



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

P.O. Box 8624, Woodland, CA 95776

Phone: (530) 666-2733 Fax: (530) 666-4257

Website: www.yolowra.org Email: info@yolowra.org

WRA Executive Committee Meeting
Monday, July 18, 2016, 12:00 to 1:00 pm
Woodland City Hall
City Manager's Conference Room (2nd floor), 300 First St., Woodland

AGENDA

1. **Call to Order**
2. **Approve Agenda and Adding Items to the Posted Agenda**- In order to add an item to the agenda, it must fit into one of the following categories: a) A majority determination that an emergency (as defined by the Brown Act) exists; or b) A 4/5ths determination that the need to take action that arose subsequent to the agenda being posted.
3. **Public Comment** - The public may address the Committee relating to matters within the WRA's jurisdiction.
4. **Administrative Items:**
 - a) Approve June 13, 2016 EC minutes, pages 3 – 5
 - b) Review financials FY2015-16: June 2016 (not final fiscal year end), pages 6 – 10
 - c) Review WRA's authorized bank account representatives (replacement for Bill, possibly Cecilia in Nov.?)
 - d) Reminder: Nominating Committee 2017 officer recommendations for November 14 WRA Board meeting
 - e) Approve expenses to pay*
5. **Update on water legislation & regulatory issues** – discussion item (Tim O'Halloran)
6. **SGMA Planning & Implementation Update** (Tim O'Halloran, Elisa Sabatini)
 - a) GSA Governance discussions and SGMA related activities
7. **Technical Committee & Westside IRWMP Update** – discussion item (Elisa Sabatini, TC Chair)
 - Prop.1 Storm Water Planning Grant award (YCFC fiscal agent), other grant updates
 - FY16-17 project funding allocations agreements (Donna)
 - Other updates
8. **WRA Board Meeting:**
 - a) September 19, 2016 –Discuss agenda items
 - SGMA Activities: Facilitated Public Outreach Update & GSA Governance -Tim O. and Dave Ceppos (?)
 - Presentation??
 - b) *Board meeting topics, recently discussed:*
 - Desalinization projects – Kurt will investigate potential speaker(s)
 - Effects of Fire on the Watershed – Kurt inquiry to Rich M. re: previous fire studies
 - Mercury 1995 Study Update to be released in late 2016?, Dr. Slotton/UCD – Elisa contact
 - November 2016 – Nominating Committee & Board officer elections for November or January meeting

b) *On-going Board Meeting Topic List (alphabetical):*

- Agricultural conversion trend to permanent crops and land use impacts/economics
- Annual Water Resources Conditions - Tim O'Halloran
- Central Valley Flood Protection Plan - MWH/DWR (Janet Atkinson 916-803-4779)
- Davis-Woodland Surface Water Supply Project Update, WDCWA
- Delta Counties Coalition update
- Delta updates, allow time to discuss at each meeting
- Drought Conditions Update
- Flood Update – pending TC discussions and recommendations on what/who to present
- Woodland Flood Projects: LCCFS, Rail Relocation - Tim Busch, City of Woodland
- Member agency concerns, such as West Sac and flood protection
- Mercury issues and TMDL's (subcommittee report)
- North Bay Aqueduct Project - progress updates
- RD 2035 Joint Intake project update
- Speakers representing positions/interests seen as potential threats to our region
- Update from lead partners on WRA funded projects (at end of FY)
- Update on priority issues for the RWA, John Woodling
- Update on underground well conditions
- Water quality
- Water rate studies - sharing results of
- Water Re-use
- Westside IRWMP process updates - ongoing
- WRA Board Strategic Planning Session: dues increase?
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process)

9. Other Updates & Future Executive Committee Agenda Items

10. Next Executive Committee Meeting Date: August ____, 2016; Woodland City Hall

11. Adjourn

I declare under penalty of perjury that the foregoing agenda for the July 18, 2016 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by July 15, 2016 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.



Donna L. Gentile
 Board Secretary & Administrative Coordinator

* Payments:

TO BE PAID and EFT PAID Expenses:	Mileage & Expense Reimbursements Donna: June - \$18.58
Payroll: (w/\$1.75 direct deposit fee), PR ending 7/16, 7/30 - \$1,462.90	Bank of America MasterCard –June \$1,309.97 - Paid EFT on 7/15
Payroll Taxes – June. <u>State</u> - \$183.12 <u>Federal</u> : - \$ 1,169.50 EFT Paid 7/12	AT&T Invoice: June: \$71.53
IRA Contribution: June - \$245.28 - EFT Paid 7/12	<u>Project Invoice FY15-16: Wacky Wilderness Days, Cache Creek Conservancy-</u> \$5,865.49
Kaiser Health Plan: August - \$1,102.92 – Pay EFT on 7/20	<u>Project Invoice FY15-16: YC Subsidence Monitoring, Frame Surveying -</u> \$22, 500.27
YCFCWCD Postage, Copies, Tech/Internet fees : June: \$271.63	
City of Woodland, WCSC Room Rental fees: July – Dec. 2016 - \$800.00	

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
June 13, 2016, 12:00-1:00 pm**

DRAFT

Present: Bill Marble, Cecilia Aguiar-Curry, Elisa Sabatini, Kurt Balasek, Tim O'Halloran, Kristin Sicke and Donna Gentile

- 1. Call to Order:** Meeting was called to order by Bill Marble at 12:00 pm.
- 2. Approve Agenda and Adding Items to the Posted Agenda:** Approved as presented.
- 3. Public Comment:** No public in attendance.
- 4. Administrative Items:**
 - a) May 10, 2016 EC minutes were approved.
 - b) Review Financials FY2015-16: The EC reviewed the May 2016 financials.
 - c) Review FY2015-16 projected fiscal year end budget summary: Donna discussed the projected fiscal year end summary that will be presented at the June 20 WRA Board meeting under Consent Items. The Subsidence Monitoring and City of Davis/Woodland projects will not be sending final invoices until after July, therefore final year end net assets will be adjusted accordingly as these expenses are received. An updated fiscal year end will be reported to the Board at the September Board meeting.
 - d) Review proposed FY2016-17 budget, TC project fund allocations report/budget: The EC reviewed the proposed FY16-17 budget for adoption at the June 20 Board meeting. Several corrections were noted to be made to the budget. Donna realized that the \$5,500 audit expense was accidentally included in the FY16-17 proposed budget and will be deleted. Administrative expenditures should be approximately \$96,000. The budget adoption process will also include approval of the TC's recommendations for Project Fund Budget allocations as noted on pages 15 and 16 of the EC agenda.
 - e) Payments to approve: All payments were approved
- 5. Update on Water Legislation & Regulatory Issues**

Tim reported that Senator Wolk's SB 1317 made it through the Committee and Senate, but it likely won't make it through the Assembly process. Tim also discussed Assemblyman Dodd's AB 1755 that intends to standardize information from various statewide water databases. DWR is actively involved in the database management and updating process. DWR is also resolving issues with the CASGEM database uploading process. Tim would like to invite Dan McManus, DWR, to a future WRA Board meeting to discuss groundwater-related topics.

Kristin gave an update on the Governor's May Executive Order that outlines permanent urban and ag conservation guidelines and monthly reporting to the State. Current law requires ag districts serving 25,000 acres or more to file an Agricultural Water Management Plan, but the threshold has been lowered to irrigation districts serving 10,000 acres or more. The State is trying to streamline and coordinate Agricultural Water Management Plan requirements with SGMA and Irrigated Lands Regulatory Program (ILRP) reporting requirements and regulations. Denise Sagara, Yolo County Farm Bureau, and Bruce Houdesheldt, Northern California Water Association, are both very involved in local coalitions that are monitoring the SGMA and ILRP interfacing process.

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
June 13, 2016, 12:00-1:00 pm**

DRAFT

6. SGMA Planning & Implementation

- a) Facilitated Public Outreach & GSA Governance discussions: Tim reported on the Steering Committee's first meeting to discuss GSA governance development. All 33 GSA-eligible entities in Yolo County were invited to this meeting and about 20 agencies attended. Tim, Kristin, and Dave Ceppos discussed and created a milestone timeline for GSA development working backwards from the June 30, 2017 deadline. The next step is to determine which of the eligible entities want to be part of the GSA structure.
- b) Other SGMA related activities: DWR will hold a meeting on July 15 from 3-6 pm in West Sacramento to present Draft Approved Basin Boundary Modifications. DWR should be contacting the WRA in advance of this date to let us know whether our draft request is approved.

Bill asked whether the WRA Board needs to make any decisions or approvals related to SGMA at the June meeting. The Board only needs to be aware of SGMA activities and endorse the SGMA process and timeline continuing as coordinated by the Steering Committee. Tim will be giving a SGMA report to the Board on June 20.

- 7. Technical Committee (TC) & Westside IRWMP Update:** Elisa informed that Prop. 1 Storm Water Planning Grant awards and whether the WRA was a successful applicant should be release by the end of June. Tim reported on the June 2 TC meeting (Elisa was absent due to car trouble that sidelined her from attending the meeting). The main focus of the meeting was discussion of the FY16-17 Project Fund Budget requests. After a concerted and collaborative approach, the TC decided 8 of the 12 project requests would be recommended for allocation to the WRA Board on June 20.

8. WRA Board Meeting

- a) June 20, 2016- Finalize agenda items: The EC agreed to activate the Nominating Committee to discuss 2017 officers and appointments. Tim and Donna will coordinate reaching out to the previous Committee members to serve on the 2016 Nominating Committee. The Committee will make their recommendations to the Board at the November 14, 2016 Board meeting. The EC finalized the June 20 agenda.
 - Consent: Resolution in recognition of Chair Marble
 - Consent: Propose and adopt 2017 board meeting schedule
 - Consent: FY2015-16 projected fiscal year end summary and WRA Accomplishments
 - Consent: FY2016-17 budget adoption (with TC project fund recommendations)
 - Appointment of Vice-chair to Chair and report that EC will activate Nominating Committee
 - SGMA Activities: Facilitated Public Outreach Update & GSA Governance -Tim O.
- b) Future Board Meeting Topics – On-going list (alphabetical):
Board meeting topics recently discussed:
 - Desalination projects – Kurt identified a speaker for a 2016 presentation
 - Effects of Fire on the Watershed – Kurt confirmed Rich Marovich for a 2016 presentation
 - Mercury 1995 Study Update expected to be released in late 2016, Dr. Slotton/UCD – Elisa contact
 - November 2016 Board Officer Elections and Appointments – Nominating Committee recommendations
- c) On-going meeting topics:
 - Annual Water Resources Conditions – Tim O'Halloran

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
June 13, 2016, 12:00-1:00 pm**

DRAFT

- Central Valley Flood Protection Plan – MWH/DWR (Janet Atkinson 916-803-4779)
- Davis-Woodland Surface Water Supply Project Update, WDCWA
- Delta Counties Coalition update
- Delta related planning updates, allow time to discuss at each meeting (Yolo County, NCWA)
- Drought Conditions Update
- Flood Update – pending TC discussions and recommendations on what/who to present
- Lower Cache Creek Feasibility Study Update (Tim Busch/City of Woodland)
- Member agency concerns, such as West Sac and flood protection
- Mercury issues and TMDL's
- North Bay Aqueduct Project (SCWA) – progress updates
- RD 2035 Joint Intake project update
- RWA, John Woodling, Update on priority issues for the new year
- Speakers representing positions/interests seen as potential threats to our region
- Underground well conditions update
- Water quality
- Water rate studies – sharing results
- Water re-use projects
- Westside IRWMP process updates - ongoing
- WRA Board Strategic Planning Session: coordinate with a potential dues increase?
- WRA funded projects, lead project partner update at end of FY (as appropriate)
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process)

9. Other Updates & Future Executive Committee Agenda Items – Nothing discussed

10. Next Executive Committee Meeting Date: July 18, 2016, 12-1 pm, Woodland City Hall.

11. Adjourned at 1:00 pm

Respectfully submitted,

Donna L. Gentile
Board Secretary & Administrative Coordinator

Water Resources Association of Yolo County
Balance Sheet
As of June 30, 2016

	<u>Jun 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	133,703.97
First Northern - Savings	12,475.76
First Northern - Checking	<u>1,841.00</u>
Total Checking/Savings	148,020.73
Accounts Receivable	
Accounts Receivable	<u>113.72</u>
Total Accounts Receivable	<u>113.72</u>
Total Current Assets	<u>148,134.45</u>
TOTAL ASSETS	<u>148,134.45</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>28,727.80</u>
Total Accounts Payable	28,727.80
Other Current Liabilities	
SIMPLE IRA Liabilities	245.28
Payroll Liabilities	<u>1,352.62</u>
Total Other Current Liabilities	<u>1,597.90</u>
Total Current Liabilities	<u>30,325.70</u>
Total Liabilities	30,325.70
Equity	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	125,581.92
Net Income	<u>-24,462.47</u>
Total Equity	<u>117,808.75</u>
TOTAL LIABILITIES & EQUITY	<u>148,134.45</u>

Water Resources Association of Yolo County
Budget vs. Actual
 July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Member Dues - Administrative	73,887.00	73,887.00	100.0%
Member Dues - Associate	473.00	473.00	100.0%
Interest Income	645.12	600.00	107.52%
Calendar - Revenue (Donations)	3,425.00	3,200.00	107.03%
In-Kind Income (non-cash)	5,000.04	5,000.00	100.0%
YCFC Admin Support	559.84	1,900.00	29.47%
Total Income	<u>83,990.00</u>	<u>85,060.00</u>	<u>98.74%</u>
Gross Profit	83,990.00	85,060.00	98.74%
Expense			
Salaries - Gross	53,147.90	53,150.00	100.0%
Payroll Taxes & Expenses	4,222.56	4,300.00	98.2%
Employer Paid Benefits	14,539.92	14,800.00	98.24%
Workers Comp Insurance	661.00	800.00	82.63%
General Liability Insurance	780.00	800.00	97.5%
Accounting Services	0.00	400.00	0.0%
Audit	5,500.00	5,500.00	100.0%
Bank Charges, License Fees	130.00	200.00	65.0%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	2,199.27	3,200.00	68.73%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	927.55	1,500.00	61.84%
Internet Service	1,622.56	1,700.00	95.45%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	2,461.15	2,500.00	98.45%
Mileage	421.45	700.00	60.21%
Miscellaneous Expense	0.00	500.00	0.0%
Office Rent (non-cash)	5,000.04	5,000.00	100.0%
Office Supplies/Expenses	1,150.85	1,500.00	76.72%
Postage	557.33	900.00	61.93%
Telephone Utilities	875.54	900.00	97.28%
Contingency	0.00	600.00	0.0%
Total Expense	<u>94,197.12</u>	<u>101,975.00</u>	<u>92.37%</u>
Net Ordinary Income	-10,207.12	-16,915.00	60.34%
Other Income/Expense			
Other Income			
Project Fund			

Water Resources Association of Yolo County
Budget vs. Actual
 July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Budget</u>	<u>% of Budget</u>
Assoc. Mbr Dues - Projects	627.00	627.00	100.0%
Member Dues - Projects	97,943.00	97,943.00	100.0%
Total Project Fund	98,570.00	98,570.00	100.0%
Special Project-GWMonProg \$\$	89,000.00	89,000.00	100.0%
Total Other Income	187,570.00	187,570.00	100.0%
Other Expense			
Project Fund Budget			
CCC-Wacky Wilderness Days	10,535.15	11,000.00	95.77%
Davis-Wldld Water Conser Concept	5,944.50	31,710.00	18.75%
Mercury TMDL Assess-McCord	1,500.00	1,500.00	100.0%
PCC Salmon in Classroom/Bypass	5,000.00	5,000.00	100.0%
PCC-Putah Creek Fall Clean-up	7,998.00	8,000.00	99.98%
PCC-Native Plant Nursery Volunt	7,498.50	7,500.00	99.98%
Westside IRWMP (WRA cost share)	20,000.00	20,000.00	100.0%
Year of Groundwater			
SGMA Implementation	0.00	31,500.00	0.0%
YC Subsidence Monitoring Proj.	40,854.92	46,000.00	88.82%
Total Year of Groundwater	40,854.92	77,500.00	52.72%
Yolo Bypass Integ Project-YBF	5,000.00	5,000.00	100.0%
YCRCD-Nitrogen&Irrigation BMPs	8,494.28	10,000.00	84.94%
Unallocated/Reserve Project \$	0.00	360.00	0.0%
Total Project Fund Budget	112,825.35	177,570.00	63.54%
Special Project-GWMonProg \$ Exp (YCFWCD)	89,000.00	89,000.00	100.0%
Total Other Expense	201,825.35	266,570.00	75.71%
Net Other Income	-14,255.35	-79,000.00	18.05%
Net Income	<u>-24,462.47</u>	<u>-95,915.00</u>	<u>25.5%</u>

Water Resources Association of Yolo County
Profit & Loss
June 2016

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Interest Income	0.52
In-Kind Income (non-cash)	416.67
YCFC Admin Support	113.72
Total Income	<u>530.91</u>
Gross Profit	530.91
Expense	
Salaries - Gross	4,088.30
Payroll Taxes & Expenses	316.25
Employer Paid Benefits	1,225.56
Bank Charges, License Fees	15.00
Copies, Printing & Binding	189.25
Internet Service	180.00
Meeting Expenses	4.30
Mileage	52.11
Office Rent (non-cash)	416.67
Postage	64.03
Telephone Utilities	71.53
Total Expense	<u>6,623.00</u>
Net Ordinary Income	-6,092.09
Other Income/Expense	
Other Expense	
Project Fund Budget	58,182.38
Total Other Expense	<u>58,182.38</u>
Net Other Income	<u>-58,182.38</u>
Net Income	<u><u>-64,274.47</u></u>

Water Resources Association of Yolo County
Transaction List by Date
June 2016

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	06/01/2016	aje-259			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Transfer	06/01/2016				First Northern - Savings	First Northern - Checking	-1,000.00
Bill	06/01/2016	2527	Frame Surveying & Mapping		Accounts Payable	YC Subsidence Monitoring Proj.	-18,354.65
Bill	06/01/2016	2016.0601	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-161.65
Bill	06/02/2016		Putah Creek Council		Accounts Payable	PCC-Native Plant Nursery Volunt	-1,807.00
Bill	06/02/2016		Putah Creek Council		Accounts Payable	PCC Salmon in Classroom/Bypass	-5,000.00
Liability Check	06/03/2016	EFT	QuickBooks Payroll Service	Created by Payroll Service on 06/02/2016	First Northern - Checking	-SPLIT-	-1,464.64
Bill	06/03/2016		Donna Gentile		Accounts Payable	Mileage	-37.53
Paycheck	06/06/2016	DD1057	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	06/07/2016	2016.0607-Inv.#3	Yolo County Resource Conservation Distric		Accounts Payable	YCRCD-Nitrogen&Irrigation BMPs	-4,654.97
Transfer	06/09/2016			Funds Transfer	LAIF	First Northern - Savings	-60,000.00
Check	06/09/2016			Service Charge	First Northern - Savings	Bank Charges, License Fees	-15.00
Liability Check	06/10/2016	E-pay	Employment Development Department	499-0728-0 QB Tracking # 351599667	First Northern - Checking	-SPLIT-	-183.11
Liability Check	06/10/2016	E-pay	United States Treasury	68-0306647 QB Tracking # 351599937	First Northern - Checking	-SPLIT-	-1,169.50
Liability Check	06/10/2016	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-245.28
Transfer	06/10/2016			Funds Transfer	First Northern - Savings	First Northern - Checking	-45,500.00
Bill Pmt -Check	06/13/2016	2402	AT&T		First Northern - Checking	Accounts Payable	-70.56
Bill Pmt -Check	06/13/2016	2403	Cache Creek Conservancy_v		First Northern - Checking	Accounts Payable	-4,669.66
Bill Pmt -Check	06/13/2016	2404	City of Davis_v		First Northern - Checking	Accounts Payable	-5,944.50
Bill Pmt -Check	06/13/2016	2405	City of Woodland_v		First Northern - Checking	Accounts Payable	-1,200.00
Bill Pmt -Check	06/13/2016	2406	Donna Gentile		First Northern - Checking	Accounts Payable	-37.53
Bill Pmt -Check	06/13/2016	2407	Frame Surveying & Mapping		First Northern - Checking	Accounts Payable	-18,354.65
Bill Pmt -Check	06/13/2016	2408	Iris Software		First Northern - Checking	Accounts Payable	-360.00
Bill Pmt -Check	06/13/2016	2409	Putah Creek Council		First Northern - Checking	Accounts Payable	-6,807.00
Bill Pmt -Check	06/13/2016	2410	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-417.83
Bill Pmt -Check	06/13/2016	2411	Yolo County Resource Conservation Distric		First Northern - Checking	Accounts Payable	-4,654.97
Bill Pmt -Check	06/15/2016	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-69.28
Liability Check	06/17/2016	EFT	QuickBooks Payroll Service	Created by Payroll Service on 06/16/2016	First Northern - Checking	-SPLIT-	-1,464.65
Transfer	06/17/2016			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,500.00
Check	06/17/2016	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,102.92
Paycheck	06/20/2016	DD1058	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	06/25/2016	8246332	AT&T		Accounts Payable	Telephone Utilities	-71.53
Transfer	06/29/2016			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,200.00
Bill	06/30/2016	2016.0630	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-271.63
Bill	06/30/2016		Donna Gentile		Accounts Payable	Mileage	-14.58
Bill	06/30/2016	2533	Frame Surveying & Mapping		Accounts Payable	YC Subsidence Monitoring Proj.	-22,500.27
Deposit	06/30/2016			Interest	First Northern - Savings	Interest Income	0.52
Invoice	06/30/2016	2016-2	Yolo County Flood Control & WCD		Accounts Receivable	-SPLIT-	113.72
Bill	06/30/2016	577	Cache Creek Conservancy_v		Accounts Payable	CCC-Wacky Wilderness Days	-5,865.49
Bill	06/30/2016		Donna Gentile		Accounts Payable	Meeting Expenses	-4.30