

**REGIONAL WATER AUTHORITY
EXECUTIVE COMMITTEE
SPECIAL MEETING**

**Tuesday, January 31, 2023
at 1:30 p.m.**

**5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692**

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority 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 Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Executive Committee may consider any agenda item at any time during the meeting.

Notice: In compliance with AB361 the Committee meeting will be held in the RWA Board Room and virtually. The RWA Board Room will be open for Committee members and members of the public. Committee members are encouraged to attend in person but are not required to do so.

Participation via your computer, tablet, or smartphone

Zoom Meeting Information

<https://us06web.zoom.us/j/89603122909?pwd=ZzU3dCt3TjdITINZNmFXNWWhyMm1UQT09>

Phone: 1-669-900-6833

Meeting ID: 896 0312 2909 **Passcode:** 981158

AGENDA

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:**
Members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.
- 3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Committee members may request an item be removed for separate consideration.

- 3.1 Authorize a Teleconference Meeting
- 3.2 Approve draft meeting minutes of the December 14, 2022 Regular Executive Committee Meeting and December 21, 2022 Special Executive Committee Meeting
- 3.3 Approve Professional Services Agreement with Woodard Curran for Sacramento Regional Water Bank and Waive RWA Policy 300.2

Action: Approve Consent Calendar

4. Strategic Plan Survey and RWA Priorities

Discussion/Action: Jim Peifer, Executive Director

Action: Provide feedback to staff on Strategic Plan priorities

5. Employee Compensation Salary Survey (Executive Director)

Presentation/Action: Josette Reina-Luken, Finance and Administrative Services Manager and Patty Howard, RGS Lead Advisor

Action: Approve the list of Executive Director comparable agencies

6. FY2024 Budget Overview

Presentation: Josette Reina-Luken, Finance and Administrative Services Manager

7. Adoption of the 2023 RWA Executive Committee Calendar

Discussion/Action: Jim Peifer, Executive Director

Action: Adopt the 2023 RWA Executive Committee Calendar

8. Standing and Ad Hoc Committees Assignments

Discussion: Tony Firenzi, Chair

9. EXECUTIVE DIRECTOR'S REPORT

10. DIRECTORS' COMMENTS

ADJOURNMENT

Upcoming meetings:

Regular Board Meeting: Thursday, March 9, 2023 commencing at 9:00 a.m. at the RWA Office, the location is subject to change depending on the COVID-19 emergency.

Executive Committee Meeting: Wednesday, February 22, 2023 commencing 8:30 a.m. at the RWA Office, the location is subject to change depending on the COVID-19 emergency.

The RWA Board Meeting electronic packet is available on the RWA website at <https://rwah2o.org/meetings/board-meetings/> to access and print the packet.

RWA Board of Directors
2023 Chair: Tony Firenzi
2023 Vice Chair: Brett Ewart

California American Water

Audie Foster, General Manager

Evan Jacobs, Operations Manager

Carmichael Water District

Ron Greenwood, Board Member

Cathy Lee, General Manager

Citrus Heights Water District

Caryl Sheehan, Director

Raymond Riehle, Director

Hilary Straus, General Manager

Rebecca Scott, Principal Operations Specialist (alternate)

City of Folsom

YK Chalamcherla, Councilmember

Marcus Yasutake, Environmental/Water Resources Director (alternate)

City of Lincoln

Chuck Poole, Water Facilities Supervisor

Paul Joiner, Mayor Pro Tem

City of Roseville

Pauline Roccucci, Councilmember

Scott Alvord, Councilmember (alternate)

Sean Bigley, Assistant Environment Utilities Director

Rich Plecker, Director of Utilities (alternate)

City of Sacramento

Lisa Kaplan, Councilmember

Brett Ewart, Water Policy & Regional Planning Supervising Engineer, Vice Chair

Michelle Carrey, Supervising Engineer (alternate)

Anne Sanger, Policy and Legislative Specialist (alternate)

Mai Vang, Councilmember (alternate)

City of West Sacramento

Martha Guerrero, Councilmember

William Roberts, Director of Public Works and Operations

City of Yuba City

Shon Harris, Councilmember

Diana Langley, City Manager

* Names highlighted in red are Executive Committee members

Del Paso Manor Water District <i>Gwynne Pratt</i> , Board Member <i>Alan Gardner</i> , General Manager
El Dorado Irrigation District <i>Pat Dwyer</i> , Director/Board President <i>Jim Abercrombie</i> , General Manager <i>Brian Mueller</i> , Engineering Director (alternate)
Elk Grove Water District <i>Tom Nelson</i> , Board Chair <i>Bruce Kamilos</i> , General Manager
Fair Oaks Water District <i>Randy Marx</i> , Board Member <i>Tom Gray</i> , General Manager
Georgetown Divide Public Utility District <i>Michael Saunders</i> , Board Member <i>Nicholas Schneider</i> , General Manager <i>Adam Brown</i> , Operations Manager (alternate)
Golden State Water Company <i>Paul Schubert</i> , General Manager <i>Ernie Gisler</i> , Capital Program Manager
Nevada Irrigation District <i>Ricki Heck</i> , Board Member <i>Karen Hull</i> , Board Member (alternate) <i>Greg Jones</i> , Assistant General Manager <i>Jennifer Hanson</i> , General Manager (alternate)
Orange Vale Water Company <i>Robert Hunter</i> , Board Member <i>Joe Duran</i> , General Manager
Placer County Water Agency <i>Robert Dugan</i> , Board Member <i>Tony Firenzi</i> , Director of Strategic Affairs, Chair <i>Andy Fecko</i> , General Manager, (alternate) <i>Mike Lee</i> , Board Member, (alternate)
Rancho Murieta Community Services District <i>Tim Maybee</i> , Director <i>Michael Fritschi</i> , Interim General Manager
Sacramento County Water Agency <i>Patrick Kennedy</i> , Supervisor <i>Kerry Schmitz</i> , Division Chief, Water Supply

* Names highlighted in red are Executive Committee members

Sacramento Suburban Water District Bob Wichert , Board Member Dan York , General Manager Kevin Thomas , Board Member (alternate)
San Juan Water District Dan Rich , Director Greg Zlotnick , Water Resources and Strategic Affairs Ted Costa , Board President (alternate)

RWA ASSOCIATES	
Organization	Representatives
El Dorado Water Agency	Lori Parlin , Chair Ken Payne , General Manager (alternate)
Placer County	Ken Grehm , Director Public Works and Facilities Jared Deck , Manager Environmental Engineering
Sacramento Municipal Utility District (SMUD)	Paul Lau , General Manager/CEO Christopher Cole , Strategic Account Advisor Ansel Lundberg , Energy Commodity Contracts Specialist
Sacramento Regional County Sanitation District (Regional San)	Mike Huot , Director of Policy and Planning Terrie Mitchell , Manager Legislative and Regulatory Affairs David Ocenosak , Principal Civil Engineer Jose Ramirez , Senior Civil Engineer
Sacramento Area Flood Control Agency (SAFCA)	Richard Johnson , Executive Director
Yuba Water Agency	Adam Robin , Government Relations Manager Willie Whittlesey , General Manager

* Names highlighted in red are Executive Committee members

RWA AFFILIATE MEMBERS	
Organization	Representatives
Black & Veatch	David Carlson , Vice president
Brown & Caldwell	Paul Selsky , Water Supply Planning, Vice president LaSandra Edwards , Civil Engineer May Huang , Engineer David Zuber , Vice President
GEI Consultants	John Woodling , Vice President, Branch Manager Chris Petersen , Principal Hydrogeologist Richard Shatz , Principal Hydrogeologist
HDR, Inc.	Jafar Faghieh , Water Resources Engineer Ed Winkler , Client Development Lead
Sacramento Association of Realtors	David Tanner , Chief Executive Officer Christopher Ly , Chief Operations Officer
Stantec	Kari Shively , Vice President Vanessa Nishikawa , Principal Water Resources Engineer Yung-Hsin Sun , Principal Engineer Rebecca Guo , Senior Associate Water Resources Engineer Ibrahim Khadam , Principal Engineer
West Yost Associates	Charles Duncan , President Abigail Madrone , Business Development Director Kelye McKinney , Engineering Manager I Jim Mulligan , Principal Engineer
Woodard & Curran	Ali Taghavi , Principal Jim Graydon , Senior Client Service Manager

* Names highlighted in red are Executive Committee members

RWA AFFILIATE MEMBERS	
Organization	Representatives
Black & Veatch	<i>David Carlson</i> , Vice president
Brown & Caldwell	<i>Paul Selsky</i> , Water Supply Planning, Vice president <i>LaSandra Edwards</i> , Civil Engineer <i>May Huang</i> , Engineer <i>David Zuber</i> , Vice President
GEI Consultants	<i>John Woodling</i> , Vice President, Branch Manager <i>Chris Petersen</i> , Principal Hydrogeologist <i>Richard Shatz</i> , Principal Hydrogeologist
HDR, Inc.	<i>Jafar Faghieh</i> , Water Resources Engineer <i>Ed Winkler</i> , Client Development Lead
Sacramento Association of Realtors	<i>David Tanner</i> , Chief Executive Officer <i>Christopher Ly</i> , Chief Operations Officer
Stantec	<i>Kari Shively</i> , Vice President <i>Vanessa Nishikawa</i> , Principal Water Resources Engineer <i>Yung-Hsin Sun</i> , Principal Engineer <i>Rebecca Guo</i> , Senior Associate Water Resources Engineer <i>Ibrahim Khadam</i> , Principal Engineer
West Yost Associates	<i>Charles Duncan</i> , President <i>Abigail Madrone</i> , Business Development Director <i>Kelye McKinney</i> , Engineering Manager I <i>Jim Mulligan</i> , Principal Engineer
Woodard & Curran	<i>Ali Taghavi</i> , Principal <i>Jim Graydon</i> , Senior Client Service Manager

* Names highlighted in red are Executive Committee members

AGENDA ITEM 2: PUBLIC COMMENT

Members of the public who wish to address the Executive Committee may do so at this time. Please keep your comments to less than three minutes.

AGENDA ITEM 3: CONSENT CALENDAR

All items listed under the Consent Calendar are considered and acted upon by one motion. Executive Committee members may request an item be removed for separate consideration. The items to be considered and approved include:

3.1 Authorize a Teleconference Meeting.

Passing a Motion by a majority vote under Gov. Code, § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).

3.2 Meeting Minutes.

Approve the draft minutes of the December 14, 2022 Regular Executive Committee Meeting and December 21, 2022 Special Executive Committee Meeting.

3.3 Approve Professional Services Agreement with Woodard Curran for Sacramento Regional Water Bank and Waive RWA Policy 300.2

Action: Approve Consent Calendar

Attachments:

Attachment 1- Draft minutes of the December 14, 2022 Executive Committee Meeting

Attachment 2- Draft minutes of the December 21, 2022 Special Executive Committee Meeting

Attachment 3- Professional Services Agreement and Task Order #1 with Woodard Curran

AGENDA ITEM 3.1: AUTHORIZE A TELECONFERENCE MEETING

BACKGROUND:

In light of the Governor's declaration that a state of emergency exists due to the incidence and spread of the novel corona virus, and the pandemic caused by the resulting disease COVID-19, the Committee should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people. Conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

AGENDA ITEM 3.2: MEETING MINUTES

BACKGROUND:

This is action item to review and consider approving the draft minutes of the December 14, 2022 Regular Executive Committee Meeting and December 21, 2022 Special Executive Committee Meeting. Management staff believes the draft of the presented Minutes correctly reflect the information shared and actions taken by the RWA Executive Committee.

1. CALL TO ORDER

Chair York called the meeting of the Executive Committee to order at 8:30 a.m. as a teleconference meeting. Individuals in attendance are listed below:

Executive Committee Members

Audie Foster, California American Water
Ron Greenwood, Carmichael Water District
Sean Bigley, City of Roseville
Brett Ewart, City of Sacramento
Tony Firenzi, Placer County Water Agency
Kerry Schmitz, Sacramento County Water Agency
Dan York, Sacramento Suburban Water District

Staff Members

Jim Peifer, Ryan Ojakian, Trevor Joseph, Amy Talbot, Monica Garcia, Josette Reina-Luken, Michelle Banonis, Raiyna Villasenor, and Andrew Ramos, Legal Counsel

Others in Attendance

Jay Boatwright, Vanessa Nishikawa, Brian Sanders, Anne Sanger, and Peggy Vande Vooren.

Chair York announced that Item 8 on the agenda, Protocols for Press Releases, will be deferred to a future meeting.

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR:

3a. Authorize a Teleconference Meeting

3b. Minutes of the October 26, 2022, Executive Committee meeting

Motion/Second/Carried (M/S/C) Mr. Bigley moved, with a second by Mr. Greenwood, to approve the consent calendar items, authorize a Teleconference meeting and minutes of the October 26, 2022 Executive Committee meeting. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Tony Firenzi, Placer County Water Agency, Kerry Schmitz, Sacramento County Water Agency, and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

4. 2022 AUDIT REPORT

Ms. Vande Vooren, Gilbert Associates, Inc., presented the final audit report for the fiscal year ending June 30, 2022. She highlighted some of the required communications and the actual audit financial statement report. The report provided

an unqualified opinion, which is the cleanest possible opinion that can be provided. She gave an overview of the financial statements, revenues and expenses, the pension liability, the required supplementary information, and the independent auditor's report.

M/S/C Mr. Ewart moved, with a second by Mr. Firenzi, to accept the 2022 SGA Financial Audit Report. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Tony Firenzi, Placer County Water Agency, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

5. STRATEGIC PLAN SURVEY

Mr. Peifer reviewed the Strategic Plan Prioritization Process Survey results provided by the RWA member agencies. Mr. Peifer provided an overview of the differences between the goals, strategies and tactics of the Strategic Plan and how the RWA member agency feedback can be utilized to update the Plan. He stated that there will be a special board meeting in the future to finalize RWA member agency priorities and determine appropriate resource allocation prior to RWA's Fiscal Year 2024 budget approval.

6. REGIONAL WATER BANK UPDATE AND CONTRACT APPROVAL

Mr. Joseph provided a status of the Sacramento Regional Water Bank (SRWB) development process including recommended consultant services to support SRWB development. The proposed action for this item was to approve a task order with Khadam Consulting Inc. with technical services provided by Ibrahim Khadam, a former employee of Stantec Consulting. As RWA is already under contract with Stantec for SRWB consulting services and based on Mr. Khadam's uniquely qualified experience, extensive background, and knowledge related to the SRWB as documented in the agenda packet, staff requested to waive RWA Policy 300.2 Competitive Process.

M/S/C Mr. Bigley moved, with a second by Ms. Schmitz, to authorize the Executive Director to enter into a Professional Services Agreement with Khadam Consulting Inc. in the amount of \$103,750 for technical support (Task Order T01) of RWA's development of the Sacramento Regional Water Bank (SRWB) and to waive RWA Policy 300.2 Competitive Process. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

7. 2023 RWA POLICY PRINCIPLES AND FEDERAL AFFAIRS PLATFORM

Mr. Ojakian presented an overview of the changes of the 2023 RWA Policy Principles which remained largely the same as 2022. The only changes in the proposed 2023 policy principles from the adopted 2022 policy principles were minor additions to the priority issues related to "Protect the Water Rights and Entitlements of RWA Member Agencies", "Promote Balanced Statewide Water Management Solutions Beneficial to

the Greater Sacramento Region", and "Promote Water Efficiency and Water Conservation."

M/S/C Mr. Greenwood moved, with a second by Mr. Firenzi, to recommend approval of the 2023 Policy Principles to RWA Board of Directors via consent calendar. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Tony Firenzi, Placer County Water Agency, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

Mr. Peifer presented the 2023 Federal Affairs Platform. The RWA Strategic Plan requires the "annual update of the RWA Policy Principles and Federal legislative platforms to effectively advocate for the region." (Advocacy Goal, Objective A, 1)

M/S/C Mr. Firenzi moved, with a second by Mr. Foster, to recommend approval of the 2023 Federal Affairs Platform to RWA Board of Directors via consent calendar. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Tony Firenzi, Placer County Water Agency, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

8. PROTOCOLS FOR PRESS RELEASES

As described above, at the beginning of this meeting Chair York announced that Item 8 on the agenda, Protocols for Press Releases, will be deferred to a future meeting.

9. RWA JANUARY 12, 2023 BOARD MEETING AGENDA

M/S/C Mr. Ewart moved, with a second by Mr. Greenwood, to approve the RWA January 12, 2023, Board Meeting Agenda Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Tony Firenzi, Placer County Water Agency, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

10. AD HOC COMMITTEE UPDATES

Mr. Peifer gave an update on RWA Policy 200.2 Ad Hoc Committee (Executive Committee Authority), RWA Policy 200.3 Ad Hoc Committee (Election Procedures), Space Planning Ad Hoc Committee, and Purchasing Ad Hoc Committee.

For Standing Committees: Federal Affairs meetings will continue in 2023 with focus on policy direction. The Water Quality Committee is a successful program with ongoing periodic meetings with water member agencies that will continue moving forward into next year.

11. EXECUTIVE DIRECTOR'S REPORT

Mr. Peifer stated that there will be an upcoming SRWB Program Committee meeting which may be a Special Executive Committee meeting in order to be compliant with the Brown Act.

Recruitment efforts to replace the Executive Assistant are being finalized. The new Executive Assistant is expected to start in early January.

There was an update on the Voluntary Agreements that could materialize into several million dollars for the region.

Staff recently attended the Association of California Water Agencies (ACWA) conference where meetings were held that aimed to build a coalition to bring attention to investments for subsurface water storage. At the conference, Ms. Banonis helped build relationships with the United States Bureau of Reclamation and member agencies by conducting a tabletop exercise for VA implementation on the American River.

Mr. Peifer attended a listening session meeting with Antonio Villaraigosa, advisor to Governor Newsom's office, regarding federal investments for infrastructure needs of the region. Other RWA water member agency representatives in attendance included Yuba Water Agency and San Juan Water District, who clearly articulated the need for support to this region.

Mr. Peifer also provided salary survey data as described in the RWA 2022 Compensation Study Report related to RWA staff compensation analysis which was included in the board packet.

12. DIRECTORS' COMMENTS

Many directors wished happy holidays to all RWA members and staff with compliments on the recent Holiday Social and Awards Ceremony.

Chair York made closing comments regarding this being his last Executive Committee meeting as Chair and thanked his fellow committee members and staff for an outstanding year.

ADJOURNMENT

Chair York adjourned the meeting at 10:22 a.m.

By:

Chairperson

Attest:

Board Secretary

1. CALL TO ORDER

Chair York called the meeting of the Executive Committee to order at 10:00 a.m. as a teleconference meeting. Individuals in attendance are listed below:

Executive Committee Members

Audie Foster, California American Water
Ron Greenwood, Carmichael Water District
Sean Bigley, City of Roseville
Brett Ewart, City of Sacramento
Kerry Schmitz, Sacramento County Water Agency
Dan York, Sacramento Suburban Water District

Staff Members

Jim Peifer, Ryan Ojakian, Josette Reina-Luken, Raiyna Villasenor and
Andrew Ramos, Legal Counsel

Others in Attendance

None

2. PUBLIC COMMENT

None

3. SPONSOR LEGISLATION TO INCREASE GROUNDWATER STORAGE IN CALIFORNIA

Mr. Peifer introduced this item with explanation of the reasons needed for a Special Executive Committee meeting based on the advice of legal counsel and how sponsoring this legislation is in alignment with RWA's Strategic Plan objectives. Mr. Ojakian provided background on the California winegrape grower's association and benefits of teaming up with them to sponsor or co-sponsor legislation to increase groundwater storage in California. Mr. Ojakian fielded many questions from the Executive Committee regarding the proposal as well as background on the California winegrape grower's association. He also explained next steps which would include finding an author for this piece of legislation and the timeline moving forward pending Executive Committee approval.

Motion/Second/Carried (M/S/C) Mr. Ewart moved, with a second by Mr. Bigley, to authorize the RWA to sponsor or jointly sponsor legislation establishing a goal to increase groundwater storage in California. Audie Foster, California American Water, Ron Greenwood, Carmichael Water District, Sean Bigley, City of Roseville, Brett Ewart, City of Sacramento, Kerry Schmitz, Sacramento County Water Agency and Dan York, Sacramento Suburban Water District voted yes. The motion passed.

ADJOURNMENT

Chair York adjourned the meeting at 10:23 a.m.

By:

Chairperson

Attest:

Board Secretary

AGENDA ITEM 3.3: APPROVE PROFESSIONAL SERVICES AGREEMENT WITH WOODARD CURRAN FOR SACRAMENTO REGIONAL WATER BANK AND WAIVE RWA POLICY 300.2

BACKGROUND:

RWA Policy 200.2 delegates to the Executive Committee the approval, authorization, and administration of consulting and funding agreements under a RWA program agreement like the Sacramento Regional Water Bank, Phase 2 program agreement ("SRWB Program Agreement"). The Executive Committee must find that the interests of RWA Members and Contracting Entities who do not participate in the program agreement will not be adversely affected by RWA entering into the contract. In this regard, the SRWB Program Agreement provides that all RWA obligations incurred under the SRWB Program Agreement, including those related to this agreement, will be solely obligations of the of the program participants and not those of any non-participants.

RWA Policy 300.2 governs professional services selection and contracting policy. Professional services contracts with a maximum price of more than \$50,000 and less than \$150,000 require approval of the Executive Committee. RWA Policy 300.2 requires RWA to undergo a competitive selection process for such contracts before the Executive Committee may approve them. However, RWA Policy 300.2 authorizes the Executive Committee to waive the competitive selection process and approve an alternative selection process under appropriate circumstances. It provides:

III. Alternate Selection Process

Regardless of the amount or of any other limitations provided in this policy, the Executive Committee may at any time approve an alternate selection process in cases where a consulting firm has satisfactorily performed the previous stage of a project, has acquired extensive background and working knowledge of the work to be performed, is a highly-recognized authority in the field or area of work to be performed or is the only known available highly-recognized authority, and the alternative process is in the best interests of RWA.

In this instance, RWA staff recommend waiving the competitive selection process and approving an alternative selection process to award a Professional Services Agreement to Woodard Curran under the SRWB Program Agreement. As discussed in this staff report, Woodard Curran has extensive background and working knowledge of the water bank, with specific experience and expertise on the groundwater modeling aspects of the program. The CoSANA groundwater model used within both groundwater basins that overlay the footprint of the Water Bank, was developed and has been solely implemented by Woodard Curran. Woodard Curran is widely recognized as an authority on groundwater modeling and specifically the CoSANA groundwater model for the region. Woodard Curran's groundwater modeling support with use of the CoSANA groundwater model is critical to the success of the program. Woodard Curran is the only consultant capable of meeting the needs of the SRWB Program Agreement in this regard, so it would not benefit RWA or its members to undergo the competitive award

process otherwise required by RWA Policy 300.2. Therefore, RWA staff recommend moving forward with a negotiated Professional Services Agreement and Task Order #1 in the amount of \$49,998 with Woodard Curran.

Staff Recommendation: RWA staff recommends moving forward with a negotiated Professional Services Agreement and Task Order #1 with Woodard Curran.

Discussion/Action: Trevor Joseph, Manager of Technical Services

Actions: 1) Authorize the Executive Director to enter into a Professional Services Agreement with Woodard Curran for the Sacramento Regional Water Bank program support in an amount NTE \$150,000 and Task Order #1 in the amount of \$49,998 with Woodard Curran for technical modeling support of the RWA's development of the Sacramento Regional Water Bank; and 2) Waive RWA Policy 300.2 as the consultant has acquired extensive background and working knowledge of the groundwater modeling work to be performed, and is a highly-recognized or only authority in the field or area of work to be performed.

Attachments:

Attachment 1- Professional Services Agreement and Task Order #1 with Woodard Curran

Regional Water Authority Services Agreement

This Agreement is entered into as of the date last signed and dated below by and between Regional Water Authority, a local government agency ("RWA"), and Woodard & Curran, Inc., a Maine corporation ("Contractor"), who agree as follows:

1 Scope of Work

Contractor is being retained to provide technical assistance regarding the development of the Sacramento Regional Water Bank. Contractor shall perform the work and render the services described in the attached Exhibit A and subsequent task orders to be negotiated and approved by RWA and Contractor (the "Work"). Contractor shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Contractor shall determine the method, details and means of doing the Work.

2 Payment

2.1 RWA shall pay to Contractor a fee based on:

☒ X Contractor's time and expenses necessarily and actually expended or incurred on the Work in accordance with Contractor's fee schedule on the attached Exhibit A.

☐ The fee arrangement described on the attached Exhibit A.

The total fee for the Work shall not exceed (a) \$150,000, upon approval of this Agreement by the RWA Executive Committee, and (b) \$750,000, upon approval of this higher amount by the RWA Board of Directors. There shall be no compensation for extra or additional work or services by Contractor unless approved in advance in writing by RWA. Contractor's fee includes all of Contractor's costs and expenses related to the Work.

2.2 At the end of each month, Contractor shall submit to RWA an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, RWA shall pay the invoice within 30 days of its receipt.

3 Term

3.1 This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. If Exhibit A includes a Work schedule or deadline, then Contractor must complete the Work in accordance with the specified schedule or deadline, which may be extended by RWA for good cause shown by Contractor. If Exhibit A does not include a Work schedule or deadline, then Contractor must perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

3.2 This Agreement may be terminated at any time by RWA upon 10 days advance written notice to Contractor. In the event of such termination, Contractor shall be fairly compensated for all work performed to the date of termination as calculated by RWA based on the above fee and payment provisions. Compensation under this section shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Contractor's claimed benefit of the bargain.

4 Professional Ability of Contractor

4.1 Contractor represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. RWA has relied upon Contractor's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Contractor shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Contractor's field.

4.2 Intentionally omitted.

5 Conflict of Interest

Contractor represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Contractor's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Contractor is not a designated employee within the meaning of the Political Reform Act and RWA's conflict of interest code because Contractor will perform the Work independent of the control and direction of the RWA or of any RWA official, other than normal contract monitoring, and Contractor possesses no authority with respect to any RWA decision beyond the rendition of information, advice, recommendation or counsel.

6 Contractor Records

6.1 Contractor shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Contractor under this Agreement. RWA may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

6.2 In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7 Ownership of Documents

Except for Contractor's proprietary software, source code, software frameworks and methodologies, and intellectual property, all works of authorship and every report, study,

spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Contractor under this Agreement and provided to RWA (“Work Product”) shall be the property of RWA, and RWA shall have the rights to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Contractor or any other party. Contractor may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Contractor shall not provide any Work Product to any third party without RWA’s prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, Contractor may copyright the same, except that, as to any Work Product that is copyrighted by Contractor, RWA reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If RWA reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then RWA shall hold Contractor harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to RWA in paper format, upon request by RWA at any time (including, but not limited to, at expiration or termination of this Agreement), Contractor agrees to provide the Work Product to RWA in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet file, AutoCAD file).

8 Confidentiality of Information

8.1 Contractor shall keep in strict confidence all confidential, privileged, trade secret, and proprietary information, data and other materials in any format generated, used or obtained by the RWA or created by Contractor in connection with the performance of the Work under this Agreement (the “Confidential Material”). Contractor shall not use any Confidential Material for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by RWA. Contractor also shall not disclose any Confidential Material to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by RWA. If there is a question if Confidential Material is protected from disclosure or is a public record or in the public domain, the party considering disclosure of such materials shall consult with the other party concerning the proposed disclosure.

8.2 Contractor, and its officers, employees, agents, and subcontractors, shall at all times take all steps that are necessary to protect and preserve all Confidential Material. At no time shall Contractor, or its officers, employees, agents, or subcontractors in any manner, either directly or indirectly, use for personal benefit or divulge, disclose, or communicate in any manner, any Confidential Material to any person or entity unless specifically authorized in writing by the RWA or by order of a court or regulatory entity with jurisdiction over the matter. Contractor, and its officers, employees, agents, and subcontractors shall protect the Confidential Material and treat it as strictly confidential in accordance with applicable law, RWA policies and directives, and best industry security practices and standards.

8.3 If any person or entity, other than RWA or Contractor, requests or demands, by subpoena, discovery request, California Public Records Act request or otherwise, Confidential Material or its contents, the party to whom the request is made will immediately notify the other party, so that the parties may collectively consider appropriate steps to protect the disclosure of those materials. The parties agree to take all steps reasonably necessary to preserve the confidential and privileged nature of the Confidential Material and its content. In the event that the parties cannot agree whether to oppose or comply with a disclosure demand, the opposing party may oppose the demand at its sole cost and expense, in which event the party favoring disclosure will refrain from disclosing the demanded Confidential Material until such time as a final agreement regarding disclosure is reached or, if an agreement is not reached, a judicial determination is made concerning the demand.

8.4 Unless otherwise directed in writing by the RWA, upon contract completion or termination, Contractor must destroy all Confidential Materials (written, printed and/or electronic) and shall provide a written statement to the RWA that such materials have been destroyed provided however that Contractor may retain one copy of such Confidential Information for archival purposes only to be kept in its confidential file. Notwithstanding the foregoing, RWA acknowledges that Contractor may maintain back up of documents held on its computer systems in accordance with its normal IT systems policy.

9 Compliance with Laws

9.1 General. Contractor shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Contractor shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Contractor shall comply with all federal, state and local air pollution control laws and regulations applicable to the Contractor and its Work (as required by California Code of Regulations title 13, section 2022.1). Contractor shall be responsible for the safety of its workers and Contractor shall comply with applicable federal and state worker safety-related laws and regulations.

9.2 California Labor Code Compliance for Pre- and Post-Construction Related Work and Maintenance.

9.2.1 This section 9.2 applies if the Work includes either of the following:

9.2.1.1 Labor performed during the design, site assessment, feasibility study and pre-construction phases of construction, including, but not limited to, inspection and land surveying work, and labor performed during the post-construction phases of construction, including, but not limited to, cleanup work at the jobsite. (See California Labor Code section 1720(a).) If the Work includes some labor as described in the preceding sentence and other labor that is not, then this section 9.2 applies only to workers performing the pre-construction and post-construction work.

9.2.1.2 “Maintenance” work, which means (i) routine, recurring and usual work for the preservation, protection and keeping of any RWA facility, plant, building, structure, utility system or other property (“RWA Facility”) in a safe and continually usable condition, (ii) carpentry, electrical, plumbing, glazing, touchup painting, and other craft work designed to preserve any RWA Facility in a safe, efficient and continuously usable condition, including repairs, cleaning and other operations on RWA machinery and equipment, and (iii)

landscape maintenance. "Maintenance" excludes (i) janitorial or custodial services of a routine, recurring or usual nature, and (ii) security, guard or other protection-related services. (See California Labor Code section 1771 and 8 California Code of Regulations section 16000.) If the Work includes some "maintenance" work and other work that is not "maintenance," then this section 9.2 applies only to workers performing the "maintenance" work.

9.2.2 Contractor shall comply with the California Labor Code provisions concerning payment of prevailing wage rates, penalties, employment of apprentices, hours of work and overtime, keeping and retention of payroll records, and other requirements applicable to public works as may be required by the Labor Code and applicable state regulations. (See California Labor Code division 2, part 7, chapter 1 (sections 1720-1861), which is incorporated in this Agreement by this reference.) The state-approved prevailing rates of per diem wages are available at <http://www.dir.ca.gov/oprl/DPreWageDetermination.htm>. Contractor also shall comply with Labor Code sections 1775 and 1813, including provisions that require Contractor to (a) forfeit as a penalty to RWA up to \$200 for each calendar day or portion thereof for each worker (whether employed by Contractor or any subcontractor) paid less than the applicable prevailing wage rates for any labor done under this Agreement in violation of the Labor Code, (b) pay to each worker the difference between the prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which the worker was paid less than the prevailing wage, and (c) forfeit as a penalty to RWA the sum of \$25 for each worker (whether employed by Contractor or any subcontractor) for each calendar day during which the worker is required or permitted to work more than 8 hours in any one day and 40 hours in any one calendar week in violation of Labor Code sections 1810 through 1815.

9.2.3 If the Work includes labor during pre- or post-construction phases as defined in section 9.2.1.1 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds \$25,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor's Public Works Contractor Registration Number: N/A

9.2.4 If the Work includes maintenance as defined in section 9.2.1.2 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds \$15,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor's Public Works Contractor Registration Number: N/A

d. Intentionally omitted.

10 Indemnification.

10.1 Contractor shall indemnify, defend, protect, and hold harmless RWA, and its officers, employees and agents ("Indemnitees") from and against any claims, liability, losses, damages and expenses (including attorney, expert witness and Contractor fees, and litigation costs) (collectively a "Claim") that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor or its employees, agents or subcontractors.

The duty to indemnify, including the duty and the cost to defend, is limited as provided in this section. However, this indemnity provision will not apply to any Claim arising from the sole negligence or willful misconduct of RWA or its employees or agents. Contractor's obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10.2 This section 10.2 applies if the Contractor is a "design professional" as that term is defined in Civil Code section 2782.8. If a court or arbitrator determines that the incident or occurrence that gave rise to the Claim was partially caused by the fault of an Indemnatee, then in no event shall Contractor's total costs incurred pursuant to its duty to defend Indemnitees exceed Contractor's proportionate percentage of fault as determined by a final judgment of a court or final decision of arbitrator.

11 Insurance

Types & Limits. Contractor at its sole cost and expense shall procure and maintain for the duration of this Agreement the following types and limits of insurance: [*The general liability and automobile coverage limits may be adjusted depending on the overall risks, cost and complexity associated with the work.*]

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$2,000,000 per occurrence & \$4,000,000 aggregate	at least as broad as Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury
Automobile liability	\$1,000,000 per accident	at least as broad as ISO Business Auto Coverage (Form CA 00 01)
Workers' compensation	Statutory limits	
Employers' liability	\$1,000,000 per accident	
Professional liability*	\$1,000,000 per claim	

*Required only if Contractor is a licensed engineer, land surveyor, geologist, architect, doctor, attorney or accountant.

11.1 **Other Requirements.** The general and automobile liability policy(ies) shall be endorsed to name RWA, its officers, employees, volunteers and agents as additional insureds regarding liability arising out of the Work. Contractor's general and automobile coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. RWA's insurance or self-insurance, if any, shall be excess and shall not contribute with Contractor's insurance. Each

insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to RWA. Insurance is to be placed with insurers authorized to do business in California with a current A.M. Best's rating of A:VII or better unless otherwise acceptable to RWA. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable. Except for professional liability insurance, Contractor agrees to waive subrogation that any insurer may acquire from Contractor by virtue of the payment of any loss relating to the Work. Contractor agrees to obtain any endorsement that may be necessary to implement this subrogation waiver. The workers' compensation policy must be endorsed to contain a subrogation waiver in favor of RWA for the Work performed by Contractor.

11.2 **Proof of Insurance.** Upon request, Contractor shall provide to RWA the following proof of insurance: (a) certificate(s) of insurance evidencing this insurance; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s), and certifying the additional insured coverage.

12 General Provisions

12.1 **Entire Agreement; Amendment.** The parties intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the Work. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the Work, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and signed by both parties.

12.2 **Independent Contractor.** Contractor's relationship to RWA is that of an independent contractor. All persons hired by Contractor and performing the Work shall be Contractor's employees or agents. Contractor and its officers, employees and agents are not RWA employees, and they are not entitled to RWA employment salary, wages or benefits. Contractor shall pay, and RWA shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Contractor's employees. Contractor shall, to the fullest extent permitted by law, indemnify RWA, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California Franchise Tax Board, other federal or state agency, or court concerning Contractor's independent contractor status or employment-related liability.

12.3 **Subcontractors.** No subcontract shall be awarded nor any subcontractor engaged by Contractor without RWA's prior written approval. Contractor shall be responsible for requiring and confirming that each approved subcontractor meets the minimum insurance requirements specified in section 11 of this Agreement. Any approved subcontractor shall obtain the required insurance coverages and provide proof of same to RWA in the manner provided in section 11 of this Agreement.

12.4 **Assignment.** This Agreement and all rights and obligations under it are personal to the parties. The Agreement may not be transferred, assigned, delegated or subcontracted in whole or in part, whether by assignment, subcontract, merger, operation of law or otherwise, by either party without the prior written consent of the other party. Any

transfer, assignment, delegation, or subcontract in violation of this provision is null and void and grounds for the other party to terminate the Agreement.

12.5 No Waiver of Rights. Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by RWA to Contractor shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

12.6 Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

12.7 Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where RWA's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

12.8 Notice. Any notice, demand, invoice or other communication required or permitted to be given under this Agreement must be in writing and delivered either (a) in person, (b) by prepaid, first class U.S. mail, (c) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt, or (d) by email with confirmed receipt. Such notices, etc. shall be addressed as follows:

RWA:

Regional Water Authority

Attn: _____

Regional Water Authority, 5620 Birdcage St # 180, Citrus Heights, CA 95610

E-mail: _____

Contractor: Woodard & Curran, Inc.

Attn: Ali Taghavi, Ph.D., P.E.

801 T Street, Sacramento, CA 95811

E-mail: ataghavi@woodardcurran.com

Notice given as above will be deemed given (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, (c) on the date of delivery as shown on the overnight courier service receipt, or (d) upon the sender's receipt of an email from the other party confirming the delivery of the notice, etc. Any party may change its contact information by notifying the other party of the change in the manner provided above.

12.9 Signatures and Authority. Each party warrants that the person signing this Agreement is authorized to act on behalf of the party for whom that person signs. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute the same instrument. Counterparts may be delivered by facsimile, electronic mail (including PDF or any electronic signature complying with California's Uniform Electronic Transactions Act (Cal. Civ. Code, §1633.1, et seq.) or any other applicable law) or other transmission method. The parties agree that any

electronic signatures appearing on the Agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

Regional Water Authority:

Dated: _____

By: _____

Woodard & Curran, Inc.

Dated: _____

By: Ali Taghavi
Senior Principal | Senior Technical Practice Leader

Regional Water Authority (RWA)
CoSANA-CalSim Regional Water Bank Analysis

Task Order 1

January 26, 2023

Introduction

This Task Order (TO) outlines the work to be completed by Woodard & Curran (W&C) to build procedures and templates to integrate CoSANA and CalSim models, provide consistency between the two models, and increase efficiency of future model applications. Once the models are integrated, the models will be used for developing and analyzing water bank operational scenarios under a separate TO as part of establishing a regional groundwater banking opportunity in the Sacramento region. This project will be conducted in close coordination and collaboration with the Stantec CalSim team (CalSim team). The entire project encompasses two phases that will be conducted under two TOs, as listed below.

- Task Order 1 (TO 1): CoSANA-CalSim Integration
- Task Order 2 (TO 2): Environmental Compliance Support

The scope of work for TO 1 will be conducted in two parts. The first part of TO 1 is described below. The second part of the scope of work for TO 1 can be provided separately at a later time. TO 2 is also provided separately.

Scope of Work: CoSANA-CalSim Integration

CoSANA-CalSim integration encompasses development of tools to reconcile model datasets between CoSANA and CalSim models and develop procedures for input-output exchange between the two models. Working in close coordination with the CalSim team, W&C will develop a suite of tools to facilitate and streamline development of model scenarios.

At the end of this effort, the workflow and tools will be established to integrate the two models. This effort establishes the foundation of model integration and provides consistency between the two models.

TO 1 includes two tasks as described below.

Task 1: CoSANA CalSim Integration

In Task 1, W&C will develop custom tools that generate CoSANA model input templates based on a set of CalSim operational parameters including surface water diversion, groundwater pumping, and stream inflows. Task 1 also includes conceptualization of stream accretions and depletions accounting, and reconciliation of datasets in the two models, working in close collaboration with the CalSim team.

Task 1.1 CalSim to CoSANA Conversion Template for Surface Water Diversions

W&C will develop a tool to convert CalSim surface water diversions into CoSANA model inputs. This will include mapping surface water diversions used in CalSim to the equivalent CoSANA diversions. Other specifications of diversions, such as recoverable and non-recoverable loss factors will be reviewed and updated where necessary. Review of templates and model setup will be conducted in coordination with the CalSim team.

Task 1.2 CalSim to CoSANA Conversion Template for Groundwater Pumping

W&C will develop a tool to convert CalSim groundwater pumping into CoSANA model inputs. This will include mapping well-fields to CalSim demand units, and development of procedure for disaggregation of total groundwater pumping from CalSim to urban and agricultural pumping in the CoSANA model. Procedures will also be developed for simulating pumping not included as part of CalSim (e.g., for rural residential demand). Review of templates and model setup will be conducted in coordination with the CalSim team.

Task 1.3 CalSim to CoSANA Conversion Template for Stream Inflows

W&C will develop a tool to convert CalSim stream inflows into CoSANA model inputs. This will include mapping CalSim inflows to equivalent stream nodes in the CoSANA model, and formatting to model ready inputs. Review of templates and model setup will be conducted in coordination with the CalSim team.

Task 1.4 Coordination on Stream Accretions and Depletions

Analysis of stream accretions and depletions will be a key aspect of evaluating potential impacts and benefits resulting from water bank operations. In this task, W&C, in coordination with the CalSim team, will develop an analysis framework for understanding and quantifying stream-groundwater interactions and stream accretions and depletions as the model datasets are passed from the CalSim model to CoSANA. This analysis will consider all stream reaches and spatial and temporal considerations for quantifying accretions and depletions.

Task 1.5 Coordination on Deep Percolation

In this task, W&C will work in coordination with the CalSim team to compare deep percolation between the two models and reconcile model differences to ensure consistency between CoSANA and CalSim.

Task 1.6 QC and Verification

W&C team will perform quality control review of Tasks 1.1 through 1.5 results in its entirety and will verify the data incorporated into CoSANA are complete and integration of the two models functions properly, in coordination with the CalSim team.

Task 1 Deliverables:

- Tools developed under Task 1 are integral to the CoSANA modeling suite of tools and not intended to be standalone tools. Tools will be used under TO 2 to produce model results that will be provided as deliverables.

Task 2: Project Management & Coordination

Task 2.1 Project Management

This task will include the overall project management activities and support. W&C will conduct project quality control, prepare monthly progress reports and invoices, and manage the project schedule and budget.

Task 2.2 Technical Team Coordination Calls

W&C will participate in up to two (2) coordination calls with the RWA team to review the project progress and discuss any outstanding issues and concerns and direction moving forward. These coordination calls will be conducted via video conference calls.

Task 2.3 Presentation of Results

W&C, in coordination with CalSim team, will present the outcome of the TO 1 efforts. A 1-hour meeting will be conducted with RWA, W&C, and CalSim technical teams via video conference. The meeting will be scheduled in coordination with RWA.

Task 3 Deliverables:

- Monthly invoices and progress reports
- Presentation materials, meeting agenda, and notes

TO 1 Budget

The fee for TO 1 services above is not to exceed \$49,998.

Schedule

Work outlined in this scope of work is to be completed in collaboration with RWA project manager. The work is anticipated to be completed within four months following the Notice to Proceed (NTP). A detailed schedule will be coordinated with the RWA project team.



CoSANA-CalSim Regional Water Bank Analysis

Fee Estimate

01/10/2023

Tasks	Labor					Total Hours	Total Labor Costs (1)	Total Fee
	Ali Taghavi	Sevim Onsoy	Sebastien Poore	Andres Diaz	Admin.			
	PIC	PM	Engineer	Engineer	Project Coordinator			
	\$330	\$295	\$235	\$235	\$116			
TO 1: CoSANA-CalSim Integration								
Task 1: CoSANA-CalSim Integration								
1.1 CalSim to CoSANA Conversion Template for SW diversions		2	16	4		22	\$5,290	\$5,290
1.2 CalSim to CoSANA Conversion Template for GW pumping		8	24	12		44	\$10,820	\$10,820
1.3 CalSim to CoSANA Conversion Template for Stream Inflows		2	16	4		22	\$5,290	\$5,290
1.4 Coordination on Stream Accretions and Depletions	2	4	24			30	\$7,480	\$7,480
1.5 Coordination on Deep Percolation		2	12	8		22	\$5,290	\$5,290
1.6 QC and Verification	6	8	16			30	\$8,100	\$8,100
Subtotal Task 1:	8	26	108	28	0	170	\$42,270	\$42,270
Task 2: Project Management & Coordination								
2.1 Project Management (Monthly Invoicing and Progress Reports)		4			1.5	5.45	\$1,348	\$1,348
2.2 Technical Team Coordination calls (up to 2)	2	4	8			14	\$3,720	\$3,720
2.3 Presentation of Results (1-hr meeting)	2	2	6			10	\$2,660	\$2,660
Subtotal Task 3:	4	10	14	0	1.5	29.45	\$7,728	\$7,728
TOTAL TO 1	12	36	122	28	1.45	199.45	\$49,998	\$49,998

1. The individual hourly rates include salary, overhead and profit.

2. Subconsultants will be billed at actual cost plus 10%.

3. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.

4. W&C reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.

5. Additional Woodard & Curran staff may perform work on the project, based on our standard billing rate schedule currently in effect.

This Task Order is approved by the parties and executed on the date written above.

Ali Taghavi
Woodard & Curran, Inc.

Date

Jim Peifer
Regional Water Authority

Date

Agenda Item 4

Topic: Strategic Plan Survey and RWA Strategic Plan Priorities
Type: Unfinished Old Business
Item For: Action

SUBMITTED BY: Jim Peifer
Executive Director

PRESENTER: Jim Peifer
Executive Director

EXECUTIVE SUMMARY

This is an action item for the Executive Committee to receive a presentation summarizing feedback from a Strategic Plan Prioritization Survey from the members and to consider staff proposed priorities for the upcoming fiscal year.

STAFF RECOMMENDED ACTION

A motion to receive and file the Strategic Plan presentation and provide direction to the RWA staff on Strategic Plan Priorities for Fiscal Year 2023/2024.

BACKGROUND

The RWA Board of Directors approved the Strategic Plan in August 2020. The Strategic Plan lays out a number of goals and objectives that allow for the RWA to achieve our mission: To serve, represent and align the interests of regional water providers and stakeholders for the purpose of improving water supply reliability, availability, quality and affordability.

The Board of Directors modified Policy 400.4 last year which requires the RWA to set RWA priorities as follows: The Executive Director Shall lead the following procedure to set priorities for the coming year:

1. The Executive Director shall solicit input on the strategic plan and/or other priorities from the members.
2. The input from members shall be reviewed by the Executive Director, staff and the Executive Committee.
3. The Executive Director shall propose strategic plan and/or other priorities to the Executive Committee.
4. The Executive Committee should propose the priorities to the Board for adoption.

A survey was sent to the RWA Board members to ask questions to solicit feedback on RWA priorities in late 2022. Several RWA member agency representatives have submitted survey feedback. As a result of the survey, RWA staff and Executive Director have met to discuss the feedback and identify priorities and has prepared the attached Strategic Plan update.

Process Looking Forward

The Executive Committee should consider and provide direction to staff on the proposed priorities. The Executive Committee will take action to finalize the priorities and propose the priorities to the Board of Directors at the March 9, 2023 board meeting. Priorities will be reflected in the proposed RWA budget when the board considers and potentially adopts the Fiscal Year 2023/2024 budget.

High Level Observations on Member Feedback

The feedback suggests most members are largely satisfied with the Strategic Plan and do not have much to add. Most members felt the staff were executing the Strategic Plan.

Most survey respondents felt the completion of the Water Bank should be a high priority. A second priority is to assist in securing funding for member projects.

Proposed Priorities

Proposed priorities often span multiple goals and objectives. It is helpful to think of the strategic plan as a universe of items the RWA may be involved in, and this process sets the priorities that the RWA staff will engage in for the upcoming fiscal year.

- **Communication and Outreach**

Priorities for our Communication and Outreach program include:

- Educate and secure support from local policymakers and other stakeholders regarding the Water Bank and other RWA priority issues. Communications support includes facilitating receptions, tours and briefings.
- Develop a Regional Coalition of Business Leaders led by a core group of organizations whose members heavily rely on an uninterrupted and reliable water supply who can support RWA in its advocacy. With core group formed, focus on educating and recruiting local, state and federal officials, and community leaders (civic and business). Communications support also provided by Integrated Communications and includes developing relationships and creating tools such as PPTs.
- Develop a Statewide Recharge Coalition of water providers and interested stakeholders to elevate groundwater recharge as priority pathway to fulfilling California's water supply reliability, environmental and equity goals. In doing so, the ultimate goal is to secure state funding for recharge projects. This may include co-sponsoring legislation. Communications support may include the following: new web page on the RWA website, media outreach, creating factoids for social media, social media advertising, op-eds, fact sheet, tools for RWA members, etc.).

- Build Local Support for Funding to Implement the American River Voluntary Agreement by involving and keeping key stakeholders informed about ongoing discussions with state agencies.
- Pursue additional funding sources via secondary and longer-term opportunities (potential 2024 bond measure, and Reclamation, for example).

- **Sacramento Region Water Bank (SRWB) Development**

Significant effort will go into advancing the water bank this year including outreach, governance development and the preparation of a project description and draft environmental documents. It is possible the environmental documents will be complete in early Fiscal Year 2024/2025, but they will be substantially developed in the coming fiscal year.

- Engage in Scenario Development.
- Preparation of a project description and draft environmental documents.
- Advocate for external public investment in SRWB and River Arc.

- **Water Use Efficiency (WUE) Program**

While the WUE program was not identified by the members as a top priority, the staff believes the WUE program should continue to be a priority of the RWA. The program allows the members to jointly participate in a program that reduces members costs from its economy of scale, provides a forum for the WUE staff of the member agencies to learn from one another and from the RWA staff on how to comply with regulatory requirements. A key strategic benefit of the program is a positive perception within the State that our region is advancing solutions for WUE that are consistent with State goals that simultaneously work for our members. The program provides strategic value with other water policy, funding, or regulatory requirements.

- Prepare and staff the Water Use Efficiency Program. Activities will be presented to the Board of Directors after the development by the program committee.

- **Regulatory and Policy**

This item relates to two general areas: Surface water regulation and management which is covered in the recently adopted Common Interest Management Services (CIMS) services agreement and the development of Water Use Efficiency regulations. The members that participate in the CIMS program appear to have a high degree of satisfaction with the program and would like to see it continued. The focus of the program will be:

- Continue to seek positive outcomes from the initiation of the Reclamation's Biological Opinion process.

- Continue to advance the Voluntary Agreement process in a way that is beneficial to the participating members and our region.
- To protect our members' interests in the development of the Delta Conveyance Project.
- To build Federal Partnerships with the RWA and federal agencies including Reclamation.
- To assist the CIMS members as necessary.

- **Legislative**

RWA staff will be active in legislative activities including working to enact Recharge and Recovery Legislation (as approved by the Executive Committee in December 2022), taking positions and advocating on priority bills (yet to be determined), and to participate in the development of a Water Bond initiative, or other water infrastructure funding methods. A priority will be to build partnerships to advocate for RWA needs.

- Advocate for legislation that establishes a state goal to increase recharge and recovery capacity of the state, either by sponsoring a bill or participating in the development and passage of a bill.
- Advocate on Priority Bills (TBD)
- Participate in the development of a water bond or other legislative funding vehicle.
- Building state partnerships including the River Arc partners.

- **SGA**

The RWA provides staffing and administrative services to the SGA. The work relating to the SGA will include the North American Subbasin groundwater sustainability plan implementation and activities that fall outside compliance with the Sustainable Groundwater Management Act compliance such as coordination of the Regional Contamination Issues Committee.

- Continue with SGMA Compliance (Groundwater Sustainability Plan Implementation).
- Continue with Non-SGMA (Regional Contamination Issues Committee, Conjunctive Use Optimization, Monitoring and Data Collection, Grant Implementation).

- **Funding Support**

A large portion of the membership valued the RWA seeking or assisting in securing funding for their projects. The Executive Committee will need to consider how the RWA can bring value to the membership.

- Changed funding environment – facilitate an outcome and direction for the RWA that works within the existing funding environment. Align the resources and programs of the RWA to fit within that funding environment.
- Continued grant reporting.
- Seek opportunities where appropriate and efficient using RWA resources with Executive Committee and Board support. Facilitate Executive Committee and Board discussions to consider the following:
 - Grant preparation services for member agencies;
 - Federal funding; and
 - Seek alternative sources of funding (example: Private or Foundation Funding).
- **RWA Administrative Services**

There are a number of back office functions that need to occur, such as paying bills, making payroll, etc., that could be characterized as “taking care of business.” This should be a priority and should include the following:

 - Receive a clean audit for both the RWA and SGA
 - Complete accounting functions
 - Prepare Budgets for RWA and SGA
 - Office Management
- **Valuable Partnerships**

The RWA should be able to support the member agencies should an opportunity arrive that brings value to the RWA. An example would be to support groundwater substitution transfers.

 - GW Substitution Transfers

FINDING/CONCLUSION

A Strategic Plan is a valuable tool for establishing a strategic unified vision, outlining goals and objectives, and for monitoring business performance results. By reviewing our priorities, we establish specific, measurable, achievable, relevant, time dependent goals that are aligned with our organizational values and ethics. Staff recommends the Executive Committee members consider the priorities and provide additional feedback to the staff to finalize the Strategic Plan. Staff believes the success indicators and goals identified in the RWA Strategic Plan are consistent with the workshop discussions and survey results provided by the RWA Executive Committee.

Agenda Item 4

ATTACHMENTS

Attachment 1 - RWA Strategic Plan

Attachment 2 - Survey Feedback

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

Definitions:

Affordability: The continued delivery of high quality, reliable water service at the lowest reasonable cost. Affordability is directly related to water reliability and quality. Affordability is also affected, both positively and negatively, by legislative and regulatory policies.

Supershed: a region consisting of multiple watersheds that is actively managed to improve water resource resilience in support of a healthy community, economy and environment.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

PLANNING GOAL: Continuously improve regional water management planning that is comprehensive in scope and contributes to more effective regional water resources management.

Objective A. Complete development of the Sacramento Regional Water Bank to improve water supply reliability and resilience.

- 1) Establish a funding program to complete work to establish the Regional Water Bank.
- 2) Engage with state, federal, and local stakeholders to gain Regional Water Bank acceptance, approval, and support.
- 3) Engage with potential Regional Water Bank partners.
- 4) Establish governance to manage the Regional Water Bank.
- 5) Complete an environmental analysis to support Regional Water Bank operations.

Objective B. Evaluate and respond to impacts on the region's water suppliers and operations.

- 1) Continue to evaluate and plan for adapting to climate change.
- 2) Promote the application of forecast informed reservoir operations that enhance water supplies while maintaining flood protection.
- 3) Maintain a regional integrated groundwater/surface water model, in coordination with groundwater sustainability agencies, to support regional planning and groundwater management.

Objective C. Lead and support planning efforts that benefit water agencies.

- 1) Evaluate opportunities to provide coordinated responses for sections of Urban Water Management Plans on behalf of agencies.
- 2) Track next generation of regional planning requirements (e.g. Integrated Regional Water Management Plan or other requirements that may result from the Governor's Water Resilience Portfolio) and respond as necessary.
- 3) Participate with other regional organizations (Sacramento Area Council of Governments (SACOG), Capital Region Climate Readiness Collaborative, etc.) on planning for and responding to climate change.
- 4) Participate with the Water Forum on efforts that improve water supply reliability and ecosystem health.

Objective D. Plan for the sustainability of RWA and its members.

- 1) Evaluate RWA staffing, operations, and financing models for opportunities to improve long-term organizational sustainability.
- 2) Develop a Young Professionals Program.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

IMPLEMENTATION GOAL: Lead successful water management strategies, as well as develop and undertake related beneficial programs on behalf of the region.

Objective A. Support the securing of funding and assist in resourcing projects and programs that are regional priorities.

- 1) Position, secure and manage funding for the Regional Water Reliability Plan (RWRP), Integrated Regional Water Management (IRWM) Plan, Water Bank, and Water Efficiency Programs and Projects.
- 2) Support and pursue funding opportunities for members and partner agencies that benefit the region.
- 3) Support programs that benefit from economies of scale in the areas of research, studies, planning, implementation, purchasing and resource sharing (e.g. Regional Aquifer Storage and Recovery (ASR) Information Study, Meter Asset Management and Chemical Purchasing Program).
- 4) Administer funding and financing for major endeavors such as the Water Quality Control Plan, Delta Initiatives and Water Bank.
- 5) Advocate for and support the financing of regional infrastructure to improve water reliability and resilience.

Objective B. Support members' efforts to improve water reliability and resilience.

- 1) Continue to partner with the Water Forum to ensure the health of the Lower American River as a critical component to improving water supply reliability.
- 2) Maintain the Regional Water Reliability Plan (RWRP) database and update the RWRP as needed.
- 3) Maintain the American River Basin Integrated Regional Water Management Plan (IRWMP) database and update the IRWMP as needed.
- 4) Support intra- and interregional water transfers.
- 5) Evaluate combining the American River Basin IRWM with appropriate portions of the Cosumnes, American, Bear, and Yuba (CABY) IRWM.
- 6) Support the region's efforts on Delta initiatives and water supply regulatory initiatives such as the Water Quality Control Plan, Voluntary Agreements and the Biological Opinions of the Central Valley Project and State Water Project.
- 7) Support compliance with the Sustainable Groundwater Management Act (SGMA) within the Region.
 - Provide services and support, as needed, for planning and implementation.
 - Facilitate collaboration between subbasins.
 - Align interests with RWA, Sacramento Groundwater Authority, Sacramento Central Groundwater Authority and others as appropriate.
- 8) Support the planning and construction of regional infrastructure to improve water reliability and resilience.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

Objective C. Support members' water use efficiency efforts to comply with applicable state and local requirements.

- 1) Continue to implement a regional water efficiency program that supports member agencies' compliance with state and local water efficiency and water loss requirements through cost-effective efforts/programs/initiatives.
- 2) Participate in statewide efforts related to water efficiency legislation and regulatory requirements to maintain a positive perception of the region and protect member agency interests.
- 3) Track individual member agency water use and related metrics to communicate regional water efficiency progress to the state, other regions and interested stakeholders.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

COMMUNICATIONS GOAL: Based on shared values, communicate with one voice on issues of regional significance to strengthen relationships, elevate regional visibility and influence, and advance the collective interests of the region.

Objective A. Provide a forum for education, discussion and outreach on water issues affecting the region.

- 1) Assess modes for preferred internal member communication such as meetings, in-person presentations, email updates, newsletters, blogs, social media, etc.
- 2) Distribute relevant information to members.
- 3) Create a venue for members to regularly brief each other on current and emerging issues, planned messages and responses, and coordinate on topics and issues of regional significance.
- 4) Provide educational opportunities for members through speakers and experts.
- 5) Update members regularly on the status and progress of RWA's services and programs.
- 6) Educate legislators, policy makers, and the public on the challenges to and benefits of uninterrupted high-quality water services and investments necessary for its continued delivery.

Objective B. With one voice, raise RWA's profile and credibility through outreach efforts to targeted audiences.

- 1) Be a champion for the Region by being a single, coordinated voice on regional matters.
- 2) Identify and cultivate RWA ambassadors/spokespersons to communicate significant topics and policy issues.
- 3) Inform key interested parties such as the media, federal, state and local officials, and the public about water management successes (e.g. Water reliability and resilience improvements) and key issues (e.g. regulatory, water accessibility, safety and affordability).
- 4) Foster consistent and cohesive regional messaging including:
 - a) Prioritizing anticipated issues and opportunities for target audiences, along with tools, materials and activities to help RWA members communicate with a consistent voice.
 - b) Developing talking points, position papers and outreach materials on key issues.

Objective C. Cultivate relationships to advance RWA members' interests.

- 1) Work with other organizations with water interests (e.g. Northern California Water Association, Association of California Water Agencies, Sacramento Area Council of Governments, Sacramento Area Flood Control Agency and land use agencies).
- 2) Coordinate and partner with water suppliers and other stakeholders to further leverage advocacy, research initiatives and/or economies of scale related to water management.
- 3) Work with business organizations (e.g. Metro Chamber and local chambers.)
- 4) Work with state and federal agencies that influence or manage resources related to regional water reliability and resilience (e.g. United States Bureau of Reclamation, California Department of Water Resources, State Water Resource Control Board, and other resource agencies.)
- 5) Work with the Water Forum Successor Effort on behalf of the member agencies that are signatory to the Water Forum Agreement. Support includes:

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

- a) Ensuring RWA member interests are represented in the re-negotiation process including governance and succession planning.
- b) Ensuring RWA member interests are represented in the Water Forum Successor Effort.
- c) Participating in the Coordinating Committee and Water Caucus.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

ADVOCACY GOAL: Advocate for members and the region’s needs and interests to positively influence legislative and regulatory policies and actions.

Objective A. Engage relevant local, state and federal representatives, to seek support for RWA’s legislative agenda to further the region’s collective goals and objectives.

- 1) Annually update RWA policy principles and federal legislative platforms to effectively advocate for the region.
- 2) Maintain and track significant water-related state and federal legislation on important policies and funding opportunities and make the information regularly and readily available electronically to members.
- 3) Advocate for positions on state and federal legislation and programs consistent with the adopted RWA policy principles and platforms.
- 4) Monitor and actively engage on actions of the Association of California Water Agencies (ACWA) State Legislative and Federal Affairs Committees and coordinate with other organizations.
- 5) Protect member agencies’ interests and work with state and federal organizations on the development of policies related to the equitable access to water.
- 6) Coordinate with external organizations, as appropriate, including but not limited to, American Water Works Association (AWWA), Association of California Water Agencies (ACWA), California Special Districts Association (CSDA), Northern California Water Association (NCWA), National Water Resources Association (NWRA), California Water Foundation, California Municipal Utilities Association (CMUA), and the Metro Chamber, and California Water Association (CWA).
- 7) Coordinate and partner with environmental non-governmental organizations (NGOs) and environmental justice NGOs throughout the state to advance RWA’s interests.
- 8) Present regular updates from RWA lobbyist efforts and recalibrate priorities as necessary.
- 9) Maintain a volunteer standing committee as a forum for coordination, collaboration, education and vetting on federal policy areas of regional interest and evaluate the effectiveness of the standing committee in FY2021/2022.

Objective B. Evaluate, comment and advocate on state and federal water regulatory issues that may impact the region and its water reliability and resilience (e.g. WQCP, PFAS, Chrome VI).

- 1) Track, evaluate and respond to water quality, water conservation and efficiency, water affordability, resilience, SGMA and other regulatory issues that may affect members.
- 2) Lead and participate in efforts with other organizations aligned with RWA positions and interests as appropriate.

Objective C. Assist in the preservation of water rights and entitlements of RWA members, maintain area of origin protections, and protect and ensure water reliability and resilience.

- 1) Educate the public and decision makers and promote our region’s contribution to the Delta.
- 2) Advocate to maintain the water rights priority system.

Final
RWA STRATEGIC PLAN GOALS AND OBJECTIVES
Adopted by the RWA Board Aug 7, 2020

- 3) Continue to support efforts for expanding conjunctive use operations as a means of protecting water rights (e.g., exercising more surface water rights and contracts in wetter years).
- 4) Support a Water Forum lower American River Modified Flow Management Standard that is consistent with the Water Forum co-equal goals.
- 5) Leverage proximity to the Capitol to engage and be a resource to legislators on issues important to the region and promote RWA's reliability and resilience successes.
- 6) Work with the State to help implement the portions of the Governor's Water Resilience Portfolio where it aligns with and benefits our region's interest.
- 7) Promote the region's collaborative efforts to comprehensively manage its water resources through an innovative *Supershed* approach to be resilient to fire, flood, and drought, and which serves our region and creates value to the state.

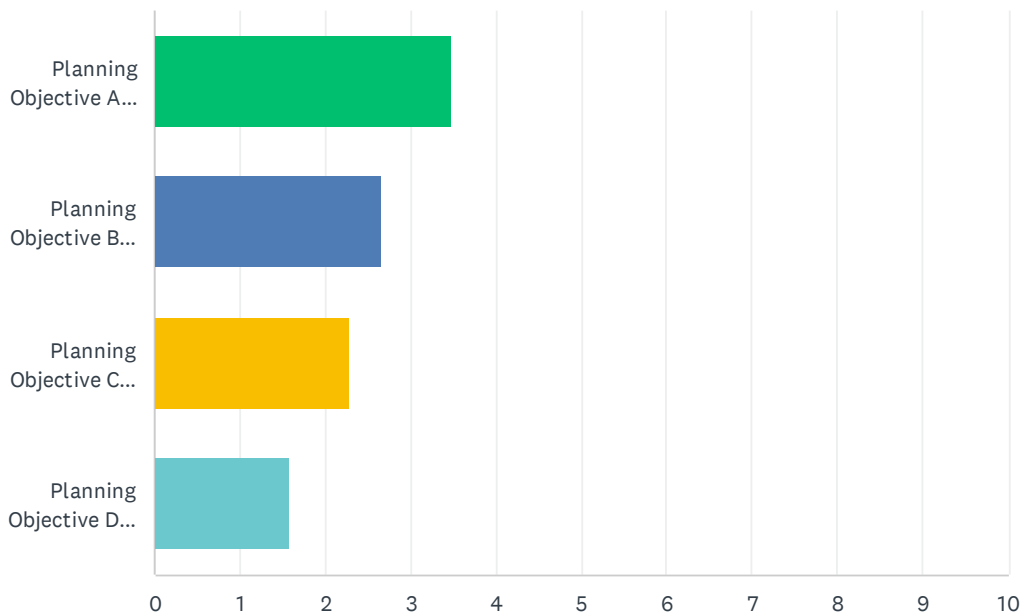
Q2 What is your organization?

Answered: 19 Skipped: 4

#	RESPONSES	DATE
1	PCWA	12/29/2022 9:23 AM
2	Carmichael WD	12/13/2022 5:49 PM
3	City of Sacramento	12/9/2022 10:54 AM
4	City of Lincoln	12/8/2022 3:36 PM
5	City of Roseville	12/7/2022 4:27 PM
6	City of Folsom	12/7/2022 8:41 AM
7	SSWD	12/7/2022 7:58 AM
8	Elk Grove Water District	12/6/2022 4:20 PM
9	Fair Oaks Water District	12/6/2022 9:03 AM
10	Golden State Water Company	12/2/2022 3:24 PM
11	Nevada Irrigation District	12/2/2022 2:52 PM
12	San Juan Water District	12/2/2022 2:33 PM
13	RANCHO MURIETA COMMUNITY SERVICES DISTRICT	12/2/2022 10:50 AM
14	Department of Utilities	11/29/2022 9:17 AM
15	EID	11/28/2022 9:25 AM
16	FRCD/ EGWD	11/27/2022 7:20 PM
17	City of Yuba City	11/27/2022 1:06 PM
18	Elk Grove Water District	11/27/2022 6:30 AM
19	Citrus Heights Water District	11/23/2022 4:48 PM

Q5 The PLANNING GOAL in the Strategic Plan is: Continuously improve regional water management planning that is comprehensive in scope and contributes to more effective regional water resources management.
Please rank in order of importance the following PLANNING GOAL objectives for RWA in 2023.

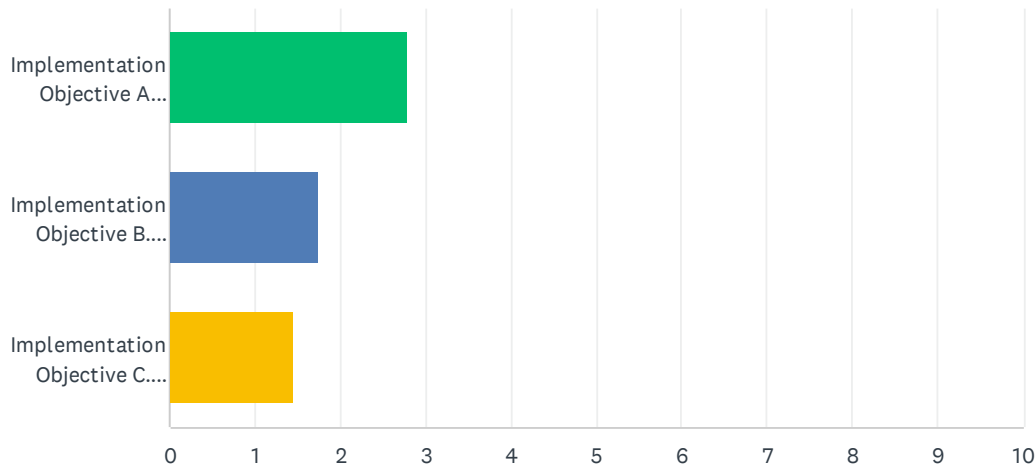
Answered: 21 Skipped: 2



	1	2	3	4	TOTAL	SCORE
Planning Objective A Complete development of the Sacramento Regional Water Bank to improve water supply reliability and resilience.	80.95% 17	0.00% 0	4.76% 1	14.29% 3	21	3.48
Planning Objective B Evaluate and respond to impacts on the region's water suppliers and operations.	9.52% 2	52.38% 11	33.33% 7	4.76% 1	21	2.67
Planning Objective C Lead and support planning efforts that benefit water agencies.	9.52% 2	28.57% 6	42.86% 9	19.05% 4	21	2.29
Planning Objective D Plan for the sustainability of RWA and its members.	0.00% 0	19.05% 4	19.05% 4	61.90% 13	21	1.57

Q6 The IMPLEMENTATION GOAL in the Strategic Plan is: Lead successful water management strategies, as well as develop and undertake related beneficial programs on behalf of the region. Please rank in order of importance the following IMPLEMENTATION GOAL objectives for RWA in 2023.

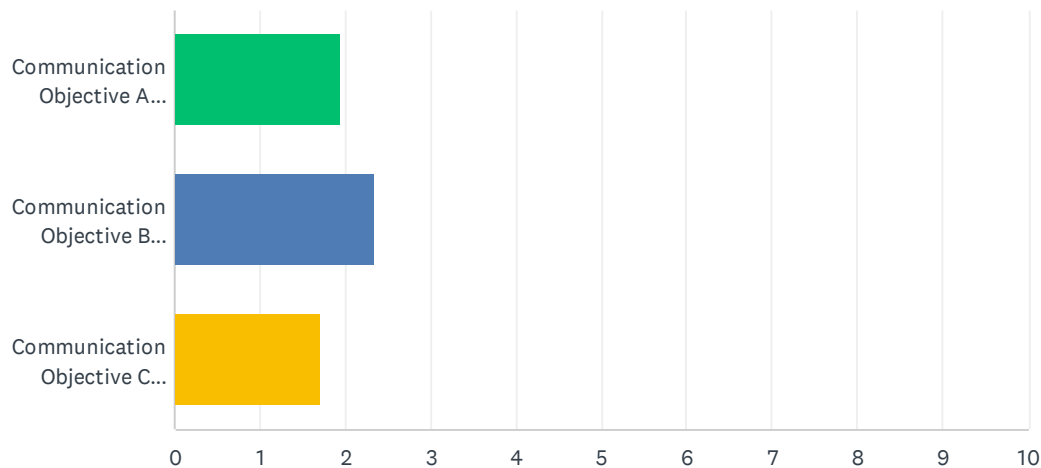
Answered: 20 Skipped: 3



	1	2	3	TOTAL	SCORE
Implementation Objective A Support the securing of funding and assist in resourcing projects and programs that are regional priorities.	85.00% 17	10.00% 2	5.00% 1	20	2.80
Implementation Objective B. Support members' efforts to improve water reliability and resilience.	15.00% 3	45.00% 9	40.00% 8	20	1.75
Implementation Objective C. Support members' water use efficiency efforts to comply with applicable state and local requirements.	0.00% 0	45.00% 9	55.00% 11	20	1.45

Q7 The COMMUNICATION GOAL in the Strategic Plan is: Based on shared values, communicate with one voice on issues of regional significance to strengthen relationships, elevate regional visibility and influence, and advance the collective interests of the region. Please rank in order of importance the following COMMUNICATION GOAL objectives.

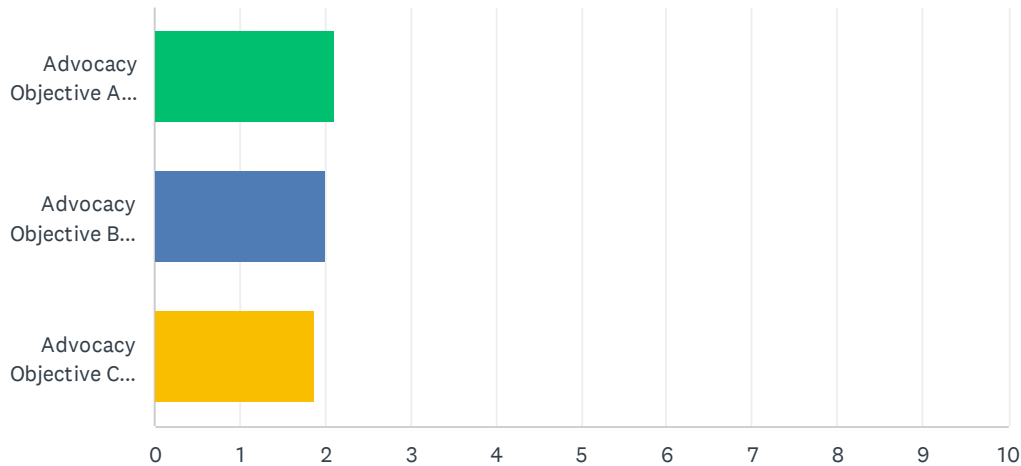
Answered: 17 Skipped: 6



	1	2	3	TOTAL	SCORE
Communication Objective A Provide a forum for education, discussion, and outreach on water issues affecting the region.	35.29% 6	23.53% 4	41.18% 7	17	1.94
Communication Objective B With one voice, raise RWA's profile and credibility through outreach efforts to targeted audiences.	41.18% 7	52.94% 9	5.88% 1	17	2.35
Communication Objective C Cultivate relationships to advance RWA members' interests.	23.53% 4	23.53% 4	52.94% 9	17	1.71

Q8 The ADVOCACY GOAL in the Strategic Plan is: Advocate for members and the region's needs and interests to positively influence legislative and regulatory policies and actions. Please rank in order of importance the following ADVOCACY GOAL objectives for RWA in 2023.

Answered: 17 Skipped: 6



	1	2	3	TOTAL	SCORE
Advocacy Objective A Engage relevant local, state, and federal representatives to seek support for RWA's legislative agenda to further the region's collective goals and objectives.	47.06% 8	17.65% 3	35.29% 6	17	2.12
Advocacy Objective B Evaluate, comment and advocate on state and federal water regulatory issues that may impact the region and its water reliability and resilience (e.g. WQCP, PFAS, Chrome VI).	17.65% 3	64.71% 11	17.65% 3	17	2.00
Advocacy Objective C Assist in the preservation of water rights and entitlements of RWA members, maintain area of origin protections, and protect and ensure water reliability and resilience.	35.29% 6	17.65% 3	47.06% 8	17	1.88

Q9 Of all the Strategic Plan Objectives noted above, please list the top three that your organization believes should be the highest priority for RWA in 2023.

Answered: 16 Skipped: 7

ANSWER CHOICES	RESPONSES
Priority Objective 1	100.00% 16
Priority Objective 2	100.00% 16
Priority Objective 3	100.00% 16

#	PRIORITY OBJECTIVE 1	DATE
1	Communication Objective C	12/29/2022 10:56 AM
2	8a	12/9/2022 10:55 AM
3	IMPLEMENTATION Objective A	12/8/2022 3:49 PM
4	#5 - Water Bank Development	12/7/2022 4:30 PM
5	Complete the development of the Water Bank	12/7/2022 8:48 AM
6	Water bank	12/7/2022 8:02 AM
7	Implementation Objective A	12/6/2022 4:41 PM
8	Regional Water Bank	12/6/2022 9:08 AM
9	Sacramento Regional Water Bank	12/2/2022 3:40 PM
10	Implementation	12/2/2022 3:02 PM
11	Planning Objective A Complete development of the Sacramento Regional Water Bank to improve water supply reliability and resilience.	12/2/2022 2:37 PM
12	Advocacy Objective C	12/2/2022 10:54 AM
13	Water Bank	11/29/2022 9:23 AM
14	planning objective A for all rwa members	11/28/2022 9:31 AM
15	Planning Objective A	11/27/2022 1:10 PM
16	Securing funding for member agencies	11/23/2022 4:56 PM
#	PRIORITY OBJECTIVE 2	DATE
1	Advocacy Objective C	12/29/2022 10:56 AM
2	5a	12/9/2022 10:55 AM
3	COMMUNICATION Objective A	12/8/2022 3:49 PM
4	#6 - Seek funding for infrastructure	12/7/2022 4:30 PM
5	Support the securing of funds for the region	12/7/2022 8:48 AM
6	Legislative intervention	12/7/2022 8:02 AM
7	Planning Objective A	12/6/2022 4:41 PM
8	Regional Water Bank	12/6/2022 9:08 AM

RWA Strategic Plan Survey 2022

9	Provide a forum for education, discussion, and outreach	12/2/2022 3:40 PM
10	Communication	12/2/2022 3:02 PM
11	Implementation Objective A Support the securing of funding and assist in resourcing projects and programs that are regional priorities.	12/2/2022 2:37 PM
12	Impelmentation Objective A	12/2/2022 10:54 AM
13	Water rights protection	11/29/2022 9:23 AM
14	advocacy objective c	11/28/2022 9:31 AM
15	Advocacy Objective B	11/27/2022 1:10 PM
16	Complete water bank	11/23/2022 4:56 PM
#	PRIORITY OBJECTIVE 3	DATE
1	Advocacy Objective B	12/29/2022 10:56 AM
2	6a	12/9/2022 10:55 AM
3	ADVOCACY Objective A	12/8/2022 3:49 PM
4	#7 - Cultivate strategic relationships	12/7/2022 4:30 PM
5	Engagement with state and federal reps to further RWA's legislative agenda	12/7/2022 8:48 AM
6	Grants	12/7/2022 8:02 AM
7	Advocacy Objective A	12/6/2022 4:41 PM
8	Regional Water Bank	12/6/2022 9:08 AM
9	Support members' efforts to improve reliability and resilience	12/2/2022 3:40 PM
10	Advocacy	12/2/2022 3:02 PM
11	Advocacy Objective B Evaluate, comment and advocate on state and federal water regulatory issues that may impact the region and its water reliability and resilience. (As, noted this is really advocacy generally but if have to choose, focus on advocating against infeasible and unnecessary regulatory mandates.)	12/2/2022 2:37 PM
12	Planning Objective C	12/2/2022 10:54 AM
13	Sustainability	11/29/2022 9:23 AM
14	implementation objective a	11/28/2022 9:31 AM
15	Implementation Objective B	11/27/2022 1:10 PM
16	Support member agencies average to increase water supply reliability and resiliency	11/23/2022 4:56 PM

Q10 Are there any priorities your organization believes are important that are NOT in the Strategic Plan? If yes, please list them.

Answered: 14 Skipped: 9

#	RESPONSES	DATE
1	I believe the RiverArc project should be named, much like the Water Bank, as a priority for regional water supply resilience. Though less participants, the benefits to RiverArc partners are very significant. Also, nonRiverArc partners benefit from the supply to the Water Bank and the gains that will be made in Water Forum negotiations. There are also advocacy benefits in aligning our state funding strategies.	12/29/2022 11:09 AM
2	No. If anything the strategic plan is overly broad	12/9/2022 11:22 AM
3	Are there any considerations for a regional surface water reservoir(s)? New guy here.	12/8/2022 4:13 PM
4	Support agencies that are currently implementing active conjunctive use, as the Sacramento Regional Water Bank is being developed.	12/7/2022 4:32 PM
5	None	12/7/2022 8:50 AM
6	Consolidation of SGA, RWA, and SCGA.	12/7/2022 8:04 AM
7	No	12/6/2022 4:44 PM
8	Ensuring that all RWA members are supporting the RWA mission and defined objectives.	12/6/2022 9:18 AM
9	No overarching priorities to add.	12/2/2022 3:14 PM
10	The Strategic Plan covers too much. It doesn't reflect priorities effectively. When everything is a priority, nothing is. Need to pare it down. That said, it is missing a key priority for RWA staff in their role as SGA staff, i.e. ensuring continued compliance of GSP implementation with SGMA.	12/2/2022 2:38 PM
11	Climate change resiliency in general	11/29/2022 9:24 AM
12	no	11/28/2022 9:31 AM
13	No.	11/27/2022 1:12 PM
14	None	11/23/2022 4:58 PM

Q11 If you could change anything about the Strategic Plan, what would you change to benefit your organization? Please explain what and why.

Answered: 11 Skipped: 12

#	RESPONSES	DATE
1	I think there should be a means of prioritization that is guiding by the board and transparent to all. There are a lot of sub-objective targets, too many for RWA to be covering all at once. I think an annual check-in on what are the coming-year focus areas would make RWA more successful. Such a process should be in the plan or prepared as a supplement.	12/29/2022 11:09 AM
2	We understand there are multiple perspectives from the membership, but a clearer ranking of priorities (much like survey is attempting to do), is worthy.	12/9/2022 11:22 AM
3	Nothing specific.	12/7/2022 4:32 PM
4	Nothing to change	12/7/2022 8:50 AM
5	mORE EMPHASIS ON THE WATER bANK AND LEGISLATIVE INTERVENTION.	12/7/2022 8:04 AM
6	Nothing to change	12/6/2022 4:44 PM
7	Ensuring that all RWA members are supporting the RWA mission and defined objectives. Consider adding a section to the strategic plan that requires substantial conformance with the mission of RWA.	12/6/2022 9:18 AM
8	Under Implementation, Objective C - reframe to "exceed", not just meet, state objectives. There are many levels of water efficiency that the state is not looking at, and our region can do more (i.e. raw water efficiencies - both supply and demand side). Also, finding uniform ways to communicate the effect of aging infrastructure in our systems - dams, pipes, conveyance, etc.	12/2/2022 3:14 PM
9	Consistent with above comments, need to make the Strategic Plan more "measurable" to enhance accountability and focus of staff. When ED provided last status update many items were not able to be evaluated or progress truly gauged. Should refocus on being able to assess success and impact and actual movement on Board priorities.	12/2/2022 2:38 PM
10	expand regional water bank for all rwa members	11/28/2022 9:31 AM
11	None at this time.	11/23/2022 4:58 PM

Q12 Do you believe the RWA is adequately implementing and effectively operating in a manner that is consistent with the Strategic Plan? Please explain why.

Answered: 12 Skipped: 11

#	RESPONSES	DATE
1	I do, because everything RWA works on is consistent with the Strategic Plan. However, I think staff is spread too thin - response above. Example, I think staff spends too much time seeking funds for the water bank - I think some of that effort should be spent on the Water Bank EIR and governance. I also think some of that time would be better spent on legislative and regulatory threats.	12/29/2022 11:09 AM
2	Yes we do. Encouraging more vocal board support to bolster the RWA staff when some agencies suggest staff are moving "faster" than the membership, is a suggestion.	12/9/2022 11:22 AM
3	Yes, RWA staff have done a good job actively prioritizing, implementing and communicating about the Strategic Plan.	12/7/2022 4:32 PM
4	Yes. Need to be sure that during each budget cycle, the Board provides direction as to the top strategic plan objectives for the upcoming year so that RWA/SGA staff is not asked to go in multiple directions that are not feasible or attainable.	12/7/2022 8:50 AM
5	I believe that there are significant areas to save money that are not being pursued.	12/7/2022 8:04 AM
6	Yes	12/6/2022 4:44 PM
7	Implementation of the Regional Water Bank will provide the base for accomplishing much of the defined Strategic Plan. The RWA must not become distracted by other goals, such as the SGA merger with SCGA until the work on the Water Bank has been completed. Limited resources must be used to fulfill the defined objectives of the RWA Strategic Plan.	12/6/2022 9:18 AM
8	Yes. From the limited visibility into RWA, it appears to be tracking the SP.	12/2/2022 3:14 PM
9	The question should be whether the Strategic Plan as it exists is really provides the proper focus for RWA to be as effective as possible in advancing Board priorities. We believe it's too broad in scope and should be narrowed down per prior comments. This is especially important since 40% of staff time is supposed to be dedicated to SGA activities, which are not reflected in this document at all.	12/2/2022 2:38 PM
10	yes	11/28/2022 9:31 AM
11	Yes.	11/27/2022 1:12 PM
12	Based on available resources, yes. We look forward to working with RWA to properly resource programs and service that can be expanded based upon support of the membership.	11/23/2022 4:58 PM

Q13 Thinking about the RWA's mission: What are the challenges your organization is experiencing in the context of the mission?

Answered: 15 Skipped: 8

#	RESPONSES	DATE
1	Managing statewide sentiments about matters that are not totally appropriate for our region, such as recycled water and overzealous expectations of conservation. We as agencies spend a lot of time managing expectations in droughts, even though we are doing well on conservation and making contributions to the environment. We would be better off focusing on bolstering our water reliability with locally appropriate solutions.	12/29/2022 11:17 AM
2	Increasing cost, concerns over groundwater quality as we seek to diversify our portfolio, maintaining customer perception of quality water when taste issues come up from treated surface water (COS is considering Ozone treatment)	12/9/2022 11:26 AM
3	Affordability	12/8/2022 4:29 PM
4	Adaptation to a changing water policy landscape at the State and Federal level. Not unique to RWA.	12/7/2022 4:35 PM
5	Ensuring water reliability and resiliency (even though resiliency is not listed in the mission).	12/7/2022 8:52 AM
6	Groundwater contamination Drought Construction delays	12/7/2022 8:06 AM
7	None at this time	12/6/2022 4:46 PM
8	Working with RWA members that are not supporting the stated goals and objectives of the RWA. If you are a member of an organization, you must support that organization or lead reasonable change of the organization.	12/6/2022 9:24 AM
9	Water supply reliability = the water bank. While GSWC may have a robust supply portfolio, having stronger regional reliability increases opportunity for cooperation	12/2/2022 6:17 PM
10	As a source watershed supplied organization with aging infrastructure in need of R&R, our near and long-term challenges include a changing supply vs. demand paradigm. The system was built on a reliance of snowpack - aging conveyance and 50 year old treated water mains add to the cost and water affordability to our customers. Ever adjusting water rate hikes are needed - yet customer expectations of costs are absent. We need to educate on the system in order to build trust in the outcome.	12/2/2022 3:23 PM
11	Unnecessary and infeasible state mandates and intrusive policies that don't reflect real world conditions and differences in supply/demand and agency reliability.	12/2/2022 2:42 PM
12	RMCS D will be transitioning to an urban water supplier and we have concerns regarding water right curtailments	12/2/2022 10:56 AM
13	1.regulatory requirements increasing the cost of water 2. difficulty in water transfers 3. infrastructure replacement costs	11/28/2022 9:34 AM
14	In reviewing the mission, there is much discussion about water supply reliability and availability. I don't recall a lot of discussion about quality or affordability. With increased regulations, it is getting more difficult to meet water quality standards and keep water "affordable".	11/27/2022 1:16 PM
15	We would like to explore partnering with other RWA member agencies to manage assets/resources where the business case can be made.	11/23/2022 4:59 PM

Q14 Thinking about the RWA's mission: What could the RWA do within its mission that would be most helpful to your organization?

Answered: 14 Skipped: 9

#	RESPONSES	DATE
1	Advocacy, education, and political support for locally appropriate water management and local support for stewardship of our resources. The media holds the state decision makers in too high of regard as compared to our local managers and RWA. We should work on reversing that if possible.	12/29/2022 11:17 AM
2	Continuing to seek outside revenue, and continued advocacy at a state and federal level to enhance and protect the local water supply.	12/9/2022 11:26 AM
3	Continue fostering member agency collaboration and be responsive to member agency feedback.	12/8/2022 4:29 PM
4	Support organizations that are leading in areas important to RWA - conjunctive use, water use efficiency, and other efforts to innovate/advance.	12/7/2022 4:35 PM
5	Nothing to change. Continue with the work you are doing.	12/7/2022 8:52 AM
6	Concentrate on priorities and avoid distractions	12/7/2022 8:06 AM
7	Continue to help us acquire grant funding	12/6/2022 4:46 PM
8	Provide support to the members that implement the goals and objectives of the RWA ... such as conjunctive use of water resources.	12/6/2022 9:24 AM
9	focus on fostering relationship building between the water purveyors that will help communication and cooperation	12/2/2022 6:17 PM
10	Cross-watershed funding opportunities that meet needs of foothill water agencies while benefiting customers use efficiency and system reliability.	12/2/2022 3:23 PM
11	Get more engaged on the regulatory front and not so stretched on the legislative front. Let ACWA deal with more of that and deal more with issues that will have significant impact on members across the spectrum, e.g. energy, GHG reduction, water quality, water conservation mandates, etc. Get some profile on those issues.	12/2/2022 2:42 PM
12	implement the objectives with our support	11/28/2022 9:34 AM
13	Be a convener for a technical advisory group that consists of professionals within each water agency. With RWA representing so many agencies, there is a lot of technical expertise that could shared.	11/27/2022 1:16 PM
14	RWA is already doing it... It's staff is available to meet with us and troubleshoot issues with which RWA can assist our agency.	11/23/2022 4:59 PM

AGENDA ITEM 5: EMPLOYEE COMPENSATION SALARY SURVEY (EXECUTIVE DIRECTOR)

BACKGROUND:

This agenda item is a carryover from the September 28, 2022 Executive Committee (EC) meeting when Chair York proposed moving forward with the Regional Government Service (RGS) Compensation Study into two different paths in order to concentrate on the staff portion. He recommended utilizing 14 agencies for consideration to proceed with the staff position comparisons and conduct the Executive Director portion separately at a later date. At the subsequent October 26, 2022 Executive Committee meeting, the EC approved RGS proposed staff recommendations regarding salary adjustments and reclassifications which was later formally approved by the Board of Directors at the November 10, 2022 meeting.

RGS has inquired as to the timing to complete the Executive Director portion of the salary survey. Initially, RGS proposed selecting eight from the following list of agencies for the Executive Director salary comparison:

1. Association of California Water Agencies
2. California Municipal Utilities Association
3. Bay Area Water Supply and Conservation Agency
4. Chino Basin Watermaster
5. Northern California Water Association
6. State Water Contractors
7. California Special Districts Association
8. Sacramento Area Council of Governments
9. Sacramento Area Flood Control Agency
10. Association of California Water Agencies - Joint Powers Insurance Authority
11. State and Federal Water Contractors Agency
12. Placer County Transportation Planning Agency

Presentations/Discussion: Patty Howard, RGS Lead Advisor and Josette Reina-Luken, Finance and Administrative Services Manager

Action: Approve the list of Executive Director comparable agencies

AGENDA ITEM 6: FY2024 BUDGET OVERVIEW

BACKGROUND:

Staff is beginning preparation of the 2023-2024 RWA budget (FY2024 budget). The purpose of this item is to provide an overview of the budget development process. This process includes requesting updated retail connections from all RWA members to calculate the annual dues which occurred in early January and reviewing RWA's budget policies, assumptions, future outlook and schedule to the Executive Committee and the Board of Directors.

Presentation: Josette Reina-Luken, Finance and Administrative Services Manager

Attachment:

Attachment 1- RWA FY2024 Budget Presentation (PowerPoint)



Regional Water Authority
BUILDING ALLIANCES IN NORTHERN CALIFORNIA



Regional Water Authority

Fiscal Year 2023-24 Budget

January 2023



Overview

- Budget Policies
- Budget Assumptions
- Budget Outlook
- Budget Schedule

Budget Policies

- Administrative and Management Service Agreement Policy 100.2:
 - SGA shares 50% in common office/admin costs
 - SGA fully reimburses 100% SGA Only Costs
- Compensation Policy 400.2: salaries within range plus potential for COLA and merit

Administrative 5.7 FTEs for RWA (**out of 9 FTEs**):

- 50% - Executive Director, Manager of Technical Services, FASM, and Exec. Assistant (**2 FTE**)
- 80% - Project Research Assistant (**.8 FTE**)
- 90% - Legislative & Reg. Affairs Manager (**.9 FTE**)
- 100% - Strategic Affairs and WEP Managers (**2 FTE**)*

** subscription based funded positions*



Budget Policies (*cont.*)

- Financial Commitment and Assignment Policy 500.1 – Framework for operating fund and other additional commitments (“designation”):
 1. Operating fund – 4 to 6 months
 2. Membership Dues Stabilization –15%
 3. Subscription Program Stabilization –10%
 4. Powerhouse Science Center –\$150k remaining
 5. Other Funds – Special Projects, office move, etc.
 6. Non-designated Cash
- PERS Liability Policy 500.15 – commits to pay down over a 4-year period. No Unfunded Liability in FY2024



Budget Assumptions

- Revenues and Expenses:
 - ✓ Dues calculated on a base retail connection fee
 - ✓ For FY2023, it was \$2.28 per connection
 - ✓ Forecasted 4.5% Increase in FY2024
 - ✓ Based on using 3% CPI for Office Expense, 3% for staff COLA, and 5% on Professional Fees
 - ✓ Budget assumes no changes in membership
- Subscription programs support RWA core costs
 - ✓ Approving budget does not approve subscription-based programs
 - ✓ For FY2024, WEP Manager Staff and Office Expense will reimburse up to 20% from Core Dues



Budget Assumptions (*cont.*)

- PERS and OPEB:
 - ✓ Staff pays the full employee share of their pension contributions
 - ✓ SGA pays its own PERS
 - ✓ In accordance with RWA Policy, staff recommends \$0 additional payment to PERS (\$37k savings)
 - ✓ Based on Actuary's Report, \$60k payment towards CERBT to fund OPEB (retiree health) due to higher number of retirees and current employees – cost to be shared with SGA
- Budget Goal:
 - ✓ Balanced Budget by member dues increase and use of budget savings from prior years
 - ✓ Actual budget results may not be achieved



Fiscal Year 2023 Budget Outlook

- FY2023 Core Program running at the margin resulting from CPI, salary survey adjustments, staff turnover and increasing professional services costs
- FY2022 Core Dues Increase was 0%; FY2023 was 3.7%; FY2024 Projected at 4.5%
- Current LAIF balance is higher due to restricted funds for Water Bank, WEP, and CIMS/BOSS
- LAIF Interest Rate is improving
- Potential New Grants - Water Bank, Infrastructure, and WEP which present opportunities for staff to charge their time
- Possible Office Relocation

Budget Schedule

Date	Action
Feb – March 2023	Work on budget numbers including Subscription Program
April 2023	Draft budget to the EC
May 2023	Draft budget to RWA Board for possible adoption
May 2023	Budget back to EC if not adopted
June 2023 Special Board Meeting	Budget to RWA Board for adoption



Questions and Discussion

AGENDA ITEM 7: ADOPTION OF THE 2023 RWA EXECUTIVE COMMITTEE CALENDAR

BACKGROUND:

The following are the meeting dates for the 2023 Executive Committee. Due to the holiday schedule, the November and December Executive Committee Meetings will be combined to the third Tuesday in December. All Executive Committee Meetings begin at 1:30 pm PST and unless otherwise noted on the agenda, meetings are held at the RWA Office location at 5620 Birdcage Street, Suite 180, Citrus Heights, California 95610.

- Wednesday, January 25, 2023 (Canceled)
- Tuesday, January 31, 2023 – Special Meeting
- Tuesday, February 28, 2023
- Tuesday, March 28, 2023
- Tuesday, May 2, 2023
- Tuesday, May 30, 2023
- Tuesday, June 27, 2023
- Tuesday, July 25, 2023
- Tuesday, August 22, 2023
- Tuesday, September 26, 2023
- Tuesday, October 24, 2023
- Tuesday, December 19, 2023

Discussion/Action: Jim Peifer, Executive Director

Action: Adopt the 2023 Executive Committee Meeting Schedule

AGENDA ITEM 8: STANDING AND AD HOC COMMITTEES ASSIGNMENTS

BACKGROUND:

Chair Firenzi will announce the Ad Hoc and Standing Committees assignments for the Executive Committee.

Standing Committees

- Federal Affairs
Staff: Jim Peifer/Ashley Flores

Ad Hoc Committees:

- Personnel Performance Review (RWA Policy 400.4) – Chair Firenzi
Staff: Jim Peifer
- Revisions to RWA Policy 200.2
Staff: Jim Peifer
- Space Planning Ad Hoc Committee
Staff: Jim Peifer/Josette Reina-Luken
- Voluntary Agreement (VA) Committee
Staff: Jim Peifer/Michelle Banonis
- Global Purchasing Ad Hoc Committee – Rebecca Scott
Staff: Jim Peifer
- Awards Committee
Staff: None

Discussion: Tony Firenzi, Chair

AGENDA ITEM 9: EXECUTIVE DIRECTOR'S REPORT

JANUARY 31, 2023

TO: RWA EXECUTIVE COMMITTEE

FROM: JIM PEIFER

RE: EXECUTIVE DIRECTOR'S REPORT

a. Communication and Outreach –

b. Salary Schedule – In accordance with Policy 400.2 (Compensation Policy), an updated salary schedule (Exhibit A) is attached reflecting a 7.2% cost of living adjustment (COLA).

c. Request for Proposals – Policy 500.4 (Auditor Rotation Policy) requires the RWA to limit the duration of an Auditor's contract with the RWA to five years. RWA staff will be issuing a Request for Proposals for Auditing Services in accordance with the policy.

Attachments:

Attachment 1- Policy 400.2 (Compensation Policy) Exhibit A

Attachment 2- RFP for RWA Auditing Services

Attachment 3- RWA Policy 500.4

EXHIBIT A
RWA POLICY 400.2

MONTHLY SALARY SCHEDULE OF RWA POSITIONS

January 1, 2023

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$15,367	\$15,898	\$16,465	\$17,075	\$17,732	\$18,441
Manager of Strategic Affairs	\$15,367	\$15,898	\$16,465	\$17,075	\$17,732	\$18,441
Principal Project Manager	\$12,806	\$13,248	\$13,699	\$14,229	\$14,776	\$15,367
Senior Project Manager	\$10,672	\$11,039	\$11,434	\$11,857	\$12,314	\$12,806
Associate Project Manager	\$7,630	\$7,893	\$8,175	\$8,477	\$8,804	\$9,156
Finance & Administrative Services Manager I	\$10,697	\$11,066	\$11,462	\$11,886	\$12,343	\$12,837
Executive Assistant	\$6,190	\$6,437	\$6,742	\$6,983	\$7,179	\$7,428
Project Research Assistant	\$5,538	\$5,759	\$5,980	\$6,202	\$6,424	\$6,645

There is no range for the Executive Director position. The Executive Director's compensation is \$19,601 per month.

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2023 ranges include COLA per November 2022 CPI Index of 7.2%)

Regional Water Authority Sacramento Groundwater Authority Request for Proposal for Professional Auditing Services

GENERAL PROPOSAL INFORMATION

Request for Proposal

As the administrator for both organizations, the Regional Water Authority (RWA) is requesting proposals from qualified firms of certified public accountants to audit RWA and Sacramento Groundwater Authority's (SGA) financial statements for the fiscal year ending June 30, 2023, with the option at RWA's discretion of auditing its financial statements for each of the four subsequent fiscal years. These audits are to be performed in accordance with generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

The RWA reserves the right to modify the anticipated timeline set forth below. There will be no public opening of proposals. The RWA reserves the right to reject any and all proposals, cancel all or part of this RFP, and waive any minor irregularities and to request additional information from proposing firms. This request for proposals does not obligate the RWA to award a contract. There is no expressed or implied obligation for the RWA to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, send proposals to josette@rwah2o.org. **Proposals must be received by the Authority via email no later than 3:00 p.m., local time, on February 24, 2023, as determined by the email receipt time.** Submit your proposal as one (1) PDF formatted file. The email subject line should be addressed "Proposal for RFP 2023 – Audit Services." The RWA reserves the right to reject any or all proposals submitted.

RWA Profile

The RWA was formed in 1990 as a joint powers authority that serves and represents the interests of 22 water providers and associated agencies in the greater Sacramento area, including parts of Placer, El Dorado, Nevada, Sutter, Yolo and Yuba Counties. The RWA's primary mission is to help its members protect and enhance the reliability, availability, affordability and quality of water resources. Other RWA goals include ensuring a high quality, reliable water supply to over 2 million people in the greater Sacramento region; supporting and implementing the objectives of the Sacramento Area Water Forum to preserve American River environmental values and ensure a reliable water supply for the next generations; saving rate-payer dollars by pooling resources and securing grant funding; providing a forum for regional policy development and collaboration; protecting surface water and groundwater rights to assure reliable future supplies; and advocating on legislative and regulatory matters of interest to the members.

RWA is governed by a board comprised of two representatives from each of the member agencies. The representatives are appointed by the member agencies.

Under an administrative services agreement, the RWA also staffs and manages the SGA. Several agencies are members of both the RWA and the SGA.

RWA has an auditor rotation policy with a term not to exceed five years.

Regional Water Authority Sacramento Groundwater Authority Request for Proposal for Professional Auditing Services

SGA Profile

The SGA is a joint powers authority created in 1998 and is a separate legal entity from RWA. The SGA was formed to collectively manage, protect, and sustain Sacramento region's North Area Groundwater Basin, which includes all of Sacramento County north of the American River. SGA draws its authority from a joint powers agreement between the cities of Citrus Heights, Folsom, and Sacramento and the County of Sacramento to exercise their police power to protect the underlying groundwater basin. In turn, these agencies chose to manage the basin cooperatively by allowing representatives of the fourteen local water purveyors and a representative from agricultural and self-supplied pumpers to serve as the Board of Directors of the SGA.

SGA has developed a progressive groundwater management vision including a regional conjunctive use program designed to not only provide local and regional benefits but also has the potential to provide broader statewide benefits. SGA is the groundwater sustainability agency for its service area in compliance with the Sustainable Groundwater Management Act (SGMA).

Additional SGA goals include implementing a groundwater management plan to guide activities that will ensure a reliable future water supply; supporting and implementing the Water Forum objectives of preserving American River environmental values and providing water supply reliability to support the Sacramento region's economic health; maintaining and protecting the North Area Groundwater Basin's long-term sustainable yield and quality; promoting wet-year banking so that the basin can sustain users during dry periods; and coordinating with central and south county groundwater management efforts.

Principal Contact

The auditing firm's principal contact with the RWA and SGA will be:

Josette Reina-Luken, Finance and Administrative Services Manager
5620 Birdcage Street, Ste. 180,
Citrus Heights, California, 95610
Voice: (916) 967-7692
Email: josette@rwah2o.org

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

RFP Timeline

January 20, 2023	Distribution of RFP
February 24, 2023	RFP filing deadline
February 27- March 10, 2023	Staff review of proposals
March 13 - 17, 2023	Audit firm interviews
March 29, 2023	Staff recommendation of audit firm selection to RWA Board of Director's Executive Committee
April 13, 2023	SGA Board of Directors approval of selection
May 18, 2023	RWA Board of Directors approval of selection

PROPOSAL SUBMITTAL AND EVALUATION

Proper Completion and Submission of RFP

To be considered, each auditing firm submitting a proposal must provide by the due date one PDF copy to RWA's principal contact shown on page 2. The RWA reserves the right to reject any or all proposals submitted. **Proposals will be delivered via email to the RWA's principal contact.** Late submissions will not be considered.

Rights to Submitted Materials

The RWA and SGA reserve the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the RWA and SGA and the firm selected.

Changes to RFP

The RWA will send any changes to this RFP to each firm to whom an RFP has been sent. Such changes become an integral part of the RFP for incorporation into any contract awarded pursuant to the RFP.

Inquiries to RFP

Please first submit any inquiries or clarification concerning the proposal submission via email to RWA's principal contact. Answers to inquiries will be returned via email and also posted at www.rwah2o.org for all other interested parties to review.

Evaluation of Proposals

Proposals submitted will be considered by an evaluation team consisting of the RWA staff and representatives of member agencies.

During the evaluation process, the audit selection committee, RWA management and/or full Board of Directors reserve the right, where it may serve the RWA's or SGA's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

omissions. At the discretion of the audit selection committee, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

Award of Contract

RWA's and SGA's selection of an auditing firm will be completed by May 19, 2023. Following notification of the selected firm, it is expected that a contract will be executed between RWA and the selected auditing firm by June 30, 2023 in accordance with RWA's and SGA's administrative services agreement (see Policy 100.2 "Administrative and Management Services Agreement").

Term of Engagement

The contract term will be from one to a maximum of five years at RWA's discretion. If RWA and the selected auditing firm enter into a multi-year services contract, such contract will be subject to annual review and conditional renewal based on auditor performance at the discretion of RWA and SGA.

Subcontracting

If a proposer intends to subcontract any of the work in its proposal, that fact, the name of the proposed subcontracting firm(s), and the work to be performed by each subcontractor must be clearly identified in the proposal.

Insurance

The selected auditing firm will maintain in full force and effect throughout the term of the auditing services contract the following insurance coverage:

- A. Comprehensive General Liability Insurance coverage of not less than \$1,000,000 Combined Single Limit, with coverage at least as broad as ISO CG00 01.
- B. Automotive Liability Insurance coverage of a limit of not less than \$1,000,000 Combined Single Limit with coverage at least as broad as ISO CA00 01 (hired or non-owned).
- C. Workers' Compensation Insurance coverage at the statutory limits, covering its employees used in performance of this Agreement. The auditor also will require any approved sub-contractors that perform auditing services for RWA and SGA to also provide Workers' Compensation Insurance covering such sub-contractor's employees.
- D. Professional Liability Insurance of a limit of not less than \$1,000,000.
- E. All of the auditing firm's insurance is to be placed with insurers licensed to do business by and in good standing with the California Department of Insurance, with a current A.M. Best's rating of A or better unless otherwise acceptable to RWA. All insurance will be endorsed to name RWA and SGA as additional insureds.

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

F. If requested by RWA and/or SGA, all proposers will promptly submit to RWA and/or SGA evidence of insurance coverage.

SCOPE OF SERVICES

Nature of Services

The RWA and SGA are soliciting the services of qualified firms of certified public accountants to audit RWA's and SGA's respective financial statements for the fiscal year ending June 30, 2023, with the option, at RWA's and SGA's discretion, to renew the contract to audit RWA's and SGA's financial statements for each of the four subsequent fiscal years. The audit(s) are to be performed in accordance with the provisions contained in this request for proposals.

The RWA and SGA desire the auditor to express an opinion on the fair presentation of their basic financial statements in conformity with accounting principles generally accepted in the United States of America.

Anticipated Audit Timeline

Early October 2023	Auditor year end fieldwork begins
November 2023	Draft financial statements and management letter
December 7, 2023	Present audit report and management letter comments to SGA Board of Directors
December 13, 2023	Present audit report and management letter comments to RWA Board of Directors' Executive Committee
January 11, 2024	Present audit report and management letter comments to full RWA Board of Directors

Reports to be Issued

Following the completion of the audit of the fiscal year's financial statements, the auditor shall issue, one week prior to the above-Board meeting(s) one PDF file for each of the RWA and SGA audits, including:

1. An independent audit report on the financial statements conducted in accordance with generally accepted auditing standards in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.
2. An independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of the financial statements performed in accordance with Government Auditing Standards.
3. A management letter communicating any items for improvement noted during the audit, if deemed necessary.

In the required report(s) on internal control over financial reporting and on compliance and other matters, the auditor shall communicate any deficiency, material weakness or significant deficiencies found during the audit. A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. Non-reportable conditions discovered by the auditors shall be reported in a separate letter to management, which shall be referred to in the report(s) on compliance and internal controls. The report(s) on internal control over financial reporting and on compliance and other matters shall include all material instances of noncompliance required to be reported under Government Auditing Standards. All nonmaterial instances of noncompliance shall be reported in a separate management letter, which shall be referred to in the report(s) on internal control over financial reporting and on compliance and other matters.

Presentations of Audit Reports

The selected auditor shall also present the results of the audits at three separate meetings as follows:

December 7, 2023	The SGA Regular Board Meeting
December 13, 2023	The RWA Board of Directors' Executive Committee Meeting
January 11, 2024	The RWA Regular Board Meeting

Irregularities and Illegal Acts

Auditors shall be required to make an immediate, written report to the RWA or SGA Board of Directors of all irregularities and illegal acts or indications of illegal acts of which they become aware.

Reporting to the Executive Committee of the Board of Directors

Auditors shall assure themselves that the RWA's Executive Committee and the RWA and SGA Board of Directors are informed of each of the following:

1. The auditor's responsibility under generally accepted auditing standards;
2. Significant accounting policies;
3. Management judgments and accounting estimates;
4. Significant audit adjustments corrected and uncorrected;
5. Other information in documents containing audited financial statements;
6. Disagreements with management;
7. Management consultation with other accountants;
8. Major issues discussed with management prior to retention;
9. Difficulties encountered in performing the audit; and
10. Significant Risks Identified by the Auditor.

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

OPERATIONS AND FINANCIAL INFORMATION

RWA Operations

The RWA has an operating budget of approximately \$2,760,000 funding the core administration of RWA's mission and objectives and the common operating costs for RWA and SGA. RWA staffs and manages the SGA through an administrative services agreement and shares in common operating costs. For the fiscal year ending June 30, 2023, \$860,000 in common operating costs are expected to be reimbursed by SGA.

In addition, RWA offers its members a host of additional program services, which costs can vary significantly year to year, depending upon grant awards and outside programs. Members will pay additional fees for these additional services and the nature of these services varies from year to year. For fiscal year ending 2023, the program operating budget is projected at approximately \$4,270,000.

The RWA employs nine full-time regular employees to manage both RWA and SGA. Based upon workload utilization, RWA has 5.7 FTEs and SGA has 3.3 FTE's staff allocations.

More detailed information on the RWA's governance and its finances can be found in the reports below at www.rwah2o.org:

1. RWA's 2022-2023 Approved Budget;
2. The RWA Independent Auditor's Report and Financial Statements for the year ended June 30, 2022; and
3. Other general information.

RWA Fund Structure

For financial reporting purposes, RWA is considered a special-purpose local government agency engaged in business-only type activities and maintains one proprietary fund. Its accounting records are maintained on a cash basis and are adjusted at year end to an accrual basis of accounting. RWA adopts an annual budget in accordance with legal requirements.

RWA's State and Local Awards

During the fiscal year ending on June 30, 2023, the RWA anticipates participating in state grants from the Department of Water Resources, private grant funding agencies and/or member funded agency programs. All of which are reported within the RWA Annual Financial Report. No separate or single-fund audits are required with the exception of the Sacramento Groundwater Authority.

RWA Budgetary Basis of Accounting

The RWA prepares its budgets reflecting expected fees and expenses. It does not budget for depreciation and fixed asset acquisitions are reflected as operating expenses. Additionally, fund balances are not budgeted. However, cash balances and designations are projected. The annual budget preparation begins in January with participation from staff and the Board of Directors' Executive Committee and concludes with Board adoption in May for a July 1st fiscal year start date.

Regional Water Authority Sacramento Groundwater Authority Request for Proposal for Professional Auditing Services

SGA Operations

The SGA's operating budget for fiscal year 2023 is projected at approximately \$1,150,00 which includes a budgeted amount of \$860,000 of common operating costs allocated to SGA by RWA according to an administrative and management services agreement.

SGA's plans during 2023 include implementing the Groundwater Sustainability Plan, monitoring groundwater levels and water quality, grant application assistance, maintaining and improving the groundwater data management system, pursuing regional contamination issues and groundwater modeling work to comply with SGMA.

More detailed information on SGA's governance and its finances can be found in the reports below at www.sgah2o.org:

1. SGA's 2022-2023 Approved Budget;
2. The SGA Independent Auditor's Report and Financial Statements for the years ended June 30, 2022 and 2021; and
3. Other General Information.

SGA Fund Structure

For financial reporting purposes, SGA uses a governmental fund type. The SGA's governmental fund type is a Special Revenue Fund and is used to account for proceeds of specific revenue sources that are legally restricted for specified purposes. SGA's accounting records are maintained on a cash basis and are adjusted at year end to a modified accrual basis of accounting and government-wide accrual basis of accounting.

SGA Budgetary Basis of Accounting

The SGA prepares its budgets reflecting expected fees and expenses. It does not budget for depreciation and fixed asset acquisitions are reflected as operating expenses. Additionally, SGA does not budget for fund balance, however cash balances and designations are projected. The annual budget preparation begins in February with participation from staff and a Budget Committee and concludes with Board adoption in June for a July 1st fiscal year start date.

Pension Plans and Other Post-Employment Benefits

The RWA and SGA participate in the California Public Employee Retirement System (CalPERS), which is a defined benefit pension plan. Actuarial services for these plans are provided by CalPERS. Additionally, RWA offers its employees a Deferred Compensation Plan administered by CalPERS. RWA does not contribute to the Deferred Compensation Plan on behalf of its employees. SGA had contractual obligations to CalPERS beginning in FY17 and therefore adopted GASB 68 in FY2017.

Regional Water Authority Sacramento Groundwater Authority Request for Proposal for Professional Auditing Services

RWA hires an actuary to determine the cost of other post-employment benefits (OPEB). RWA places OPEB funds into a trust account with California Employers' Retiree Benefits Trust (CERBT) managed by CalPERS. The annual required explicit contribution is paid each year in order to keep funding current. The implicit contribution may be funded as well, depending upon approved budget and available resources. The retiree health benefit payments are reimbursed from the CERBT.

RWA Assets

RWA currently owns several pieces of computer equipment and office furniture. RWA has a fixed asset policy that requires capitalization of assets with a minimum value of \$2500. RWA also leases their office building space and one copier and reports it under GASB 87 beginning in FY2022.

Finance & Administrative Services Organization

RWA's and SGA's administrative services are directed and overseen by Executive Director James Peifer. The individuals listed below will be available during the audit to assist the selected auditing firm by providing information, documentation and explanations, including confirmation preparation.

Function	Individual
Finance & Administrative Services Oversight/Reporting, Audit Oversight	Executive Director
Accounts Payable, Accounts Receivable, Account Reconciliation, Cash/Investment Management, General Ledger, Payroll and Human Resources, preparation of the State Controller's Report, drafting of the Management Discussion and Analysis and financial statement and footnotes, and key audit liaison and coordinator	Finance & Administrative Services Manager
Information Technology, assistance with questions on grant reporting	Manager Technical Services
Accounting and budgeting assistance, assisting with the management discussion and analysis, supporting schedules, balance sheet, income statements, and cash flow statements for the annual audit.	Outside Consultant

Availability of Prior Audit Reports and Working Papers

Interested firms who wish to review prior years' audit reports and management letters should contact the RWA's principal contact. The RWA will use its best efforts to make prior RWA and SGA audit reports and supporting working papers available to firms to aid their response to this request for proposals. RWA and SGA Policies, Board meeting agendas and minutes, and additional information is available at rwah2o.org and sgah2o.org.

**Regional Water Authority
Sacramento Groundwater Authority
Request for Proposal for Professional Auditing Services**

PROPOSAL REQUIREMENTS

Proposal Requirements

In order to facilitate the comparison of proposals from competing firms and to assist the evaluation team with the review process, proposing firms are requested to organize their proposals in accordance with the following instructions.

Title Page

State the RFP subject, name of the audit firm, local address, telephone number of the proposer's chief contact person, and the date of the proposal.

Table of Contents

The table of contents of the proposal should include a clear and complete identification of the materials submitted by section and page number.

Profile of Proposing Firm

Include staffing size of your firm and your firm's client base (i.e. local, regional, statewide, etc.) and the location of the office from which the work will be done and the staffing allocation for that office. Include a statement as to the firm's capability to conduct audits of governmental entities, including an affirmation that the proposing firm and its agents are properly licensed for practice as Certified Public Accountants. It is expected that the firm's staff will meet the Continuing Education Requirements of auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Independence

The firm should provide an affirmative statement that it is independent of the RWA and SGA as defined by generally accepted auditing standards ("GAAS") and Government Auditing Standards (GAS). The firm should disclose whether it has any audit relationships with RWA and/or SGA member agencies. For a list of member agencies, refer to the following website links: <http://rwah2o.org/board-members/> (RWA) and <http://sgah2o.org/board-members/> (SGA).

Partner, Supervisory and Staff Qualifications and Experience

Identify staff, including engagement partners, managers, supervisors and specialists, who would be assigned to the engagement. Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three years and membership in professional organizations relevant to the performance of this audit. Include an affirmative statement that the firm and all assigned key professional staff are properly registered/licensed to practice in California.

Regional Water Authority Sacramento Groundwater Authority Request for Proposal for Professional Auditing Services

Work Plan and Schedule

Outline a work plan to accomplish the proposed scope of work to demonstrate how the time requirements for the audit will be met. The work plan should include time estimates for each significant segment of the work to be performed and a description of the expected assistance from RWA. The work plan should also identify and describe any anticipated potential audit problems and the firm's approach to resolving these problems. In addition, the work plan should indicate if the proposer is willing to enter into a single year or a multi-year engagement of no more than five consecutive years.

Similar Engagements

List a maximum of five similar recent engagements performed. Indicate the scope of work, date, engagement partner(s), total hours, and the name and telephone number of the principal client contact.

Peer Review Results

Please provide a copy of the audit firms most recent peer review report. You may include any additional information that addresses any peer review findings.

Cost Proposal

The cost to provide the auditing services should be included in the proposal with detail of the hours and rates to be charged:

- 1) Total hours and a not-to-exceed price for the engagement, including out-of-pocket expenses. If the proposer seeks a multi-year contract, the not-to-exceed price should be included for each of the years 2023 through 2028.
- 2) Rates by partner, supervisor, and staff with hours anticipated for each.
- 3) Out-of-pocket expenses.
- 4) Rates for additional professional services, should the need arise.

Progress payments will be made on the basis of hours of work completed during the course of the work and out-of-pocket expenses incurred in accordance with the firm's dollar cost under terms to be agreed to in a contract to be executed between the selected auditor and RWA.

SELECTION CRITERIA

RWA staff will review proposals and recommend selection of a single firm to the RWA and SGA Boards of Directors based on the following criteria, which will be assigned point values up to the total amounts indicated: knowledge/experience (30 points), ability to meet RWA/SGA needs (20 points), and project cost (50 points). There is a maximum possible score of 100 points.

REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES MANUAL

Policy Type	:	Fiscal Management
Policy Title	:	Auditor Rotation Policy
Policy number	:	500.4
Date Adopted	:	March 8, 2007
Date Amended	:	November 8, 2012
		May 12, 2016 (reviewed by staff)
		May 12, 2022 (reviewed by staff)

PERIODIC ROTATION OF FINANCIAL AUDITORS POLICY

This policy establishes discretionary guidelines for the Board of Directors of the Regional Water Authority (RWA) in its selection and retention of financial auditors. It is essential for the financial integrity of RWA that only highly qualified and independent auditors are engaged on its behalf. RWA recognizes that the long-term engagement of the same auditor or auditing firm may impair the quality of the auditing process due to the potential erosion of auditor independence and potential auditor staleness. On the other hand, RWA recognizes that multi-year audit contracts may enhance the efficiency and quality of the audit process because an auditor that is familiar with RWA's finances may possess valuable institutional knowledge and may be able to provide audit services more efficiently and cost-effectively. In accordance with these considerations, the RWA Board establishes the following policy:

- I. RWA may enter into multi-year contracts with a term not to exceed five years or renew one-year contracts for not more than five successive terms with the same auditor or auditing firm subject to the following limitations:
 - a. Auditor independence must be maintained throughout the engagement, both in fact and in appearance;
 - b. Audit quality should be considered on an annual basis; and
 - c. Auditor experience should be evaluated.

If RWA has used the same auditor or auditing firm for the preceding consecutive five years, the Executive Director will commence a competitive process for procuring a new auditor services contract. The selection process will be conducted in accordance with the competitive process described in RWA's Consultant/Professional Services Selection Policy, with the exception that the RWA Executive Committee will approve the selection and contract for the auditor regardless of the amount of the contracted services. Any auditor that has provided auditing services to RWA for the immediately preceding five consecutive years will not be eligible to compete in the competitive selection process to procure a new auditor services contract for a minimum of one year after that auditor's engagement ends.

AGENDA ITEM 10: DIRECTORS' COMMENTS