

Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee December 15, 2021, 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 November 8, 2021 meeting minutes](#), page 3
 - b) [Review financials: FY 2021-2022: November 2021](#), pages 4-10
 - c) Payments to approve*
5. **Update on YSGA GSP Activities** discussion item (Sicke)
 - a) GSP Development Update
 - Yolo Subbasin GSP Revisions and Comment Responses
 - Ad-Hoc Drought Contingency Planning Committee Meeting
 - Yolo Subbasin GSP Preface and Adoption Process
6. **Other Updates & Future Executive Committee Agenda Items**
7. **Next Executive Committee Meeting Date:** January ____, 2022; via GoToMeeting
8. **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 December 13, 2021 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:
<i>Christine Lupo (YSGA Logo Development): \$900</i>
Downey Brand Invoice #566745: October 2021 Legal Services: \$230
GEI Invoice #3099846: October 2021 Professional Services (Develop Yolo Subbasin GSP): \$3,128
GEI Invoice #3100579: November 2021 Professional Services (Develop Yolo Subbasin GSP): \$6,256.50
LedgerPro Bookkeeping Invoice #2397: November 2021 Bookkeeping Services: \$210
SEI Invoice #8233: September and October 2021 Professional Services (Develop Yolo Subbasin GSP): \$7,612.25
YCFC&WCD November Expenses Reimbursement for Postage Meter and Copies: \$66.91

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
November 8, 2021, 12:15-1:00 pm
Teleconferenced GoToMeeting

Present: Roger Cornwell, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Elisa Sabatini, Sarah Leicht, Donna Gentile

Absent: Jesse Loren

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:19 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Kurt Balasek motioned to approve the agenda. Lynnel Pollock seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) October 18, 2021 meeting minutes were approved.
 - b) Reviewed financials: FY2021-22: October 2021: 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) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - Yolo Subbasin GSP Comments Received: The GSP received almost 300 comments. Staff are working on compiling and addressing comments.
 - Ad Hoc Drought Contingency Planning Committee: The Committee had its first meeting on November 3rd. Staff are gathering additional information to provide the Committee at the next meeting. Likely outcomes will be a GSP Preface and Communications Plan.
 - Yolo Subbasin GSP Preface and Adoption Process: The GSP Comments will be presented to the Board of Directors on November 15. The Final GSP will be sent out to the Board in late December for adoption on January 10.
6. **Other Updates & Future Executive Committee Agenda Items:** No additional items.
7. **Next Executive Committee Meeting Date:** The next Executive Committee meeting will occur on December 15, 2021, via GoToMeeting.
8. **Adjourned** at 12:38 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

Yolo Subbasin Groundwater Agency

Balance Sheet

12/13/21

As of December 13, 2021

Accrual Basis

	<u>Dec 13, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	80,110.02
1010 · 1st Northern-Savings	5,662.93
1020 · Yolo County Treasury	1,007,747.55
Total Checking/Savings	<u>1,093,520.50</u>
Accounts Receivable	
1100 · Accounts Receivable	48,738.50
Total Accounts Receivable	<u>48,738.50</u>
Other Current Assets	
1150 · Prepaid Insurance	492.25
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>1,142,751.25</u>
TOTAL ASSETS	<u>1,142,751.25</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	17,273.66
Total Accounts Payable	<u>17,273.66</u>
Total Current Liabilities	<u>17,273.66</u>
Total Liabilities	17,273.66
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	791,447.40
Net Income	334,030.19
Total Equity	<u>1,125,477.59</u>
TOTAL LIABILITIES & EQUITY	<u>1,142,751.25</u>

Yolo Subbasin Groundwater Agency

Budget vs Actual

12/13/21

July 1 through December 13, 2021

Accrual Basis

	Jul 1 - Dec 13, ...	Budget	% of Budget
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	235,037.25	257,842.00	91.2%
4200 · Member Contributions-Affiliates	60,000.00	65,000.00	92.3%
4400 · Interest Income	0.14	5,000.00	0.0%
Total Income	455,037.39	487,842.00	93.3%
Expense			
5100 · Bank & Other Fees	25.00	500.00	5.0%
5200 · Copies	145.45	0.00	100.0%
5300 · Insurance-General & Auto	1,969.00	2,000.00	98.5%
5500 · Membership Dues	0.00	3,000.00	0.0%
5800 · Postage	176.42	0.00	100.0%
7100 · Project Mgmt-SGMA Implementatio	64,620.58	250,000.00	25.8%
7125 · Buckeye Creek Recharge Project	0.00	10,000.00	0.0%
7200 · Consultant Services	1,715.00	20,000.00	8.6%
7300 · Legal Services	4,010.00	20,000.00	20.1%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	48,345.75	60,000.00	80.6%
7500 · GW Monitoring-Real-time Sensors	0.00	40,000.00	0.0%
7600 · YC Groundwater Monitor Program	0.00	42,064.00	0.0%
Total Expense	121,007.20	456,064.00	26.5%
Net Income	334,030.19	31,778.00	1,051.1%

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 1 through December 13, 2021

	<u>Jul 1 - Dec 13, 21</u>
OPERATING ACTIVITIES	
Net Income	334,030.19
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-48,738.50
2000 · Accounts Payable	-72,471.86
	<hr/>
Net cash provided by Operating Activities	212,819.83
Net cash increase for period	212,819.83
Cash at beginning of period	880,700.67
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Cash at end of period	<u><u>1,093,520.50</u></u>

Yolo Subbasin Groundwater Agency

Profit & Loss

July 1 through December 13, 2021

12/13/21

Accrual Basis

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 1 - 13, 21	TOTAL
Income							
4000 · Member Contributions-Municipal	160,000.00	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	235,037.25
4200 · Member Contributions-Affiliates	60,000.00	0.00	0.00	0.00	0.00	0.00	60,000.00
4400 · Interest Income	0.00	0.00	0.14	0.00	0.00	0.00	0.14
Total Income	455,037.25	0.00	0.14	0.00	0.00	0.00	455,037.39
Expense							
5100 · Bank & Other Fees	0.00	0.00	0.00	0.00	25.00	0.00	25.00
5200 · Copies	0.00	0.00	0.00	145.45	0.00	0.00	145.45
5300 · Insurance-General & Auto	492.25	0.00	0.00	1,476.75	0.00	0.00	1,969.00
5800 · Postage	0.00	28.48	0.00	81.03	66.91	0.00	176.42
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	0.00	64,620.58	0.00	0.00	64,620.58
7200 · Consultant Services	910.00	210.00	175.00	210.00	210.00	0.00	1,715.00
7300 · Legal Services	0.00	0.00	1,710.00	2,300.00	0.00	0.00	4,010.00
7400 · GSP - Related Consultant Costs	0.00	6,531.00	20,450.00	3,468.00	11,640.25	6,256.50	48,345.75
Total Expense	1,402.25	6,769.48	22,335.00	72,301.81	11,942.16	6,256.50	121,007.20
Net Income	453,635.00	-6,769.48	-22,334.86	-72,301.81	-11,942.16	-6,256.50	334,030.19

Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of December 13, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
GEI Consultants, Inc.	9,384.50	0.00	0.00	0.00	0.00	9,384.50
LedgerPro Bookkeeping	210.00	0.00	0.00	0.00	0.00	210.00
Stockholm Environment Institute	0.00	7,612.25	0.00	0.00	0.00	7,612.25
Yolo County Flood Control & WCD	66.91	0.00	0.00	0.00	0.00	66.91
TOTAL	<u>9,661.41</u>	<u>7,612.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>17,273.66</u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
November 4 through December 13, 2021**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Nov 4 - Dec 13, 21								
Check	11/08/2021	EFT	First Northern Bank		1000 · 1st Northern-Checking	X	5100 · Bank & Other Fees	-25.00
Bill	11/10/2021	8233	Stockholm Environment Institute	Costs for period September 6 to October 31, 2021	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-7,612.25
Bill	11/17/2021	3099846	GEI Consultants, Inc.	Services rendered 9/25/21-10/29/21	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-3,128.00
Bill Pmt -...	11/22/2021	197	Downey Brand LLP	Services through September 30	1000 · 1st Northern-Checking		2000 · Accounts Payable	-2,300.00
Bill Pmt -...	11/22/2021	198	LedgerPro Bookkeeping	October Services	1000 · 1st Northern-Checking		2000 · Accounts Payable	-210.00
Bill Pmt -...	11/22/2021	199	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-59.73
Payment	11/22/2021	12243	County of Yolo		1200 · Undeposited Funds	X	1100 · Accounts Receivable	40,000.00
Deposit	11/22/2021			Deposit	1000 · 1st Northern-Checking	X	1200 · Undeposited Funds	40,000.00
Check	11/24/2021	200	Christine Lupo	Logo for GSP cover	1000 · 1st Northern-Checking		7400 · GSP - Related Consultant Costs	-900.00
Bill	11/30/2021	YSGA Expenses	Yolo County Flood Control & WCD	Expenses to 11/30/2021	2000 · Accounts Payable		5800 · Postage	-66.91
Bill	11/30/2021	2397	LedgerPro Bookkeeping	November Services	2000 · Accounts Payable		7200 · Consultant Services	-210.00
Bill	12/06/2021	3100579	GEI Consultants, Inc.	Services rendered 10/30/21-11/26/21	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-6,256.50
Nov 4 - Dec 13, 21								

Yolo Subbasin Groundwater Agency

Open Invoices

As of December 13, 2021

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	111	5,000.00
Total California American Water Company							5,000.00
Reclamation District 537							
Invoice	07/25/2021	2021-16		Net 30	08/24/2021	111	3,038.50
Total Reclamation District 537							3,038.50
Reclamation District 765							
Invoice	07/25/2021	2021-18		Net 30	08/24/2021	111	700.00
Total Reclamation District 765							700.00
University of California Davis							
Invoice	07/25/2021	2021-12		Net 30	08/24/2021	111	40,000.00
Total University of California Davis							40,000.00
TOTAL							48,738.50