



Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee March 14, 2022, 12:15 p.m. –1:00 p.m.

NOTE: This meeting is being agendized to allow Board Members, staff, and the public to participate in the meeting via teleconference, pursuant to [AB 361 \(Government Code section 54953\(e\)\)](#).

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AGENDA

1. **Call to Order**
2. **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 YSGA's jurisdiction.
4. **Administrative Items** (Sicke)
 - a) [Approve February 15, 2021 meeting minutes](#), page 3
 - b) [Review financials: FY 2021-2022: 1/21-3/10/22](#), pages 4-11
 - c) [Authorization of Purchasing Groundwater Monitoring Equipment and a Groundwater Communications Plan](#), page 12
 - d) Payments to approve*
5. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
 - a) Water Conditions Update – Spring Groundwater Measurements
 - b) Stakeholder Meetings
 - Yolo County BOS Monthly Updates
 - North Yolo MA Recharge Meeting
 - Hungry Hollow Area Community Subcommittee Meetings
 - White Area Outreach
 - c) GSP Implementation
 - Annual Report Submittal – Due April 1, 2022
 - *Special Projects Advisor* – Establishing a Framework for Forming the MA Advisory Committees and WRA/YSGA Merger

- Ad Hoc Drought Contingency Planning Committee – *Groundwater Communications Plan* and SB 552 – Domestic Well Mitigation Program
- GSP Projects
 - i. Buckeye Creek Recharge Project
 - ii. Prioritization and Funding Strategies
 - iii. Letter of Support for DOC Land Repurposing Grant Application – Due April 1, 2022

6. March 21, 2022 Board of Directors Meeting – Refer to 5.c) and Potential Budget Considerations

7. Other Updates & Future Executive Committee Agenda Items

8. Next Executive Committee Meeting Date: April ____, 2022; via GoToMeeting

9. Adjourn

I declare under penalty of perjury that the foregoing agenda for this meeting of the Executive Committee for the Yolo Subbasin Groundwater Agency was posted by March 11, 2022 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.

Kristin Sicke
Executive Officer

* PAYMENTS:
Downey Brand Invoice #570072: December 2021 Legal Services: \$720
Downey Brand Invoice #568848: January 2022 Legal Services: \$830.50
GEI Invoice #3104171: January 2022 Professional Services (Develop Yolo Subbasin GSP): \$8,127.50
GEI Invoice #3105814: February 2022 Professional Services (Submit Yolo Subbasin GSP and Assist with Annual Report development): \$2,720
LedgerPro Bookkeeping Invoice #2418: January 2021 and February 2022 Bookkeeping Services: \$675
Streamline Invoice # 6775E34E-0002 Annual Fee for YSGA Website: \$1,200
YCFC&WCD Postage Meter and Copies Reimbursement: January 2022: \$190.04
YCFC&WCD Postage Meter and Copies Reimbursement: February 2022: \$9.84

Yolo Subbasin Groundwater Agency
MINUTES of Executive Committee (EC) Meeting
February 15, 2022, 12:15 p.m. – 1:00 p.m.
Teleconferenced GoToMeeting

Present: Roger Cornwell, Jesse Loren, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Elisa Sabatini, Sarah Leicht, Jack Cronin

Absent:

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:21 pm.
2. **Adding Items to the Posted Agenda:** Nothing to add.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) *December 15, 2021 meeting minutes* were approved.
 - b) *Reviewed financials: FY2021-22: 12/14/21–1/7/22:* Financials were provided with the agenda packet.
 - c) *Payments to approve:* Payments were provided with the agenda packet.

Lynnel Pollock moved to approve administrative items a) and c), which was seconded by Kurt Balasek and unanimously approved.
5. **Update on YSGA GSP Activities (Sicke):**
 - a) *Adoption and Submission of Yolo Subbasin GSP:* The GSP was adopted and submitted to DWR on January 28, 2022.
 - b) *GSP Implementation:* The YSGA team is collecting data for the GSP annual report, due on April 1. The YSGA needs to consider how submittal of additional projects will tie into this process in future years. An upcoming Working Group meeting in early March will consider the prioritization of projects and upcoming funding solicitations. The YSGA team is also working to develop a framework for the Management Area Advisory Committees. Recent meetings with stakeholders in Capay Valley and Hungry Hollow have provided insights for the implementation of the GSP at the local level. The Buckeye Creek Recharge Project was able to move forward to due repairs in the Tehama Colusa Canal. Approximately 275 acre-feet of water was diverted into Buckeye Creek, and YSGA staff are working with Dunnigan Water District to quantify the effects on groundwater storage. Kristin will continue to work to provide budget estimates of the YSGA's needs during implementation. DWR is planning to release the newest InSAR subsidence dataset for WY 2021, which shows subsidence around the Sacramento River and Central Yolo area. The GSAs will continue to work with DWR to investigate the causes of subsidence and the extent, if any, of inelastic subsidence.
6. **Other Updates & Future Executive Committee Agenda Items:** No additional items.
7. **Next Executive Committee Meeting Date:** March 14, 2022; via GoToMeeting
8. **Adjourned** at 12:45 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

Yolo Subbasin Groundwater Agency

Balance Sheet

As of March 10, 2022

	<u>Mar 10, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	25,882.27
1010 · 1st Northern-Savings	5,663.07
1020 · Yolo County Treasury	905,786.55
Total Checking/Savings	<u>937,331.89</u>
Accounts Receivable	
1100 · Accounts Receivable	56,542.75
Total Accounts Receivable	<u>56,542.75</u>
Other Current Assets	
1150 · Prepaid Insurance	492.25
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>994,366.89</u>
TOTAL ASSETS	<u>994,366.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	14,470.76
Total Accounts Payable	<u>14,470.76</u>
Total Current Liabilities	<u>14,470.76</u>
Total Liabilities	14,470.76
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	771,946.05
Net Income	207,950.08
Total Equity	<u>979,896.13</u>
TOTAL LIABILITIES & EQUITY	<u>994,366.89</u>

Yolo Subbasin Groundwater Agency

03/10/22

Budget vs Actual

Accrual Basis

July 1, 2021 through March 10, 2022

	Jul 1, '21 - Mar ...	Budget	% of Budget
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	237,841.50	257,842.00	92.2%
4200 · Member Contributions-Affiliates	65,000.00	65,000.00	100.0%
4400 · Interest Income	3,438.30	5,000.00	68.8%
Total Income	466,279.80	487,842.00	95.6%
Expense			
5100 · Bank & Other Fees	424.02	500.00	84.8%
5200 · Copies	339.50	0.00	100.0%
5300 · Insurance-General & Auto	1,969.00	2,000.00	98.5%
5500 · Membership Dues	1,665.00	3,000.00	55.5%
5800 · Postage	182.25	0.00	100.0%
7100 · Project Mgmt-SGMA Implementatio	110,191.45	250,000.00	44.1%
7125 · Buckeye Creek Recharge Project	0.00	10,000.00	0.0%
7200 · Consultant Services	3,765.00	20,000.00	18.8%
7300 · Legal Services	8,829.00	20,000.00	44.1%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	88,900.50	60,000.00	148.2%
7500 · GW Monitoring-Real-time Sensors	0.00	40,000.00	0.0%
7600 · YC Groundwater Monitor Program	42,064.00	42,064.00	100.0%
Total Expense	258,329.72	456,064.00	56.6%
Net Income	207,950.08	31,778.00	654.4%

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
 July 1, 2021 through March 10, 2022

	Jul 1, '21 - Mar 10, 22
OPERATING ACTIVITIES	
Net Income	208,625.08
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-56,542.75
2000 · Accounts Payable	-75,949.76
2010 · Accounts Payable Adjustment	-19,501.35
	56,631.22
Net cash provided by Operating Activities	56,631.22
Net cash increase for period	56,631.22
Cash at beginning of period	880,700.67
Cash at end of period	937,331.89

Yolo Subbasin Groundwater Agency

Profit & Loss

July 1, 2021 through March 10, 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 1 - 10, 22	TOTAL
Income										
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	235,037.25	0.00	0.00	0.00	0.00	0.00	2,804.25	0.00	0.00	237,841.50
4200 · Member Contributions-Affiliates	60,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	65,000.00
4400 · Interest Income	0.00	0.00	0.14	1,787.04	0.00	0.14	1,650.98	0.00	0.00	3,438.30
Total Income	455,037.25	0.00	0.14	1,787.04	0.00	0.14	9,455.23	0.00	0.00	466,279.80
Expense										
5100 · Bank & Other Fees	0.00	0.00	0.00	0.00	25.00	0.00	399.02	0.00	0.00	424.02
5200 · Copies	0.00	0.00	0.00	145.45	0.00	0.00	188.45	5.60	0.00	339.50
5300 · Insurance-General & Auto	492.25	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	1,969.00
5500 · Membership Dues	0.00	0.00	0.00	0.00	0.00	1,665.00	0.00	0.00	0.00	1,665.00
5800 · Postage	0.00	28.48	0.00	81.03	66.91	0.00	1.59	4.24	0.00	182.25
7100 · Project Mgmt-SGMA Implementatio	-19,501.35	0.00	0.00	64,620.58	0.00	65,072.22	0.00	0.00	0.00	110,191.45
7200 · Consultant Services	910.00	210.00	175.00	210.00	210.00	175.00	1,800.00	75.00	0.00	3,765.00
7300 · Legal Services	0.00	0.00	1,710.00	2,300.00	230.00	3,038.50	830.50	720.00	0.00	8,829.00
7400 · GSP - Related Consultant Costs	0.00	6,531.00	20,450.00	3,468.00	11,640.25	35,963.75	8,127.50	2,720.00	0.00	88,900.50
7600 · YC Groundwater Monitor Program	0.00	0.00	0.00	0.00	0.00	42,064.00	0.00	0.00	0.00	42,064.00
Total Expense	-18,099.10	6,769.48	22,335.00	72,301.81	12,172.16	147,978.47	11,347.06	3,524.84	0.00	258,329.72
Net Income	473,136.35	-6,769.48	-22,334.86	-70,514.77	-12,172.16	-147,978.33	-1,891.83	-3,524.84	0.00	207,950.08

**Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of March 10, 2022**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Downey Brand LLP	720.00	830.50	0.00	0.00	0.00	1,550.50
GEI Consultants, Inc.	2,720.00	8,127.50	0.00	0.00	0.00	10,847.50
LedgerPro Bookkeeping	75.00	600.00	0.00	0.00	0.00	675.00
Streamline	0.00	0.00	0.00	1,200.00	0.00	1,200.00
Yolo County Flood Control & WCD	9.84	187.92	0.00	0.00	0.00	197.76
TOTAL	<u>3,524.84</u>	<u>9,745.92</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>	<u>14,470.76</u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
January 22 through March 10, 2022**

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
Jan 22 - Mar 10, 22								
Bill	01/24/2022	568848	Downey Brand LLP	Services through December 31, 2021	2000 · Accounts Payable		7300 · Legal Services	-830.50
Bill	01/28/2022	3104171	GEI Consultants, Inc.	Services rendered 1/1/22-1/28/22	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-8,127.50
Bill	01/31/2022	YSGA Expenses	Yolo County Flood Control & WCD	Expenses to 1/31/2022	2000 · Accounts Payable		-SPLIT-	-190.04
Bill	01/31/2022	2418	LedgerPro Bookkeeping	January Bookkeeping Services including Audit prep	2000 · Accounts Payable		7200 · Consultant Services	-600.00
Bill Pmt -...	02/21/2022	206	ACWA	Affiliate dues 2021	1000 · 1st Northern-Checking		2000 · Accounts Payable	-1,665.00
Bill Pmt -...	02/21/2022	207	Downey Brand LLP	Services through November 30	1000 · 1st Northern-Checking		2000 · Accounts Payable	-3,038.50
Bill Pmt -...	02/21/2022	208	GEI Consultants, Inc.	Services rendered 11/27/21-12/31/21	1000 · 1st Northern-Checking		2000 · Accounts Payable	-20,395.50
Bill Pmt -...	02/21/2022	209	LedgerPro Bookkeeping	December services	1000 · 1st Northern-Checking		2000 · Accounts Payable	-175.00
Bill Pmt -...	02/21/2022	210	Stockholm Environment Institute, Inc.		1000 · 1st Northern-Checking		2000 · Accounts Payable	-9,311.75
Bill Pmt -...	02/21/2022	211	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking		2000 · Accounts Payable	-107,138.34
Bill	02/25/2022	3105814	GEI Consultants, Inc.	Services for 1/29/2022 through 2/25/2022	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-2,720.00
Bill	02/28/2022	570072	Downey Brand LLP	Services through January 31, 2022	2000 · Accounts Payable		7300 · Legal Services	-720.00
Bill	02/28/2022	YSGA Expenses	Yolo County Flood Control & WCD	Expenses to 02/28/22	2000 · Accounts Payable		-SPLIT-	-9.84
Transfer	02/28/2022			Funds Transfer	1020 · Yolo County Treasury	X	1000 · 1st Northern-Checking	-105,000.00
Bill	02/28/2022	2418	LedgerPro Bookkeeping	February Bookkeeping Services	2000 · Accounts Payable		7200 · Consultant Services	-75.00
Jan 22 - Mar 10, 22								

Yolo Subbasin Groundwater Agency Open Invoices As of March 10, 2022

Type	Date	Num	P. O. #	Terms	Due Date	Aging	Open Balance
California American Water Company							
Invoice	07/25/2021	2021-14		Net 30	08/24/2021	198	5,000.00
Total California American Water Company							5,000.00
Colusa Drain Mutual Water Company							
Invoice	01/01/2022	2021-28		Net 30	01/31/2022	38	5,000.00
Total Colusa Drain Mutual Water Company							5,000.00
Reclamation District 150							
Invoice	01/01/2022	2021-27		Net 30	01/31/2022	38	1,073.25
Total Reclamation District 150							1,073.25
Reclamation District 1600							
Invoice	01/01/2022	2021-29		Net 30	01/31/2022	38	1,731.00
Total Reclamation District 1600							1,731.00
Reclamation District 537							
Invoice	07/25/2021	2021-16		Net 30	08/24/2021	198	3,038.50
Total Reclamation District 537							3,038.50
Reclamation District 765							
Invoice	07/25/2021	2021-18		Net 30	08/24/2021	198	700.00
Total Reclamation District 765							700.00
University of California Davis							
Invoice	07/25/2021	2021-12		Net 30	08/24/2021	198	40,000.00
Total University of California Davis							40,000.00
TOTAL							\$46,542.75 56,542.75

Yolo Subbasin Groundwater Agency Upcoming Cash Requirements

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>As of March 10, 2022</u>	<u>Memo</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Current									
	Bill	02/25/2022	3105814	GEI Consultants, Inc.		Services for 1/29/2022 through 2/25/2022	03/27/2022		2,720.00
	Bill	02/28/2022	570072	Downey Brand LLP		Services through January 31, 2022	03/30/2022		720.00
	Bill	02/28/2022	YSGA Expenses	Yolo County Flood Control & WCD		Expenses to 02/28/22	03/30/2022		9.84
	Bill	02/28/2022	2418	LedgerPro Bookkeeping		February Bookkeeping Services	03/30/2022		75.00
Total Current									<u>3,524.84</u>
1 - 30									
	Bill	01/24/2022	568848	Downey Brand LLP		Services through December 31, 2021	02/23/2022	15	830.50
	Bill	01/28/2022	3104171	GEI Consultants, Inc.		Services rendered 1/1/22-1/28/22	02/27/2022	11	8,127.50
	Bill	01/31/2022	YSGA Expenses	Yolo County Flood Control & WCD		Expenses to 1/31/2022	03/02/2022	8	187.92
	Bill	01/31/2022	2418	LedgerPro Bookkeeping		January Bookkeeping Services including Audit prep	03/02/2022	8	600.00
Total 1 - 30									<u>9,745.92</u>
31 - 60									
Total 31 - 60									
61 - 90									
	Bill	01/15/2022	6775E34E-0002	Streamline		12/1/2021 - 12/1/2022 Web 250k-500k	12/31/2021	69	1,200.00
Total 61 - 90									<u>1,200.00</u>
> 90									
Total > 90									
TOTAL									<u><u>14,470.76</u></u>

Current Cash Balance {Checking & Savings}	31,545.34
Ending Cash Balance After Paying All Bills	17,074.58
Desired Reserve in Checking/Savings	30,000.00
Ending Cash Reserve or (Transfer Needed)	(12,925.42)



Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695
(530) 662-3211

STAFF MEMO

Date: March 14, 2022
To: YSGA Executive Committee
From: Kristin Sicke, Executive Officer
Subject: **Authorization of Purchasing Groundwater Monitoring Equipment and Groundwater Communications Plan**

Recommendation:

The Executive Committee authorizes the Executive Officer to purchase groundwater monitoring equipment in the amount not to exceed \$10,000, which is within the YSGA's fiscal year budget allowance of \$40,000 as itemized in expense account 7500 – *GW Monitoring Real-Time Sensors*. Additionally, the Executive Committee authorizes the Executive Officer to enter into an arrangement with the California State University of Sacramento's College of Continuing Education to develop a *Groundwater Communications Plan* in the amount not to exceed \$8,000, which is within the YSGA's fiscal year budget allowance of \$20,000 as itemized in expense account 7200 – *Consultant Services*.

Background:

The YSGA needs to fill in groundwater monitoring data gaps within the Yolo Subbasin and to accomplish that we need to purchase additional equipment such as five more WellIntel units and one Ravensgate acoustic sounder.

The YSGA's Ad Hoc Drought Contingency Planning Committee requested the YSGA develop a Groundwater Communications Plan to assist with the drought coordination and community engagement efforts throughout the County. The YSGA Executive Officer met with two consultants and requested a quote from the California State University of Sacramento's College of Continuing Education. The Groundwater Communications Plan will be paramount to this year's groundwater education campaign to ensure groundwater sustainability and mitigate impacts during the drought.