

Yolo Subbasin Groundwater Agency Board of Directors Meeting Agenda

Monday, March 16, 2020
3:15 p.m. to 4:30 p.m.

Meeting Location: YCFC&WCD Boardroom
34274 State Highway 16, Woodland

Teleconference Option:
Join Zoom Meeting:
<https://zoom.us/j/5307527954>
Meeting ID: 530 752 7954

(877) 853-5257 US Toll-free

NOTICE TO PUBLIC

Public documents relating to any open session item listed on this agenda that are distributed to all or most of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Yolo Subbasin Groundwater Agency's Administrative Office at 34274 State Highway 16, Woodland 95695.

In compliance with the Americans with Disability Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting please contact YSGA office at (530) 662-3211. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

All items on the agenda will be open for the public comment before final action is taken. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a three-minute time limit. The Chair has the discretion of limiting the total time for an item.

- 3:15 1. CALL TO ORDER AND DETERMINATION OF QUORUM**
- 3:18 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 designed by the Brown Act) exists; or b) A 4/5ths determination that the need to take action arose subsequent to the agenda being posted.
- 3:20 3. PUBLIC FORUM** – The Public may address the Yolo Subbasin Groundwater Agency Board of Directors on any item of interest not appearing on the agenda that is within the subject matter of the Yolo Subbasin Groundwater Agency.
- 3:25 4. REPORT OF THE CHAIR AND EXECUTIVE OFFICER**, pages 3-10
Chair Cornwell report on new Streamline YSGA website: www.yologroundwater.org
Executive Officer report on activities since last Board meeting.
- 3:30 5. RE-APPOINT POSITION OF EXECUTIVE OFFICER**, page 11-18

- 3:35 6. CONSIDERATION: CONSENT ITEMS, page 19-42**
- a. Approve September 16, 2019 Board of Directors' Meeting Minutes, pages 19-23
 - b. Receive Fiscal Year 2019-2020 Financial Statements: September 2019 to February 2020, pages 24-29
 - c. Approve FY2019-20 Budget Amendment #1, pages 30-31
 - d. Receive minutes of Executive Committee: 9/5, 10/15, 11/7, 12/10/19 & 2/18/20, pages 32-42
- 3:40 7. UPDATE ON WATER LEGISLATION, REGULATORY & DELTA ISSUES, Adam Robin, Northern California Water Association**
- 4:00 8. UPDATE: GROUNDWATER SUSTAINABILITY PLAN DEVELOPMENT, pages 43-45**
- a. Water Budget
 - b. Hydrogeologic Conceptual Model
 - c. Stakeholder Communication and Engagement
 - d. Groundwater Monitoring and Report
 - e. Surface Water and Groundwater Modeling
 - f. Sustainable Management Criteria
- 4:15 9. MEMBERS' REPORTS AND FUTURE AGENDA ITEMS – Yolo Subbasin Groundwater Agency Members are invited to briefly report on current issues and recommended topics for future Yolo Subbasin Groundwater Agency Board of Directors meetings.**
- a. "White Area" Annexation
 - b. White Paper on Areas of Special Concern
- 4:29 10. NEXT MEETING – Monday, June 15, 2020**
- 4:30 11. 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 4/5ths determination that the need to take action arose subsequent to posting of the agenda.

I declare under penalty of perjury that the foregoing agenda was posted by March 13, 2020 and made available to the public during normal business hours at the following locations: YSGA's office at 34274 State Highway 16, Woodland 95695.



Donna L. Gentile, Board Secretary

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: March 16, 2020

AGENDA ITEM NO. 4

SUBJECT: Report of the YSGA Executive Officer

INITIATED OR BOARD
REQUESTED BY: STAFF
 OTHER _____

INFORMATION
 ACTION: MOTION
 RESOLUTION

ATTACHMENT YES NO

BACKGROUND

The YSGA Executive Officer will provide either an oral or written report on recent activities. A written report from the YSGA Executive Officer is attached.

RECOMMENDATION

This agenda item is for informational purposes only. No Board action is required.

Date: March 13, 2020
To: YSGA Board of Directors
From: Tim O’Halloran, Executive Officer
Subject: Report of the Executive Officer

Recommendation

For informational purposes only. No Board action required.

Background

Following is an update to the Board of Directors of the YSGA on activities and issues related to the ongoing implementation of the Sustainable Groundwater Management Act (SGMA). This report should be considered as a summary document so that Board members and other interested parties can quickly read about the general activities taking place between YSGA Board meetings. Board members should feel free to contact me at any time for more detail or with ideas and/or questions that they might have regarding the program.

Since the September 16, 2019 meeting of the YSGA the following activities have taken place;

Program Administration

Five meetings were held by the YSGA Executive Committee (EC) on October 15, November 7, and December 10, 2019, and February 18, and March 9, 2020. The EC, consisting of Chair Cornwell, Vice-Chair Loren, Lynnel Pollock, Kurt Balasek, and Executive Officer O’Halloran, discussed logistical issues related to the establishment of a new JPA and the development of the Groundwater Sustainability Plan (GSP). The next meeting of the YSGA EC is scheduled for April 13, 2020 from 12:30 to 1 p.m. at the Yolo County Flood Control and Water Conservation District (YCFC&WCD) Headquarters in Woodland.

In December 2019, Chair Cornwell and YCFC&WCD staff had various meetings with project consultants to discuss the development of the Yolo Subbasin GSP. GEI, Consultants (GEI) were requested to provide a proposal for assisting YCFC&WCD staff in developing key components of the Yolo Subbasin GSP. YCFC&WCD staff coordinated task responsibilities by consultants chosen to-date, and highlighted the outstanding tasks needing assistance. YCFC&WCD staff would like to request additional assistance from GEI for compiling and developing the following chapters of the GSP: basin setting, monitoring network, sustainable management criteria, and projects and management actions.

The majority of the YSGA Working Group’s standing meetings were cancelled in 2019, along with the January, February, and March 2020 meetings. The next meeting of the YSGA Working Group is scheduled for April 1, 2020 from 1 to 3 p.m. (meetings are tentatively scheduled for the first Wednesday of the month for the remainder of the year). YCFC&WCD staff intend to use this timeslot for a working session with technical staff and will evaluate the state of the existing health crisis closer to that time to determine whether the meeting needs to be canceled.

As mentioned in the September 2019 Executive Officer Report, the YCFC&WCD hired two AmeriCorps Civic Spark Fellows to assist the YSGA with groundwater monitoring and reporting activities as part of developing the

Yolo Subbasin GSP. In November 2019, one of the Civic Spark Fellows decided to pursue a different job opportunity and is no longer working with the YCFC&WCD.

Additionally, staff continued to communicate with Colusa Groundwater Authority and the Solano Subbasin GSA on general GSP coordination.

The <http://yologroundwater.org> website was updated to improve transparency and usability. YCFC&WCD staff encourage member agencies to become familiar with the new website layout and reach out to staff with any recommended revisions. A calendar of current events is posted to the website. The website improvements will be reimbursed by Proposition 1 GSP Grant funding.

Program Implementation

Water Budgets: Stockholm Environment Institute (SEI) has completed the historical water budgets and began working on future scenarios. While these model water budgets will be continually updated and refined through the life of the program, the vast majority of the work involved in building the program structure and initial data sets is complete. SEI and YCFC&WCD staff will work on soliciting technical expertise from member agencies for defining management area land use changes for future scenarios.

Hydrogeologic Conceptual Model: Currently, the draft Hydrogeologic Conceptual Model (HCM) and Groundwater Conditions sections of the Yolo GSP are complete. YCFC&WCD staff will continue to refine the HCM and Groundwater Conditions and will work with project consultants to complete the Basin Setting chapter.

Sustainable Management Criteria: As reported in the September 2019 Executive Officer Report, the program has hired GEI to develop the draft sustainable management criteria and to plan and facilitate the sustainable management criteria workshops. A series of workshops are expected to be held early summer and YCFC&WCD staff will coordinate member agency participation within each management area. These meetings will be advertised, and public participation is encouraged.

Grant Applications: The YCFC&WCD and DWR executed the technical support services' agreement for videologging monitoring wells lacking construction information. Two monitoring wells were videologged on June 6, 2019. Staff are still in the process of scheduling two additional monitoring wells for video logging and investigating the potential for installing new monitoring wells through DWR's technical support services' funding program.

Groundwater Monitoring: The groundwater monitoring program continues to track groundwater elevations through the year. Groundwater level information can be viewed on the YSGA's website at <http://yologroundwater.org>.

Major progress has been made for the selection of representative wells. The first round of well selections for the entire YSGA area is complete. The second round of the selection process has started. YCFC&WCD staff have met with the Cities of Davis and Woodland and UC Davis to ground-truth the well database and selection of representative wells to define sustainability indicators. YCFC&WCD staff will work with all other member agencies and state and federal agencies to ground-truth representative wells within respective management areas.

Almost half of the wells within the YCFC&WCD's network of 150+ wells have been surveyed by Jim Frame. Non-YCFC&WCD wells are expected to be surveyed in the summer and fall of 2020.

A total of 21 real-time groundwater level monitoring devices have been installed in Yolo County. YCFC&WCD staff are coordinating with Reclamation Districts 999 and 150 to install real-time monitoring units in the Clarksburg area and with growers to install real-time monitoring units in the Dunnigan Hills/Hungry Hollow area. YCFC&WCD staff are working on having all data and information from those units viewable in yologroundwater.org.

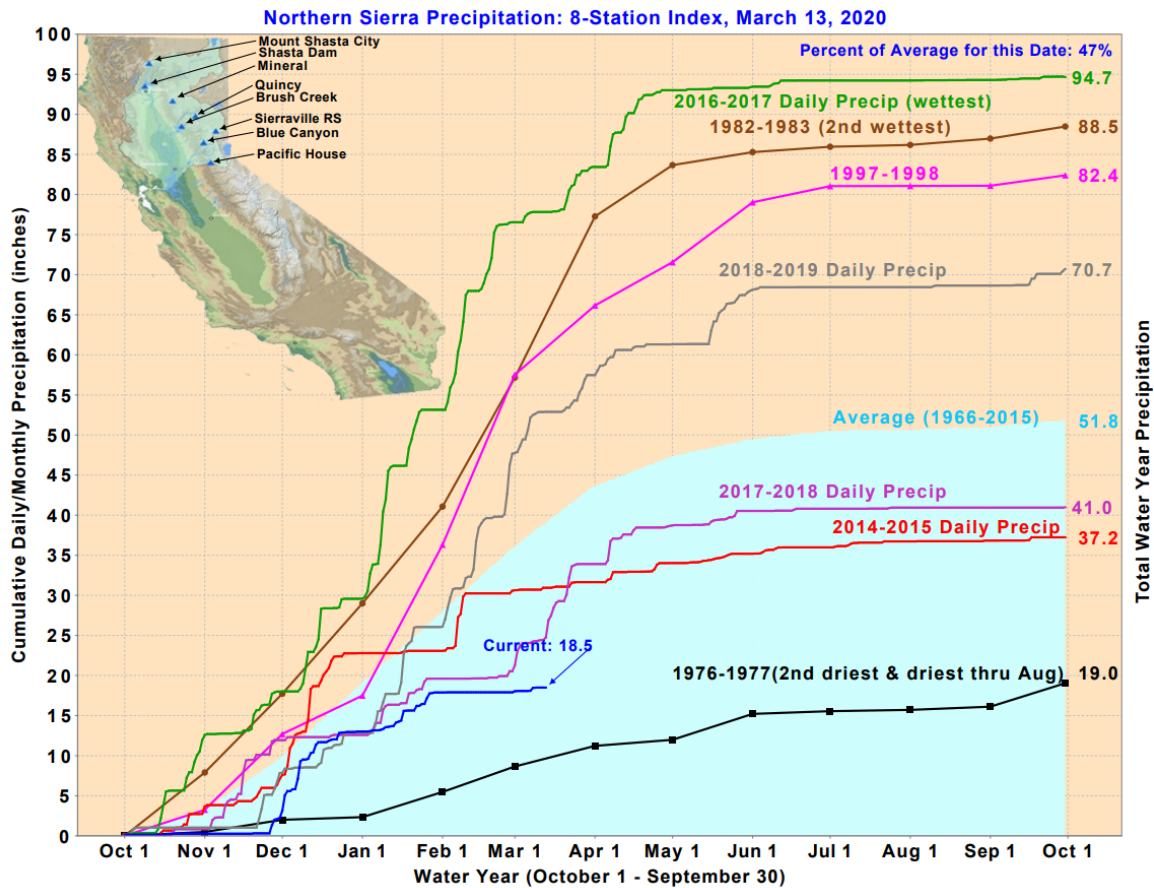
Program Outreach

Staff participated in a number of meetings/workshops/conferences related to SGMA and groundwater recharge and protection, which include the following:

1. Participated in NCWA’s Groundwater Management Task Force Meeting (December 9, 2019; O’Halloran)
2. Participated in ACWA’s Groundwater Committee (February 11, 2020; Sicke)
3. Participated in TNC’s Agility Lab to Discuss Groundwater Recharge Permitting (February 12, 2020; Sicke)
4. Met with Capay Valley Leaders Mica Boz and Barbara Gemmill-Herren to Discuss Capay Valley Management Area Outreach (February 13, 2020; Sicke)
5. Attended NCWA’s Annual Meeting (March 6, 2020; Directors Brice, Ramos, Cornwell, Reinhard, and Tsakopoulos; Alternate Directors Bruno, Sagara, and Vanderwaal; O’Halloran and Sicke)

Other Items of Note

As of today, precipitation in the Norther Sierra is at 47% of average to date (see the hydrograph below). Statewide snowpack is 38% of normal for this date.



The limited rainfall this winter has been disappointing and left limited water supplies in Clear Lake. Thankfully, surface water carryover from Indian Valley Reservoir has provided enough water for the YCFC&WCD's 2020 irrigation season.

In February 2020, the Central Valley Project announced an allocation of 50% and 100% of contract supply for agricultural water service contractors and Sacramento River Settlement Contractors considered to be "North-of-Delta", respectively.

In January 2020, the State Water Project announced an allocation of 15% of requested supplies.

As of today, the Woodland-Davis Clean Water Agency expects to have surface water supplies available through October 31, 2020 (unless Term 91 goes into effect prior to April 1). The Agency has potential options available for surface water deliveries starting November 1, 2020; however, these alternative options are currently not available every year. The Agency is evaluating alternative long-term surface water supply options for ensuring sustainable supplies throughout the entire water year.

Current Groundwater Conditions

Since September, groundwater levels have begun a gradual incline (as is to be expected during the winter). When compared to last year's elevations (as shown on the historical depth to water table below), this year's water levels are on average 6-feet lower. We experienced much more rainfall in February and March 2019 than this year to-date. When compared to the most recent drought period (2015 elevations), this year's water levels are on average 13-feet higher.

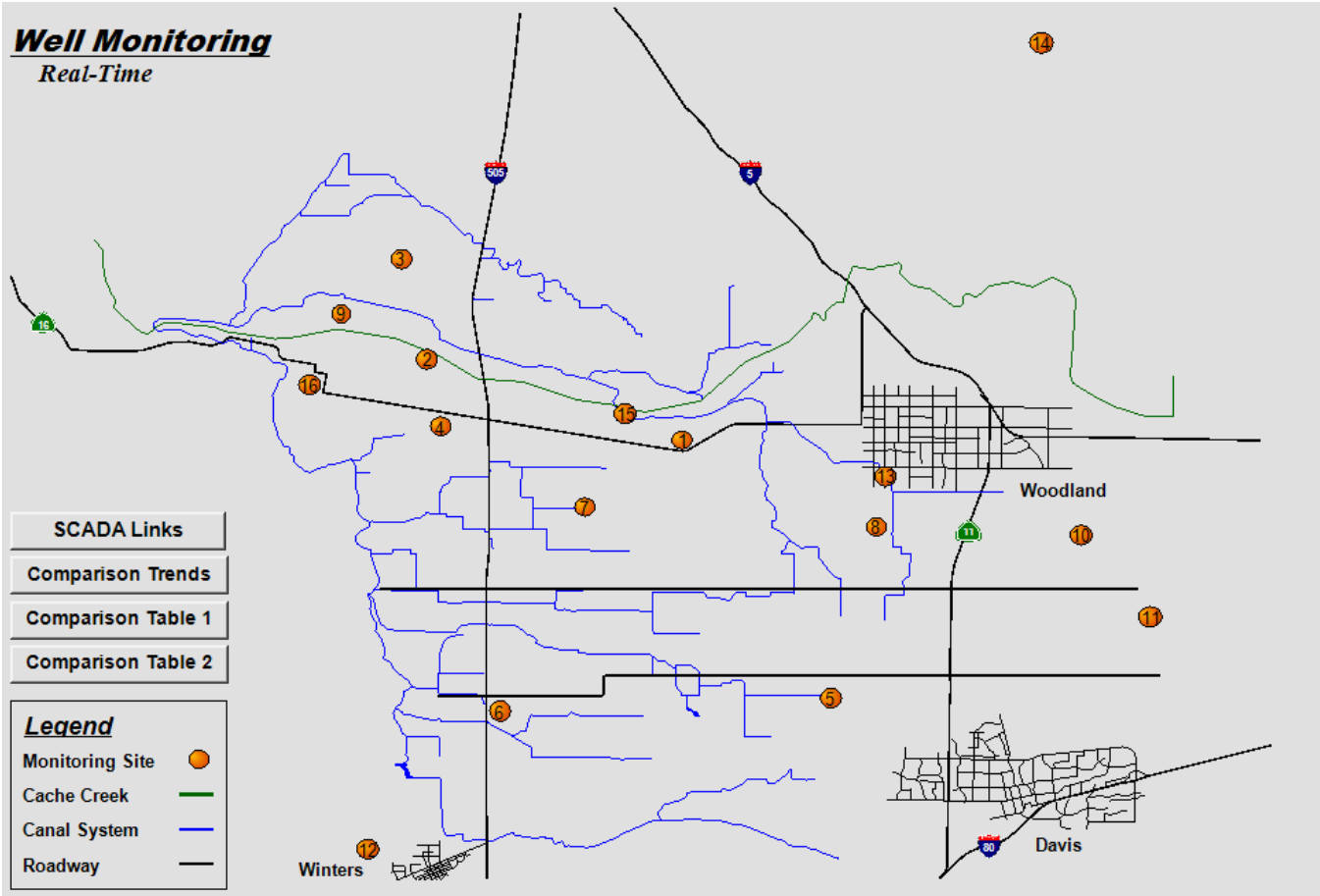
Included below are the following graphics that illustrate the current groundwater conditions and monitoring efforts.

1. A location map of the 16 real-time monitoring locations currently operating in Western Yolo County. We hope to expand this network to include representative points throughout the Yolo Subbasin.
2. A table showing historical groundwater elevations on a specific date (March 13, 2020 in this example).
3. A hydrograph of average groundwater levels based on 115 monitored wells throughout Western Yolo County. These measurements are taken twice annually, once in the spring when groundwater levels are at their highest and again in the fall when groundwater levels are at their lowest. This hydrograph contains the fall 2019 measurements.

This data is current as of March 13, 2020. Visit <http://yologroundwater.org> for more detailed information.

Well Monitoring

Real-Time



Well Monitoring

Depth to Water Historical Comparison
(Daily Average DTW in feet)

SCADA Links

Well Map

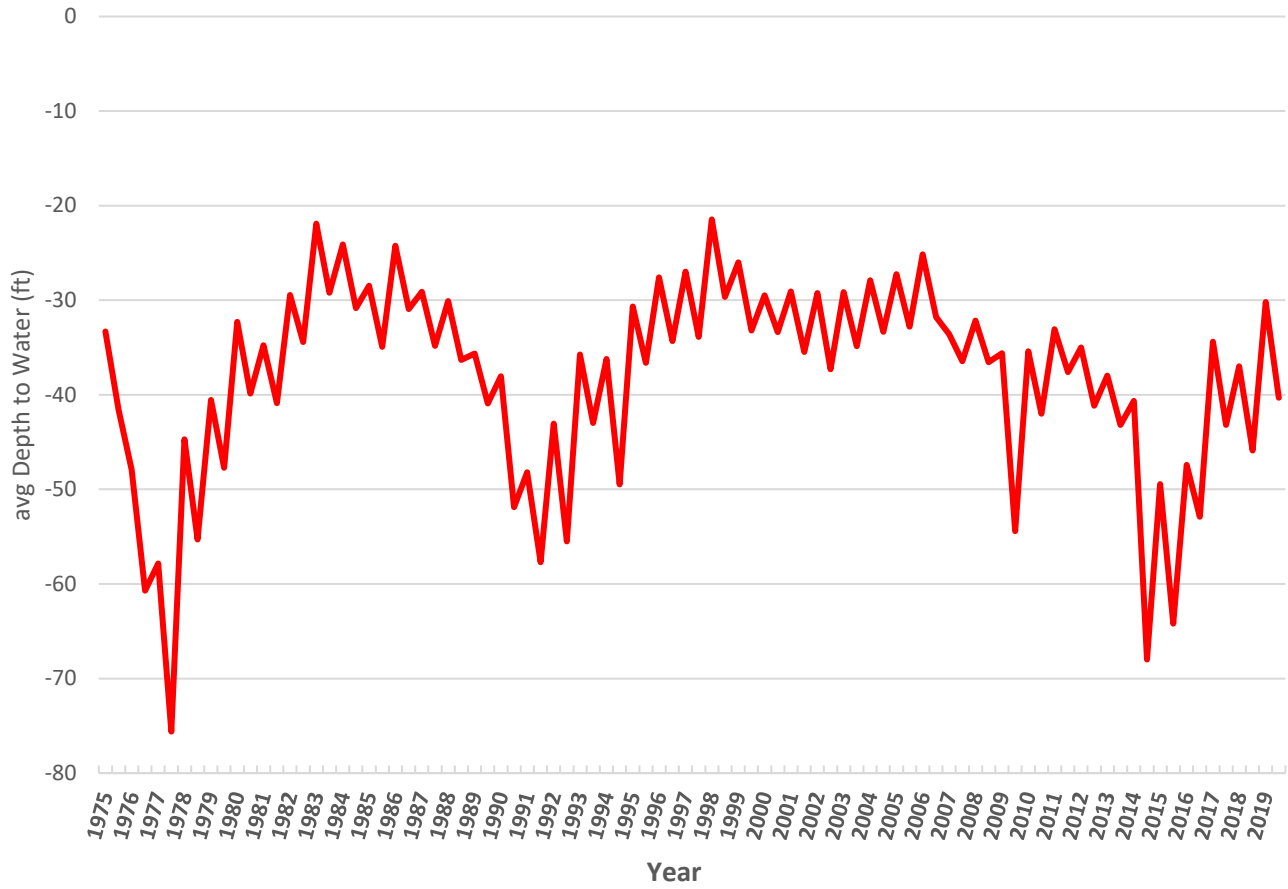
Select Date

03/13/20

Well	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Δ 2019 - 2020	Δ 2015 - 2020
1.	81.8	77.5	79.2	79.3	92.1	100.5	103.5	90.4	89.2	90.8	88.4	2.4	15.0
2.	31.4	28.9	30.0	41.8	36.1	39.7	39.9	23.7	30.2	24.8	30.1	-5.3	9.9
3.		42.0	39.6	40.3	50.9	58.7	58.9	38.6	40.1	37.9	40.1	-2.2	18.8
4.		24.8	26.6	25.8	31.6	43.3	38.9	21.2	27.1	18.6	34.1	-15.5	4.7
5.	20.8	20.8	21.3	23.4	29.8	32.4	38.7	12.4	28.2	8.8	23.2	-14.4	15.5
6.			42.2	37.4	41.9	52.0	53.0	26.1	36.3	20.5	43.0	-22.4	10.0
7.					21.3	32.1	33.5	16.4	21.0	14.6	19.8	-5.1	13.8
8.					49.4	59.8	62.6	47.7	42.5	36.8	41.5	-4.7	21.1
9.					49.5	56.3	57.5	37.3	40.5	34.8	41.8	-7.1	15.7
10.						24.6	25.9	11.9	12.3	8.9	13.9	-5.0	12.0
11.						11.3	11.9	5.5	8.7	5.5	9.6	-4.2	2.3
12.										112.1	103.0	9.1	
13.									56.5	47.1	53.6	-6.5	
14.										6.8	9.4	-2.6	
15s.										33.7	37.0	-3.3	
16.										26.1	36.1	-10.0	

YCFWCWCD Average Groundwater

Depth by Season *(fall 2019 is 115 wells)*



**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: March 16, 2020

AGENDA ITEM NO. 5

SUBJECT: Re-Appoint Position of Executive Officer

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

Article 2.12a of the JPA Agreement provides in relevant part that the YSGA may “[e]ngage one or more Members or third parties to manage any or all of the business of the YSGA on terms and conditions acceptable to the Board of Directors as specified in a separate written contract”. At the June 19, 2017 Board meeting, the Board of Directors appointed Tim O’Halloran as the YSGA’s Executive Order.

On July 1, 2019, the Yolo County Flood Control and Water Conservation District (YCFC&WCD) re-entered into a Services Agreement with the YSGA for the purpose of establishing the terms and conditions pursuant to which the YCFC&WCD will manage the business of the YSGA for a term of two years. Article 1.3 of the Services Agreement designates the YCFC&WCD’s General Manager to serve as Executive Officer of the YSGA. The YSGA Executive Officer is requesting re-appointment of the Executive Officer position to the YCFC&WCD’s Assistant General Manager Kristin Sicke.

RECOMMENDATION

Recommend Board approval of re-appointing the Executive Officer position from the YCFC&WCD General Manager to the YCFC&WCD Assistant General Manager, Kristin Sicke. With Board approval, the attached Agreement Amendment will be executed by Agreement Parties.

**ADMINISTRATIVE AND TECHNICAL SERVICES AGREEMENT
BETWEEN THE YOLO SUBBASIN GROUNDWATER AGENCY AND THE YOLO
COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT**

THIS ADMINISTRATIVE AND TECHNICAL SERVICES AGREEMENT (“**Agreement**”) is entered into and effective this 1st day of July 2019 (“**Effective Date**”), by and between the Yolo Subbasin Groundwater Agency, a public entity established pursuant to the Joint Exercise of Powers Act, Cal. Government Code §§ 6500 *et seq.* (“**YSGA**”) and the Yolo County Flood Control & Water Conservation District, a public entity (“**District**”). YSGA and the District are collectively referred to herein as the “Parties.”

RECITALS

A. On August 29, 2014, the California Legislature passed comprehensive groundwater legislation contained in SB 1168, SB 1319 and AB 1739. Collectively, those bills, as subsequently amended, enacted the “Sustainable Groundwater Management Act” (“**SGMA**”). Governor Brown signed the legislation on September 16, 2014 and it became effective on January 1, 2015.

B. Pursuant to a Joint Exercise of Powers Agreement dated June 19, 2017 (“**JPA Agreement**”), the YSGA was formed for the purpose of implementing SGMA within the Yolo Subbasin of the Sacramento Valley Groundwater Basin, California Department of Water Resources Basin No. 5-21.67 as its boundaries may be modified from time to time in accordance with Cal. Water Code Section 10722.2 (“**Subbasin**”).

C. Article 3.12.a of the JPA Agreement provides in relevant part that YSGA may “[e]ngage one or more Members or third parties to manage any or all of the business of the Agency on terms and conditions acceptable to the Board of Directors as specified in a separate written contract.”

D. YSGA and the District desire to enter into this Agreement for the purpose of establishing the terms and conditions pursuant to which the District will manage the business of YSGA.

THEREFORE, in consideration of the mutual promises, covenants and conditions herein set forth, the Parties agree as follows:

ARTICLE 1: RESPONSIBILITIES OF DISTRICT

1.1 The District will manage, and provide overall administrative and technical services in furtherance of the business and affairs of YSGA.

1.2 Pursuant to Article 3.12.a of the JPA Agreement, the District shall maintain exclusive control over any employees assigned to perform services under this Agreement,

including, but not limited to, matters related to hiring, probationary periods, disciplinary action, termination, benefits, performance evaluations, salary determinations, promotions and demotions, and leave accruals.

1.3 District General Manager will serve as Executive Officer of YSGA. Additional District staff will also provide technical and administrative services. District FY 17/18 schedule of staff and rates are included in Exhibit "A".

1.4 Without limiting the generality of Article 1.1, actions and services the District will undertake include the following:

- a. Communicate with the YSGA board of directors on all matters within the purpose and authority of YSGA;
- b. Oversee and engage in outreach and communication for activities and programs undertaken by YSGA;
- c. Provide oversight for the development and implementation of a Groundwater Sustainability Plan in accordance with SGMA;
- d. Manage and administer grants including, without limitation, preparation of grant proposals and administration of grants;
- e. Manage the groundwater monitoring network for the Subbasin;
- f. Direct and oversee staff of the Water Resources Association of Yolo County (WRA) for the provision of administrative services to YSGA;
- g. Oversee and develop YSGA Board agenda reports;
- h. Determine website content;
- i. Interface with management and staff of the California Department of Water Resources;
- j. Facilitate the management of "white areas;"
- k. Perform other non-specified, technical work; and
- l. Other duties as needed.

ARTICLE 2: TERM OF AGREEMENT

2.1 This Agreement shall remain in effect for a term of two (2) years after the Effective Date, based on the fiscal year of YSGA, subject to renewal.

ARTICLE 3: YSGA REIMBURSEMENT OF DISTRICT FOR ADMINISTRATIVE AND TECHNICAL SERVICES

3.1 YSGA will enter into a separate written agreement with the WRA for the compensation of WRA staff time to provide administrative services for the benefit of YSGA.

3.2 The YSGA will reimburse the District for administrative and technical services rendered, on a quarterly basis, not to exceed a total annual amount of \$110,000 as detailed in the rate sheet and work plan provided in Exhibits "A" and "B".

ARTICLE 4: MISCELLANEOUS PROVISIONS

4.1 **Amendments.** This Agreement may be amended from time to time by a written agreement executed by both Parties.

4.2 **Counterparts.** This Agreement may be executed by the Parties in separate counterparts, each of which when so executed and delivered shall be an original. All such counterparts shall together constitute but one and the same instrument.

4.3 **Choice of Law.** This Agreement shall be governed by the laws of the State of California.

4.4 **Severability.** If one or more clauses, sentences, paragraphs, or provisions of this Agreement is held to be unlawful, invalid or unenforceable, it is hereby agreed by the Parties that the remainder of the Agreement shall not be affected thereby. Such clauses, sentences, paragraphs or provisions shall be deemed reformed so as to be lawful, valid and enforced to the maximum extent possible.

4.5 **Headings.** The paragraph headings used in this Agreement are intended for convenience only and shall not be used in interpreting this Agreement or in determining any of the rights or obligations of the Parties to this Agreement.

4.6 **Construction and Interpretation.** This Agreement has been arrived at through negotiation and each of the Parties has had a full and fair opportunity to revise the terms of this Agreement. As a result, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in the construction or interpretation of this Agreement.

4.7 **Entire Agreement.** This Agreement constitutes the entire agreement among the Members and supersedes all prior agreements and understandings, written or oral.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above-written.

**YOLO COUNTY FLOOD CONTROL &
WATER CONSERVATION DISTRICT**



Tom Barth, Chair

**YOLO SUBBASIN GROUNDWATER
AGENCY**



Roger Cornwell, Chair

Exhibit A

District FY 17/18 schedule of staff and rates include:

District Staff	FY 17/18 Hourly Rate	Hours	Cost
Tim O'Halloran	\$115	260	\$29,900
Max Stevenson	\$90	357	\$29,267
Kristin Sicke	\$82	260	\$23,400
Technician	\$35	260	\$9,100
20% Overhead			\$18,333
TOTAL			\$110,000

Exhibit B

Services to be provided by District staff under the terms of this Agreement include:

- a. Communicate with the YSGA board of directors on all matters within the purpose and authority of YSGA;
- b. Oversee and engage in outreach and communication for activities and programs undertaken by YSGA;
- c. Provide oversight for the development and implementation of a Groundwater Sustainability Plan in accordance with SGMA;
- d. Manage and administer grants including, without limitation, preparation of grant proposals and administration of grants;
- e. Manage the groundwater monitoring network for the Subbasin;
- f. Direct and oversee staff of the Water Resources Association of Yolo County (WRA) for the provision of administrative services to YSGA;
- g. Oversee and develop YSGA Board agenda reports;
- h. Determine website content;
- i. Interface with management and staff of the California Department of Water Resources;
- j. Facilitate the management of “white areas;”
- k. Perform other non-specified, technical work; and
- l. Other duties as needed.

**ADMINISTRATIVE AND TECHNICAL SERVICES AGREEMENT
BETWEEN THE YOLO SUBBASIN GROUNDWATER AGENCY AND THE YOLO
COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT**

Article 1.3 of the Administrative and Technical Services Agreement (“**Agreement**”) entered into and effective the 1st day of July 2019, by and between the Yolo Subbasin Groundwater Agency, a public entity established pursuant to the Joint Exercise of Powers Act, Cal. Government Code §§ 6500 *et seq.* (“**YSGA**”) and the Yolo County Flood Control & Water Conservation District, a public entity (“**District**”) designates the District General Manager to serve as Executive Officer of the YSGA. YSGA and the District are collectively referred to herein as the “Parties.”

In consideration of the mutual promises, covenants and conditions set forth in the Agreement, the Parties agree to an Agreement Amendment as follows:

Article 1.3 shall be revised to state the “District Assistant General Manager Kristin Sicke will serve as the Executive Officer of YSGA” effective the 16th day of March 2020.

IN WITNESS WHEREOF, the Parties have executed this Agreement Amendment on March 16, 2020.

**YOLO COUNTY FLOOD CONTROL &
WATER CONSERVATION DISTRICT**

Jim Mayer, Chair

**YOLO SUBBASIN GROUNDWATER
AGENCY**

Roger Cornwell, Chair

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: March 16, 2020

AGENDA ITEM NO. 6

SUBJECT: Consideration: YSGA Consent Items

INITIATED OR BOARD

INFORMATION

REQUESTED BY: STAFF

ACTION: MOTION

OTHER _____

RESOLUTION

ATTACHMENT YES NO

BACKGROUND

a. Approve September 16, 2019 YSGA Board of Directors' Meeting Minutes

Pursuant to Section 54957.5 of the Brown Act, copies of the draft minutes are available to the public at the Board meetings prior to their approval.

b. Receive Fiscal Year 2019-2020 Financial Statements: September 2019 – February 2020

Receive financial statements for September 1, 2019 to February 29, 2020.

c. Approve Fiscal Year 2019-2020 Budget Amendment #1

Amendments include changes to two items. 1) Adding a dues amount for Reclamation District 307 who joined after the adoption of the FY2019-2020 budget. 2) Increasing Membership Dues to \$3,000 to accommodate ACWA's full annual membership fee and the addition of an annual fee for Streamline for hosting the new YSGA website (that fee included development of the new site and migration of information from the old website).

d. Receive Minutes of YSGA Executive Committee:

Receive YSGA Executive Committee meeting minutes for September 5, October 15, November 7, December 10, 2019 and February 18, 2020.

RECOMMENDATION

- a. Recommend adoption of September 16, 2019 Board meeting minutes with any corrections.
- b. This agenda item is for informational purposes only. No Board action is required.
- c. Recommend adoption of Budget Amendment #1 for Fiscal Year 2019-2020
- d. This agenda item is for informational purposes only. No Board action is required.

**Yolo Subbasin Groundwater Agency
Board of Directors' Meeting Minutes
Monday, September 16, 2019, 3:15 p.m.**

Woodland Community and Senior Center, 2001 East Street, Woodland, CA 95776

- 1. CALL TO ORDER and DETERMINATION OF QUORUM:** Meeting called to order at 3:15 p.m. by Roger Cornwell, Chair.

Tim O'Halloran conducted a roll call and determined a quorum was present.

The following Board members and (alternates) were in attendance:

California American Water, Dunnigan: Evan Jacobs
City of West Sacramento: Martha Guerrero
City of Winters: Jesse Loren, Vice-Chair, (Kurt Balasek)
City of Woodland: Xóchitl Rodriguez
Colusa Drain Mutual Water Company (CDMWC): Lynnel Pollock
County of Yolo: Gary Sandy
Dunnigan Water District: (Bill Vanderwaal)
Environmental Representative: Ann Brice
Esparto Community Service District (CSD): Charlie Schauup
Reclamation District (RD)108: Hilary Reinhard
RD 537: Tom Ramos
RD 765: David Dickson
RD 787: Roger Cornwell, Board Chair, (Dominic Bruno)
RD 1600: Michele Clark
RD 2035: (Mike Hall)
University of California Davis (UCD): Camille Kirk
Yocha Dehe Wintun Nation: (Marc Fawns)
Yolo County Farm Bureau (YCFB): (Denise Sagara) arrived at 3:30 pm
Yolo County Flood Control & Water Conservation District (YCFC&WCD): (Tim O'Halloran, Executive Officer)

Absent: City of Davis, Madison Community Service District (CSD), RD 150, RD 307, RD 785, RD 827, RD 999

- 2. APPROVE AGENDA:** The Board approved the September 16, 2019 agenda as posted. Motioned by County of Yolo to approve the agenda, seconded by CDMWD and unanimously approved.

Absent: City of Davis, Madison Community Service District (CSD), RD 150, RD 307, RD 785, RD 827, RD 999

- 3. PUBLIC FORUM:** No comments from the public.
- 4. REPORT OF THE CHAIR and EXECUTIVE OFFICER:** Chair Cornwell reported that the Board meetings of the Water Resources Association of Yolo County and the YSGA will be held

separately. In June 2019, the Boards of both agencies held a consolidated meeting to be more efficient, but it was brought to our attention that was not appropriate. Legal counsel has advised that the Board meetings be held separately. Executive Officer, Tim O'Halloran encouraged anyone to contact the Board officers to express any of their concerns regarding Brown Act compliance or YSGA activities.

The Executive Officer gave an overview of the implementation and outreach activities included in his written report. Tim introduced AmeriCorps Civic Spark Fellows, Brooke Ely and Chris Ronco, who will be assisting with groundwater monitoring and reporting activities for the YSGA. He also summarized current water conditions.

Chair Cornwell gave a brief update on the forecasted water conditions for Lake Shasta. Water levels are above average compared to last year and it is anticipated there will be sufficient water supply for the Sacramento Settlement Contractors and others on the Sacramento River.

5. CONSENT ITEMS:

- a. Approved June 17, 2019 Board of Directors meeting minutes
- b. Received Fiscal Year End 2018-2019 Financial Statements
- c. Received Audited Financial Statements as of June 30, 2019
- d. Received Fiscal Year End 2019-2020 Financial Statements: July to August 2019
- e. Received minutes of Executive Committee: 6/3, 7/22, 8/26/19

Motioned by the City of West Sacramento to approve all consent items, seconded by UC Davis and unanimously approved.

Absent: City of Davis, Madison Community Service District (CSD), RD 150, RD 307, RD 785, RD 827, RD 999

6. PROJECT UPDATE: AQUIFER STORAGE & RECOVERY (ASR) PROGRAM, CITY OF WOODLAND,

Tim Busch, City of Woodland, gave an update on their ASR program (PPT presentation: <https://yologroundwater.org/index.php/ysga-board-meetings/>). Tim gave some background on Woodland's water supply system and the formation of the Woodland Davis Clean Water Agency (WDCWA) in 2009. Starting in 2016 the cities of Woodland and Davis and UC Davis partnered to provide treated surface water from the Sacramento River to their customers as part of the Davis-Woodland Water Supply Project. Tim explained Term 91 water right curtailments that requires water permittees to cease diverting water when the State Water Resources Control Board gives notice that Term 91 is in effect. [Term 91](#) becomes effective when Delta flows are insufficient to meet water quality standards. In addition to their primary water right, WDCWA purchased an additional 10,000 ac-ft senior water right in 2010 to supplement water supplies during the summer months. However, if Lake Shasta Reservoir doesn't achieve a certain level of storage by March, then WDCWA's senior water right is subject to Critical Year cutbacks. Their 10,000 ac-ft diversion limit is reduced by 25% during critical year conditions.

Woodland's ASR Program was instituted more than 5 years ago to ensure that the City can provide adequate water supply and quality for its residents. ASR wells provide an inexpensive way to store large quantities of water underground that involves the direct injection of surface water supplies into the aquifer for later recovery and use. He illustrated how injection and extraction are conducted

through ASR wells with an informative graphic. Woodland is well suited for ASR due to the characteristics of the aquifer and how the water moves underground. Tim explained how they monitor the constituents in the water in Woodland's distribution system and their geochemical testing process. Water quality is monitored by sampling at designated monitoring and ASR wells during all operational phases. Since starting ASR operation, the City has stored 1.2 billion gallons (target storage volume achieved on June 2, 2019). It is estimated that 30% of the initial injected water is stored in a buffer zone between the native groundwater and the treated surface water stored in the aquifer. The City is determining the best location for additional monitoring wells to store water for future supply demands. He highlighted that the Program has been recognized for its engineering excellence both locally and nationally. Tim answered questions from the Board and audience.

7. UPDATE ON WATER LEGISLATION, REGULATORY & DELTA ISSUES,

Adam Robin, Legislative Affairs Director, Northern California Water Association, gave an update on pertinent legislative and regulatory issues related to water and groundwater. Adam discussed the following items and answered questions.

- 2019 Legislative Session Recap
 - Senate Bill 1: Approved by the Legislature on the last day of session. Governor Newsom has signaled his intent to veto the measure.
 - State Budget: This year's state budget includes \$92 million for multi-benefit flood projects and \$70 million for implementation of Voluntary Agreements.
 - Drinking Water: The State Water Board is beginning implementation of the new Safe & Affordable Drinking Water Fund, which is intended to provide funding for systems that cannot afford necessary drinking water system improvements. \$160 million has been allocated for the fund this year.
- 2020 Legislative Preview
 - The Newsom Administration is soliciting comments and recommendations for a state "water resilience portfolio." A final portfolio is expected to be released by the end of the year.
 - Discussions are already underway about a new wildfire/climate change adaptation/water bond for the November 2020 ballot.
- Bay-Delta
 - Parties to the Voluntary Agreements continue to develop and advance the agreements. The State Water Board will be increasingly involved in evaluating the agreements and incorporating them into the water quality control plan update.
 - Federal agencies are expected to release updated Biological Opinions in the near future.

8. UPDATE ON GROUNDWATER SUSTAINABILITY PLAN (GSP) DEVELOPMENT, Kristin Sicke, YCFC&WCD, summarized progress on each of the topics below and answered questions.

- a. Water Budget: Stockholm Environment Institute (SEI) started working on future scenario water budgets. This work will probably take several months and will be reviewed by the Working Group.
- b. Hydrogeologic Conceptual Model: Montgomery & Associates was the consultant selected to update and refine the model. It is anticipated to be completed in November.
- c. Stakeholder Communication and Engagement: The outreach plan will be completed after the remaining fall workshops are scheduled this fall.
- d. Groundwater Monitoring and Report: Kristin noted that the legend in Figure 1 was inadvertently reversed. The red marked items are the new monitoring sites; the yellow are the existing sites. This information will be reviewed with the local entities at the next Working Group meeting.

- e. Surface Water and Groundwater Modeling: This model is also being refined by SEI.
- f. Sustainable Management Criteria: Consultant GEI was hired to draft sustainable management criteria and facilitate workshops for the remaining five management areas sometime this fall.

9. MEMBERS' REPORTS and FUTURE AGENDA ITEMS – Esparto CSD, RD 537, and Dunnigan Water District gave brief updates on their current activities. Chair Cornwell reported that the Bureau filed a record of decision on the *Yolo Bypass Salmonid Habitat Restoration Project*. Tim O'Halloran reported that the County of Yolo and the YCFC&WCD have initiated "*FloodSAFE Yolo 2.0*" to address rural flooding issues in western Yolo county. Lynnel Pollock shared that the City of Woodland held their public scoping meeting to prepare a Draft EIR for the Woodland Flood Risk Management Project for Cache Creek.

- a. "White" Area Annexation
- b. White Paper on Areas of Special Concern

10. NEXT MEETING – Monday, November 18, 2019, 3:15 pm

11. ADJOURNMENT – Chair Cornwell adjourned the meeting at 4:30 p.m.

Respectfully submitted,

Donna L. Gentile
Board Secretary & Administrative Coordinator

Yolo Subbasin Groundwater Agency
Balance Sheet
 As of February 29, 2020

	<u>Feb 29, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	2,811.83
1010 · 1st Northern-Savings	19,154.10
1020 · Yolo County Treasury	<u>824,689.91</u>
Total Checking/Savings	<u>846,655.84</u>
Total Current Assets	<u>846,655.84</u>
TOTAL ASSETS	<u><u>846,655.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>42,536.50</u>
Total Accounts Payable	42,536.50
Other Current Liabilities	
2200 · Prepaid Insurance	<u>-360.98</u>
Total Other Current Liabilities	<u>-360.98</u>
Total Current Liabilities	<u>42,175.52</u>
Total Liabilities	42,175.52
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	463,831.49
Net Income	<u>340,648.83</u>
Total Equity	<u>804,480.32</u>
TOTAL LIABILITIES & EQUITY	<u><u>846,655.84</u></u>

Yolo Subbasin Groundwater Agency
Budget vs Actual
July 2019 through February 2020

	<u>Jul '19 - Feb 20</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	245,557.00	259,616.50	94.59%
4200 · Member Contributions-Affiliates	65,000.00	65,000.00	100.0%
4300 · Direct Contribution-White Areas	0.00	20,000.00	0.0%
4400 · Interest Income	7,293.09	5,000.00	145.86%
Total Income	<u>477,850.09</u>	<u>509,616.50</u>	<u>93.77%</u>
Expense			
5100 · Bank & Other Fees	568.37	500.00	113.67%
5300 · Insurance-General & Auto	1,574.95	2,000.00	78.75%
5500 · Membership Dues	2,815.00	1,000.00	281.5%
7000 · Admin. Services/Expenses (WRA)			
7010 · Westside IRWMP Cost Share (WRA)	21,500.00	21,500.00	100.0%
7000 · Admin. Services/Expenses (WRA) - Other	44,644.35	106,000.00	42.12%
Total 7000 · Admin. Services/Expenses (WRA)	<u>66,144.35</u>	<u>127,500.00</u>	<u>51.88%</u>
7100 · Project Mgmt-SGMA Implementatio	15,978.09	110,000.00	14.53%
7200 · Consultant Services	0.00	20,000.00	0.0%
7300 · Legal Services	684.00	20,000.00	3.42%
7350 · Audit Services - Financial	7,372.50	7,000.00	105.32%
7500 · GW Monitoring-Real-time Sensors	0.00	80,000.00	0.0%
7600 · YC Groundwater Monitor Program	42,064.00	42,064.00	100.0%
Total Expense	<u>137,201.26</u>	<u>410,064.00</u>	<u>33.46%</u>
Net Income	<u><u>340,648.83</u></u>	<u><u>99,552.50</u></u>	

Yolo Subbasin Groundwater Agency
Profit & Loss by Quarter
July 2019 through February 2020

	<u>Jul - Sep 19</u>	<u>Oct - Dec 19</u>	<u>Jan - Feb 20</u>	<u>TOTAL</u>
Income				
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	245,557.00	0.00	0.00	245,557.00
4200 · Member Contributions-Affiliates	65,000.00	0.00	0.00	65,000.00
4400 · Interest Income	6.01	2,994.26	4,292.82	7,293.09
Total Income	<u>470,563.01</u>	<u>2,994.26</u>	<u>4,292.82</u>	<u>477,850.09</u>
Expense				
5100 · Bank & Other Fees	0.00	138.89	429.48	568.37
5300 · Insurance-General & Auto	492.00	1,082.95	0.00	1,574.95
5500 · Membership Dues	0.00	1,200.00	1,615.00	2,815.00
7000 · Admin. Services/Expenses (WRA)				
7010 · Westside IRWMP Cost Share (WRA)	0.00	21,500.00	0.00	21,500.00
7000 · Admin. Services/Expenses (WRA) - Other	16,886.44	14,445.09	13,312.82	44,644.35
Total 7000 · Admin. Services/Expenses (WRA)	<u>16,886.44</u>	<u>35,945.09</u>	<u>13,312.82</u>	<u>66,144.35</u>
7100 · Project Mgmt-SGMA Implementatio	11,509.43	0.00	4,468.66	15,978.09
7300 · Legal Services	0.00	684.00	0.00	684.00
7350 · Audit Services - Financial	6,900.00	0.00	472.50	7,372.50
7600 · YC Groundwater Monitor Program	0.00	0.00	42,064.00	42,064.00
Total Expense	<u>35,787.87</u>	<u>39,050.93</u>	<u>62,362.46</u>	<u>137,201.26</u>
Net Income	<u><u>434,775.14</u></u>	<u><u>-36,056.67</u></u>	<u><u>-58,069.64</u></u>	<u><u>340,648.83</u></u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
July 2019 through February 2020**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
General Journal	07/01/2019	5		Re-assign insurance paid in FY18-19 for FY19-20	2200 · Prepaid Insurance		5300 · Insurance-General & Auto	-492.00
Transfer	07/18/2019			Funds Transfer	1010 · 1st Northern-Savings	√	1000 · 1st Northern-Checking	-15,000.00
Bill Pmt -Check	07/22/2019	126	Downey Brand		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-1,587.00
Bill Pmt -Check	07/22/2019	127	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-30,603.35
Invoice	07/25/2019	2019-1	Reclamation District 307		1100 · Accounts Receivable		-SPLIT-	5,941.00
Invoice	08/01/2019	2019-2	Reclamation District 307		1100 · Accounts Receivable		-SPLIT-	2,970.50
Invoice	08/01/2019	2019-3	YCFC&WCD		1100 · Accounts Receivable		4100 · Member Contributions-Rural	110,000.00
Invoice	08/01/2019	2019-4	County of Yolo		1100 · Accounts Receivable		4100 · Member Contributions-Rural	40,000.00
Invoice	08/01/2019	2019-5	City of Davis		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	40,000.00
Invoice	08/01/2019	2019-6	City of Woodland		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	40,000.00
Invoice	08/01/2019	2019-7	City of Winters		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	20,000.00
Invoice	08/01/2019	2019-8	Yocha Dehe Wintun Nation		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	10,000.00
Invoice	08/01/2019	2019-9	Esparto Community Service District		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	5,000.00
Invoice	08/01/2019	2019-10	Madison Community Service District		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	5,000.00
Invoice	08/01/2019	2019-11	Dunnigan Water District		1100 · Accounts Receivable		4100 · Member Contributions-Rural	5,350.00
Invoice	08/01/2019	2019-12	Reclamation District 108		1100 · Accounts Receivable		4100 · Member Contributions-Rural	21,600.00
Invoice	08/01/2019	2019-13	Reclamation District 2035		1100 · Accounts Receivable		4100 · Member Contributions-Rural	19,000.00
Invoice	08/01/2019	2019-14	University of California Davis		1100 · Accounts Receivable		4200 · Member Contributions-Affiliates	40,000.00
Invoice	08/01/2019	2019-15	Colusa Drain Mutual Water Comany		1100 · Accounts Receivable		4200 · Member Contributions-Affiliates	10,000.00
Invoice	08/01/2019	2019-16	California American Water Company		1100 · Accounts Receivable		4200 · Member Contributions-Affiliates	5,000.00
Invoice	08/01/2019	2019-17	Yolo County Farm Bureau		1100 · Accounts Receivable		4200 · Member Contributions-Affiliates	10,000.00
Invoice	08/01/2019	2019-18	Reclamation District 537		1100 · Accounts Receivable		4100 · Member Contributions-Rural	2,600.00
Invoice	08/01/2019	2019-19	Reclamation District 730		1100 · Accounts Receivable		4100 · Member Contributions-Rural	2,249.00
Invoice	08/01/2019	2019-20	Reclamation District 765		1100 · Accounts Receivable		4100 · Member Contributions-Rural	700.00
Invoice	08/01/2019	2019-21	Reclamation District 785		1100 · Accounts Receivable		4100 · Member Contributions-Rural	1,600.00
Invoice	08/01/2019	2019-22	Reclamation District 787		1100 · Accounts Receivable		4100 · Member Contributions-Rural	14,700.00
Invoice	08/01/2019	2019-23	Reclamation District 827		1100 · Accounts Receivable		4100 · Member Contributions-Rural	613.00
Invoice	08/01/2019	2019-24	Reclamation District 1600		1100 · Accounts Receivable		4100 · Member Contributions-Rural	3,462.00
Invoice	08/01/2019	2019-25	City of West Sacramento		1100 · Accounts Receivable		4000 · Member Contributions-Municipal	40,000.00
Invoice	08/01/2019	2019-26	Reclamation District 150		1100 · Accounts Receivable		4100 · Member Contributions-Rural	2,146.50
Invoice	08/01/2019	2019-27	Reclamation District 999		1100 · Accounts Receivable		4100 · Member Contributions-Rural	12,625.00
Payment	08/12/2019	17972	Esparto Community Service District		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,000.00
Payment	08/15/2019	3852	Colusa Drain Mutual Water Comany		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,000.00
Payment	08/15/2019	99103	Dunnigan Water District		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,350.00
Payment	08/16/2019	132214	Yocha Dehe Wintun Nation		1200 · Undeposited Funds	√	1100 · Accounts Receivable	10,000.00
Deposit	08/19/2019			Deposit	1020 · Yolo County Treasury	√	-SPLIT-	25,350.00
Payment	08/19/2019	437804	City of Davis		1200 · Undeposited Funds	√	1100 · Accounts Receivable	40,000.00
Payment	08/19/2019	29318	Reclamation District 108		1200 · Undeposited Funds	√	1100 · Accounts Receivable	21,600.00
Payment	08/21/2019	47659	California American Water Company		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,000.00
Transfer	08/22/2019			Funds Transfer	1010 · 1st Northern-Savings	√	1000 · 1st Northern-Checking	-20,000.00
Bill Pmt -Check	08/26/2019	128	Water Resources Association of Yolo Cty	VOID:	1000 · 1st Northern-Checking	√	2000 · Accounts Payable	0.00
Payment	08/26/2019	57330	YCFC&WCD		1200 · Undeposited Funds	√	1100 · Accounts Receivable	110,000.00
Payment	08/26/2019	47748	Reclamation District 787		1200 · Undeposited Funds	√	1100 · Accounts Receivable	14,700.00
Payment	08/28/2019	JE#332-Yolo County	Reclamation District 307		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,941.00
Payment	08/28/2019	JE #335-YCT	Reclamation District 150		1200 · Undeposited Funds	√	1100 · Accounts Receivable	1,076.25
Payment	08/28/2019	JE#334-Yolo County	Reclamation District 730		1200 · Undeposited Funds	√	1100 · Accounts Receivable	2,249.00

**Yolo Subbasin Groundwater Agency
Transaction List by Date
July 2019 through February 2020**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Payment	08/28/2019	JE#333-Yolo County	Reclamation District 1600		1200 · Undeposited Funds	√	1100 · Accounts Receivable	3,462.00
Deposit	08/28/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	5,941.00
Deposit	08/28/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	1,076.25
Deposit	08/28/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	2,249.00
Deposit	08/28/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	3,462.00
Payment	08/29/2019	ACH #4984	Madison Community Service District		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,000.00
Bill	08/29/2019	2019-0829	Richardson & Company LLP		2000 · Accounts Payable		7350 · Audit Services - Financial	-6,900.00
Bill	08/30/2019	2019-7 revised	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7000 · Admin. Services/Expenses (WRA)	-16,886.44
Payment	08/30/2019	ACH #4984	County of Yolo		1200 · Undeposited Funds	√	1100 · Accounts Receivable	40,000.00
Deposit	08/30/2019			Deposit	1000 · 1st Northern-Checking	√	-SPLIT-	45,000.00
Deposit	09/04/2019			Deposit	1020 · Yolo County Treasury	√	-SPLIT-	191,300.00
Bill Pmt -Check	09/04/2019	129	Richardson & Company LLP		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-6,900.00
Bill Pmt -Check	09/04/2019	130	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-16,886.44
Payment	09/05/2019	JE #56	Reclamation District 537		1200 · Undeposited Funds	√	1100 · Accounts Receivable	2,600.00
Deposit	09/05/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	2,600.00
Payment	09/09/2019	286361	City of West Sacramento		1200 · Undeposited Funds	√	1100 · Accounts Receivable	40,000.00
Payment	09/16/2019	6887	Yolo County Farm Bureau		1200 · Undeposited Funds	√	1100 · Accounts Receivable	10,000.00
Deposit	09/28/2019			Interest	1010 · 1st Northern-Savings	√	4400 · Interest Income	6.01
Bill	09/30/2019	2019-0930	Yolo County Flood Control & WCD		2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-11,509.43
Deposit	09/30/2019			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	2,970.50
Check	10/01/2019			Service Charge	1020 · Yolo County Treasury	√	5100 · Bank & Other Fees	-113.89
Deposit	10/01/2019			Interest	1020 · Yolo County Treasury	√	4400 · Interest Income	2,989.87
Deposit	10/02/2019			Deposit	1020 · Yolo County Treasury	√	-SPLIT-	50,000.00
Bill	10/03/2019	Policy FY19-20	ACWA/JPIA		2000 · Accounts Payable		-SPLIT-	-1,443.93
Payment	10/03/2019	JE#313-Yolo County	Reclamation District 307		1200 · Undeposited Funds	√	1100 · Accounts Receivable	2,970.50
Bill	10/14/2019	2019-14	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7010 · Westside IRWMP Cost Share (WRA)	-21,500.00
Bill Pmt -Check	10/15/2019	131	ACWA/JPIA		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-1,443.93
Bill Pmt -Check	10/15/2019	132	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-21,500.00
Bill Pmt -Check	10/15/2019	133	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-11,509.43
Payment	10/16/2019	18754	Reclamation District 999		1200 · Undeposited Funds	√	1100 · Accounts Receivable	12,625.00
Payment	10/17/2019	11141224	University of California Davis		1200 · Undeposited Funds	√	1100 · Accounts Receivable	40,000.00
Bill	10/18/2019	541619	Downey Brand		2000 · Accounts Payable		7300 · Legal Services	-684.00
Deposit	10/23/2019			Deposit	1020 · Yolo County Treasury	√	-SPLIT-	52,625.00
Payment	10/25/2019	2197	Reclamation District 827		1200 · Undeposited Funds	√	1100 · Accounts Receivable	613.00
Bill Pmt -Check	11/06/2019	134	Downey Brand		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-684.00
Deposit	11/08/2019			Deposit	1010 · 1st Northern-Savings	√	1200 · Undeposited Funds	613.00
Check	11/08/2019			Service Charge	1000 · 1st Northern-Checking	√	5100 · Bank & Other Fees	-25.00
Payment	11/20/2019	53492	City of Winters		1200 · Undeposited Funds	√	1100 · Accounts Receivable	20,000.00
Bill	12/01/2019	102673	Digital Deployment/Streamline		2000 · Accounts Payable		5500 · Membership Dues	-1,200.00
Payment	12/09/2019	939	Reclamation District 765		1200 · Undeposited Funds	√	1100 · Accounts Receivable	700.00
Transfer	12/10/2019			Funds Transfer	1010 · 1st Northern-Savings	√	1000 · 1st Northern-Checking	-10,000.00
Bill	12/10/2019	2019-15	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7000 · Admin. Services/Expenses (WRA)	-14,445.09
Bill Pmt -Check	12/10/2019	135	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-14,445.09
Payment	12/23/2019	293538	City of Woodland		1200 · Undeposited Funds	√	1100 · Accounts Receivable	40,000.00
Deposit	12/31/2019			Interest	1010 · 1st Northern-Savings	√	4400 · Interest Income	4.39
Check	01/01/2020			Service Charge	1020 · Yolo County Treasury	√	5100 · Bank & Other Fees	-429.48
Deposit	01/01/2020			Interest	1020 · Yolo County Treasury	√	4400 · Interest Income	4,292.82

**Yolo Subbasin Groundwater Agency
Transaction List by Date
July 2019 through February 2020**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Bill	01/03/2020	2020-0103	Yolo County Flood Control & WCD		2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-4,468.66
Bill	01/08/2020	2020-01	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7000 · Admin. Services/Expenses (WRA)	-12,542.82
Transfer	01/08/2020			Funds Transfer	1010 · 1st Northern-Savings	√	1000 · 1st Northern-Checking	-10,000.00
Bill Pmt -Check	01/08/2020	136	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-12,542.82
Bill	01/09/2020	2020-02	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7000 · Admin. Services/Expenses (WRA)	-770.00
Bill Pmt -Check	01/09/2020	137	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-770.00
Payment	01/14/2020	3889	Colusa Drain Mutual Water Comany		1200 · Undeposited Funds	√	1100 · Accounts Receivable	5,000.00
Bill	01/23/2020	2020.0123	ACWA		2000 · Accounts Payable		5500 · Membership Dues	-1,615.00
Payment	01/23/2020	JE #395-YCT	Reclamation District 150		1200 · Undeposited Funds	√	1100 · Accounts Receivable	1,076.25
Deposit	01/23/2020			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	1,076.25
Payment	01/29/2020	1423	Reclamation District 785		1200 · Undeposited Funds	√	1100 · Accounts Receivable	1,600.00
Deposit	02/04/2020			Deposit	1020 · Yolo County Treasury	√	-SPLIT-	67,300.00
Transfer	02/11/2020			Funds Transfer	1010 · 1st Northern-Savings	√	1000 · 1st Northern-Checking	-7,000.00
Bill	02/12/2020	110881	Richardson & Company LLP		2000 · Accounts Payable		7350 · Audit Services - Financial	-472.50
Bill Pmt -Check	02/13/2020	138	ACWA		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-1,615.00
Bill Pmt -Check	02/13/2020	139	Digital Deployment/Streamline		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-1,200.00
Bill Pmt -Check	02/13/2020	140	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-4,468.66
Check	02/13/2020	141	Reclamation District 150	For overpayment of FY2019-2020 YSGA Members	1000 · 1st Northern-Checking		1100 · Accounts Receivable	-6.00
Bill	02/20/2020	2020-0220	Yolo County Flood Control & WCD		2000 · Accounts Payable		7600 · YC Groundwater Monitor Program	-42,064.00
Payment	02/20/2020	JE#362-YCT	Reclamation District 2035		1200 · Undeposited Funds	√	1100 · Accounts Receivable	19,000.00
Deposit	02/20/2020			Deposit	1020 · Yolo County Treasury	√	1200 · Undeposited Funds	19,000.00

Yolo Subbasin Groundwater Agency
July 1, 2019 to June 30, 2020
Annual Fiscal Year Budget for next two years
Proposed Amendment #1 pending adoption on 3/16/2020

	Fiscal Year 2019-2020 Adopted 6/17/19	Fiscal Year 2019-2020 Amendment #1 3/16/20
Revenue	FY2019-20	FY2019-20
City of Davis	40,000	40,000
City of West Sacramento	40,000	40,000
City of Woodland	40,000	40,000
City of Winters	20,000	20,000
Yocha Dehe Wintun Nation	10,000	10,000
Esparto Community Services District	5,000	5,000
Madison Community Services District	5,000	5,000
Subtotal Municipal Agencies Revenue	\$160,000	\$160,000
Yolo County Flood Control & WCD (200,000 acres)	100,000	100,000
Yolo County (White Areas) (160,000 acres)	40,000	40,000
Direct Contributions (White Areas) (40,000 acres)	20,000	20,000
Other Contributions from Rural Agencies ¹	40,000	40,000
Dunnigan Water District (10,700 acres)	5,350	5,350
Reclamation District 108 (23,200 acres)	11,600	11,600
Reclamation District 150 (4,293 acres)	2,147	2,147
Reclamation District 307 (5,941 acres) ⁵	0	2,971
Reclamation District 537 (5,200 acres)	2,600	2,600
Reclamation District 730 (4,498 acres)	2,249	2,249
Reclamation District 765 (1,400 acres)	700	700
Reclamation District 785 (3,200 acres)	1,600	1,600
Reclamation District 787 (9,400 acres)	4,700	4,700
Reclamation District 827 (1,225 acres)	613	613
Reclamation District 999 (25,250 acres)	12,625	12,625
Reclamation District 1600 (6,924 acres)	3,462	3,462
Reclamation District 2035 (18,000 acres)	9,000	9,000
Subtotal Rural Agencies Revenue	\$256,646	\$259,617
University of California Davis	40,000	40,000
Colusa Drain Mutual Water Company	10,000	10,000
California American Water Company - Dunnigan	5,000	5,000
Yolo County Farm Bureau (private pumpers)	10,000	10,000
Environmental Party Representative (Ann Brice)	0	0
Subtotal Affiliated Parties Revenue	\$65,000	\$65,000
Interest Income	5,000	5,000
Subtotal Other Revenue	\$5,000	\$5,000
TOTAL REVENUE	\$486,646	\$489,617

Yolo Subbasin Groundwater Agency
July 1, 2019 to June 30, 2020
Annual Fiscal Year Budget for next two years
Proposed Amendment #1 pending adoption on 3/16/2020

37 EXPENDITURES	FY2019-2020	FY2019-2020
38 Bank & Other Fees	500	500
39 Insurance - General & Auto	2,000	2,000
40 Membership Dues ⁶	1,000	3,000
41 Administrative Services/Expenses (WRA) ³	127,500	127,500
42 Project Management, SGMA Implementation (YCFCWCD)	110,000	110,000
43 Consultant Services	20,000	20,000
44 Legal Services	20,000	20,000
45 Audit Service - Financial ⁴	7,000	7,000
46 Real-time Groundwater Monitoring Sensors (x6)	80,000	80,000
47 Yolo County Groundwater Monitoring Program (administrator-YCFCWCD) ²	42,064	42,064
TOTAL EXPENDITURES	\$410,064	\$412,064
49		
Net Income (Estimated)	\$76,582	\$77,553

51 1 - RD 108, RD 787, RD 2035, and YCFC&WCD (\$10,000 each)

52 2 - The historical cost of the Program was \$89,000 with the YCFC&WCD providing \$46,936/year in cost share. For the first two years of the YSGA, the YCFC&WCD continued to provide \$46,936/year in cost share towards the Program. Program was historically funded by WRA Member Agencies from July 2009 to June 2017.

53 3 - WRA Budget changes: Westside-Sac IRWM \$1,500/year increase and 2-year audit expense for years ending 6/30/18 & 6/30/19

54 4 - Quoted fees per auditor's agreement: FY17-18 \$8,900; FY18-19 \$7,000; FY19-20 \$7,050

55 5 - RD 307 joined the YSGA after budget was adopted and their dues were not included on 6/17/19

56 6 - Membership annual fees currently include ACWA (\$1,615) and Streamline (website hosting \$1,200)

* Notates changes from 6/17/19 adopted budget

**MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
September 5, 2019, 12:30 – 1:00 pm**

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

Absent: Jesse Loren

1. **CALL TO ORDER** at 12:33 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** –The agenda was approved. Motioned by Kurt and seconded by Lynnel. Motion passed unanimously.
3. **PUBLIC FORUM** – No comments.
4. **ADMINISTRATIVE ITEMS** (Donna Gentile)
 - a) Executive Officer status and recommendation on interim Executive Officer appointment: Interim Executive Officer appointment is not necessary currently, as Tim was in attendance.
 - b) Approve July 22 and August 26, 2019 meeting minutes: Both meeting minutes were approved. Motioned by Lynnel and seconded by Kurt. The motion passed unanimously.
 - c) Review financials FY2019-2020: July-August 2019: The EC reviewed the July and August 2019 financials. Donna will be inputting the final audit adjustments to the FY2018-19 financials before the financial statements are provided to the Board on September 16th.
 - d) Payments to approve: All payments were approved. Motioned by Kurt and seconded by Lynnel. The motion passed unanimously.
5. **UPDATE ON YSGA ACTIVITIES** (Tim O’Halloran/Kristin Sicke)
 - a) Groundwater Sustainability Plan (GSP) Development Update: Tim and Kristin gave an update on the status of developing the GSP. As requested by Roger, Kristin and Tim distributed a handout with a list of items for consideration for the GSP Development Planning Process (attached).
 - Hydrogeologic Conceptual Model – consultant selection pending
 - Sustainable Management Criteria Workshops – David Gutierrez hired to coordinate
 - October 2, 2019 Working Group meeting may be cancelled. October Groundwater Data Managers’ Workshop is pending coordination by Max Stevenson.
 - b) Discuss agenda items for September 16, 2019 Board meeting: The meeting will start at 3:15 p.m.
 - Consent Items to Receive/Approve
 - ♦ Regular consent items (draft minutes, current financials, committee minutes) plus:
 - ♦ Fiscal Year End 2018-2019 Financials
 - ♦ Final Audit Report for Fiscal Year Ending June 30, 2019 (final audit report distributed to the EC and will be distributed to Board on September 16th)
 - ♦ Proposed 2020 Board meeting dates
 - Removed from Agenda: Consideration of ADA compliance request is not needed. The YCFCWCD agreed to pay for ADA improvements to the two entry office doors.
 - Legislative, Regulatory and Delta Issues Update, Adam Robin, NCWA; Roger Cornwell update on SB 1
 - Presentation: City of Woodland’s ASR Program Presentation, Tim Busch (confirmed)
 - GSP Development Update (Tim/Kristin)

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
September 5, 2019, 12:30 – 1:00 pm

6. **OTHER UPDATES & FUTURE EC AGENDA ITEMS:** Nothing additional was discussed.
Future Agenda Items:
 - Executive Committee Agenda: Prop 218 and long-range funding for the YSGA (Pollock)
7. **NEXT EC MEETING DATE:** October 15, 2019, 12:30 to 1:00 p.m.
8. **ADJOURN:** Meeting adjourned at 1:00 p.m.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator

**MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
October 15, 2019, 12:30 – 1:00 pm**

Present: Roger Cornwell, Kurt Balasek, Tim O'Halloran, Lynnel Pollock, Donna Gentile, Elisa Sabatini

Absent: Jesse Loren, Kristin Sicke

1. **CALL TO ORDER** at 12:25 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Kurt motioned to approve the agenda. Lynnel seconded the motion that passed unanimously.
3. **PUBLIC FORUM** – No comments.
4. **ADMINISTRATIVE ITEMS** (Donna Gentile)
 - a) Approved September 5, 2019 meeting minutes. Motioned by Lynnel and seconded by Kurt. The motion passed unanimously.
 - b) Reviewed financials FY2019-2020: September 2019: The EC reviewed the September financials. Most dues payments have been received since September. The County treasury is slow to close each monthly period. They just closed July on October 3rd and bank statements cannot be accurately reconciled until the period is officially closed.
 - c) Reviewed Yolo County Corrective Action Report: Yolo County Financial Department has requested a corrective action plan from recommendations received by the Special Districts from their audited financials. Since the YSGA did our first audit so late, we actually have two plans to submit for FY ending 6/30/18 and 6/30/19. Donna asked who should be responsible for the development of written policies. Since the County is officially the “treasurer” of the YSGA, the EC directed her to list them as being responsible for draft policies (investment, capital assets, board and employee expense and fraud reporting). The EC would review draft policies and the Board would need to adopt the policies. The corrective action plan needs to be signed by a YSGA Director or the Executive Officer before submitting. Donna will complete the form.
 - d) Streamline online demo of YSGA website: Donna took a webinar with Streamline offered by Yolo County LAFCO in February 2019 explaining their standardization of website design for government agencies. She contacted Streamline to request a free demo for the YSGA website. She gave a short tour of the basic website layout. Streamline’s non-member monthly fee of \$100 (based on the size of our budget) includes:
 - Unlimited support related to using Streamline and training
 - Provides easy tools for local government agencies stay compliant online with State legislation
 - Unlimited upload and storage space
 - Unlimited ability to add, edit and remove content on your site
 - Continuous updates as they are released, including new features and designs
 - Meeting dashboard to help you manage your agendas and minutes and stay in compliance
 - Section 508 compliant and mobile-friendly platform
 - Transparency Dashboard with real-time status on your compliance progress
 - Ability to cancel at any time (even after receiving an invoice, if we decide it isn’t a fit)

The current YSGA website template is not easy to change or manipulate, has duplication of menu bars on top and side, has several functions that are not working, lacks transparency that complies with current regulations. Yolo LAFCO conducted a survey of special district websites

**MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
October 15, 2019, 12:30 – 1:00 pm**

and we received a score of 32% of required items that should be on the website. Gary Sandy had inquired about our progress on current and future State compliance requirements. Donna explained the requirements and benefits of member and non-member pricing. Donna has a phone consult with one additional web designer provided by Roger. She will report back to the EC which would be the best option for the YSGA and request final approval before moving forward. Lynnel mentioned there is a grant available from Streamline offering no fees for one-year and it's a simple process to apply. Donna will inquire about this with the Streamline representative.

- e) Sign FY19-20 Yolo County Treasury Authorization Form: Donna informed that whoever would be authorized to do transfers out of the YSGA Yolo County Treasury account needs to be on this form. The Chair, Vice-chair and Executive Officer are the authorized representatives. Staff authorized to make deposits and other regular accounting transactions are Donna and Kristin.
- f) Payments to approve: All payments were approved. Motioned by Kurt and seconded by Lynnel. The motion passed unanimously.

Tim motioned to approve Administrative Items a – f. Lynnel seconded the motion that passed unanimously

5. UPDATE ON YSGA ACTIVITIES (Tim O'Halloran)

- a) Groundwater Sustainability Plan (GSP) Development Update: Tim gave an update the following:
 - Hydrogeologic Conceptual Model – Model should be available sometime next month
 - Sustainable Management Criteria Workshops – Max Stevenson is working with SEI on the monitoring program component. GEI will lead the workshops on the Criteria.
 - November 6, 2019 Working Group meeting will likely be cancelled. Groundwater Data Managers' Workshop is not ready for scheduling according to Max. Donna is coordinating with Max to assist with invitations and the workshop flier when needed.
- b) Discuss agenda items for November 18, 2019 Board meeting: The meeting will start at 3:15 p.m.
 - Consent Items to Receive/Approve
 - ♦ Regular consent items (draft minutes, current financials, committee minutes)
 - Legislative, Regulatory and Delta Issues Update, Adam Robin, NCWA
 - Presentation: Tim/Elisa suggested a potential informational presentation on subsidence along Cache Creek and in the Cache Creek Settling Basin. She will reach out to DWR.
 - GSP Development Update (Tim)

6. OTHER UPDATES & FUTURE EC AGENDA ITEMS: Nothing additional was discussed.
Future Agenda Items:

- Executive Committee Agenda: Prop 218 and long-range funding for the YSGA (Pollock)

7. NEXT EC MEETING DATE: November 7, 2019, 12:30 to 1:00 p.m. River Garden Farms, Knights Landing

8. ADJOURN: Meeting adjourned at 1:00 p.m.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
November 7, 2019, 12:30 – 1:00 pm
River Garden Farms, 41758 County Road 112, Knights Landing, CA

Present: Roger Cornwell, Jesse Loren, Lynnel Pollock, Donna Gentile, Elisa Sabatini

Absent: Kurt Balasek, Tim O'Halloran

1. **CALL TO ORDER** at 12:40 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Jesse motioned to approve the agenda. Lynnel seconded the motion that passed unanimously.
3. **PUBLIC FORUM** – No comments.
4. **ADMINISTRATIVE ITEMS** (Donna Gentile)
 - a) October 15, 2019 meeting minutes approved.
 - b) Reviewed financials FY2019-2020: September-October 2019: The EC reviewed the financials. Donna proposed a budget amendment for Board adoption at the next meeting for the addition of a line item for the Streamline website annual fees for \$1,200. The YSGA is not eligible for the one-year of free membership fees grant that Lynnel mentioned last meeting. This is only for organizations without a website. Donna also reported that the YSGA is scheduled for a MSR review by Yolo LAFCO in FY2019-2020. Mark Krummenacker is assisting the County with this review and has been in contact with Donna. She referred him to Tim for his detailed questions for management. Donna informed that she has been in touch with Yolo LAFCO to receive sample policies (investment, fraud, expense, capitol assets) as a starting point for the policies that the auditor recommended for Board adoption.
 - c) Sign FY19-20 Yolo County Treasury Authorization Form (Jesse): Jesse signed form identifying authorized representatives on the YSGA Treasury account. Donna will submit to Yolo County.
 - d) Payments to approve: All payments were approved.

Roger motioned to approve Administrative Items a – d. Lynnel seconded the motion that passed unanimously

5. **UPDATE ON YSGA ACTIVITIES** (Tim O'Halloran) - Tim was not in attendance.
 - a) Groundwater Sustainability Plan (GSP) Development Update: Donna provided what information she knew. Elisa reiterated past discussions about the State not accepting some GSPs methodologies for sustainability threshold criteria. Lynnel reminded that she requested a more detailed budget projection for how the funds will be spent to develop the GSP.
 - Hydrogeologic Conceptual Model – Model should be available sometime this month from Montgomery & Associates.
 - Sustainable Management Criteria Workshops – Dave Gutierrez, GEI will coordinate workshops on Sustainable Criteria probably after the first of the year.
 - November 6 and December 4, 2019 Working Group meetings are cancelled. The first Wednesday in January is a holiday, so the next meeting is scheduled to be until 2/5/20.
 - b) Finalize agenda items for November 18, 2019 Board meeting: The EC decided to cancel the WRA and YSGA November 18th Board meetings, since a DWR presentation was unable to be arranged and there weren't any pressing updates for the Board.

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
November 7, 2019, 12:30 – 1:00 pm
River Garden Farms, 41758 County Road 112, Knights Landing, CA

6. **OTHER UPDATES & FUTURE EC AGENDA ITEMS:** Nothing additional was discussed.
Future Agenda Items:
 - Executive Committee Agenda: Prop 218 and long-range funding for the YSGA (Pollock)
7. **NEXT EC MEETING DATE:** December 10, 2019, 12:30 to 1:00 p.m., Yolo County Flood Control & WCD Board Room.
8. **ADJOURN:** Meeting adjourned at 1:00 p.m.

Respectfully submitted,

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Donna L. Gentile
Board Secretary & Administrative Coordinator

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
December 10, 2019, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

Present: Roger Cornwell, Jesse Loren, Lynnel Pollock, Kurt Balasek, Tim O’Halloran, Donna Gentile, Max Stevenson

1. **CALL TO ORDER** at 12:50 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Kurt motioned to approve the agenda. Lynnel seconded the motion that passed unanimously.
3. **PUBLIC FORUM** – No comments.
4. **ADMINISTRATIVE ITEMS** (Donna Gentile)
 - a) *November 7, 2019 meeting minutes approved.*
 - b) *Reviewed financials FY2019-2020: November 2019:* The EC reviewed the financials. Five agencies still have their FY2019-20 dues payment outstanding as of the end of November. Donna has sent three reminders and has been in contact with each agency. Two agencies will be invoiced for their 2nd dues installment in January.

Donna informed that the YSGA has not withdrawn any funds to-date from the Yolo County Treasury for FY2019-20. There have been sufficient funds in the First Northern Bank for YSGA and WRA operations. The EC agreed we should not withdraw additional funds from the Yolo County account until necessary, since that account is receiving the best interest returns. Lynnel mentioned again that she previously requested a more detailed budget projection for GSP development. Donna informed that the WRA needed additional funds to maintain operations through the end of December. A WRA invoice for \$14,445.09 (for September through November) was received in December and is scheduled for payment today.

- c) *Payments to approve:* All payments were approved.

Lynnel motioned to approve Administrative Items a – c. Kurt seconded the motion that passed unanimously

5. **UPDATE ON YSGA ACTIVITIES** (Tim O’Halloran) - Tim gave an update on the following items.
 - a) *Groundwater Sustainability Plan (GSP) Development Update:*
 - *Hydrogeologic Conceptual Model (HCM)* –Montgomery & Associates will be meeting with YGSA staff tomorrow to review their progress and clarify the tasks in the scope of work. Montgomery has a \$20,000 contract for the HCM with the YCFCWCD on behalf of the YSGA.
 - *Sustainable Management Criteria (SMC) Workshops* – Dave Gutierrez, GEI is coordinating workshops on SMC. The EC asked to verify whether they previously approved Dave to do this work or if this task needs to be formally assigned. The EC requested a list of contracts/scopes of work previously approved by the Board or EC.
 - *February 5, 2020 Working Group meeting* (the 1st Wednesday of January is a holiday). Donna will send out a cancellation notice for January 1st and a reminder about the first standing meeting for February 5th.

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
December 10, 2019, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

b) Discuss agenda for January 13, 2020 Board meeting:

- *Consent Items:* previous meeting minutes, financial statements, and budget amendment #1. Donna summarized the two minor budget amendments to be approved that were presented to the EC at their 11/7/19 meeting.
- *Legislation and Regulatory Update,* Adam Robin, NCWA
- *GSP Development Update:* Provide the Board a more detailed budget projection for the develop the GSP (Tim) and Provide a list of GSP actions and contracts authorized to-date (Donna/Max)
- *Presentation:* No presentation from DWR on Cache Creek Settling Basin. This will likely not available for a few years.
- *Announce* updated YSGA Streamline website format at January Board meeting

6. **OTHER UPDATES & FUTURE EC AGENDA ITEMS:** Nothing additional was discussed.

Future Agenda Items:

- Executive Committee Agenda: Prop 218 and long-range funding for the YSGA (Pollock)

7. **NEXT EC MEETING DATE:** February 18, 2020, 12:30 to 1:00 p.m., Yolo County Flood Control & WCD Board Room.

8. **ADJOURN:** Meeting adjourned at 1:25 p.m.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
February 18, 2020, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

Present: Roger Cornwell, Jesse Loren, Lynnel Pollock, Kurt Balasek, Donna Gentile, Kristin Sicke, Max Stevenson, Elisa Sabatini

Absent: Tim O’Halloran

1. **CALL TO ORDER** at 12:20 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Jesse motioned to approve the agenda. Lynnel seconded the motion that passed unanimously.
3. **PUBLIC FORUM** – Max Stevenson introduced an informational YSGA draft job description for discussion purposes only. This proposed position would be classified as a Yolo County Flood Control and Water Conservation District (YCFWCWD) employee and reimbursable from the YSGA budget. Max explained that the GSP grant was meant to temporarily fund an administrative/technical position for assisting with developing the Yolo Subbasin GSP; however, this position had not been solicited or filled to-date. No action needs to be taken on this issue at this time. It made sense to re-visit this proposal at this time because there is a lot of work that needs to be done and current staff are not available. Tim received this draft proposal that is in the concept stage. Max decided to present it to the EC for discussion purposes. The EC suggested the job title of Program Coordinator and that the job description should state the position is a full-time employee of the YCFWCWD for exclusively managing functions of the YSGA’s program(s). Currently, the Civic Spark fellow has been doing some of these tasks, but in the fellow is only contractually available until August 2020.

Lynnel asked what is the current status of the WRA in this process? The YSGA Board agreed (4/22/19) to wait until after the GSP was completed before revisiting the “re-opener agreement” along with the role of the WRA and its inter-relationship with YSGA. The WRA’s functions are more regional, whereas the YSGA is a JPA strictly focused on groundwater. The YSGA members (specifically the Reclamation Districts not previously participating in the WRA) would need education on the value of expanding the scope of the YSGA beyond groundwater. The EC discussed YSGA re-branding possibilities. Donna explained how the Yolo County Groundwater Monitoring Program was previously funded by WRA member agencies and how these contributions were previously invoiced and paid with their annual WRA dues. The YSGA has not been delineating groundwater monitoring program contributions as part of the agency’s membership dues invoicing. The WRA’s MOU agreement with the Westside-Sacramento IRWM is the only remaining responsibility that would need to be updated to the YSGA. If the WRA no longer had an employee, then this might be a timely transition. Donna reminded that there are other WRA-specific expenses that would need to be considered, such a general liability insurance, maintaining the WRA’s website, meeting room rentals and various State association fees. The WRA’s budget will need to be reviewed for FY2020-21.

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
February 18, 2020, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

4. ADMINISTRATIVE ITEMS (Donna Gentile)

- a) December 10, 2019 meeting minutes approved.
- b) Reviewed financials FY2019-2020: December 2019-January 2020: The EC reviewed the financials. Donna informed one agency's FY19-20 dues payment is pending, but their payment will be processed soon. Donna explained that RD 150 overpaid their FY19-20 dues by \$6.00 due to a clerical error. She is issuing a refund check today to rectify this overpayment. Also, a Groundwater Monitoring Program invoice for \$42,064 is pending for FY19-20 and she will discuss this with YCFCWCD staff today.

Donna reviewed FY19-20 budget amendment #1 that will be on the March agenda for approval. The Membership Dues expense will be increased to \$3,000 to account for ACWA's annual membership dues of \$1,615 and the Streamline website membership fees of \$1,200. (Post meeting note: Donna contacted ACWA to inquire about the increased annual fee. This is the actual membership fee based on the YSGA's annual budget of ~\$486,000. The previous invoice was their lowest membership rate (~\$387 based on an estimated budget).) The other budget change adds RD307's actual dues amount. Their membership was pending when the budget was adopted in June 2019.

- c) List of Contracts executed for YSGA activities: Donna prepared a spreadsheet of existing approved contracts executed for YSGA activities. As noted in the spreadsheet, some contracts are executed with the YCFCWCD on behalf of the YSGA and some are directly with the YSGA.
- d) Payments to approve: All payments were approved.

Jesse motioned to approve Administrative Items a – d. Lynnel seconded the motion that passed unanimously.

5. **UPDATE ON YSGA ACTIVITIES** (Tim O'Halloran/Kristin Sicke) – Kristin and Max gave updates on the following items.

- a) Groundwater Sustainability Plan (GSP) Development Update: In December, staff met with GEI, Montgomery & Associates and SEI to collaboratively discuss the work done to-date and the budget. Max gave an update on the Groundwater Monitoring Program activities. Jim Frame, Frame Surveying & Mapping, is under contract to re-survey ground surface level elevations for 150 older wells. He discussed work to identify representative wells managed by YCFCWCD, the cities of Woodland, Davis and other local agencies for the GSP.
 - *Hydrogeologic Conceptual Model (HCM)* – Montgomery & Associates sent a draft of the HCM developed. It is close to being ready to give to GEI to incorporate into the GSP. YSGA staff are working with GEI to develop a Communication and Engagement Plan.
 - *Sustainable Management Criteria (SMC) Workshops* –The SMC workshops that were originally scheduled for March/April but will likely happen later.
 - *March 4, 2020 Working Group meeting* – This meeting might be cancelled.
- b) Discuss agenda for March 16, 2020 Board meeting:
 - *Consent Items:* regular consent items and budget amendment #1

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
February 18, 2020, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

- *New YSGA website (demonstration)* www.yologroundwater.org. The EC was given a short preview of the new website that is scheduled to go “live” very soon. A similar demo can be given to the Board at the March meeting.
- *Legislation and Regulatory Update*, Adam Robin, NCWA
- *GSP Development Update*
- *Presentation*: No special presentations are planned for this meeting

6. OTHER UPDATES & FUTURE EC AGENDA ITEMS:

Nothing additional was discussed.

Future Agenda Items:

- Executive Committee Agenda: Prop 218 and long-range funding for the YSGA (Pollock)

7. NEXT EC MEETING DATE: March 9, 2020, 12:30 to 1:00 p.m., Yolo County Flood Control & WCD Board Room.

8. ADJOURN: Meeting adjourned at 1:05 p.m.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator

**Yolo Subbasin Groundwater Agency Board of Directors
Meeting Agenda Report**

MEETING DATE: March 16, 2020

AGENDA ITEM NO. 8

SUBJECT: Update on Groundwater Sustainability Plan Development

INITIATED OR BOARD INFORMATION
 REQUESTED BY: STAFF ACTION: MOTION
 OTHER _____ RESOLUTION

ATTACHMENT YES NO

BACKGROUND

a. Water Budget

SEI started working on future scenarios for the water budgets. YCFC&WCD staff are coordinating a technical working session to discuss future land use changes for incorporation into the long-term water budget projections. The standing Working Group meeting will be used to host this workshop (pending the state of the local health crisis).

b. Hydrogeologic Conceptual Model

Montgomery & Associates have completed a draft of the Hydrogeologic Conceptual Model and Groundwater Conditions; YCFC&WCD staff will continue to refine the documents for incorporation into the Basin Setting chapter of the Yolo Subbasin GSP.

c. Stakeholder Communication and Engagement

Completion of the first version of the Stakeholder Communication and Engagement Plan (C&E Plan) is pending scheduling of the summer workshops. YCFC&WCD and WRA staff will be responsible for coordination of the implementation of the C&E Plan, including maintaining an interested parties list, communicating with stakeholders regarding opportunities to comment, and collecting comments on the draft GSP.

d. Groundwater Monitoring and Reporting

As reported at the September 2019 Board meeting, draft representative wells for the Yolo Subbasin GSP have been selected (see Figure 1). A subset of the representative wells has been reviewed by the Cities of Davis and Woodland and UC Davis, the remaining representative wells will be reviewed by other member agency staff in upcoming Working Group meetings and technical working sessions. YCFC&WCD staff and project consultants are currently working on documenting the representative well selection process. Ultimately, a corresponding sustainability indicator, minimum threshold, measurable objective, and interim milestone will be assigned to representative wells.

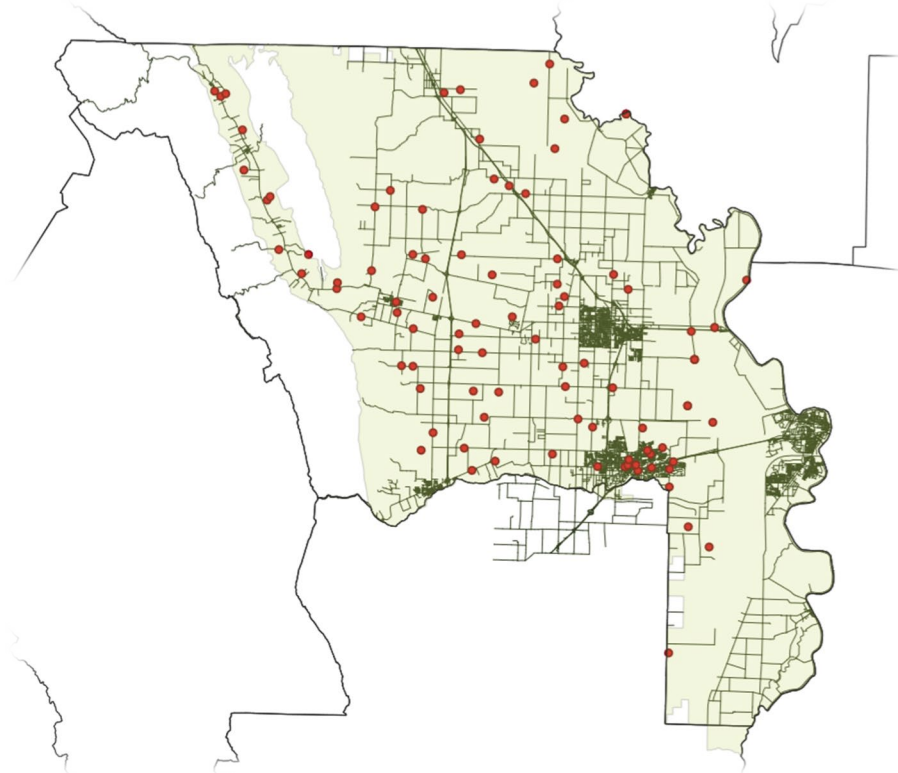


Figure 1. Draft Representative Wells for the Yolo Subbasin GSP

e. Surface Water and Groundwater Modeling

The groundwater model continues to be refined by SEI.

f. Sustainable Management Criteria

The Sustainable Management Criteria term collectively refers to the Sustainability Goal, Undesirable Results, Minimum Thresholds, and Measurable Objectives and is an assessment of sustainability indicators, significant and unreasonable conditions, management areas, and representative monitoring sites. Development of the Sustainable Management Criteria relies upon the hydrogeologic conceptual model, groundwater conditions, and water budget.

As discussed in the September 2019 Board meeting, the Executive Committee approved of hiring a consultant to develop the draft sustainable management criteria and to plan and facilitate the sustainable management criteria workshops. The first Management Area workshop for initiating the development of the Sustainable Management Criteria was held on May 23, 2019 in the Capay Valley. Workshops for the other five management areas will be scheduled in summer 2020.

YCFC&WCD staff will continue to serve as project manager of Yolo Subbasin GSP development and will closely coordinate with project consultants.

YCFC&WCD staff have spoken with the YSGA Executive Committee about the need to hire additional consultant staff to assist in developing and drafting key components of the Plan. YCFC&WCD staff have requested and received a proposal from GEI, Consultants for assisting the YSGA in developing the Yolo Subbasin GSP. The following sections are where YCFC&WCD staff would like to receive support from GEI for developing information and drafting the necessary documents: basin setting, monitoring network, sustainable management criteria, and projects and management actions. The Executive Committee has approved moving forward with GEI on these components.

The Yolo Subbasin GSP is now estimated to be completed by June 30, 2021.

RECOMMENDATION

This agenda item is for informational purposes only. No Board action is required.