



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 **Thursday, January 12, 2017, 12 – 1 pm** Yolo County Flood Control & Water Conservation District 34274 State Highway 16, 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 December 19, 2016 EC minutes, pages 3 – 5
 - b) Review financials FY2016-17: December 2016 (unchanged from what was included in the 1/9/17 Board agenda), pages 6 – 10
 - c) Approve payment of invoices*
- 5. Update on water legislation & regulatory issues –** discussion item (Tim O'Halloran)
- 6. SGMA Planning & Implementation Update –** discussion item (Tim O'Halloran, Elisa Sabatini)
 - a) Discuss date and agenda for a potential special Board meeting in February for SGMA discussions
- 7. Technical Committee (TC) & Westside IRWMP Update –** discussion item (Elisa Sabatini, TC Chair)
- 8. WRA Board Meeting:**
 - a) March 20, 2017 –Discuss potential agenda items
 - SGMA Update Implementation Activities (Tim O.)
 - Presentation: 2016 Yolo Subsidence Network Monitoring, Jim Frame (Donna contact)
 - 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
 - Desalinization projects – Kurt will investigate potential speaker(s)

Executive Committee Agenda
 January 12, 2017
 Page Two

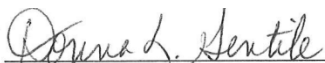
- Drought Conditions Update
- Effects of Fire on the Watershed – Kurt inquiry to Rich M. re: previous fire studies
- Flood Update – pending TC discussions and recommendations on what/who to present
- Woodland Flood Projects: LCCFS, Rail Relocation - Tim Busch, City of Woodland
- Member agency concerns, such as West Sac and flood protection
- Mercury issues and TMDL’s (subcommittee report)
- Mercury 1995 Study Update, Dr. Slotton/UCD
- 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: February ____, 2017; YCFC&WCD Board Room

11. Adjourn

I declare under penalty of perjury that the foregoing agenda for the January 12, 2017 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by January 9, 2017 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:	
Payroll: (w/\$1.75 direct deposit fee), PR ending 1/14, 1/2/17 - \$1,466.00	AT&T Invoice: Dec: \$76.51
Payroll Taxes – DEC. <u>State</u> - \$183.11 <u>Federal</u> : - \$ 1,169.50 EFT Paid 1/11	Bank of America MasterCard – Dec. \$42.52 - To Be Paid EFT on 1/18
IRA Contribution: DEC. - \$245.28 - EFT Paid 1/11	
Kaiser Health Plan: February - \$1,102.92 – Pay EFT on 1/21	
YCFCWCD Postage, Copies, Tech/Internet fees : Dec.: \$ 121.17	Projects <u>FY16-17</u> : Cache Creek Conserv. Huff’s Corner Project - \$3,276.03
Donna Gentile – Mileage reimbursement, Dec 2016 - \$18.36	

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
December 19, 2016, 12:00 – 1:00 pm**

DRAFT

Present: Beverly Sandeen, Kurt Balasek, Tim O’Halloran, Kristin Sicke, Elisa Sabatini and Donna Gentile

Absent: Roger Cornwell

1. **Call to Order:** Meeting was called to order by Chair Sandeen 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) Welcome to new Executive Committee (EC) members – Donna reviewed general office operations and communications with the Executive Committee. She will be updating the office operation binder and an informational EC operations binder. (Post meeting note: Donna can provide this binder in digital pdf format to the EC when it has been updated.)
 - b) November 7, 2016 EC minutes were approved.
 - c) Review financials FY2016-17: November 2016: Donna reviewed the current financial statements and accounts receivables pending.
 - d) Reviewed draft 2017 WRA Newsletter: The EC reviewed the first draft of the newsletter. Donna has additional information and projects to write. It was suggested to update the water conservation graph with 2016 water production numbers. The EC provided suggestions for the Projects and Programs section. She will send out a second draft for review before the end of this week. The final newsletter will be included with the January Board agenda.
 - e) Approve payments of invoices: All invoices were approved for payment. The EC requested that the payments to the City of Winters and Frame Surveying be held until all deliverables and supporting documentation is received.
5. **Update on Water Legislation & Regulatory Issues** – Tim reported that the legislators are returning from recess and things are just gearing up for 2017. He commented on the SWRCB’s Phase 1 and 2 programs and updating of the water quality plan. Max and Tim just presented at the Irrigated Lands Program. Later in the meeting Tim mentioned the passing of the 2016 Water Resources Development Act (WRDA) bill that benefits local municipalities.
6. **Sustainable Groundwater Management Act (SGMA) Planning & Implementation** - Tim gave an update on the SGMA Ad Hoc Committee’s discussions on the Groundwater Sustainability Agency (GSA) Joint Powers Agreement (JPA) fees and voting structure that will be vetted to the larger Working Group. Two meetings in January and one February are planned for the larger group of eligible entities to review a JPA format that they can take to their respective boards and councils by the end of February. A two-year timeframe is being proposed and the JPA budget will be re-visited at that time. Tim asked the EC for their input on how they envision the WRA and the GSA blending into the new groundwater organization in regards to fees and structure. Tim discussed his perspective on how the technical work will be accomplished to prepare the Groundwater Sustainability Plan (GSP) that will include input from DWR on our documentation to demonstrate Yolo’s sustainability.
7. **Technical Committee (TC) & Westside IRWMP Update:** Elisa reported that the TC did not meet in December. The EC discussed agenda items for the draft January TC meeting including that the Westside IRWMP is considering increasing the MOU partners contributions in part to continue

**MINUTES of Executive Committee (EC) Meeting
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DRAFT

funding their Small Grants Project Fund. A second special TC meeting is scheduled for January 19th to tour the Woodland Davis Clean Water Agency Regional Water Treatment Facility at 9 am. After further discussion, it was decided to also cancel the January 5th TC meeting.

8. WRA Board Meeting:

a) *January 9, 2017 - Discuss agenda items:* The EC reviewed and finalized the January agenda. Elisa removed Dr. Slotton's mercury study item from the agenda. Donna will invite and confirm Esther Conrad from Stanford University to attend the meeting. Request that Esther give a presentation on the assessing subsidence perspectives survey she conducted with Yolo County stakeholders. (Post meeting note: Jim Frame was unexpectedly called out of state for a funeral and is unable to present at the January meeting. John Donlevy will give an update on the City of Winters Chromium 6 compliance process.)

The EC also discussed the possibility of holding a special February meeting for the Board to discuss the proposed GSA formation agreement. Tim can recommend this special meeting on January 9th depending on the extent of the Board's discussion about the WRA to GSA transition. The JPA agreement will not be ready for review until at least late January or February.

January 9th agenda items:

- 2017 Annual WRA Newsletter, under consent items
- SGMA Update Implementation Activities: (Tim O.)
- *Presentation:* 2016 Yolo Subsidence Network Monitoring, Jim Frame (Donna will confirm, Jim is experiencing a serious computer crash impacting his ability to finalize the report)
- *Presentation:* Esther Conrad, Stanford University, Subsidence Survey report (Donna will invite/confirm)

b) *Board Meeting Topics – On-going list (alphabetical):*

- 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 related planning updates, allow time to discuss at each meeting (Yolo County, NCWA)
- Desalination projects – Kurt identified a speaker for a presentation
- Drought Conditions Update
- Effects of Fire on the Watershed – Kurt confirmed Rich Marovich for a 2016 presentation
- 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

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
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- 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 additional discussed

10. Next Executive Committee Meeting Date: January 12, 2017, 12-1 pm, Yolo County Flood Control & Water Conservation Board Room

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 December 31, 2016

	Dec 31, 16
ASSETS	
Current Assets	
Checking/Savings	
LAIF	168,113.36
First Northern - Savings	3,611.89
First Northern - Checking	1,906.05
Total Checking/Savings	173,631.30
Accounts Receivable	
Accounts Receivable	40,049.94
Total Accounts Receivable	40,049.94
Total Current Assets	213,681.24
TOTAL ASSETS	213,681.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,534.59
Total Accounts Payable	3,534.59
Other Current Liabilities	
Direct Deposit Liabilities (Direct Deposit Liabilities)	-1,466.00
SIMPLE IRA Liabilities	245.28
Payroll Liabilities	1,352.61
Total Other Current Liabilities	131.89
Total Current Liabilities	3,666.48
Total Liabilities	3,666.48
Equity	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	97,830.31
Net Income	95,495.15
Total Equity	210,014.76
TOTAL LIABILITIES & EQUITY	213,681.24

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

	<u>Jul - Dec 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	516.00	91.67%
Interest Income	421.61	650.00	64.86%
Calendar - Revenue (Donations)	2,800.00	3,200.00	87.5%
In-Kind Income (non-cash)	2,500.02	5,000.00	50.0%
YCFC Admin Support	571.19	1,900.00	30.06%
Total Income	<u>80,652.82</u>	<u>85,153.00</u>	<u>94.72%</u>
Gross Profit	80,652.82	85,153.00	94.72%
Expense			
Salaries - Gross	26,573.95	53,150.00	50.0%
Payroll Taxes & Expenses	2,057.41	4,300.00	47.85%
Employer Paid Benefits	7,414.68	15,000.00	49.43%
Workers Comp Insurance	0.00	800.00	0.0%
General Liability Insurance	769.00	800.00	96.13%
Accounting Services	0.00	400.00	0.0%
Bank Charges, License Fees	55.00	200.00	27.5%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	1,943.09	3,200.00	60.72%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	339.00	1,500.00	22.6%
Internet Service	842.56	1,700.00	49.56%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	2,234.88	2,600.00	85.96%
Mileage	81.54	650.00	12.55%
Miscellaneous Expense	0.00	500.00	0.0%
Office Rent (non-cash)	2,500.02	5,000.00	50.0%
Office Supplies/Expenses	158.59	1,500.00	10.57%
Postage	131.65	850.00	15.49%
Telephone Utilities	474.75	900.00	52.75%
Contingency	0.00	600.00	0.0%
Total Expense	<u>45,576.12</u>	<u>96,675.00</u>	<u>47.14%</u>
Net Ordinary Income	35,076.70	-11,522.00	-304.43%
Other Income/Expense			
Other Income			
Project Fund			
Assoc. Mbr Dues - Projects	627.00	684.00	91.67%
Member Dues - Projects	<u>97,943.00</u>	<u>97,943.00</u>	<u>100.0%</u>

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

	<u>Jul - Dec 16</u>	<u>Budget</u>	<u>% of Budget</u>
Total Project Fund	98,570.00	98,627.00	99.94%
SpecProject-GWMonProg \$ Income	89,000.00	89,000.00	100.0%
SGMA Implementation Income (Addt'l contributions)	35,000.00	35,000.00	100.0%
Subsidence Monitoring Income (Addt'l income)	37,378.92	37,378.92	100.0%
Total Other Income	<u>259,948.92</u>	<u>260,005.92</u>	<u>99.98%</u>
Other Expense			
Project Fund Budget			
City of Winters Cr6 Compliance	16,127.00	16,127.00	100.0%
Winters Storm Water Mgmt Plan	0.00	15,000.00	0.0%
CCC-Invasive Weed Mgt Huffs Crn	3,276.03	15,500.00	21.14%
PCC Salmon in Classroom/Bypass	0.00	5,000.00	0.0%
Pilot Prg Lrg Landscp Ir Audits (Davis, Woodland, West Sac)	0.00	12,000.00	0.0%
Westside IRWMP (WRA cost share)	20,000.00	20,000.00	100.0%
Yolo Bypass Integ Project-YBF	1,800.00	5,000.00	36.0%
YCRCD- CC Invas Weed Map&Prior	9,999.20	10,000.00	99.99%
YoloSubsidence Netwk Monitoring	33,104.17	37,378.92	88.56%
Total Project Fund Budget	<u>84,306.40</u>	<u>136,005.92</u>	<u>61.99%</u>
SpecProject-GWMonProg \$ Expense	89,000.00	89,000.00	100.0%
SGMA Implementation Expense	0.00	35,000.00	0.0%
Total Other Expense	<u>173,306.40</u>	<u>260,005.92</u>	<u>66.66%</u>
Net Other Income	<u>86,642.52</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u><u>121,719.22</u></u>	<u><u>-11,522.00</u></u>	<u><u>-1,056.41%</u></u>

Water Resources Association of Yolo County
Profit & Loss
December 2016

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Interest Income	4.58
Calendar - Revenue (Donations)	250.00
In-Kind Income (non-cash)	416.67
Total Income	<u>671.25</u>
Gross Profit	671.25
Expense	
Salaries - Gross	4,088.30
Payroll Taxes & Expenses	318.00
Employer Paid Benefits	1,225.56
Calendar - Water Awareness (Contest & Printing)	1,943.09
Copies, Printing & Binding	126.10
Internet Service	180.00
Meeting Expenses	71.06
Mileage	18.36
Office Rent (non-cash)	416.67
Office Supplies/Expenses	53.61
Postage	48.96
Telephone Utilities	76.51
Total Expense	<u>8,566.22</u>
Net Ordinary Income	-7,894.97
Other Income/Expense	
Other Expense	
Project Fund Budget	19,403.03
Total Other Expense	<u>19,403.03</u>
Net Other Income	<u>-19,403.03</u>
Net Income	<u><u>-27,298.00</u></u>

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

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	12/01/2016	aje-266			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Bill	12/01/2016	2016.1201	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-233.89
Bill	12/01/2016	Nov 2016	Business Card (Mastercard)		Accounts Payable	-SPLIT-	-82.15
Liability Check	12/02/2016	EFT	QuickBooks Payroll Service	Created by Payroll Service on 11/30/2016	First Northern - Checking	-SPLIT-	-1,464.66
Deposit	12/02/2016			Deposit	First Northern - Savings	Calendar - Revenue (Donations)	250.00
Bill	12/02/2016	Cr6 Project	City of Winters_v		Accounts Payable	City of Winters Cr6 Compliance	-16,127.00
Paycheck	12/05/2016	DD1070	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Transfer	12/09/2016			Funds Transfer	First Northern - Savings	First Northern - Checking	-2,000.00
Liability Check	12/12/2016	E-pay	Employment Development Department	499-0728-0 QB Tracking # 398531897	First Northern - Checking	-SPLIT-	-183.12
Liability Check	12/12/2016	E-pay	United States Treasury	68-0306647 QB Tracking # 398532457	First Northern - Checking	-SPLIT-	-1,169.52
Liability Check	12/12/2016	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-245.28
Bill Pmt -Check	12/13/2016	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-82.15
Payment	12/14/2016	53400	Yolo County Flood Control & WCD		Undeposited Funds	Accounts Receivable	12,328.98
Deposit	12/14/2016			Deposit	First Northern - Checking	Undeposited Funds	12,328.98
Liability Check	12/16/2016	EFT	QuickBooks Payroll Service	Created by Payroll Service on 12/15/2016	First Northern - Checking	-SPLIT-	-1,464.64
Bill	12/16/2016	87881	Printer's Ink		Accounts Payable	Calendar - Water Awareness (Contest & Printing)	-1,943.09
Transfer	12/16/2016			Funds Transfer	First Northern - Savings	First Northern - Checking	-14,000.00
Paycheck	12/19/2016	DD1071	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill Pmt -Check	12/19/2016	2440	AT&T		First Northern - Checking	Accounts Payable	-78.45
Bill Pmt -Check	12/19/2016	2441	City of Winters_v		First Northern - Checking	Accounts Payable	-16,127.00
Bill Pmt -Check	12/19/2016	2442	Frame Surveying & Mapping		First Northern - Checking	Accounts Payable	-3,217.28
Bill Pmt -Check	12/19/2016	2443	Iris Software		First Northern - Checking	Accounts Payable	-120.00
Bill Pmt -Check	12/19/2016	2444	Printer's Ink		First Northern - Checking	Accounts Payable	-1,943.09
Bill Pmt -Check	12/19/2016	2445	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-233.89
Check	12/19/2016	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,102.92
Bill	12/20/2016	596	Cache Creek Conservancy_v		Accounts Payable	CCC-Invasive Weed Mgt Huffs Crn	-3,276.03
Bill	12/21/2016		Business Card (Mastercard)		Accounts Payable	Meeting Expenses	-42.52
Bill	12/24/2016	9051694	AT&T		Accounts Payable	Telephone Utilities	-76.51
Liability Check	12/30/2016		QuickBooks Payroll Service	Created by Payroll Service on 12/22/2016	First Northern - Checking	-SPLIT-	-1,467.75
Bill	12/31/2016	2016.1231	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-121.17
Bill	12/31/2016		Donna Gentile		Accounts Payable	Mileage	-18.36
Deposit	12/31/2016			Interest	First Northern - Savings	Interest Income	4.58