	\$60 / day
Hydrant Pressure Gauge	\$10 / day
Hydrant Pressure Recorder, Impulse (Transient)	\$55 / day
Hydrant Pressure Recorder, Standard	\$40 / day
Low Flow Pump Back Pack	\$135 / day
Low Flow Pump Controller	\$200 / day
Powers Water Level Meter	\$32 / day
Precision Water Level Meter 300ft	\$30 / day
Precision Water Level Meter 500ft	\$40 / day
Precision Water Level Meter 700ft	\$45 / day
QED Sample Pro Bladder Pump	\$65 / day
Stainless Steel Wire per foot	\$0 / day
Storage Tank	\$20 / day
Sump Pump	\$24 / day
Transducer Components (per installation)	\$23 / day
Trimble GPS – Geo 7x	\$220 / day
Tube Length Counter	\$22 / day
Turbidity Meter	\$30 / day
Vehicle (Construction Management)	\$10 / hour
Water Flow Probe Meter	\$20 / day
Water Quality Meter	\$50 / day
Water Quality Multimeter	\$185 / day
Well Sounder	\$30 / day

## West Yost Statement of Qualifications

# WEST YOST STATEMENT OF QUALIFICATIONS



West Yost is a consulting engineering firm founded in 1990. Our focus is exclusively water, wastewater, recycled water, groundwater, and stormwater. We have broad experience in providing planning, design, construction management, and program management services in these areas.

West Yost is headquartered in Davis, California, and has more than 190 staff members in 11 offices. Our staff includes certified or registered professionals in chemical, civil, control systems, electrical, environmental, and mechanical engineering; wastewater treatment and regulatory compliance; geology, engineering geology, and hydrogeology; architecture; GIS; control systems, cybersecurity, and risk management; asset management and condition assessment; project management; and construction management and inspection services.

Our in-house groundwater team offers a full-service approach across the spectrum of disciplines, including: groundwater availability and impact analyses in support of CEQA/NEPA; studies and planning; modeling; regulatory and permitting assistance; well rehabilitation and new municipal and ASR well design; funding assistance; construction phase services; and operations and maintenance (O&M) and optimization of existing systems. We understand the importance of thorough hydrogeologic characterization, groundwater modeling, and aquifer evaluations when planning and designing facilities for long-term quantity, water quality, and conjunctive use water supply strategies. In addition, West Yost's groundwater team applies our construction and O&M knowledge to the design process to improve construction document quality and reduce construction risks, costs, and delays.



## OFFICE LOCATIONS

### OREGON

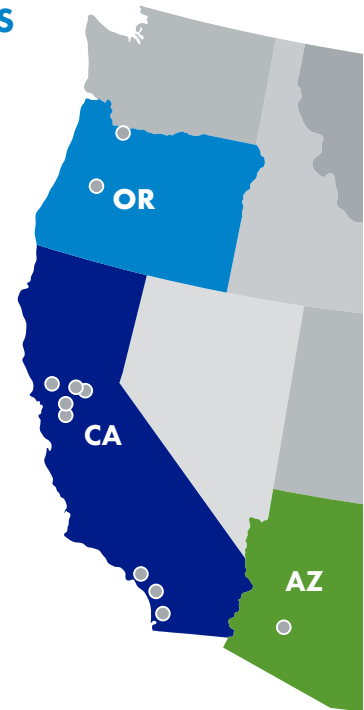
Eugene  
Portland

### CALIFORNIA

Concord  
Davis (Corporate HQ)  
Lake Forest  
Oceanside  
Pleasanton  
Sacramento  
San Diego  
Santa Rosa

### ARIZONA

Phoenix



**Celebrating 30 years of service to West Coast utilities and municipalities!**