



## WATER RESOURCES ASSOCIATION OF YOLO COUNTY

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### WRA Executive Committee Meeting

**Wednesday, October 19, 2011, 12:15 pm – 1:45 pm**

Woodland Community & Senior Center, 2001 East St., Meeting Room 1

### 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 draft September 6, 2011 EC minutes (attached)
  - b) Review financials: September 2011, (attached)
  - c) Discuss WRA administrative support to City of Woodland for the Lower Cache Creek Feasibility Study Coordination Meetings and Fran Borcalli, floodSAFE Yolo
  - d) Nominating Committee Update for January meeting election recommendations
  - e) Other updates: Audit FY End 2010 & 2011; owed comp time to YFCWCD; 2012 water calendar
  - f) Payments to approve, project contract to sign\*
5. **Update on Water Legislation & Regulatory Issues (Tim O'Halloran) – Discussion item**
6. **Technical Committee Update (Jacques De Bra)**
  - a) Update on FY 2011-12 Project Funds Allocations
  - b) Update on Westside IRWMP/Prop. 84 Planning Grant
  - c) Other Items
7. **Discuss focus of WRA Newsletter: 2011 The Year in Review**
8. **Discuss WRA Board Meeting: November 14, 2011, 3-5 pm**
  - a) Discuss agenda items for November meeting:
    - Update on Water Legislation & Regulatory Issues
    - WRA Technical Committee Update
    - Information: Letter re: Yolo Bypass to BDCP from Colusa Basin Drainage Dist. (Aug 2011)
    - Presentations (see below)
  - b) Future Board meeting topics/presenters:
    - Annual Water Resources Conditions/Hydrology Update, Tim O'Halloran - November 2011?
    - Update on RD 108 activities, Federal contracts, Lewis Bair
    - Sacramento River intake site planning update, RD 2035 & WDCWA

b) Future Board meeting topics/presenters (continued):

- Priority issues for RWA, John Woodling
- BDCP Update (Jerry Meral or Carla Nemeth)
- Westside Canal project/option in Yolo Bypass (Don Peart requested, Nov. 2010)
- Yolo County Flood management system coordination (Fran Borcalli requested, Nov. 2010)

9. Other Updates & Future Executive Committee Agenda Items

10. Next Executive Committee Meeting Date: November \_\_\_\_, 2011, 12:30 pm, Woodland Community & Senior Center.

11 . Adjourn

I declare under penalty of perjury that the foregoing agenda for the October 19, 2011 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by October 14, 2011 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 Board Secretary and Administrative Coordinator

\* Payments:

Payroll: direct deposit, PR ending 10/1, 10/15, 10/29, - \$1,543.87	Mastercard : Sept. Pay by EFT by 10/18 - \$31.10
Payroll Taxes State & Federal: Sept. \$103.47, \$491.88	YCFCWCD Invoice: copies, postage, internet/tech support: Sept.-\$299.76
IRA Contribution: August/Sept \$171.70.	Donna Gentile – Mileage reimbursement Sept - \$19.38
Kaiser Health Plan: November. Pay by EFT on 10/21 - \$693.27	Iris Software/Chuck Lundgren: Monthly maintenance fee of \$40, to be paid quarterly pending receipt (July/August/September)
AT&T /Calnet : Sept. \$61.34	
	SIGN: YCRC Project Contract: CC Invasive Weed Mgmt Plan – FY 11-12

**MINUTES of Executive Committee (EC) Meeting  
September 6, 2011, 12:30 am – 2:00 pm**

**DRAFT**

**Present:** Bill Marble, Cecilia Curry, Sid England, Tim O'Halloran, Kurt Balasek, Donna Gentile

**Absent:** Jacques De Bra

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) Financial reports were reviewed. Final FY June 2011 changes included additional interest from First Northern Bank (\$1.97). July-August reports were reviewed. The majority of membership dues have been received for FY11-12. The District will receive the Groundwater Monitoring Program contributions when all members have paid their dues.
  - b) July 13, 2011 EC minutes were approved.
  - c) Payments to approve - All payments were approved.
5. **Update on Water Legislation & Regulatory Issues (Tim O'Halloran)**

Tim informed there isn't any new reportable legislative activity since the July EC meeting. Lewis Bair reported at the TC meeting on federal legislation related to the Bureau of Reclamation contract issues. He will report on this at the WRA Board meeting.
6. **Technical Committee Update (Jacques De Bra was not in attendance)**
  - a) FY 2011-12 Project Funds Allocations – Cecilia reported on the watershed invasive weed management plan proposal presented to the Technical Committee on 9/1 by the Yolo County Resource Conservation District. They are requesting \$35,000 of unallocated WRA project funding for 2011-12. Jeanette Wrysinski will be giving a short presentation at the September Board meeting for consideration. Max Stevenson discovered a well abandonment funding opportunity. Yolo County will be applying as the lead agency for \$4 million.
  - b) Westside IRWMP/Prop.84 - Tim informed that the YCFWCWD is close to signing a contract with DWR for the Westside Prop. 84 planning grant. After the State contract is signed then the consultant contract with Kennedy/Jenks will be executed.
  - c) Other Items: Tim informed that Sacramento Valley Region stakeholders are meeting to discuss regional allocations for the next round of Prop. 84 Implementation grant funding. Jacques is involved in these meetings. DWR announced there will be AB 303 funds available this winter for the region and locally.
7. **Next WRA Board Meeting: September 19, 2011, 3-5 pm,**
  - a) Discuss agenda items for September meeting:

The items listed were discussed for the September agenda. Tim agreed to chair the Nominating Committee and will call the following board members to participate on the committee: Fritz Durst (or Lewis Bair), Chris Ledesma, and Matt Rexroad. Cecilia offered to bring a case of water to the Board meeting, because Donna is still restricted on lifting heavy items.

    - Consent item: Adopt 2012 Board meeting dates: 1/9, 3/19, 6/4, 9/17, and 11/5
    - Consent item: FY 2011-12 budget amendment

**MINUTES of Executive Committee (EC) Meeting**  
**September 6, 2011, 12:30 am – 2:00 pm**

**DRAFT**

- Consent item: Meeting/committee minutes
- Consent item: June 2011 FY end financials, July-August 2011 financials
- Consent item: Nominating Committee appointments for 2012 officer election
- Update on Water Legislation & Regulatory Issues (O'Halloran)
- WRA Technical Committee Update (De Bra)
- Presentations – confirmed:
  - Mercury TMDP Update (McCord)
  - Invasive species management proposal (Wrysinski)
- Presentations – pending/suggested:
  - Putah Creek Restoration Update (Marovich) – Kurt will confirm his availability
  - Mark Deven parting thoughts on the surface water project & Cache Creek flood solutions. Bill will confirm his availability.
  - Fran Borcalli, floodSAFE Yolo Update – alternate agenda item pending need

b) Future Board meeting topics/presenters:

- Presentation by RD 108 on their Federal contract negotiations, Lewis Bair
- Annual Water Resources Conditions/Hydrology Update, O'Halloran - November meeting?
- BDCP Program Update - Jerry Meral, Deputy Resources Secretary (not available on Mondays) or Carla Nemeth as alternate presenter
- Priority issues for the RWA, John Woodling
- Sacramento River intake site planning update - RD2035 and WDCWA
- Westside Canal option for Yolo Bypass Project
- Yolo County flood management system coordination, Fran Borcalli

**8. Other Updates & Future Executive Committee Agenda Items**

Donna distributed a letter received from the City of West Sacramento urging public agencies to review their policies and align compensation and benefit practices with those of their member agencies given the current fiscal challenges of most public agencies.

**9. Next Executive Committee Meeting Date:** October 18, 2011 at 12:30 pm.

**10. Adjourned** at 1:30 pm

Respectfully submitted,

Donna L. Gentile  
WRA Board Secretary and Administrative Coordinator

**Water Resources Association of Yolo County**  
**Balance Sheet**  
**As of September 30, 2011**

	<u>Sep 30, 11</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
LAIF	136,227.51
First Northern - Savings	177,770.99
First Northern - Checking	3,057.25
<b>Total Checking/Savings</b>	<u>317,055.75</u>
<b>Accounts Receivable</b>	
Accounts Receivable	33,626.00
<b>Total Accounts Receivable</b>	<u>33,626.00</u>
<b>Total Current Assets</b>	<u>350,681.75</u>
<b>TOTAL ASSETS</b>	<u><b>350,681.75</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	31.10
<b>Total Accounts Payable</b>	<u>31.10</u>
<b>Other Current Liabilities</b>	
Direct Deposit Liabilities (Direct Deposit Liabilities)	-1,543.87
SIMPLE IRA Liabilities	171.70
Payroll Liabilities	591.35
<b>Total Other Current Liabilities</b>	<u>-780.82</u>
<b>Total Current Liabilities</b>	<u>-749.72</u>
<b>Total Liabilities</b>	-749.72
<b>Equity</b>	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	128,950.69
Net Income	205,791.48
<b>Total Equity</b>	<u>351,431.47</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>350,681.75</b></u>

## Water Resources Association of Yolo County

### Budget vs. Actual

July through September 2011

	Jul - Sep 11	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Member Dues - Administrative	74,756.00	74,756.00	100.0%
Member Dues - Associate	22.00	198.00	11.1%
Interest Income	203.69	900.00	22.6%
Calendar - Revenue (Donations)	600.00	3,000.00	20.0%
In-Kind Income (non-cash)	1,250.01	5,000.00	25.0%
YCFC Admin Support	0.00	3,417.00	0.0%
<b>Total Income</b>	<b>76,831.70</b>	<b>87,271.00</b>	<b>88.0%</b>
<b>Expense</b>			
Salaries - Gross	6,950.05	53,150.00	13.1%
Payroll Taxes & Expenses	537.94	4,300.00	12.5%
Employer Paid Benefits	2,288.30	10,600.00	21.6%
Workers Comp Insurance	0.00	600.00	0.0%
General Liability Insurance	0.00	520.00	0.0%
Accounting Services	352.85	400.00	88.2%
Audit	0.00	5,200.00	0.0%
Bank Charges, License Fees	10.00	200.00	5.0%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	0.00	3,000.00	0.0%
Computer Equipment	32.38	875.00	3.7%
Conferences & Seminars	0.00	1,000.00	0.0%
Copies, Printing & Binding	43.05	1,500.00	2.9%
Internet Service	120.00	2,000.00	6.0%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	79.44	1,000.00	7.9%
Mileage	66.30	700.00	9.5%
Miscellaneous Expense	0.00	500.00	0.0%
Office Rent (non-cash)	1,250.01	5,000.00	25.0%
Office Supplies/Expenses	367.93	1,500.00	24.5%
Postage	6.40	900.00	0.7%
Telephone Utilities	126.57	1,000.00	12.7%
Contingency	0.00	600.00	0.0%
<b>Total Expense</b>	<b>12,231.22</b>	<b>95,195.00</b>	<b>12.8%</b>
<b>Net Ordinary Income</b>	<b>64,600.48</b>	<b>-7,924.00</b>	<b>-815.3%</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
<b>Project Fund</b>			
Assoc. Mbr Dues - Projects	33.00	297.00	11.1%
Member Dues - Projects	99,094.00	99,094.00	100.0%
<b>Total Project Fund</b>	<b>99,127.00</b>	<b>99,391.00</b>	<b>99.7%</b>
Special Project-GW Mon Prgm\$	89,000.00	89,000.00	100.0%
<b>Total Other Income</b>	<b>188,127.00</b>	<b>188,391.00</b>	<b>99.9%</b>
<b>Other Expense</b>			
Project-Westside WRA cost share	0.00	35,000.00	0.0%
Project-Yolo Bypass Integ Proj (YBF)	0.00	20,000.00	0.0%
Project-Surface Water Monitor P	0.00	35,000.00	0.0%
Project-CC Invas.Weed Mgmt Plan	0.00	35,164.47	0.0%
Project-Admin Legislative/legal	0.00	18,194.00	0.0%
Project Fund-Unallocatd reserve	0.00	16,954.00	0.0%
Special Project-GWMP \$ (YCFCWCD)	46,936.00	89,000.00	52.7%
<b>Total Other Expense</b>	<b>46,936.00</b>	<b>249,312.47</b>	<b>18.8%</b>
<b>Net Other Income</b>	<b>141,191.00</b>	<b>-60,921.47</b>	<b>-231.8%</b>
<b>Net Income</b>	<b>205,791.48</b>	<b>-68,845.47</b>	<b>-298.9%</b>

9:29 AM  
10/14/11  
Accrual Basis

**Water Resources Association of Yolo County**  
**Profit & Loss**  
**September 2011**

	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Interest Income	18.62
Calendar - Revenue (Donations)	600.00
In-Kind Income (non-cash)	416.67
<b>Total Income</b>	<u>1,035.29</u>
<b>Expense</b>	
Salaries - Gross	2,044.15
Payroll Taxes & Expenses	158.88
Employer Paid Benefits	754.59
Accounting Services	352.85
Copies, Printing & Binding	11.20
Internet Service	60.00
Meeting Expenses	31.10
Office Rent (non-cash)	416.67
Postage	0.64
Telephone Utilities	62.67
<b>Total Expense</b>	<u>3,892.75</u>
<b>Net Ordinary Income</b>	-2,857.46
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Special Project-GW Mon Prgm\$	0.00
<b>Total Other Income</b>	0.00
<b>Other Expense</b>	
Special Project-GWMP \$ (YCFCWCD)	46,936.00
<b>Total Other Expense</b>	<u>46,936.00</u>
<b>Net Other Income</b>	-46,936.00
<b>Net Income</b>	<u><u>-49,793.46</u></u>

# Water Resources Association of Yolo County Transaction List by Date September 2011

9:30 AM  
10/14/11

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	9/1/2011	aje-116			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Bill	9/2/2011	2011.0902	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-71.84
Payment	9/6/2011	45898	Yolo County Flood Control & WCD		Undeposited Funds	Accounts Receivable	455.00
Payment	9/6/2011	45917	Yolo County Flood Control & WCD		Undeposited Funds	Accounts Receivable	20,500.00
Payment	9/6/2011	9355802	County of Yolo		Undeposited Funds	Accounts Receivable	36,016.00
Bill Pmt-Check	9/6/2011	2156	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-71.84
Deposit	9/6/2011			Deposit	First Northern - Savings	-SPLIT-	56,971.00
General Journal	9/6/2011	aje-117	Yolo County Flood Control & WCD	YCFWCDCD pays cost internally-adjusting entry	Special Project-GW Mon P...	Special Project-GWMP \$ ...	-46,936.00
Credit Memo	9/6/2011	2011-28	Yolo County Flood Control & WCD		Accounts Receivable	-SPLIT-	-46,936.00
Bill Pmt-Check	9/12/2011	EFT	FIA Business Card (Mastercard)		Accounts Payable	Accounts Payable	-32.38
Liability Check	9/12/2011	E-pay	United States Treasury	68-0306647 QB Tracking # 24095017	First Northern - Checking	-SPLIT-	-9.81
Liability Check	9/12/2011	E-pay	Employment Development Department	499-0728-0 QB Tracking # 24095137	First Northern - Checking	-SPLIT-	30,280.00
Payment	9/13/2011	4804298	University of CA Davis		Undeposited Funds	Accounts Receivable	30,280.00
Deposit	9/14/2011			Deposit	First Northern - Savings	-SPLIT-	-1,545.11
Liability Check	9/16/2011	EFT	QuickBooks Payroll Service	Created by Payroll Services on 09/15/2011	First Northern - Checking	Undeposited Funds	0.00
Paycheck	9/19/2011	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	-62.67
Check	9/19/2011	2157	AT&T		First Northern - Checking	Telephone Utilities	-352.85
Check	9/19/2011	2158	Leisah Garcia		First Northern - Checking	Accounting Services	-5,900.00
Bill Pmt-Check	9/19/2011	2159	Yolo Basin Foundation_v		First Northern - Checking	Accounts Payable	-693.27
Check	9/21/2011	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-31.10
Bill	9/21/2011	2011.09.21	FIA Business Card (Mastercard)		Accounts Payable	Meeting Expenses	12,355.00
Payment	9/28/2011	9358983	Reclamation District # 2035		Undeposited Funds	Accounts Receivable	-4,000.00
Transfer	9/29/2011		QuickBooks Payroll Service	Funds Transfer	First Northern - Savings	First Northern - Checking	-1,545.12
Liability Check	9/30/2011	EFT		Created by Payroll Services on 09/29/2011	First Northern - Checking	-SPLIT-	12,955.00
Deposit	9/30/2011			Deposit	First Northern - Savings	-SPLIT-	18.62
Deposit	9/30/2011			Interest	First Northern - Savings	Interest Income	

Sep 11