



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

Thursday, May 26, 2011, 11:30 am – 1:00 pm

Woodland Community & Senior Center, 2001 East St., Arts & Crafts Room

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 April 2011 financials (attached), pages 3-6
- b) Approve draft April 14, 2011 EC minutes (attached), pages 7-8
- c) Update on website, MS Office Pro software and laptop purchase
- d) Office Support Contingency Plan (draft attached), pages 9-10
- e) Payments to approve*; Sign 2011 Kaiser Agreement renewal (Board officer)

5. Update on Water Legislation & Regulatory Issues (Tim O'Halloran) – Discussion item

6. Technical Committee Update (Jacques De Bra)

- a) FY 2011-12 Project Funds Budget Recommendations (attached), page 11
- b) Westside IRWMP Update

7. Review WRA Operating Budget

- a) Review current budget FY 2010-11 (projected fiscal year end), pages 12-13
- b) Discuss draft budget FY 2011-12 for June Board review (draft attached), pages 14-15

8. Next WRA Board Meeting: June 20, 2011, 3-5 pm

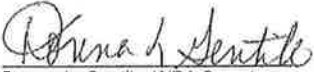
- a) Discuss agenda items for June meeting (draft attached), page 16
 - Adopt 2012 Board meeting dates: Jan, March, June, Sept, and November – dates?
 - Update on Water Legislation & Regulatory Issues
 - WRA Technical Committee Update: Project Budget, Yolo IRWMP, Westside IRWMP
 - FY 2011-12 Budget – review and adoption
 - Presentation: Senator Wolk, Jerry Meral?
- b) Future Board meeting topics/presenters:
 - Jerry Meral, Deputy Resources Secretary, BDCP Program
 - Robin Kulakow on Westside Canal option for Bypass Project
 - John Brown, credentials, topic title

9. Other Updates & Future Executive Committee Agenda Items

10. Next Executive Committee Meeting Date: June ____, 2011, 12:30 pm, Woodland Community & Senior Center.

11. Adjourn

I declare under penalty of perjury that the foregoing agenda for the May 26, 2011 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by May 23, 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 Secretary and Administrative Coordinator

*** Payments:**

Payroll: direct deposit, PR ending 5/16, 5/31 - \$1,543.87	AT&T /Calnet : April - \$65.46
Payroll Taxes State & Federal: March & Qtrly, Paid EFT, 5/10 - \$1,190.68	Mastercard : April, Paid EFT, 5/10 - \$156.67
IRA Contribution: April, Paid, EFT on 5/10 - \$245.28	YCFCWCD Invoice: copies, postage, internet/tech supp: April - \$81.49
Kaiser Health Plan: June. Pay by EFT on 5/22 - \$693.27	Iris Software: (50% upfront) \$500.00
Donna – mileage reimbursement – April - \$55.08	Sequoia Insurance (Annual General Liability): \$514.00
Project Funds: West Yost Assoc. – March-April: \$160.13	

Water Resources Association of Yolo County

Balance Sheet

As of April 30, 2011 Apr 30, 11

ASSETS

Current Assets

Checking/Savings

LAIF	162,042.44
First Northern - Savings	5,919.90
First Northern - Checking	493.85

Total Checking/Savings 168,456.19

Accounts Receivable

Accounts Receivable 3,787.50

Total Accounts Receivable 3,787.50

Total Current Assets 172,243.69

TOTAL ASSETS 172,243.69

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Direct Deposit Liabilities (Direct Deposit Liabilities) -1,543.86

SIMPLE IRA Liabilities 245.28

Payroll Liabilities 1,242.68

Total Other Current Liabilities -55.90

Total Current Liabilities -55.90

Total Liabilities -55.90

Equity

Opening Bal Equity 16,689.30

Revenue in Excess of Expenses (Retained Earnings) 61,958.47

Net Income 93,651.82

Total Equity 172,299.59

TOTAL LIABILITIES & EQUITY 172,243.69

Water Resources Association of Yolo County
Budget vs. Actual
July 2010 through April 2011

	<u>Jul '10 - Apr 11</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	154.00	189.00	81.48%
Interest Income	720.04	2,000.00	36.0%
Calendar - Revenue (Donations)	2,475.00	3,000.00	82.5%
In-Kind Income (non-cash)	4,166.70	5,000.00	83.33%
YCFC Admin Support	1,308.01	8,126.00	16.1%
Miscellaneous Income (Miscellaneous Income)	4.10		
Total Income	<u>83,583.85</u>	<u>93,071.00</u>	<u>89.81%</u>
Expense			
Salaries - Gross	42,927.15	53,150.00	80.77%
Payroll Taxes & Expenses	3,477.56	4,300.00	80.87%
Employer Paid Benefits	7,971.86	9,750.00	81.76%
Workers Comp Insurance	545.00	600.00	90.83%
General Liability Insurance	0.00	500.00	0.0%
Accounting Services	0.00	300.00	0.0%
Bank Charges, License Fees	80.39	200.00	40.2%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	2,173.46	3,000.00	72.45%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	1,102.57	1,000.00	110.26%
Copies, Printing & Binding	765.00	1,500.00	51.0%
Internet Service	988.00	1,900.00	52.0%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	495.68	1,000.00	49.57%
Mileage	314.60	700.00	44.94%
Miscellaneous Expense	355.47	500.00	71.09%
Office Rent (non-cash)	4,166.70	5,000.00	83.33%
Office Supplies/Expenses	719.10	1,200.00	59.93%
Postage	423.46	900.00	47.05%
Telephone Utilities	589.88	1,000.00	58.99%
Contingency	0.00	600.00	0.0%
Total Expense	<u>67,095.88</u>	<u>88,625.00</u>	<u>75.71%</u>
Net Ordinary Income	<u>16,487.97</u>	<u>4,446.00</u>	
Other Income/Expense			
Other Income			
Project Fund			
Assoc. Mbr Dues - Projects	231.00	251.00	92.03%
Member Dues - Projects	99,094.00	99,094.00	100.0%
Total Project Fund	<u>99,325.00</u>	<u>99,345.00</u>	<u>99.98%</u>
Special Project-GW Monitoring \$	88,970.00	89,000.00	99.97%
Westside IRWMP/Prop84-Regional	40,000.00	40,000.00	100.0%
Total Other Income	<u>228,295.00</u>	<u>228,345.00</u>	<u>99.98%</u>
Other Expense			
Project-Westside IRWMP/Prop 84	34,751.50	40,000.00	86.88%
Project-Westside WRA cost share	11,428.00	0.00	100.0%
Project-Yolo Co IRWMP Update	5,669.15	13,572.00	41.77%
Project-Yolo Bypass Integ Proj (YBF)	14,100.00	20,000.00	70.5%
Project-Surface Water Monitor P	0.00	35,000.00	0.0%
Project-Admin Legislative/legal	0.00	18,194.00	0.0%
Special Project-GW Monitoring P (YCFCWCD)	85,182.50	89,000.00	95.71%
Total Other Expense	<u>151,131.15</u>	<u>215,766.00</u>	<u>70.04%</u>
Net Other Income	<u>77,163.85</u>	<u>12,579.00</u>	
Net Income	<u>93,651.82</u>	<u>17,025.00</u>	

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Water Resources Association of Yolo County

Profit & Loss

April 2011
TOTAL

Ordinary Income/Expense

Income

Member Dues - Associate	22.00
Interest Income	209.56
In-Kind Income (non-cash)	416.67
YCFC Admin Support	268.13

Total Income 916.36

Expense

Salaries - Gross	4,088.30
Payroll Taxes & Expenses	372.51
Employer Paid Benefits	815.91
Copies, Printing & Binding	134.00
Internet Service	60.00
Mileage	74.46
Office Rent (non-cash)	416.67
Postage	83.27

Total Expense 6,045.12

Net Ordinary Income -5,128.76

Other Income/Expense

Other Income

Project Fund	33.00
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Total Other Income 33.00

Other Expense

Project-Yolo Bypass Integ Proj (YBF)	5,000.00
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Total Other Expense 5,000.00

Net Other Income -4,967.00

Net Income -10,095.76

Water Resources Association of Yolo County
Transaction List by Date
April 2011

10:40 AM
05/23/11

Type	Date	Num	Name	Memo	Account	Split	Amount
Liability Check	04/01/2011	EFT	QuickBooks Payroll Service	Created by Payroll Services on 03/31/2011	First Northern - Checking	-SPLIT-	-1,545.12
General Journal	04/01/2011	91e-111			In-Kind Income (non-cash)		-416.67
Bill	04/01/2011	2011.invoice 3	Yolo Basin Foundation_v		Accounts Payable	Project-Yolo Bypass Integ Proj (YBF)	-5,000.00
Invoice	04/01/2011	2011-10	Reclamation District #1600		Accounts Receivable	-SPLIT-	55.00
Paycheck	04/04/2011	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	04/04/2011	2301.1,0404	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-277.27
Liability Check	04/06/2011	E-pay	United States Treasury	68-0306647 QB Tracking # 11694121	First Northern - Checking	-SPLIT-	-983.74
Liability Check	04/06/2011	E-pay	Employment Development Department	499-0728-0 QB Tracking # 11694159	First Northern - Checking	-SPLIT-	-206.94
Liability Check	04/06/2011	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-245.28
Liability Check	04/06/2011	E-pay	Employment Development Department	499-0728-0 QB Tracking # 11695695	First Northern - Checking	-SPLIT-	-112.00
Bill Pmt -Check	04/08/2011	EFT	Platinum Plus for Business (Mastercard)		First Northern - Checking	Accounts Payable	-464.06
Bill	04/08/2011		Donna Gentile		Accounts Payable	-SPLIT-	-74.46
Invoice	04/08/2011	2011-08	Yolo County Flood Control & WCD		Accounts Receivable	-SPLIT-	121.88
Invoice	04/08/2011	2011-09	Yolo County Flood Control & WCD		Accounts Receivable	-SPLIT-	146.25
Transfer	04/13/2011			Funds Transfer	First Northern - Savings	First Northern - Checking	-8,000.00
Bill Pmt -Check	04/14/2011	2131	AT&T		First Northern - Checking	Accounts Payable	-65.06
Bill Pmt -Check	04/14/2011	2132	Donna Gentile		Accounts Payable	Accounts Payable	-74.46
Bill Pmt -Check	04/14/2011	2133	Yolo Basin Foundation_v		Accounts Payable	Accounts Payable	-5,000.00
Bill Pmt -Check	04/14/2011	2134	Yolo County Flood Control & WCD_v		Accounts Payable	Accounts Payable	-277.27
Deposit	04/14/2011			Interest	LAIF	Interest Income	209.56
Liability Check	04/15/2011	EFT	QuickBooks Payroll Service	Created by Payroll Services on 04/14/2011	First Northern - Checking	-SPLIT-	-1,545.12
Paycheck	04/18/2011	EFT	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Check	04/20/2011	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-693.27
Payment	04/22/2011	9348868	Reclamation District #1600		Undeposited Funds	Accounts Receivable	55.00
Transfer	04/27/2011			Funds Transfer	First Northern - Savings	First Northern - Checking	-1,000.00
Payment	04/27/2011	45536	Yolo County Flood Control & WCD		Undeposited Funds	Accounts Receivable	268.13
Deposit	04/28/2011			Deposit	First Northern - Savings	-SPLIT-	323.13
Liability Check	04/29/2011	EFT	QuickBooks Payroll Service	Created by Payroll Services on 04/28/2011	First Northern - Checking	-SPLIT-	-1,545.11

Apr 11

Apr 11

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MINUTES of Executive Committee (EC) Meeting
April 14, 2011, 12:30 – 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) *March 2011 financials* were reviewed.
 - b) *March 1, 2011 EC minutes* were approved.
 - c) *Quotes: Laptop, Microsoft software and web management:* Donna reviewed the options researched for the purchase of a laptop to use for WRA meeting presentations. She is recommending purchase of a known manufacturer such as Dell, HP or Sony. Cecilia suggested investigating Lenova as well. Prices of specific laptops change weekly, but it is reasonable that a laptop can be purchase for \$500-650. The WRA office computer is currently using Microsoft Office Professional 2003. An upgrade to Office Professional 2010 is recommended. Donna recommends purchasing software from a known source to avoid potential bootleg or unauthenticated versions of Microsoft software. Office Depot is selling the software online for \$499.99. Sid found Amazon selling the same software for \$414.09 for 1 user/2 PCs. Donna will purchase the software at the best available price. The EC discussed options for a new website management company. Donna presented one quote from a company in Davis. Cecilia provided a contact out of Chico, Chuck Lundgren, Iris Software. Donna will contact Kim Floyd for referrals. Donna will prepare an RFP and request 3-4 bids from recommended companies and report back to the EC.
 - d) *Payments to approve* - All payments were approved
5. **ACWA's Policy Framework Document on Groundwater Management** – Tim O'Halloran reported on ACWA's recent released document. It is a thoughtfully written document that compliments the WRA's groundwater policies. The big question is how to implement the document's policies. Next ACWA will investigate how to best implement the proposed policies.
6. **Update on Water Legislation & Regulatory Issues:** Tim O'Halloran reported on Senator Wolk's SB 200 (Delta flows and cost assurances). She removed this bill from the scheduled committee hearing for amendments. Southern California indicated opposition for SB 200. NCWA is working on developing protection for Northern California for the proposed "Delta fixes". The local concern focuses on proposed flows and fees. Tim also recapped the status of three groundwater legislation pieces by Senators Huffman (AB 359 – groundwater management plan), Pavely (SB 263 – well log confidentiality) and Simitian (SB 34 – California Water Resources Investment Program, fees).
7. **Technical Committee Update** (Jacques De Bra) -Jacques provided an update via email. He was unable to attend today's meeting. Nothing additional was reported from the Technical Committee.
 - Working on finalizing consultant scope of work and contract language for Westside IRWMP Prop. 84 Grant project;
 - Working on finalizing YC IRWMP Accomplishments and 2020 Project Priority Lists;
 - Developing Project Funds recommendations for FY11-12 budget, including a few carryover items from the FY10-11 budget;
 - Following various legislative matters: State and Federal activity, Delta-related, Cap-2-Cap, and others;

MINUTES of Executive Committee (EC) Meeting

April 14, 2011, 12:30 – 2:00 pm

DRAFT

- Continuing efforts to further develop YC IRWMP Foundational Actions to help support WRA Project Priority List

8. Review WRA Operating Budget

- a) Review current budget FY 2010-11: Donna reviewed the current FY financials and indicated that she would have a better sense of fiscal year end projections at the end of April.
- b) Discuss draft budget FY 2011-12 for June Board review: Donna provided a preliminary draft budget for FY2011-12 for the EC to review. There will be auditing expenses incurred for FY 2011-12 for fiscal years ending June 2010 and June 2011. This is the third audit conducted by Perry, Bunch, Battaglia & Johnston (PBBJ) for a cost of \$5,200. After this audit, PBBJ will need to prepare a new proposal for future audits and/or the WRA can send out an RFP to bid the process.

9. Next WRA Board Meeting: June 20, 2011, 3-5 pm,

- a) Discuss agenda items for June meeting – A proposed FY 2011-12 budget will be presented for Board consideration and adoption. A fiscal year list of WRA accomplishments will be prepared by Donna and reviewed by Cecilia for her input. It is likely Sid will be unable to attend the June meeting, therefore Cecilia agreed to present the budget agenda item at the June Board meeting. Two speakers were discussed for June presentations: Jerry Meral for an update on the BDCP and State water issues and Senator Wolk for the Delta water issues perspective. Tim will contact Jerry Meral and Bill will contact Senator Wolk to inquire about their availability. The EC will discuss the agenda at their May meeting. The 2011-12 Board meeting dates should be selected and adopted by the Board in June. Donna will send an email notification to the WRA Board that no meeting will be held in May and confirm that the next meeting date is June 20 to avoid any possible confusion in the meeting schedule.
- b) Future Board meeting topics/presenters:
 - Jerry Meral, Deputy Resources Secretary, BDCP Program
 - Robin Kulakow, Westside Canal option for Yolo Bypass Project
 - John Brown, credentials, topic?
 - Supervisor McGowan or Provenza, Delta Counties Coalition Update

10. Other Updates & Future Executive Committee Agenda Items: Bill reported on recent Federal budget developments that could affect funding for the RD 2035 fish screen/intake project and subsequently the WDCWA's project. The restoration funds are the source of funding for the RD 2035 project. The House had initially cut these funds from the budget. Fortunately, this funding was restored at the last minute. The restoration fund does not come from the general fund, but instead is funded by user fees and utility fees. So these funds could not be used elsewhere. The project is not asking for new funds to be appropriated, but just wants to ensure the restoration fund is maintained for future allocations. As of Monday night, Congress assured these funds for 2011 and most likely for 2012.

11. Next Executive Committee Meeting Date: Thursday, May 26, 2011, 11:30 am to 1:00 pm.

12. Closed Executive Session – Personnel – Pursuant to Government Code 54957

Closed session was convened. The EC informed there was no reportable action from closed session.

13. Adjourned at 2 pm

Respectfully submitted,
Donna Gentile
Board Secretary & Administrative Coordinator

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CONTINGENCY PLAN DURING DONNA'S ABSENCE (July-August)

LAST DAY of work will be July 14, 2011. Anticipated medical leave 6 weeks.

DAILY/WEEKLY TASKS - Jennifer Reed, YCFCWCD (compensation ?)

- Check voice mail messages (Jen)
- Check email messages (Jen)
- Retrieve mail from PO box 2 x week and bring to the office (needs to be coordinated with Leisa's work schedule – (Jen)

ACCOUNTING TASKS – Leisa Garcia (\$26/hour)

Process payroll July 21

Pay July payroll taxes (pay August 10)

Pay July IRA contribution (pay August 10)

Pay bills online:

1. Kaiser Health Insurance – pay July 21 and August 21
2. Credit card – pay July 15, August 15

Pay bills by check (two signatures needed if over \$250)

1. AT&T/Calnet – due _____
2. YCFCWCD Invoice – due _____
3. Other ??

Open mail

Deposit payments received and log in QuickBooks (All checks are deposited into the First Northern Bank savings account)

Bank reconciliation: 1st Northern Bank, LAIF accounts

Back up QuickBooks file

MEETING RELATED TASKS – Jennifer Reed, Max Stevenson/YCFCWCD, ??

Technical Committee (TC) Meeting – Thursdays, August 4, September 1

- Draft & prepare agenda (with Jacques input) (week before meeting) (???)
- Email agenda to TC distribution list, post on website, post in outside YCFC display cabinet (post by 72 hours before meeting, usually by Friday) (Jen)
- Copy agenda packet, sign-in sheet (Jen)
- Bring agenda copies to meeting (Max)
- Meeting minutes (Max)

Executive Committee (EC) Meeting – July, August & September, dates to be determined

- Reserve meeting room at Woodland Community & Senior Center, will be asked to sign a 1-page rental agreement (correspond via email with Yvette Smith) (???)
- Draft & prepare agenda (with EC input) (week before meeting) (???)
- Email agenda to EC distribution list, post on website, post in outside YCFC display cabinet (post by 72 hours before meeting) (Jen)
- Copy agenda packet (Jen)
- Bring agenda copies to meeting (Tim?)
- Meeting minutes (??)

Draft May 26, 2011

CONTINGENCY PLAN DURING DONNA'S ABSENCE (July-August)

OTHER MISC. TASKS

- floodSAFE Yolo meeting preparations & minutes for August (Fran)

WRA MEMBERSHIP DUES INVOICE

I will prepare and mail annual WRA membership dues invoice July 1st and post them in QuickBooks.

Board of Directors' Meeting – Monday, September 19

I plan to be back to work by September 1st to coordinate activities for September. I may still be limited to lifting or pulling no more than 15 pounds for the month of September.

**WRA Project Funds Budget
 Technical Committee Project Recommendations
 FY 2011-2012**

2010-2011 Project Budget Revenue	Baseline	Carryover 2009-10	Total Available
Baseline from membership dues (57%)	99,345		99,345
Special project dues: Yolo County Groundwater Monitoring Program	89,000		89,000
Westside IRWMP (5 county MOU cost share amount)	40,000		40,000
Revenue totals	\$228,345	\$0	\$228,345

2010-2011 Project Budgeted Expenses	Adopted 2010-11	Invoiced as of 4/1/11	FY End Estimate
Foundational Action: Develop Surface Water Monitoring Program ¹	35,000	0	35,000
Yolo Bypass Integrated Action - IRWMP (Yolo Basin Foundation)	20,000	14,100	0
Yolo County IRWMP Update	13,572	5,669	7,903
Administrative Legislative & Legal Services	18,194	0	18,194
Special Allocation: Yolo County Groundwater Monitoring Program (YCFCWCD)	89,000	89,000	0
Westside IRWMP/Prop 84 (WRA cost share amount is \$11,428) ²	40,000	34,752	5,249
Expenditure totals	\$215,766	\$143,521	\$66,346

1 - \$35,000 also planned for allocation in FY 2011-12

2 - Westside funds allocated in FY 2010-11 were not fully expended. This amount will be returned to each of the Westside MOU partners proportionate to their original contribution percentage.



**Adopted 2010-11 Budget vs Estimated FY End
Water Resources Association of Yolo County**

	Adopted 2010-11	Estimated 2010-11
REVENUE		
City of Davis	\$25,500	\$25,500
City of Woodland	25,500	25,500
University of California, Davis	25,500	25,500
Yolo County	25,500	25,500
City of West Sacramento	25,500	25,500
Yolo County Flood Control & WCD	20,500	20,500
Reclamation District 2035	7,575	7,575
Reclamation District 108	7,575	7,575
City of Winters	6,660	6,660
Dunnigan Water District	2,020	2,020
Colusa County Water District	2,020	2,020
Associate Memberships	440	495
Interest earned on bank accounts	2,000	720 ?
Other Income (Calendar Donations)	3,000	2,475
In-Kind Services (non-cash) -YCFC&WCD office space rental	5,000	5,000
YCFCWCD Admin. Support by WRA staff (12% of annual hours) ¹	8,126	1,500 ?
Special Project: Westside IRWMP /Prop 84	40,000	40,000
Special Allocation: GW Monitoring Program (YCFCWCD coordinating agency)	89,000	88,970
Miscellaneous Refund		4
Subtotal Revenue 2010-11	\$321,416	\$313,014
Revenue from FY End 6/30/10		
Quickbooks net assets as of 6/30/10	\$78,648	78,648
Note: Any deferred project revenue included in net assets		
Subtotal Revenue from FY end 6/30/10	\$78,648	\$78,648
TOTAL REVENUE Available	\$400,064	\$391,662
ADMINISTRATIVE Expenditures		
Salaries-Gross ¹	\$53,150	\$53,148
Employer Payroll Taxes & Expenses ¹	4,300	4,300
Employer-Paid Benefits ¹	9,750	9,680
Workers Comp. Insurance ¹	600	545
General Liability Insurance	500	514
Accounting Services	300	300
Audit (2 year - next audit period in 2011-12 budget)	0	0
Bank Fees & Charges; License Fees	200	110
Books, Pamphlets, Maps / Subscriptions & Memberships	150	0
Calendars - Printing & Awards	3,000	3,036
Computer Equipment	875	875
Conferences & Seminars	1,000	1,103
Copies, Printing & Binding	1,500	1,000
Internet Account & Web Hosting	1,900	2,203
Legal Consultation Fees	500	0
Meeting Expenses	1,000	700
Mileage	700	500
Miscellaneous Expense	500	356
Office - Rent (non-cash expense)	5,000	5,000
Office - Supplies	1,200	1,226
Postage	900	600
Telephone Utilities	1,000	800
Contingency	600	0
Subtotal ADMINISTRATIVE Expenditures	\$88,625	\$85,995

1 - 12% of lines 30 - 33

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**Adopted 2010-11 Budget vs Estimated FY End
Water Resources Association of Yolo County**

	Adopted 2010-11	Estimated 2010-11
55		
56		
57	PROJECT FUNDS BUDGET	
58	2010-11 PROJECT Expenditures	
59	Foundational Action: Develop surface water monitoring program	\$35,000 0
60	Yolo Bypass Integrated Action - IRWMP (Yolo Basin Foundation)	20,000 20,000
61	Yolo County IRWMP Update	13,572 5,829
62	Administrative Legislative & Legal Services	18,194 0
63	Special Project: GW Monitoring Program (YCFCWCD coordinating agency)	89,000 88,970
64	Special Project: Westside IRWMP /Prop 84*	40,000 34,752
65	*Note: WRA Westside cost share of \$11,428 is included in \$40,000	
66	Refund Westside balance remaining to partners'	5,249
67	Subtotal PROJECT Expenditures 2010-11	\$215,766 \$154,799
68	Adopted vs Estimate Net Assets as of 6/30/11	95,673 150,868
69	Board policy: Maintain 3 month operating reserve of \$25,000	(25,000) (25,000)
70		70,673 125,868

DRAFT Budget July 2011 to June 2012
Water Resources Association of Yolo County

	Adopted 2010-11	Proposed 2011-12
REVENUE		
City of Davis	\$25,500	\$25,500
City of Woodland	25,500	25,500
University of California, Davis	25,500	25,500
Yolo County	25,500	25,500
City of West Sacramento	25,500	25,500
Yolo County Flood Control & WCD	20,500	20,500
Reclamation District 2035	7,575	7,575
Reclamation District 108	7,575	7,575
City of Winters	6,660	6,660
Dunnigan Water District	2,020	2,020
Colusa County Water District	2,020	2,020
Associate Memberships	440	495
Interest earned on bank accounts	2,000	2,000
Other Income (Calendar Donations)	3,000	3,000
In-Kind Services (non-cash) -YCFC&WCD office space rental	5,000	5,000
YCFCWCD Admin. Support by WRA staff (12% of annual hours) ¹	8,126	8,215
Special Project: Westside IRWMP (\$11,428 WRA cost share amount)	40,000	35,000
Special Project: GW Monitoring Program (YCFCWCD coordinating agency) ²	89,000	89,000
Subtotal Baseline Revenue	\$192,416	\$192,560
Subtotal Special Project Revenue	\$129,000	\$124,000
TOTAL REVENUE	\$321,416	\$316,560
ADMINISTRATIVE Expenditures	Adopted 2010-11	Proposed 2011-12
Salaries-Gross ¹	\$53,150	\$53,150
Employer Payroll Taxes & Expenses ¹	4,300	4,300
Employer-Paid Benefits ¹	9,750	10,600
Workers Comp. Insurance ¹	600	600
General Liability Insurance	500	520
Accounting Services	300	300
Audit (2 year - next audit period in 2011-12 budget)	0	5,200
Bank Fees & Charges; License Fees	200	200
Books, Pamphlets, Maps / Subscriptions & Memberships	150	150
Calendars - Printing & Awards	3,000	3,000
Computer Equipment	875	875
Conferences & Seminars	1,000	1,000
Copies, Printing & Binding	1,500	1,500
Internet Account & Web Hosting	1,900	2,000
Legal Consultation Fees	500	500
Meeting Expenses	1,000	1,000
Mileage	700	700
Miscellaneous Expense	500	500
Office - Rent (non-cash expense)	5,000	5,000
Office - Supplies	1,200	1,200
Postage	900	900
Telephone Utilities	1,000	1,000
Contingency	600	600
Subtotal ADMINISTRATIVE Expenditures	\$88,625	\$94,795

DRAFT Budget July 2011 to June 2012
Water Resources Association of Yolo County

	Adopted 2010-11	Proposed 2011-12
PROJECT FUNDS BUDGET		
2010-11 PROJECT Expenditures		
Foundational Action: Develop Surface Water Monitoring Program	35,000	35,000
Yolo Bypass Integrated Action - IRWMP (Yolo Basin Foundation)	20,000	0
Yolo County IRWMP Update (West Yost services)	13,572	0
Administrative Legislative & Legal Services	18,194	18,194
Subtotal 2010-11 Baseline Project & carryover to FY 2011-12	\$86,766	\$53,194
Special Project: Westside IRWMP	40,000	0
Special Allocation: GW Monitoring Program (YCFWCWD) ²	89,000	0
Subtotal 2010-11 Special Project	\$129,000	\$0
Yolo Bypass Integrated Action - IRWMP (Yolo Basin Foundation)		20,000
Unallocated reserve funds		52,278
Subtotal 2011-12 Baseline	\$0	\$72,278
Special Project: Westside IRWMP		35,000
Special Allocation: GW Monitoring Program (YCFWCWD) ²		89,000
Subtotal 2011-12 Special Project	\$0	\$124,000
TOTAL EXPENDITURES	\$304,391	\$344,267
Net Income	17,025	(27,707)
QuickBooks net assets as of 6/30/10	78,648	0
Projected net assets as of 6/30/11		150,868
Projected Net Assets as of Fiscal Year End June 30th	\$95,673	\$123,161
Board policy: maintain 3 month operating reserve of \$25,000	(25,000)	(25,000)
Available Net Assets	70,673	98,161

- 75 1 - 12% of lines 30 - 33
- 76 2 - See budget detail below
- 77 3 - \$35,000 also planned for allocation in FY 2012-13
- 78

Yolo County Groundwater Monitoring Program

	Adopted 2010-11	Proposed 2011-12
WRA Member Agency Participants:	Revenue	Revenue
Yolo County Flood Control & WCD	\$46,936	\$46,936
City of Davis	8,126	8,126
City of Woodland	8,126	8,126
Yolo County	8,126	8,126
University of California, Davis	4,780	4,780
Reclamation District 2035	4,780	4,780
Reclamation District 108	1,434	1,434
City of Winters	2,390	2,390
City of West Sacramento	956	956
Dunnigan Water District	956	956
Aggregate Industry (Yolo County)	2,390	2,390
Subtotal WRA Member Agency Participation	89,000	89,000
Non - WRA Member Participants:		
Rumsey Band of Wintun Indians	8,500	
Aggregate Industry	0	
Grant Revenue (pending)*	0	
Other Revenue	0	
Subtotal GW Program Revenue	\$97,500	\$89,000

	Costs	Costs
Yolo County Groundwater Monitoring Program		
Water Monitoring	65,000	
Water Modeling*	0	
Database & Information Management	20,500	
Cooperator Coordination*	0	
Special Projects*	0	
Reporting & Decision Support*	0	
Program Administration	12,000	
Subtotal GW Program Costs	\$97,500	\$0

110 * - maybe funded by AB 303 grant

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

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

DATE/TIME: Monday, June 20, 2011, 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: March 21, 2010 Board meeting, pages _____
 - b. Receive financial reports: March-April-May 2011, pages _____
 - c. Receive minutes of Executive Committee: _____, pages _____
 - d. Receive minutes of Technical Committee: _____, pages _____
 - e. Adopt 2012 Board Meeting Dates, page _____
- 3:10 5. **INFORMATIONAL ITEMS**
- a. Report from the WRA Chair
 - b. Correspondence sent: _____, pages _____
- 3:12 6. **UPDATE ON WATER LEGISLATION & REGULATORY ISSUES**
Tim O’Halloran, YCFC&WCD and Cindy Tuttle, Yolo County
- 3:17 7. **WRA TECHNICAL COMMITTEE UPDATE**, Jacques De Bra, Committee Chair
- a. Receive Yolo County IRWMP 2011 Accomplishments & Implementation by 2020 Project Priorities Lists, pages _____
 - b. Update on Westside IRWMP Process
- 3:17 8. **ADOPTION: FY 2011-12 WRA OPERATING BUDGET**, Cecilia Aguiar-Curry, Treasurer
- 3:30 9. **PRESENTATION: Topic Title**
Jerry Meral, Deputy Resources Secretary, Bay Delta Conservation Plan
Senator Lois Wolk
- 4:40 10. **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 11. **NEXT MEETING:** Monday, September 19, 2011, 3-5 p.m., Woodland
- 5:00 12. **ADJOURNMENT**

**WRA Project Funds Budget
Technical Committee Project Recommendations
FY 2011-2012**

2011-2012 Project Budget Revenue - DRAFT	Proposed Baseline	Carryover from 2010-11	Total Available
Baseline from membership dues (57%)	99,375		99,375
Special project dues: Yolo County Groundwater Monitoring Program	89,000		89,000
Yolo County IRWMP Update (unexpended in 2010-11)		7,903	7,903
Develop Surface Water Monitoring Program (Foundational Action)		35,000	35,000
Administrative Legislative & Legal Services		18,194	18,194
Revenue totals	\$188,375	\$61,097	\$249,472

2011-12 Project Budget Expenses - DRAFT	Proposed 2011-12	Carryover from 2010-11	Total Available
Westside IRWMP: FY11-12 (5 county MOU cost share amount) ¹	35,000		35,000
Develop Surface Water Monitoring Program (Foundational Action)		35,000	35,000
Administrative Legislative & Legal Services		18,194	18,194
Yolo Bypass Integrated Action (Yolo Basin Foundation)	20,000		20,000
Yolo IRWMP Implementation: Unallocated funds	44,375	7,903	52,278
Special Allocation: Yolo County Groundwater Monitoring Program (YCFCWCD)	89,000		89,000
Expenditure totals	\$188,375	\$61,097	\$249,472

1 - This is a 2-year commitment. An additional \$35,000 is committed for FY 2012-13

Total Revenue from Membership contributions expected 2011-12	\$174,345.00
Administrative - 43%	74,968.35
Projects - 57%	99,376.65