



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

Wednesday, March 15, 2017, 12 – 1 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: (Not consent item)

- a) Approve February 9, 2017 EC minutes, pages 3 – 5
- b) Review financials FY2016-17: February 2017, pages 6 – 10
- c) Discuss budget changes for FY2017-18: Kaiser contract renewal, audit, increase meeting & office expenses
- d) Approve payment of invoices*

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

6. **SGMA Planning & Implementation Update** – discussion item (Tim O'Halloran)

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

8. WRA Board Meeting:

- a) March 20, 2017 – Final agenda items (120 minutes), Draft Agenda, pages 11-12
 - (15 min) Regular business & member reports
 - (30 min) Jim Frame's Subsidence Monitoring Report; Jesse Crews/Stanford University (confirmed)
 - (20 min) SGMA Update, Tim O'Halloran
 - (15 min) Water Conditions Update, Tim O'Halloran
 - (40 min) Office of Emergency Services flood emergency response update: Dana Carey/Yolo County, Kyle Noderer/Cal OES, Brenna Howell/West Sacramento OES (Dana confirmed, others pending)
- 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

Executive Committee Agenda
 March 15, 2017
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- 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 will investigate 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 (at end of FY)
- Update on priority issues for the RWA, John Woodling
- Update on underground well conditions
- Water quality
- Water rate studies - sharing results of
- Water Re-use
- Westside IRWMP process updates - ongoing
- WRA Board Strategic Planning Session (dues increase?)
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process)

9. Other Updates & Future Executive Committee Agenda Items

10. Next Executive Committee Meeting Date: April ____, 2017; YCFC&WCD Board Room

11. Adjourn

I declare under penalty of perjury that the foregoing agenda for the March 15, 2017 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by March 10, 2017 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.



Donna L. Gentile
 Board Secretary & Administrative Coordinator

* Payments:

TO BE PAID and EFT PAID Expenses:	
Payroll: (w/\$1.75 direct deposit fee), PR ending 3/11, 3/25/17 - \$1,466.00	AT&T Invoice: Feb: \$76.79
Payroll Taxes – FEB. <u>State</u> - \$178.90 <u>Federal</u> : - \$1,167.52 - EFT Pay 3/10	Bank of America MasterCard – Feb. \$157.23 - To Be Paid EFT on 3/15
IRA Contribution: FEB. - \$245.28 - EFT Pay 3/10	Kaiser Health Plan: April - \$1,348.12 - EFT Pay on 3/21*
Donna Gentile – Mileage reimbursement, Feb 2017 - \$41.73	* Kaiser will credit the difference when the renewal contract is finalized. The new contract amount will be \$1,027.21
YCFCWCD Postage, Copies, Tech/Internet fees : Feb.: \$129.16	
Travelers Workers Comp Insurance FY17-18, Paid EFT \$558.00	

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
February 9, 2017, 12:00 – 1:00 pm**

DRAFT

Present: Beverly Sandeen, Roger Cornwell, Kurt Balasek, Tim O'Halloran, Kristin Sicke, Elisa Sabatini and Donna Gentile

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:** The EC approved the agenda.
3. **Public Comment:** No public in attendance.
4. **Administrative Items:** The EC motioned, seconded and approved all the administrative items by consent.
 - a) January 12, 2017 EC minutes were approved.
 - b) Review financials FY2016-17: January 2017
 - c) Approve payments of invoices: All invoices were approved for payment.
5. **Update on Water Legislation & Regulatory Issues** – Tim didn't have any legislative updates. Roger recently returned from Washington, DC along with other local water managers. He detailed discussions from meetings with federal agencies such as the National Marine Fisheries Service and the US Bureau of Reclamation on regulatory issues that could affect the Sacramento River Settlement Contractors and their water operations. He mentioned some regulatory issues that could affect the cities of Woodland and West Sacramento related to Reasonable and Prudent Alternatives (RPA) to the BioOps.
6. **Sustainable Groundwater Management Act (SGMA) Planning & Implementation** – Tim reported on SGMA activities and planning for the two upcoming public meetings scheduled in February. Donna commented on her concerns that the transition from the WRA to the GSA be handled efficiently. Attention will need to be given to the retirement and payroll reporting differences that may be required if the WRA's current organizational structure is changed. Assistance from a QuickBooks advisor may be needed to set-up accounting protocols for new member agencies using the current financial reporting software. She understands that this concern is a bit premature since there are many details to be determined. The next audit period will be through June 30, 2016 and June 30, 2017, which will be a clean transition period for any organizational changes. Tim anticipates a smooth transition with any difficult challenges. Donna informed that the WRA was formally created with each of its member agencies signing a Memorandum of Understanding (MOU). Tim asked Donna to forward him the original MOU, which is basically the Association's By-laws.
7. **Technical Committee (TC) & Westside IRWMP Update:** Elisa did not have anything of note to report from the recent TC meeting.
8. **WRA Board Meeting:**
 - a) *March 20, 2017 - Discuss agenda items:* The TC discussed the March agenda and decided to postpone the SGMA update from other counties for a future meeting. The EC acknowledged that a special meeting may be needed between March and the June 30th deadline for the purposes of reviewing the GSA agreement. Attention should also be given to the participating eligible entities fiscal year budget timeline and adoption deadlines so that they can appropriately budget for the new GSA dues.

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
February 9, 2017, 12:00 – 1:00 pm**

DRAFT

The OES agenda item was lengthened to allow more time for an update of all the emergency flood activities with all the recent and upcoming storms. Donna will contact Dana Carey regarding her presentation and request that she contact Cal OES and West Sacramento OES. An update from Jesse Crews was added to the agenda.

Draft 3/20 Agenda:

- (15 min) Regular business & member reports
- (15 min) Jim Frame's Subsidence Monitoring Report (Jim will finalize the report after speaking with Tim O. for clarification)
- (15 min) Subsidence Monitoring Research Study results, Jesse Crews, Stanford University, (Donna will contact)
- (20 min) SGMA Update, Tim O'Halloran
- (15 min) Water Conditions Update, Tim O'Halloran
- (40 min) Office of Emergency Services flood emergency response update: Dana Carey/Yolo County, Kyle Noderer/Cal OES, Brenna Howell/West Sacramento OES
- ~~(30 min) Other agency updates on SGMA/GSA Formation: John Woodling/RWA, Mary Fahey/Colusa County, Lisa Hunter/Glenn County~~ (postpone to future meeting)

b) Board Meeting Topics – On-going list (alphabetical):

- Annual Water Resources Conditions – 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 related planning updates, allow time to discuss at each meeting (Yolo County, NCWA)
- Desalination projects – Kurt identified a speaker for a presentation
- Drought Conditions Update
- Effects of Fire on the Watershed – Kurt confirmed Rich Marovich for a 2016 presentation
- Flood Update – pending TC discussions and recommendations on what/who to present
- Lower Cache Creek Feasibility Study Update (Tim Busch/City of Woodland)
- Member agency concerns, such as West Sac and flood protection
- Mercury issues and TMDL's
- North Bay Aqueduct Project (SCWA) – progress updates
- RD 2035 Joint Intake project update
- RWA, John Woodling, Update on priority issues for the new year
- Speakers representing positions/interests seen as potential threats to our region
- Underground well conditions update
- Water quality
- Water rate studies – sharing results
- Water re-use projects
- Westside IRWMP process updates - ongoing
- WRA Board Strategic Planning Session: coordinate with a potential dues increase?
- WRA funded projects, lead project partner update at end of FY (as appropriate)
- Yolo IRWMP Foundational Actions update
- Yolo IRWMP Foundational Actions Update by TC (tie-in to FY budget process?)

9. Other Updates & Future Executive Committee Agenda Items –Nothing additional discussed

**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
February 9, 2017, 12:00 – 1:00 pm
DRAFT**

10. Next Executive Committee Meeting Date: March 15, 2017, 12-1 pm, Yolo County Flood Control & Water Conservation Board Room.

11. Adjourned at 12:45 pm.

Respectfully submitted,

Donna L. Gentile
Board Secretary & Administrative Coordinator

Water Resources Association of Yolo County
Balance Sheet
As of February 28, 2017

	<u>Feb 28, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	168,337.14
First Northern - Savings	27,784.86
First Northern - Checking	1,376.57
Total Checking/Savings	<u>197,498.57</u>
Total Current Assets	<u>197,498.57</u>
TOTAL ASSETS	<u><u>197,498.57</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	921.18
Total Accounts Payable	<u>921.18</u>
Other Current Liabilities	
SIMPLE IRA Liabilities	245.28
Payroll Liabilities	1,458.42
Total Other Current Liabilities	<u>1,703.70</u>
Total Current Liabilities	<u>2,624.88</u>
Total Liabilities	2,624.88
Equity	
Opening Bal Equity	16,689.30
Revenue in Excess of Expenses (Retained Earnings)	97,830.31
Net Income	80,354.08
Total Equity	<u>194,873.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>197,498.57</u></u>

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

	<u>Jul '16 - Feb 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Member Dues - Administrative	73,887.00	73,887.00	100.0%
Member Dues - Associate	473.00	516.00	91.67%
Interest Income	645.39	650.00	99.29%
Calendar - Revenue (Donations)	2,800.00	3,200.00	87.5%
In-Kind Income (non-cash)	3,333.36	5,000.00	66.67%
YCFC Admin Support	694.22	1,900.00	36.54%
Total Income	<u>81,832.97</u>	<u>85,153.00</u>	<u>96.1%</u>
Gross Profit	81,832.97	85,153.00	96.1%
Expense			
Salaries - Gross	36,794.70	53,150.00	69.23%
Payroll Taxes & Expenses	2,958.30	4,300.00	68.8%
Employer Paid Benefits	9,927.12	15,000.00	66.18%
Workers Comp Insurance	558.00	800.00	69.75%
General Liability Insurance	769.00	800.00	96.13%
Accounting Services	0.00	400.00	0.0%
Bank Charges, License Fees	80.00	200.00	40.0%
Books, Maps, Subscriptions	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	1,943.09	3,200.00	60.72%
Computer Equipment	0.00	875.00	0.0%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	450.15	1,500.00	30.01%
Internet Service	1,142.56	1,700.00	67.21%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	2,377.70	2,600.00	91.45%
Mileage	116.85	650.00	17.98%
Miscellaneous Expense	0.00	500.00	0.0%
Office Rent (non-cash)	3,333.36	5,000.00	66.67%
Office Supplies/Expenses	481.03	1,500.00	32.07%
Postage	338.43	850.00	39.82%
Telephone Utilities	627.05	900.00	69.67%
Contingency	0.00	600.00	0.0%
Total Expense	<u>61,897.34</u>	<u>96,675.00</u>	<u>64.03%</u>
Net Ordinary Income	19,935.63	-11,522.00	
Other Income/Expense			
Other Income			
Project Fund			
Assoc. Mbr Dues - Projects	627.00	684.00	91.67%
Member Dues - Projects	97,943.00	97,943.00	100.0%

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

	<u>Jul '16 - Feb 17</u>	<u>Budget</u>	<u>% of Budget</u>
Total Project Fund	98,570.00	98,627.00	99.94%
SpecProject-GWMonProg \$ Income	89,000.00	89,000.00	100.0%
SGMA Implementation Income (Addt'l contributions)	35,000.00	35,000.00	100.0%
Subsidence Monitoring Income (Addt'l income)	37,378.92	37,378.92	100.0%
Total Other Income	259,948.92	260,005.92	99.98%
Other Expense			
Project Fund Budget			
City of Winters Cr6 Compliance	16,127.00	16,127.00	100.0%
Winters Storm Water Mgmt Plan	0.00	15,000.00	0.0%
CCC-Invasive Weed Mgt Huffs Crn	3,276.03	15,500.00	21.14%
PCC Salmon in Classroom/Bypass	0.00	5,000.00	0.0%
Pilot Prg Lrg Landscp Ir Audits (Davis, Woodland, West Sac)	0.00	12,000.00	0.0%
Westside IRWMP (WRA cost share)	20,000.00	20,000.00	100.0%
Yolo Bypass Integ Project-YBF	1,800.00	5,000.00	36.0%
YCRCD- CC Invas Weed Map&Prior	9,999.20	10,000.00	99.99%
YoloSubsidence Netwk Monitoring	33,104.17	37,378.92	88.56%
Total Project Fund Budget	84,306.40	136,005.92	61.99%
SpecProject-GWMonProg \$ Expense	89,000.00	89,000.00	100.0%
SGMA Implementation Expense	0.00	35,000.00	0.0%
Total Other Expense	173,306.40	260,005.92	66.66%
Net Other Income	86,642.52	0.00	100.0%
Net Income	<u><u>106,578.15</u></u>	<u><u>-11,522.00</u></u>	

Water Resources Association of Yolo County
Profit & Loss
February 2017

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
In-Kind Income (non-cash)	416.67
Total Income	<u>416.67</u>
Gross Profit	416.67
Expense	
Salaries - Gross	4,088.30
Payroll Taxes & Expenses	330.14
Employer Paid Benefits	1,225.56
Workers Comp Insurance	558.00
Copies, Printing & Binding	111.15
Internet Service	180.00
Meeting Expenses	64.13
Mileage	35.31
Office Rent (non-cash)	416.67
Office Supplies/Expenses	160.00
Postage	158.23
Telephone Utilities	76.79
Total Expense	<u>7,404.28</u>
Net Ordinary Income	<u>-6,987.61</u>
Net Income	<u><u>-6,987.61</u></u>

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

Type	Date	Num	Name	Memo	Account	Split	Amount
General Journal	02/01/2017	aje-268			In-Kind Income (non-cash)	Office Rent (non-cash)	-416.67
Bill	02/01/2017		US Postmaster		Accounts Payable	Office Supplies/Expenses	-160.00
Deposit	02/02/2017			Deposit	First Northern - Savings	Undeposited Funds	123.03
Bill	02/02/2017	2017.0202	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-227.12
Bill	02/03/2017		Donna Gentile		Accounts Payable	Mileage	-35.31
Transfer	02/07/2017			Funds Transfer	First Northern - Savings	First Northern - Checking	-5,000.00
Bill Pmt -Check	02/09/2017	2451	AT&T		First Northern - Checking	Accounts Payable	-75.51
Bill Pmt -Check	02/09/2017	2452	Donna Gentile		First Northern - Checking	Accounts Payable	-35.31
Bill Pmt -Check	02/09/2017	2453	US Postmaster		First Northern - Checking	Accounts Payable	-160.00
Bill Pmt -Check	02/09/2017	2454	Yolo County Flood Control & WCD_v		First Northern - Checking	Accounts Payable	-227.12
Liability Check	02/10/2017	EFT	QuickBooks Payroll Service	Created by Payroll Service on 02/09/2017	First Northern - Checking	-SPLIT-	-1,467.75
Liability Check	02/10/2017	E-pay	Employment Development Department	499-0728-0 QB Tracking # 430722837	First Northern - Checking	-SPLIT-	-268.34
Liability Check	02/10/2017	E-pay	United States Treasury	68-0306647 QB Tracking # 430723587	First Northern - Checking	-SPLIT-	-1,751.26
Liability Check	02/10/2017	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-367.92
Bill Pmt -Check	02/10/2017	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-289.68
Paycheck	02/13/2017	DD1075	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Transfer	02/17/2017			Funds Transfer	First Northern - Savings	First Northern - Checking	-3,000.00
Check	02/21/2017	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,102.92
Bill	02/21/2017		Business Card (Mastercard)		Accounts Payable	-SPLIT-	-157.23
Bill	02/22/2017	FY2017-18 Travelers	Travelers (Workers Comp)		Accounts Payable	Workers Comp Insurance	-558.00
Liability Check	02/24/2017	EFT	QuickBooks Payroll Service	Created by Payroll Service on 02/23/2017	First Northern - Checking	-SPLIT-	-1,467.75
Bill	02/25/2017	9322804	AT&T		Accounts Payable	Telephone Utilities	-76.79
Paycheck	02/27/2017	DD1076	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Bill	02/28/2017	2017.0228	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-129.16



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

DRAFT AGENDA

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

DATE/TIME: Monday, March 20, 2017, 3:00 to 5:00 p.m.

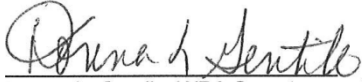
LOCATION: Woodland Community Center, 2001 East St., Woodland, Meeting Rooms 2-3

- 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.
- 3:05 4. **CONSENT ITEMS**
- a. Approve minutes: November 14, 2016 Board meetings, pages 3- 7
 - b. Receive financial reports: January- February 2017, pages
 - c. Receive minutes of Executive Committee: 12/19/16, 1/12, 2/9/17, pages
 - d. Receive minutes of Technical Committee: 11/3/16, 1/19, 2/2/17, pages
- 3:06 5. **INFORMATIONAL ITEMS:**
- a. Report from the WRA Chair
- 3:10 6. **UPDATE ON WATER LEGISLATION & REGULATORY ISSUES**
- a. Delta Update, Legislation and Regulatory Update, David Guy, Northern CA Water Association
- 3:20 7. **WATER CONDITIONS UPDATE, Tim O’Halloran, YCFC&WCD**
- 3:30 8. **SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)**
- a. SGMA Implementation Activities – Tim O’Halloran, YCFC&WCD
- 3:40 9. **WRA TECHNICAL COMMITTEE UPDATE, Elisa Sabatini, Committee Chair**
- a. Technical Committee (TC) Activities and Westside IRWMP Update, pages 17 - 18
- 3:45 10. **PRESENTATION: Yolo Subsidence Monitoring**
- a. 2016 Yolo Subsidence Network Monitoring Event and Final Report, Jim Frame, Frame Surveying & Mapping, pages _____
 - b. Update on Stanford University Subsidence Monitoring Research Study, Jesse Crews, report ____?
- 4:15 11. **UPDATE from the Office of Emergency Services (OES) Flood Emergency Response, Dana Carey, Yolo County OES; Kyle Noderer, California OES; Brenna Howell, City of West Sacramento OES**

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- 4:55 12. **MEMBERS' REPORTS & FUTURE AGENDA ITEMS:** WRA Members are invited to briefly report on important current issues and recommend topics for future WRA Board meetings.
- 5:00 13. **NEXT MEETING:** Monday, June 19, 2017, 3-5 p.m., Woodland
- 5:00 14. **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 March 20, 2017 meeting of the Board of Directors for the Water Resources Association of Yolo County was posted by March 17, 2017 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.



Donna L. Gentile, WRA Secretary and Administrative Coordinator