



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

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WRA Executive Committee Meeting

Wednesday, July 19, 2017, 12:00 – 1:00 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 June 13, 2017 EC minutes, page
- b) Review financials FY2016-17: June 2017, pages 4 - 8
- c) Approve payment of invoices*

5. **Update on water legislation & regulatory issues** – discussion item (Tim O'Halloran)

6. **Yolo Subbasin Groundwater Agency Update** – discussion item (Tim O'Halloran)

7. **Technical Committee (TC) & Westside IRWMP Update** – discussion item (Elisa Sabatini, TC Chair)

8. WRA Board Meeting:

a) September 18, 2017 – Discuss potential agenda items for 1 hour meeting.

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

- Agricultural conversion trend to permanent crops and land use impacts/economics
- Annual Water Conditions Report - 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 identified potential speaker(s)
- 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)

Executive Committee Agenda
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b) *On-going Board Meeting Topic List (continued)*

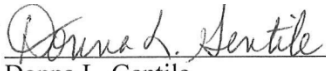
- Mercury Study Update, Dr. Slotton/UCD
- North Bay Aqueduct Project - progress updates
- RD 2035 Joint Intake project update
- Speakers representing positions/interests seen as potential threats to our region
- Update from lead partners on WRA funded projects (at end of FY)
- Update on priority issues 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: August ____, 2017; YCFC&WCD Board Room

11. Adjourn

I declare under penalty of perjury that the foregoing agenda for the July 19, 2017 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by July 14, 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:	Iris Software: Quarterly Web Retainer (April-June 2017) - \$120.00
Payroll: (w/\$1.75 direct deposit fee), PR ending 7/15, 7/29/17 - \$1,467.75	AT&T Invoice: June: \$69.10
Payroll Taxes – JUNE <u>State</u> - \$178.90 <u>Federal</u> : - \$1,167.50 - EFT Paid 7/10	Kaiser Health Plan: August - \$1,027.21 - EFT Due 7/21
IRA Contribution: JUNE - \$245.28 - EFT Paid 7/10	RD 108 Reimburse SGMA/GSA legal fees: \$3,198.00 (addt'l invoice pending)
YCFCWCD Postage, Copies, Tech/Internet fees : June: \$247.78	Project Fund FY16-17: City of Winters Storm Water Grant Plan - \$12,020.00
YCFCWCD Reimburse 2017 water contest expenses - \$365.99	Project Fund FY16-17: Yolo Basin Foundation YBIP - \$1,300.00
Mileage reimbursement Donna Gentile – May/June - \$46.01	Project Fund FY16-17: Cache Creek Conservancy, Huff's Corner - \$6,353.80
Bank of America MasterCard – June \$707.61 - Paid EFT 7/14/17	Project Fund FY16-17: Putah Creek Council, Salmon Education - \$5,000 invoice pending
City of Woodland – WCSC Room Reservation Fee - Sept/Nov 2017 - \$800.00	Project Fund FY16-17: City of Woodland, Lrg Landscape Audit (3 cities) - \$12,000 invoice pending

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
June 13, 2017, 2:00 – 2:30 pm**

DRAFT

Present: Beverly Sandeen, Roger Cornwell, Kurt Balasek, Elisa Sabatini, Tim O’Halloran, Jesse Loren, Donna Gentile

- 1. Call to Order:** Meeting was called to order by Chair Sandeen at 2:30 pm.
- 2. Approve Agenda and Adding Items to the Posted Agenda:** The EC moved Item #6 up on the agenda to Item #4.
- 3. Public Comment:** No public in attendance.
- 4. Closed Executive Session – Personnel – Pursuant to Government Code 54957:**
Chair Sandeen opened the Closed Session and Donna Gentile left the meeting.
- 5. Closed Executive Session Report**
Chair Sandeen reconvened in open session. No action was taken by the Executive Committee in closed session. A committee update will be given to the Board of Directors at a Closed Executive Session Board meeting on June 18, 2017.
- 6. Administrative Items:**
 - a) *May 25, 2017 EC minutes* were approved by consensus via email.
 - b) *Reviewed financials FY2016-17: May 2017*
 - c) *Approve payment of invoices:* No invoices were presented for payment.
- 7. WRA Board Meeting:**
 - a) *June 19, 2017 - Finalize agenda:* Final budget report and revised budget reviewed via email and approved by consensus by the EC.
- 8. Next Executive Committee Meeting Date:** July meeting date to be determined.
- 9. Adjourned** at 3:00 pm.

Respectfully submitted,

Donna L. Gentile
Board Secretary & Administrative Coordinator
(minutes recorded by Chair Sandeen)

Water Resources Association of Yolo County
Balance Sheet
 As of June 30, 2017

	Jun 30, 17
ASSETS	
Current Assets	
Checking/Savings	
LAIF	128,659.21
First Northern - Savings	21,599.77
First Northern - Checking	263.37
Total Checking/Savings	150,522.35
Total Current Assets	150,522.35
TOTAL ASSETS	150,522.35
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	23,720.68
Total Accounts Payable	23,720.68
Other Current Liabilities	
Direct Deposit Liabilities (Direct Deposit Liabilities)	-1,466.01
SIMPLE IRA Liabilities	245.28
Payroll Liabilities	1,346.40
Total Other Current Liabilities	125.67
Total Current Liabilities	23,846.35
Total Liabilities	23,846.35
Equity	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	97,830.31
Net Income	12,156.39
Total Equity	126,676.00
TOTAL LIABILITIES & EQUITY	150,522.35

Water Resources Association of Yolo County
Budget vs. Actual
July 2016 through June 2017

	<u>Jul '16 - Jun 17</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	968.43	650.00	148.99%
Calendar - Revenue (Donations)	2,800.00	3,200.00	87.5%
In-Kind Income (non-cash)	5,000.04	5,000.00	100.0%
YCFC Admin Support	738.16	1,900.00	38.85%
Total Income	<u>83,866.63</u>	<u>85,153.00</u>	<u>98.49%</u>
Gross Profit	83,866.63	85,153.00	98.49%
Expense			
Salaries - Gross	53,147.90	53,150.00	100.0%
Payroll Taxes & Expenses	4,225.06	4,300.00	98.26%
Employer Paid Benefits	14,526.52	15,000.00	96.84%
Workers Comp Insurance	558.00	800.00	69.75%
General Liability Insurance	769.00	800.00	96.13%
Accounting Services	0.00	400.00	0.0%
Bank Charges, License Fees	110.00	200.00	55.0%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	2,789.73	3,200.00	87.18%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	821.85	1,500.00	54.79%
Internet Service	1,742.56	1,700.00	102.5%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	2,505.65	2,600.00	96.37%
Mileage	242.31	650.00	37.28%
Miscellaneous Expense	0.00	500.00	0.0%
Office Rent (non-cash)	5,000.04	5,000.00	100.0%
Office Supplies/Expenses	1,339.89	1,500.00	89.33%
Postage	531.30	850.00	62.51%
Telephone Utilities	924.84	900.00	102.76%
Contingency	0.00	600.00	0.0%
Total Expense	<u>89,234.65</u>	<u>96,675.00</u>	<u>92.3%</u>
Net Ordinary Income	-5,368.02	-11,522.00	
Other Income/Expense			
Other Income			
Project Fund			
Assoc. Mbr Dues - Projects	627.00	684.00	91.67%
Member Dues - Projects	97,943.00	97,943.00	100.0%
Total Project Fund	<u>98,570.00</u>	<u>98,627.00</u>	<u>99.94%</u>
SpecProject-GWMonProg \$ Income	89,000.00	89,000.00	100.0%
SGMA Implementation Income (Add'l contributions from Yolo County & YCFC&WCD)	35,000.00	35,000.00	100.0%
Subsidence Monitoring Income (Add'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	12,020.00	15,000.00	80.13%
CCC-Invasive Weed Mgt Huffs Crn	9,629.83	15,500.00	62.13%
PCC Salmon in Classroom/Bypass	0.00	5,000.00	0.0%

Water Resources Association of Yolo County
Budget vs. Actual
 July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>	<u>% of Budget</u>
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	5,000.00	5,000.00	100.0%
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>105,880.20</u>	<u>136,005.92</u>	<u>77.85%</u>
SpecProject-GWMonProg \$ Expense	89,000.00	89,000.00	100.0%
SGMA Implementation Expense	0.00	35,000.00	0.0%
SGMA Legal Expenses (Paid with carryover \$ from previous FY)	21,320.24	0.00	100.0%
Total Other Expense	<u>216,200.44</u>	<u>260,005.92</u>	<u>83.15%</u>
Net Other Income	<u>43,748.48</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u>38,380.46</u>	<u>-11,522.00</u>	

Water Resources Association of Yolo County
Profit & Loss
 June 2017

	TOTAL
Ordinary Income/Expense	
Income	
Interest Income	0.30
In-Kind Income (non-cash)	416.67
Total Income	416.97
Gross Profit	416.97
Expense	
Salaries - Gross	4,088.30
Payroll Taxes & Expenses	318.00
Employer Paid Benefits	1,149.85
Bank Charges, License Fees	15.00
Calendar - Water Awareness (Contest & Printing)	365.99
Copies, Printing & Binding	120.65
Internet Service	210.00
Mileage	46.01
Office Rent (non-cash)	416.67
Postage	37.13
Telephone Utilities	69.10
Total Expense	6,836.70
Net Ordinary Income	-6,419.73
Other Income/Expense	
Other Expense	
Project Fund Budget	12,173.80
SGMA Legal Expenses (Paid with carryover \$ from previous FY)	3,328.74
Total Other Expense	15,502.54
Net Other Income	-15,502.54
Net Income	-21,922.27

Water Resources Association of Yolo County
Transaction List by Date
June 2017

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	06/01/2017	aje-272			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Liability Check	06/02/2017	EFT	QuickBooks Payroll Service	Created by Payroll Service on 06/01/2017	First Northern - Checking	-SPLIT-	-1,467.75
Paycheck	06/05/2017	DD1083	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Transfer	06/07/2017			Funds Transfer	First Northern - Savings	First Northern - Checking	-3,800.00
Liability Check	06/12/2017	E-pay	Employment Development Department	499-0728-0 QB Tracking # 356589752	First Northern - Checking	-SPLIT-	-178.89
Liability Check	06/12/2017	E-pay	United States Treasury	68-0306647 QB Tracking # 356590612	First Northern - Checking	-SPLIT-	-1,167.50
Liability Check	06/12/2017	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-245.28
Bill Pmt -Check	06/13/2017	2466	AT&T		First Northern - Checking	Accounts Payable	-75.99
Bill Pmt -Check	06/13/2017	2467	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-140.95
Bill Pmt -Check	06/14/2017	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-573.13
Bill	06/15/2017	SGMA-01	Yolo County Flood Control & WCD_v		Accounts Payable	SGMA Legal Expenses (Paid with carryover \$ from p	-130.74
Bill	06/15/2017	2017 water contest	Yolo County Flood Control & WCD_v		Accounts Payable	Calendar - Water Awareness (Contest & Printing)	-365.99
Liability Check	06/16/2017		QuickBooks Payroll Service	Created by Payroll Service on 06/15/2017	First Northern - Checking	-SPLIT-	-1,467.76
Transfer	06/16/2017			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,000.00
Paycheck	06/19/2017	DD1084	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Check	06/21/2017	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,027.21
Bill	06/25/2017	9870724	AT&T		Accounts Payable	Telephone Utilities	-69.10
Bill Pmt -Check	06/26/2017	2468	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-130.74
Transfer	06/28/2017			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,000.00
Transfer	06/29/2017			Funds Transfer	LAIF	First Northern - Savings	-20,000.00
Check	06/29/2017			Service Charge	First Northern - Savings	Bank Charges, License Fees	-15.00
Liability Check	06/30/2017	EFT	QuickBooks Payroll Service	Created by Payroll Service on 06/29/2017	First Northern - Checking	-SPLIT-	-1,467.76
Bill	06/30/2017		Reclamation District 108_v		Accounts Payable	-SPLIT-	-3,198.00
Bill	06/30/2017		Donna Gentile		Accounts Payable	Mileage	-46.01
Bill	06/30/2017	2017-0630	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-247.78
Bill	06/30/2017	FY16-17 Invoice 4	Yolo Basin Foundation_v		Accounts Payable	Yolo Bypass Integ Project-YBF	-1,300.00
Deposit	06/30/2017			Interest	First Northern - Savings	Interest Income	0.30
Bill	06/30/2017	616	Cache Creek Conservancy_v		Accounts Payable	CCC-Invasive Weed Mgt Huffs Crn	-6,353.80
Bill	06/30/2017	9253	Iris Software		Accounts Payable	Internet Service	-120.00
Bill	06/30/2017	71417	City of Winters_v		Accounts Payable	Winters Storm Water Mgmt Plan	-4,520.00