



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

P.O. Box 8624, Woodland, CA 95776
Phone: (530) 666-2733 Email: info@yolowra.org
Website: www.yolowra.org

WRA Executive Committee
Tuesday, December 11, 2018, 12:00 – 12:30 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 October 23, 2018 EC minutes, page 3 - 4
 - b) Review financials: FY2018-19: October to November 2018, pages 5 - 9
 - c) Approve payment of invoices for WRA & YSGA expenses*
5. **Update on water legislation & regulatory issues** – discussion item (Tim O'Halloran)
6. **Technical Committee (TC) & Westside IRWMP Update** – discussion item (Elisa Sabatini, TC Chair) –TC meetings: recent meeting held December 6, 2018, next meeting February 7, 2019
7. **WRA Board Meeting:**
 - a) January 14, 2018 –Review suggested agenda items:
 - Legislation & Regulatory Update (NCWA)
 - Update from City of Woodland on Lower Cache Creek Feasibility Study (LCCFS) (~15 min)
 - Update from City of Davis on AquaHawk water conservation software launch (~15 min)
 - 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
 - Desalination projects – Kurt identified potential speaker(s)
 - Drought Conditions Update
 - Effects of Fire on the Watershed – Kurt inquiry to Rich M. re: previous fire studies

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

- Flood Update - pending TC discussions and recommendations on what/who to present
- Flood Projects - Woodland: 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 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
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process)

8. Other Updates & Future Executive Committee Agenda Items

9. Next Executive Committee Meeting Date: February ____, 2019; YCFC&WCD Board Room

10. Adjourn

I declare under penalty of perjury that the foregoing agenda for the December 11, 2018 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by December 7, 2018 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: WRA BILLS	
Payroll: (w/\$1.75 direct deposit fee), PR ending 12/1, 12/15, 12/29 - \$1,663.00	Kaiser Health Plan: Jan 2019 - \$1,094.56 To be paid EFT 12/20
Payroll Taxes – Nov. - <u>State</u> - \$227.14; <u>Federal</u> : - \$1,266.04 –Paid EFT 12/10	YCFCWCD Postage, Copies, Tech/Internet fees: Oct. \$122.76; Nov. \$147.04
IRA Contribution (Employer & Employee): Nov. - \$478.46 –Paid EFT 12/10	Credit Card: Nov. \$126.53 – To be paid EFT 12/13
YSGA BILLS: YCFCWCD Postage, Copies, Tech/Internet fees: Oct.: \$31.16; Nov. \$5.03	

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
October 23, 2018, 12:00 pm – 12:30 pm (DRAFT)**

Present: Beverly Sandeen, Roger Cornwell, Tim O’Halloran, Kurt Balasek, Lynnel Pollock, Kristin Sicke,
Donna Gentile

Absent: Elisa Sabatini

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:** Agenda approved as presented.
3. **Public Comment:** No public in attendance.
4. **Administrative Items:**
 - a) August 2, 2018 EC minutes were approved by consensus.
 - b) Reviewed financials: Fiscal Year July 1 – October 19, 2018: Donna provided financials for the current fiscal year through October 19th, which does not include the ~\$20,000+ bills that are being paid today.
 - c) Executed WRA-YCFC&WCD Administrative Agreement for FY2018-19: This agreement is ready for signature since the WRA Board adopted the FY2018-19 budget in September.
 - d) 2019 Board meeting dates discussed: January 14, March 18, June 17, September 16, November 18, 2019 will be the meeting dates proposed under Consent Items on the November 19th Board agenda.
 - e) Approved payment of invoices for WRA & YSGA expenses: All payments were approved.
5. **Update on water legislation & regulatory issues:** Tim O’Halloran mentioned the biggest regulatory issue right now is the State Water Resources Control Board upcoming vote to update flow requirements for the Lower San Joaquin River/Southern Delta plan update. They received extensive written comments and heard hours of testimony from a wide range of perspectives. The Board is scheduled to reconvene discussions on November 7, but Roger thinks that date will be extended. Proposition 3 is on the November ballot as has been well publicized.
6. **WRA Technical Committee (TC) & Westside IRWMP Update:** Tim gave an update on the Westside-Sacramento Coordinating Committee meeting as reported to him by Max Stevenson. They discussed the mechanism to identify potential projects for a Proposition 1 grant application from the four county area partners. The project selection process for Yolo county will be vetted by the WRA TC and will be an agenda item at their next meeting scheduled for December 6th. The TC also received an update on the Brownfields Coalition Assessment from Stephen McCord on October 4th which is in the final phase of the 3 year project.
7. **WRA Board Meeting:**
 - a) November 19, 2018 - Discuss agenda items: The EC discussed the final agenda for November 19th. Potential agenda topics included: City of Davis’ AquaHawk customer water use portal launch, update on the Delta Plan, and an update from Rich Marovich on the Putah Creek Restoration work (January 14 meeting). Kurt will contact Rich regarding a presentation. Several of RD 108’s projects were discussed as potential presentations. Donna mentioned that Tim Busch just gave an update on the Lower Cache Creek Feasibility Study to the Woodland City Council. The Study is moving forward after a long hiatus.

Following are the final November 19th Board Agenda items:

 - Legislation & Regulatory Update (NCWA) – David Guy
 - Update from the City of Woodland on the Lower Cache Creek Feasibility Study – pending availability of Tim Busch. Donna will contact him to request a presentation.
 - b) On-going Board Meeting Topic List (alphabetical):
 - Agricultural conversion trend to permanent crops and land use impacts/economics

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
October 23, 2018, 12:00 pm – 12:30 pm (DRAFT)**

- Bi-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)
- 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 (end of fiscal year)
- 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
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process)

8. Other Updates & Future Executive Committee Agenda Items: Nothing additional discussed.

9. Next Executive Committee Meeting Date: December 11, 2018, 12:00 – 12:30 pm; YCFC&WCD Board Room.

10. Adjourned at 12:30 pm.

Respectfully submitted,

Donna L. Gentile
WRA Administrative Coordinator & Board Secretary

Water Resources Association of Yolo County
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	33,904.76
First Northern - Savings	16,263.70
First Northern - Checking	846.81
Total Checking/Savings	<u>51,015.27</u>
Total Current Assets	<u>51,015.27</u>
TOTAL ASSETS	<u>51,015.27</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	432.52
Total Accounts Payable	<u>432.52</u>
Other Current Liabilities	
Accrued Vacation	8,092.00
SIMPLE IRA Liabilities	478.46
Payroll Liabilities	1,493.18
Total Other Current Liabilities	<u>10,063.64</u>
Total Current Liabilities	<u>10,496.16</u>
Total Liabilities	10,496.16
Equity	
Revenue in Excess of Expenses (Retained Earnings)	38,396.96
Net Income	2,122.15
Total Equity	<u>40,519.11</u>
TOTAL LIABILITIES & EQUITY	<u>51,015.27</u>

Water Resources Association of Yolo County Budget vs. Actual July through November 2018

	<u>Jul - Nov 18</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
YSGA Income for WRA operations	56,015.16	120,000.00	46.68%
Member Dues - Associate	700.00	600.00	116.67%
Interest Income	345.05	600.00	57.51%
Calendar - Revenue (Donations)	2,300.00	3,200.00	71.88%
YCFC Admin Support	0.00	1,700.00	0.0%
SWRP Grant \$\$ (pass thru funds from YCFCWCD)	200.00	0.00	100.0%
Total Income	<u>59,560.21</u>	<u>126,100.00</u>	<u>47.23%</u>
Gross Profit	59,560.21	126,100.00	47.23%
Expense			
Salaries - Gross	26,315.41	62,200.00	42.31%
Payroll Taxes & Expenses	2,030.63	5,000.00	40.61%
Employer Paid Benefits	6,262.27	16,000.00	39.14%
Workers Comp Insurance	0.00	800.00	0.0%
General Liability Insurance	570.00	800.00	71.25%
Accounting Services	0.00	400.00	0.0%
Bank Charges, License Fees	0.00	200.00	0.0%
Dues,Subscriptions,Print Media	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	0.00	3,200.00	0.0%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	252.75	1,800.00	14.04%
Internet Service	851.88	1,700.00	50.11%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	923.35	2,700.00	34.2%
Mileage	0.00	475.00	0.0%
Miscellaneous Expense	0.00	500.00	0.0%
Office Supplies/Expenses	151.07	1,500.00	10.07%
Postage	80.70	600.00	13.45%
Contingency	0.00	600.00	0.0%
Total Expense	<u>37,438.06</u>	<u>101,500.00</u>	<u>36.89%</u>
Net Ordinary Income	22,122.15	24,600.00	89.93%
Other Income/Expense			
Other Expense			
Project Fund Budget			
Westside IRWMP (WRA cost share)	20,000.00	20,000.00	100.0%
Total Project Fund Budget	<u>20,000.00</u>	<u>20,000.00</u>	<u>100.0%</u>
Total Other Expense	<u>20,000.00</u>	<u>20,000.00</u>	<u>100.0%</u>
Net Other Income	<u>-20,000.00</u>	<u>-20,000.00</u>	<u>100.0%</u>
Net Income	<u><u>2,122.15</u></u>	<u><u>4,600.00</u></u>	

Water Resources Association of Yolo County Profit & Loss

July through November 2018

	<u>General Fund</u>	<u>YSGA</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
YSGA Income for WRA operations	56,015.16	0.00	56,015.16
Member Dues - Associate	700.00	0.00	700.00
Interest Income	345.05	0.00	345.05
Calendar - Revenue (Donations)	2,300.00	0.00	2,300.00
SWRP Grant \$\$ (pass thru funds from YCFWCWD)	200.00	0.00	200.00
Total Income	<u>59,560.21</u>	<u>0.00</u>	<u>59,560.21</u>
Gross Profit	59,560.21	0.00	59,560.21
Expense			
Salaries - Gross	26,315.41	0.00	26,315.41
Payroll Taxes & Expenses	2,030.63	0.00	2,030.63
Employer Paid Benefits	6,262.27	0.00	6,262.27
General Liability Insurance	570.00	0.00	570.00
Copies, Printing & Binding	132.20	120.55	252.75
Internet Service	851.88	0.00	851.88
Meeting Expenses	538.35	385.00	923.35
Office Supplies/Expenses	151.07	0.00	151.07
Postage	52.57	28.13	80.70
Total Expense	<u>36,904.38</u>	<u>533.68</u>	<u>37,438.06</u>
Net Ordinary Income	22,655.83	-533.68	22,122.15
Other Income/Expense			
Other Expense			
Project Fund Budget			
Westside IRWMP (WRA cost share)	20,000.00	0.00	20,000.00
Total Project Fund Budget	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>
Total Other Expense	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>
Net Other Income	<u>-20,000.00</u>	<u>0.00</u>	<u>-20,000.00</u>
Net Income	<u>2,655.83</u>	<u>-533.68</u>	<u>2,122.15</u>

Water Resources Association of Yolo County Profit & Loss

July through November 2018

	Jul - Sep 18	Oct - Nov 18	TOTAL
Ordinary Income/Expense			
Income			
YSGA Income for WRA operations	56,015.16	0.00	56,015.16
Member Dues - Associate	700.00	0.00	700.00
Interest Income	161.83	183.22	345.05
Calendar - Revenue (Donations)	0.00	2,300.00	2,300.00
SWRP Grant \$\$ (pass thru funds from YCFCWCD)	200.00	0.00	200.00
Total Income	57,076.99	2,483.22	59,560.21
Gross Profit	57,076.99	2,483.22	59,560.21
Expense			
Salaries - Gross	16,746.17	9,569.24	26,315.41
Payroll Taxes & Expenses	1,291.58	739.05	2,030.63
Employer Paid Benefits	3,786.07	2,476.20	6,262.27
General Liability Insurance	570.00	0.00	570.00
Copies, Printing & Binding	176.60	76.15	252.75
Internet Service	551.88	300.00	851.88
Meeting Expenses	853.26	70.09	923.35
Office Supplies/Expenses	77.11	73.96	151.07
Postage	48.38	32.32	80.70
Total Expense	24,101.05	13,337.01	37,438.06
Net Ordinary Income	32,975.94	-10,853.79	22,122.15
Other Income/Expense			
Other Expense			
Project Fund Budget			
Westside IRWMP (WRA cost share)	0.00	20,000.00	20,000.00
Total Project Fund Budget	0.00	20,000.00	20,000.00
Total Other Expense	0.00	20,000.00	20,000.00
Net Other Income	0.00	-20,000.00	-20,000.00
Net Income	32,975.94	-30,853.79	2,122.15

**Water Resources Association of Yolo County
Transaction List by Date
October through November 2018**

Type	Date	Num	Name	Memo	Account	Split	Amount
Bill	10/01/2018	IRWMP 2018-19	Solano County Water Agency_v		Accounts Payable	Westside IRWMP (WRA cost share)	-20,000.00
Transfer	10/05/2018			Funds Transfer	First Northern - Savings	First Northern - Checking	-3,500.00
Liability Check	10/08/2018	E-pay	Employment Development Department	499-0728-0 QB Tracking # 663511818	First Northern - Checking	-SPLIT-	-227.14
Liability Check	10/08/2018	E-pay	United States Treasury	68-0306647 QB Tracking # 663591818	First Northern - Checking	-SPLIT-	-1,266.04
Liability Check	10/08/2018	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-478.46
Bill Pmt -Check	10/10/2018	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-37.78
Paycheck	10/11/2018	DD1119	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Liability Check	10/11/2018	EFT	QuickBooks Payroll Service	Created by Payroll Service on 10/08/2018	First Northern - Checking	-SPLIT-	-1,663.00
Deposit	10/15/2018			Interest	LAIF	Interest Income	183.22
Transfer	10/18/2018			Funds Transfer	First Northern - Savings	First Northern - Checking	-24,000.00
Check	10/22/2018	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,094.56
Liability Check	10/23/2018		QuickBooks Payroll Service	Created by Payroll Service on 10/22/2018	First Northern - Checking	-SPLIT-	-1,663.02
Bill Pmt -Check	10/23/2018	2517	Solano County Water Agency_v		First Northern - Checking	Accounts Payable	-20,000.00
Bill Pmt -Check	10/23/2018	2518	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-385.18
Paycheck	10/24/2018	DD1120	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	10/31/2018	9288	Iris Software		Accounts Payable	Internet Service	-120.00
Bill	10/31/2018	2018-1031 WRA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-122.76
Bill	10/31/2018	2018-1031 YSGA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-31.16
Transfer	11/05/2018			Funds Transfer	First Northern - Savings	First Northern - Checking	-2,600.00
Liability Check	11/06/2018		QuickBooks Payroll Service	Created by Payroll Service on 11/05/2018	First Northern - Checking	-SPLIT-	-1,663.02
Paycheck	11/07/2018	DD1121	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Liability Check	11/09/2018	E-pay	Employment Development Department	499-0728-0 QB Tracking # -1565840478	First Northern - Checking	-SPLIT-	-227.15
Liability Check	11/09/2018	E-pay	United States Treasury	68-0306647 QB Tracking # -1565755478	First Northern - Checking	-SPLIT-	-1,266.06
Liability Check	11/09/2018	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-478.46
Transfer	11/15/2018			Funds Transfer	First Northern - Savings	First Northern - Checking	-2,000.00
Transfer	11/19/2018			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,000.00
Bill Pmt -Check	11/19/2018	2519	Iris Software		First Northern - Checking	Accounts Payable	-120.00
Liability Check	11/20/2018	EFT	QuickBooks Payroll Service	Created by Payroll Service on 11/19/2018	First Northern - Checking	-SPLIT-	-1,663.02
Deposit	11/20/2018			Deposit	First Northern - Savings	-SPLIT-	2,300.00
Check	11/20/2018	EFT	Kaiser Permanente	December 2018	First Northern - Checking	-SPLIT-	-1,094.56
Paycheck	11/21/2018	DD1122	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	11/21/2018		Business Card (Mastercard)		Accounts Payable	-SPLIT-	-126.53
Bill	11/30/2018	2018-1130 WRA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-147.04
Bill	11/30/2018	2018-1130 YSGA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-5.03