



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

P.O. Box 8624, Woodland, CA 95776

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

WRA Executive Committee Meeting

Tuesday, September 7, 2010, 12:30 – 1:30 pm

Woodland Community & Senior Center, 2001 East St., Meeting Room 2

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) Review August 2010 financials (attached)
 - b) Approve draft August 10, 2010 EC minutes (attached)
 - c) Payments to approve, 2010-11 contract to sign *
- 5. Update on Water Legislation & Other Related Issues** (Tim O'Halloran) – Discussion item
- 6. Technical Committee Update** (Jacques De Bra) – Discussion item.
- 7. Prop. 84 Funding Opportunity** (Jacques De Bra) – Discussion item.
 - a) Westside Regional Water Management Group MOU (attached)
 - b) Draft Resolution for September 20th (attached)
- 8. WRA Board Meeting: September 20, 2010, 3-5 pm, Woodland Community Center**
 - a) Finalize agenda items (draft attached)
 - b) Consider timely topics for future board meetings:
 - Nov. Mtg- Central Valley Flood Management Planning Presentation (Fran Borcalli)
- 9. Other Updates & Future Executive Committee Agenda Items**
- 10. Select Next Executive Committee Meeting Date: October ____, 12:30 pm**
- 11. Adjourn**

I declare under penalty of perjury that the foregoing agenda for the September 7, 2010 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by September 3, 2010 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.

Donna L. Gentile, WRA Secretary and Administrative Coordinator

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WRA Executive Committee Agenda
September 7, 2010

* Payments:

Payroll: direct deposit on 9/7 & 9/20 - \$1,510.83	AT&T /Calnet : August - \$65 – pending receipt
Payroll Taxes State & Federal: August, Pay EFT on 9/10- \$215.24 & \$1,041.50	YCFCWCD Invoice (copies, postage, tech support): August - \$97.83
IRA Contribution: July, Pay EFT on 9/10 - \$245.28	West Yost Associates – IRWMP Funding - 10-11 Project Funds - \$4,154.00
Kaiser Health Plan: Pay by EFT on 9/21 - \$662.20	
Mileage reimbursement & expenses : August 2010 - \$35.50	
MasterCard: May - Pay EFT on 9/10 – \$77.36	

* Contracts for WRA Chair's signature:

Yolo Basin Foundation - 2010-11 Agreement for IRWM Yolo Bypass Working Group – 2010-11 WRA Project Funds

Water Resources Association of Yolo County
Balance Sheet
As of August 31, 2010

	<u>Aug 31, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	76,596.46
First Northern - Savings	130,822.21
First Northern - Checking	<u>5,681.79</u>
Total Checking/Savings	<u>213,100.46</u>
Accounts Receivable	
Accounts Receivable	<u>118,783.00</u>
Total Accounts Receivable	<u>118,783.00</u>
Total Current Assets	<u>331,883.46</u>
TOTAL ASSETS	<u><u>331,883.46</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
SIMPLE IRA Liabilities	245.28
Payroll Liabilities	<u>1,252.74</u>
Total Other Current Liabilities	<u>1,498.02</u>
Total Current Liabilities	<u>1,498.02</u>
Total Liabilities	1,498.02
Equity	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	61,958.47
Net Income	<u>251,737.67</u>
Total Equity	<u>330,385.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>331,883.46</u></u>

Water Resources Association of Yolo County
Budget vs. Actual
 July through August 2010

	<u>Jul - Aug 10</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Member Dues - Administrative	74,756.00	74,756.00	100.0%
Member Dues - Associate	22.00	189.00	11.64%
Interest Income	223.71	2,000.00	11.19%
Calendar - Revenue (Donations)	0.00	3,000.00	0.0%
In-Kind Income (non-cash)	833.34	5,000.00	16.67%
YCFC Admin Support	0.00	8,126.00	0.0%
Total Income	<u>75,835.05</u>	<u>93,071.00</u>	<u>81.48%</u>
Expense			
Salaries - Gross	8,176.60	53,150.00	15.38%
Payroll Taxes & Expenses	629.71	4,300.00	14.64%
Employer Paid Benefits	1,569.68	9,750.00	16.1%
Workers Comp Insurance	0.00	600.00	0.0%
General Liability Insurance	0.00	500.00	0.0%
Accounting Services	0.00	300.00	0.0%
Bank Charges, License Fees	15.39	200.00	7.7%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	0.00	3,000.00	0.0%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,000.00	0.0%
Copies, Printing & Binding	38.35	1,500.00	2.56%
Internet Service	374.00	1,900.00	19.68%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	39.58	1,000.00	3.96%
Mileage	30.00	700.00	4.29%
Miscellaneous Expense	355.47	500.00	71.09%
Office Rent (non-cash)	833.34	5,000.00	16.67%
Office Supplies/Expenses	66.32	1,200.00	5.53%
Postage	30.85	900.00	3.43%
Telephone Utilities	65.09	1,000.00	6.51%
Contingency	0.00	600.00	0.0%
Total Expense	<u>12,224.38</u>	<u>88,625.00</u>	<u>13.79%</u>
Net Ordinary Income	63,610.67	4,446.00	
Other Income/Expense			
Other Income			
Project Fund	99,127.00	99,345.00	99.78%
Special Project - GW Monitoring (YFCWCD)	89,000.00	89,000.00	100.0%
Total Other Income	<u>188,127.00</u>	<u>188,345.00</u>	<u>99.88%</u>
Other Expense			
Project Fund-Surface Water M P	0.00	35,000.00	0.0%
Project Fund-IRWMP Funding-P84	0.00	25,000.00	0.0%
Project Fund-Yolo Bypass IP (YBF)	0.00	20,000.00	0.0%
Project Fund-Admin Leg. & Legal	0.00	18,194.00	0.0%
Special Proj Exp-GW Monitoring (YFCWCD)	0.00	89,000.00	0.0%

Water Resources Association of Yolo County
Budget vs. Actual
July through August 2010

	<u>Jul - Aug 10</u>	<u>Budget</u>	<u>% of Budget</u>
Total Other Expense	<u>0.00</u>	<u>187,194.00</u>	<u>0.0%</u>
Net Other Income	<u>188,127.00</u>	<u>1,151.00</u>	
Net Income	<u><u>251,737.67</u></u>	<u><u>5,597.00</u></u>	

Water Resources Association of Yolo County

Profit & Loss

July through August 2010

	<u>Jul 10</u>	<u>Aug 10</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
Member Dues - Administrative	74,756.00	0.00	74,756.00
Member Dues - Associate	22.00	0.00	22.00
Interest Income	223.71	0.00	223.71
In-Kind Income (non-cash)	416.67	416.67	833.34
Total Income	<u>75,418.38</u>	<u>416.67</u>	<u>75,835.05</u>
Expense			
Salaries - Gross	4,088.30	4,088.30	8,176.60
Payroll Taxes & Expenses	314.86	314.85	629.71
Employer Paid Benefits	784.84	784.84	1,569.68
Bank Charges, License Fees	15.39	0.00	15.39
Copies, Printing & Binding	0.00	38.35	38.35
Internet Service	82.00	292.00	374.00
Meeting Expenses	19.58	20.00	39.58
Mileage	0.00	30.00	30.00
Miscellaneous Expense	355.47	0.00	355.47
Office Rent (non-cash)	416.67	416.67	833.34
Office Supplies/Expenses	66.32	0.00	66.32
Postage	0.00	30.85	30.85
Telephone Utilities	0.00	65.09	65.09
Total Expense	<u>6,143.43</u>	<u>6,080.95</u>	<u>12,224.38</u>
Net Ordinary Income	69,274.95	-5,664.28	63,610.67
Other Income/Expense			
Other Income			
Project Fund	99,127.00	0.00	99,127.00
Special Project - GW Monitoring (YCFCWCD)	89,000.00	0.00	89,000.00
Total Other Income	<u>188,127.00</u>	<u>0.00</u>	<u>188,127.00</u>
Net Other Income	<u>188,127.00</u>	<u>0.00</u>	<u>188,127.00</u>
Net Income	<u>257,401.95</u>	<u>-5,664.28</u>	<u>251,737.67</u>

Water Resources Association of Yolo County
Transaction List by Date
July through August 2010

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	07/01/2010	aje-99			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Bill	07/01/2010	20100630b	Yolo County Flood Control & WCD_v	Internet/Tech support July	Accounts Payable	-SPLIT-	-82.00
Invoice	07/01/2010	2010-27	Yolo County Resource Conserv. Dist.		Accounts Receivable	-SPLIT-	55.00
Invoice	07/07/2010	2010-16	Dunnigan Water District	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	2,976.00
Invoice	07/07/2010	2010-17	Reclamation District 108	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	9,009.00
Invoice	07/07/2010	2010-18	City of Davis	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	33,626.00
Invoice	07/07/2010	2010-19	City of Woodland	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	33,626.00
Invoice	07/07/2010	2010-20	University of CA Davis	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	30,280.00
Invoice	07/07/2010	2010-21	County of Yolo	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	36,016.00
Invoice	07/07/2010	2010-22	City of West Sacramento	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	26,456.00
Invoice	07/07/2010	2010-23	Yolo County Flood Control & WCD	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	67,436.00
Invoice	07/07/2010	2010-24	Reclamation District # 2035	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	12,355.00
Invoice	07/07/2010	2010-25	City of Winters	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	9,050.00
Invoice	07/07/2010	2010-26	Colusa County Water District	Dues Invoice 2010-11	Accounts Receivable	-SPLIT-	2,020.00
Transfer	07/08/2010			Funds Transfer	LAIF	First Northern - Savings	-20,000.00
Check	07/08/2010			Service Charge - wire xfer fee	First Northern - Savings	Bank Charges, License Fees	-10.00
Transfer	07/09/2010			Funds Transfer	First Northern - Savings	First Northern - Checking	-5,000.00
Liability Check	07/12/2010	EFT	QuickBooks Payroll Service	Created by Payroll Services on 07/09/2010	First Northern - Checking	-SPLIT-	-1,511.88
Liability Check	07/12/2010	E-pay	Employment Development Department	499-0728-0 QB Tracking # 7789537	First Northern - Checking	-SPLIT-	-322.84
Liability Check	07/12/2010	E-pay	United States Treasury	68-0306647 QB Tracking # 7789707	First Northern - Checking	-SPLIT-	-1,562.26
Liability Check	07/12/2010	EFT	Capital Bank and Trust Co.	Simple IRA contributions	First Northern - Checking	-SPLIT-	-367.92
Paycheck	07/13/2010	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Deposit	07/15/2010			Interest	LAIF	Interest Income	223.71
Check	07/19/2010	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-662.20
Bill Pmt -Check	07/19/2010	EFT	Platinum Plus for Business (Mastercard)		First Northern - Checking	Accounts Payable	-187.81
Transfer	07/19/2010			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,000.00
Payment	07/19/2010	7064	Dunnigan Water District	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	2,976.00
Bill Pmt -Check	07/21/2010	2097	AT&T		First Northern - Checking	Accounts Payable	-65.02
Bill Pmt -Check	07/21/2010	2098	Donna Gentile		First Northern - Checking	Accounts Payable	-52.50
Payment	07/21/2010	23592	Reclamation District 108	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	9,009.00
Bill	07/21/2010	July 2010	Platinum Plus for Business (Mastercard)		Accounts Payable	-SPLIT-	-446.76
Liability Check	07/23/2010	EFT	QuickBooks Payroll Service	Created by Payroll Services on 07/22/2010	First Northern - Checking	-SPLIT-	-1,511.89
Deposit	07/23/2010			Deposit	First Northern - Savings	-SPLIT-	11,985.00
Paycheck	07/26/2010	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
General Journal	08/01/2010	aje-100			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Payment	08/02/2010	209649	City of Woodland	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	33,626.00
Payment	08/02/2010	9326796	County of Yolo	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	25,500.00
Payment	08/02/2010	44447	Yolo County Flood Control & WCD	Admin support	Undeposited Funds	Accounts Receivable	233.45
Payment	08/02/2010	9327082	Yolo County Resource Conserv. Dist.	Paid by County of Yolo	Undeposited Funds	Accounts Receivable	55.00
Deposit	08/02/2010			Deposit	First Northern - Savings	-SPLIT-	59,414.45
Bill	08/02/2010	wrayc-040	Catanio Digital Media		Accounts Payable	Internet Service	-90.00

**Water Resources Association of Yolo County
Transaction List by Date
July through August 2010**

Type	Date	Num	Name	Memo	Account	Split	Amount
Bill	08/02/2010	wrayc-039	Catanio Digital Media		Accounts Payable	Internet Service	-120.00
Bill	08/04/2010	20100804	Yolo County Flood Control & WCD_v	Copies, Postage, Internet/support	Accounts Payable	-SPLIT-	-151.20
Transfer	08/05/2010			Funds Transfer	First Northern - Savings	First Northern - Checking	-5,000.00
Liability Check	08/06/2010	EFT	QuickBooks Payroll Service	Created by Payroll Services on 08/05/2010	First Northern - Checking	-SPLIT-	-1,511.88
Paycheck	08/09/2010	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Transfer	08/09/2010			Funds Transfer	First Northern - Savings	First Northern - Checking	-20,000.00
Liability Check	08/10/2010	E-pay	United States Treasury	68-0306647 QB Tracking # 8253660	First Northern - Checking	-SPLIT-	-1,041.52
Liability Check	08/10/2010	E-pay	Employment Development Department	499-0728-0 QB Tracking # 8253672	First Northern - Checking	-SPLIT-	-215.23
Liability Check	08/10/2010	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	SIMPLE IRA Liabilities	-122.64
Liability Check	08/10/2010	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	SIMPLE IRA Liabilities	-122.64
Check	08/10/2010	2099	Donna Gentile		First Northern - Checking	-SPLIT-	-50.00
Check	08/10/2010	2100	AT&T		First Northern - Checking	Telephone Utilities	-65.09
Bill Pmt -Check	08/10/2010	2101	Catanio Digital Media		First Northern - Checking	Accounts Payable	-210.00
Bill Pmt -Check	08/10/2010	2102	West Yost Associates_v	Project Funds 09-10	First Northern - Checking	Accounts Payable	-4,951.98
Bill Pmt -Check	08/10/2010	2103	Yolo Basin Foundation_v	Project Funds 09-10	First Northern - Checking	Accounts Payable	-12,350.00
Bill Pmt -Check	08/10/2010	2104	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-506.41
Payment	08/10/2010	32078	City of Winters	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	9,050.00
Payment	08/12/2010	44517	Yolo County Flood Control & WCD	Admin support	Undeposited Funds	Accounts Receivable	313.95
Check	08/12/2010	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-662.20
Bill Pmt -Check	08/12/2010	EFT	Platinum Plus for Business (Mastercard)		First Northern - Checking	Accounts Payable	-446.76
Deposit	08/13/2010			Deposit	First Northern - Savings	-SPLIT-	9,363.95
Liability Check	08/20/2010	EFT	QuickBooks Payroll Service	Created by Payroll Services on 08/16/2010	First Northern - Checking	-SPLIT-	-1,511.89
Paycheck	08/23/2010	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Payment	08/27/2010	368985	City of Davis	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	33,626.00
Deposit	08/27/2010			Deposit	First Northern - Savings	-SPLIT-	63,906.00
Payment	08/30/2010	4558071	University of CA Davis	Dues Payment -2010-11	Undeposited Funds	Accounts Receivable	30,280.00
Transfer	08/31/2010			Funds Transfer	First Northern - Savings	First Northern - Checking	-4,000.00

Jul - Aug 10

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
August 10, 2010, 12:30 – 1:30 pm**

DRAFT

Present:

Bill Marble, Kurt Balasek, Sid England, Tim O'Halloran, Jacques DeBra, David Okita, Donna Gentile

1. **Call to Order:** Meeting was called to order by Bill Marble at 12:30 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Agenda approved as presented.
3. **Public Comment:** No public comment.
4. **Administrative Items:**
 - a) *June 1, 2010 EC meeting minutes* were approved.
 - b) *FY End 6/30 and July 2010 Financials* were reviewed and will be included in the September Board agenda packet.
 - c) *Payments and Contracts to approve* - All payments were approved and contracts were signed.
5. **Update on Water Legislation & Other Related Issues** – Tim reported on the following items. The State Water Resources Control Board has released a draft report determining flow criteria to protect the Delta ecosystem. The Board is scheduled to adopt the report in early August. As of this morning, the legislature has officially removed the water bond from the November ballot, to be postponed until the 2012 ballot. David Guy has returned to NCWA as the Executive Director and he is very engaged in the current Delta issues.
6. **Technical Committee Update & Prop. 84 Funding Opportunity** (Jacques De Bra) – David Okita, Solano County Water Agency joined the meeting for the Prop. 84 update, as a member of the Westside Regional Water Management Group (RWMG). Jacques prefaced the discussion with a summary of RWMG's progress to date. The WRA Board approved the original Westside MOU in May 2009. The next step is to draft updated MOU language per DWR's guidelines regarding governance structure and decision-making protocols to manage Prop. 84 grant funds. The Westside RWMG has established a steering committee that meets next week to discuss and begin drafting an updated MOU. The steering committee is comprised of two members from each county. The WRA Board will be presented the draft MOU in September. Each County's board will be reviewing the MOU. Jacques also recapped the highlights of DWR's presentation on Proposition 84 delivered to the WRA Technical Committee last week. Jacques and David answered the EC questions about the funding process. The WRA will be the grant applicant. The steering committee will also make recommendations which agency of the group will be the fiscal agent. The WRA and Solano are cost sharing funds to prepare the grant application (West Yost Associates is under contract with the WRA). The EC will receive a draft MOU for review prior to including in the WRA agenda. Donna will prepare basic information to be posted on the WRA's website regarding the Westside RWMG and Prop. 84 grant process to keep the public and WRA member agencies informed. David Okita also agreed that information would be posted on the Solano County Water Agency. Coordinated information and links should eventually be posted on each of the 5 counties websites.

MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
August 10, 2010, 12:30 – 1:30 pm

DRAFT

- 7. WRA’s Role in IRWMP Priority Actions (organizationally & financially)** (Jacques De Bra) – Jacques informed that the WRA Board will receive an update at the September 20th Board meeting on the status of the Technical Committee’s update of the 2007 IRWMP actions and projects. Member agencies have been cooperating with updated information and Monique from West Yost Associates is updating the information in a series of tables. The next focus will be on coordination for the Westside IRWMP development, as the Westside Regional Water Management Group prepares to apply for a planning grant at the end of September.
- 8. Invitation to Join Woodland Chamber of Commerce** - Non-profit membership fee is \$165 (waiving \$45 one-time administrative fee) – The EC agreed that since the WRA is a “regional” organization it would not be fair to just join the Woodland Chamber. The EC is not interested in joining all the local chambers at this time (Woodland, Winters, Davis, West Sacramento).
- 9. Expanding WRA Membership** – Bill inquired whether the WRA had received a response from RD 999 regarding our invitation letter to join the WRA. No one has received any communication from RD 999. Tim offered to contact them and inquire if their Board has discussed joining the WRA. Jacques informed that Sue Greenwald will be replacing the retiring Ruth Asmundson as the City of Davis WRA board representative. Bill informed that he contacted Mayor Cabaldon to request West Sacramento’s WRA board representative (city council member) become actively engaged in attending WRA meetings. Bill also informed that Yolo County has called a 2x1x1 meeting of the County, City of Woodland and City of Davis (Asst. CAO, city managers, supervisors) to make sure they were all on the same “water” page. The EC inquired why other WRA member agencies and the YCFC&WCD were not invited to this meeting.
- 10. Upcoming Water Conferences, Representation and attendance** – Bill received the EC’s approval to attend the ACWA conference in December. Bill requested that the WRA finance the conference and expenses. He will arrange to have the cost share split with the Woodland-Davis Clean Water Agency, as his attendance of this conference will benefit both agencies. The EC agreed to this arrangement. Bill requested that Donna print WRA business cards for his trip. Tim reported on the August 4th California water policy issues and options meeting discussions held in West Sacramento attended by himself and Jacques. The meeting was sponsored by UC Davis Dept. of Agriculture and Natural Resources and the Yolo Library. Overall Tim felt it was worthwhile attending the event. The meeting was limited to 25 participants. Due to an overflow of requested participants, a second meeting is scheduled for August 18th. Bill will be participating in this meeting.
- 11. WRA Board Meeting: September 20, 2010, 3-5 pm, Woodland Community Center**

 - a) Agenda items discussed for September:
 - FY End 6/30/10 Financial Statements (Sid)
 - Technical Committee IRWMP Actions Update (Jacques)
 - WDCWA – Introduction of Dr. Mische (15 min)
 - Westside RWMG Presentation (MOU/Prop 84) (Okita, DeBra, West Yost) – 30-45 minutes
 - Legislative issues/update (Tim)
 - b) Future board meetings:

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
August 10, 2010, 12:30 – 1:30 pm**

DRAFT

- Nov. Mtg- Central Valley Flood Management Planning Presentation (Fran Borcalli)

12. Other Updates & Future Executive Committee Agenda Items – None discussed

13. Select Next Executive Committee Meeting Date: September, 12:30 pm - Donna will circulate potential dates for the next meeting via email.

14. Adjourned at 1:45 pm

Respectfully submitted,

Donna L. Gentile, WRA Board Secretary & Administrative Coordinator

MEMORANDUM OF UNDERSTANDING
INTEGRATED REGIONAL WATER MANAGEMENT PLAN FOR THE WESTSIDE
SUBREGION OF THE PROPOSITION 84 SACRAMENTO RIVER FUNDING AREA

1. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to document the mutual understanding of the Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Colusa County Resource Conservation District, Solano County Water Agency and Water Resources Association of Yolo County (herein after referred to collectively as “Regional Public Agencies”) which collectively make up the Westside Subregion of the Proposition 84 Sacramento River Funding Area (Subregion), with respect to their joint efforts towards developing an Integrated Regional Water Management Plan (IRWMP) that will increase regional coordination, collaboration, communication and assist in obtaining funding for IRWMP development, flood management and water related projects. The basis of the designation of Westside Subregion is generally the Putah and Cache Creek watersheds.

2. GOALS

To foster coordination, collaboration and communication between Regional Public Agencies and other Subregion agencies responsible for water-related issues and interested stakeholders to achieve greater efficiencies, to provide for integration of projects, enhance public services and build public support for vital projects.

To assist in the development of a comprehensive plan to facilitate regional cooperation in providing but not limited to water supply reliability, water recycling, water conservation, water quality improvement, storm water capture and management, flood management, wetlands enhancement and creation, and environmental and habitat protection and improvements.

To prepare a planning grant application for the development of a Subregion IRWMP.

3. DEFINITIONS

Agency: A public entity, be it a special district, city, county or other governmental entity, responsible for providing one or more services in the areas of water supply, water quality, wastewater, recycled water, water conservation, storm water/flood control, watershed planning and aquatic habitat protection and restoration.

Integrated Regional Water Management Plan (IRWMP): A plan prepared pursuant to California Water Code Section 10530 et sec. that integrates the projects and management

plans of all water-related agencies and stakeholders in a region, in this case the Subregion, in order to foster coordination, collaboration, and communication among those entities and to assist decision-makers in awarding grants and other funding. The IRWMP will address but not be limited to water supply reliability, water recycling, water conservation, water quality improvement, storm water capture and management, flood management, recreation, wetlands enhancement and creation, and environmental and habitat protection and improvements.

Integration: Assembling into one document the water-related management strategies, projects and management plans in the Subregion. Projects and management plans would be categorized and opportunities identified to determine regional benefits of linkages between multiple water management strategies among projects and management plans of separate service functions and to see where projects and management plans of separate service functions may further interrelate, e.g. wastewater treatment and water recycling with habitat restoration.

Management Plan: An agency's or organization's plan, based in part on the land-use plans within the entity's jurisdiction, that addresses how that entity will provide service in the future in one or more of the following service functions: water supply, water quality, wastewater, recycled water, water conservation, storm water/flood control, watershed planning or aquatic habitat protection and restoration.

Projects: A comprehensive list of projects, programs, or policies that address: critical water quality needs of disadvantaged communities within the region, integration with land use planning, water supply reliability, drought preparedness, efficiency of water use and reuse, climate change response, environmental stewardship, recreation, integrated flood management, storm water capture and management, surface water and groundwater management and quality protection, improvement of tribal water and natural resources, and equitable distribution of benefits.

Proposition 84 Lead Applicant/Fiscal Agent: Designated role of entity to serve the purpose of the lead applicant and fiscal agent for the purposes of securing grant funding to develop the IRWMP on behalf of the Westside Subregion.

Stakeholders: Other entities, such as business and organizations, non profit groups, tribes and Public Utility Commission regulated entities interested in ensuring long term water supply, water quality and natural resources.

IRWMP Coordinating Committee: A committee comprised of representatives designated by the signatories of this MOU to work with other Subregions in the Proposition 84 Sacramento River Funding Area and the state to apply for funding for a planning grant and to manage development of an IRWMP for the Westside Subregion.

4. IRWMP DEVELOPMENT PARTICIPANTS

Regional Public Agencies: These are the agencies (Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Colusa County Resource Conservation District, Solano County Water Agency and Water Resources Association of Yolo County) that are developing management plans and projects, are responsible to their respective electorates, and are devoting staff to the process, and shall take the lead as described in the “Governance Section” below. These agencies are signatories to this MOU.

Other Public Agencies: Other Public Agencies, which are not Regional Public Agencies (e.g. cities) are invited to participate in the development of the Westside Subregion IRWMP.

Contributing Entities: Stakeholders are considered valuable contributors and shall be invited and encouraged to participate.

Regulatory Agencies: These agencies, such as but not limited to the Central Regional Water Quality Control Board and the Department of Fish and Game, will be invited to participate. If they cannot participate in work meetings, representatives of the committee will keep them advised of planning efforts and project progress and seek guidance as needed.

5. EXISTING IRWMP EFFORTS

Some of the Regional Public Agencies have adopted IRWMPs or equivalent documents that will be used as a foundation for a Subregional IRWMP. They are:

Solano Agencies Integrated Regional Water Management Plan and Strategic Plan
(http://www.scwa2.com/UWMP_IRWMP.aspx)

Yolo County Integrated Regional Water Management Plan
(http://www.yolowra.org/irwmp_documents.html)

6. MUTUAL UNDERSTANDINGS

Need for a Subregion IRWMP

To foster increased coordination, collaboration and communication between water-related agencies and interested stakeholders that may result in more effectively managed resources, cost efficiencies and better service to the public.

A qualified IRWMP is required by state law for receiving IRWMP implementation grants from Proposition 84 funds and will likely be required for any future state funding programs.

Subject Matter Scope of the IRWMP

An IRWMP needs to include, but may not be necessarily be limited to, water supply, water quality, wastewater, recycled water, water conservation, storm water/flood control, watershed planning, climate change and aquatic habitat protection and restoration. It is acknowledged that the management plans of each individual public agency are based, in part, on the land-use plans within an agency's jurisdiction. Therefore, when developed, the IRWMP will be designed to have incorporated the land-use plans and assumptions intrinsic to the respective water-related service function.

Geographical Scope of the IRWMP

The boundaries of the Westside Subregion of the Proposition 84 Sacramento River Funding Area are shown in the attached map included in Exhibit A.

Governance

The Governing Bodies of the Regional Public Agencies will appoint representatives to an IRWMP Coordinating Committee, hereafter referred to as Coordinating Committee (CC), which will be comprised of one staff representative and an alternate from each of the Regional Public Agencies. The CC will apply on behalf of the Subregion for Proposition 84 grant funding to develop the IRWMP. The CC serves as the governing and decision-making body for the Westside IRWMP Funding Subregion during development of the Plan. The Final IRWMP will be approved by the Governing Bodies of the Regional Public Agencies. Other Public Agencies will also be asked to adopt the Final IRWMP. The completed IRWMP may recommend a different Governance structure for Plan Implementation.

The Yolo County Flood Control and Water Conservation District (YCFCWCD) shall act as the Proposition 84 Lead Applicant/Fiscal Agent during development of the Plan addressing fiscal and contract responsibilities of the Westside Subregion within the purview of this MOU. YCFCWCD has been elected to serve this role by consensus of the CC. The Planning Grant application shall be completed reflecting this relationship and upon grant approval the grant shall be managed reflecting this arrangement.

The CC is responsible for making decisions and taking actions during the development of the Plan including, but not limited to, identifying Plan goals and objectives, prioritizing projects, hiring and managing consultants, and managing funding agreements. Any decisions made by the CC within the Westside Funding Subregion Boundary will be by consensus of all the CC members. Any decisions by the CC shall not cause an increase in expenditures beyond amounts authorized by the Governing Bodies of the Regional Public Agencies in the "Cost Share" provision of this MOU.

The CC will have a Chair and Vice Chair. The Vice Chair assumes duties of the Chair when the Chair is unavailable. In the event the Chair and Vice Chair are unavailable, the two will jointly designate an acting Chair.

Term

This MOU shall take effect upon signature or counter signature of the parties. This MOU shall expire on December 31, 2013 or upon its replacement by a subsequent MOU, Agreement, Joint Powers Authority Agreement, or other instrument. It is expected that the Final IRWMP shall recommend a long-term Westside Subregion governance structure.

Cost Share

The Regional Public Agencies have committed to funding a Proposition 84 Planning Grant application for the purposes of developing a Westside IRWMP.

The Regional Public Agencies agree to a formula for cost share should the Planning Grant application be successful. Based largely on their relative geographic area and population within the Westside Funding Subregion, the local cost share for the development of the IRWMP shall not exceed 28.58% each for Lake County Watershed Protection District, Solano County Water Agency, and Water Resources Association of Yolo County, and shall not exceed 14.29% for Napa County Flood Control and Water Conservation District. The cumulative local cost share shall not exceed \$334,000 without amendment to this MOU by the Governing Bodies of the Regional Public Agencies. The \$334,000 is the minimum required local cost share of 25% of the IRWMP planning grant of \$1,000,000 (total project cost of \$1,334,000). Local cost share may include direct funds and in-kind services. The cost share is expected to be expended over three fiscal years (FY 2010-2011 through FY 2012-2013).

Non-binding nature

This document and participation in the development of an IRWMP effort are nonbinding, and in no way suggest that any agency may not continue its own planning and implementation of projects.

Personnel

It is expected that Regional Public Agencies contribute staff time necessary to meet the goals of this MOU.

Reports and communications

Members of the CC will regularly report on the development and status of the Westside Subregion IRWMP to their respective Regional Public Agencies and stakeholders.

Execution

This MOU may be executed in counterparts and the signed counterparts shall constitute a single instrument. The signatories to this MOU represent that they have the authority to bind their respective agency to this MOU.

7. SIGNATORIES TO THE MEMORANDUM OF MUTUAL UNDERSTANDINGS.

We the undersigned representatives of our respective agencies, acknowledge the above as our understanding of the development of an Integrated Regional Water Management Plan for the Westside Subregion of the Sacramento River Funding Area.

Mike Reagan, Chairman Solano County Water Agency

William L. Marble, Chairman Water Resources Association of Yolo County

Bill Dodd, Chairman Napa County Flood Control and Water Conservation District

Anthony Farrington, Chairman Lake County Watershed Protection District

Jay Dee Garr, Board President Colusa County Resource Conservation District

EXHIBIT A

Map of the Westside Sub-Region of the Sacramento River Funding Area



**RESOLUTION NO. 1001
OF THE BOARD OF DIRECTORS OF
WATER RESOURCES ASSOCIATION OF YOLO COUNTY (WRA)
APPROVING AMENDED WESTSIDE REGIONAL WATER MANAGEMENT
GROUP MEMORANDUM OF UNDERSTANDING and AUTHORIZING
WESTSIDE COORDINATING COMMITTEE REPRESENTATIVE TO
PREPARE AN APPLICATION FOR GRANT FUNDS FOR PROPOSITION 84
FROM THE CALIFORNIA DEPARTMENT OF WATER RESOURCES**

WHEREAS, The Water Resources Association of Yolo County is one of the five signatories of the Westside Regional Water Management Group memorandum of understanding (MOU) which includes Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Colusa County Resource Conservation District, Solano County Water Agency and the Water Resources Association of Yolo County (WRA); and

WHEREAS, The WRA has participated in the Westside Group’s effort to update the MOU and has reviewed and concurs with the recommended amendments to the original MOU; and

WHEREAS, Two of the primary MOU amendments involve: (1) designation of a lead agency and fiscal agent for the Proposition 84 planning grant application process; and (2) designation of two (2) WRA representatives to serve on the Westside Group’s Coordinating Committee to facilitate governance of the Westside Group activities over time; and

WHEREAS, The Yolo County Flood Control and Water Conservation District (YCFCWCD) has been designated, by consensus of the Westside Group, as the Proposition 84 planning grant lead agency and fiscal agent on behalf of the Westside Group, and the YCFCWCD Board of Directors has authorized this role per action taken at their September 7, 2010 meeting; and

THEREFORE, The Chair of the Board of Directors of the WRA is hereby authorized to execute the amended Westside Group MOU to meet the governance requirements of the Proposition 84 funding guidelines and to formalize the role of YCFCWCD as the lead agency and applicant on behalf of the Westside Group for the Proposition 84 planning grant process; and

THEREFORE, The WRA Board hereby authorizes the following two individuals to serve as its representatives on the Westside Group Coordinating Committee: Tim O’Halloran and Jacques DeBra. These two (2) representatives shall serve on the Coordinating Committee governance structure of the Westside Group within the authorities specified in the MOU and shall periodically inform the WRA Board of its activities and progress.

Passed and adopted at a meeting of the Water Resources Association of Yolo County on September 20, 2010.

AYES:

NOES:

ABSENT:

William L. Marble, Chair

Attest:

Donna Gentile, Secretary
Water Resources Association of Yolo County



BOARD OF DIRECTORS' MEETING
WATER RESOURCES ASSOCIATION OF YOLO COUNTY
DRAFT AGENDA

Online agenda: www.yolowra.org/meetings.html

DATE/TIME: Monday, September 20, 2010, 3:00 to 5:00 p.m.

LOCATION: Woodland Community Center, 2001 East St., Woodland, Meeting Rooms 1-2

- 3:00 1. **CALL TO ORDER and INTRODUCTIONS**
- 3:02 2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA-** In order to add an agenda item, 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.
- 3:03 3. **PUBLIC FORUM** –The Public may address the WRA relating to matters within the WRA’s jurisdiction.
- 3:08 4. **CONSENT ITEMS**
- a. Approve minutes: June 21, 2010 Board meeting, pages 2-
 - b. Receive financial reports: July-August 2010, pages
 - c. Receive minutes: Executive Committee meeting: 6/1/10, 8/10/10, pages
 - d. Receive minutes: Technical Committee meetings: 7/1/10, 8/5/10, pages
- 3:10 5. **INFORMATIONAL ITEMS**
- a. Report from the WRA Chair
 - b. Correspondence sent:
- 3:15 6. **INTRODUCTION: Dr. Eric Miche, Project Manager, Woodland-Davis Clean Water Agency**
- 3:30 7. **BUDGET: FISCAL YEAR ENDING 6/30/10 - Sid England, WRA Vice-Chair, pages**
- 3:35 8. **UPDATE ON WATER LEGISLATION & ISSUES**
Tim O’Halloran, YCFC&WCD and Petrea Marchand, Yolo County
- 3:50 9. **WRA TECHNICAL COMMITTEE UPDATE, Jacques De Bra, Committee Chair**
- a. IRWMP Actions Update
- 4:05 10. **PROPOSITION 84 GRANT: Westside Regional Water Management Group (WRWMG)**
- a. WRWMG Memorandum of Understanding
- 4:50 11. **MEMBERS’ REPORTS & FUTURE AGENDA ITEMS:** WRA Members are invited to briefly report on important current issues and recommend topics for future WRA Board meetings.
- 4:58 12. **NEXT MEETING:** Monday, November 15, 2010, 3-5 p.m., Woodland
- 5:00 13. **ADJOURNMENT**

Consideration of items not on the posted agenda: items in the following categories: 1) majority determination that an emergency (as defined by the Brown Act) exists; or 2) a 4/5th determination that the need to take action arose subsequent to posting of the agenda. I declare under penalty of perjury that the foregoing agenda for the September 20, 2010 meeting of the Board of Directors for the Water Resources Association of Yolo County was posted by September 17, 2010 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.

Donna L. Gentile, WRA Secretary and Administrative Coordinator