

Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee October 18, 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 the Governor's Executive Order N-29-20 ([March 17, 2020](#)).

Teleconference Options to join GoToMeeting:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/821535957>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 821-535-957

AGENDA

1. **Call to Order**
2. **Approve Agenda and Adding Items to the Posted Agenda**- In order to add an item to the agenda, it must fit into one of the following categories: a) A majority determination that an emergency (as defined by the Brown Act) exists; or b) A 4/5ths determination that the need to take action that arose subsequent to the agenda being posted.
3. **Public Comment** - The public may address the Committee relating to matters within the YSGA's jurisdiction.
4. **Administrative Items** (Sicke)
 - a) [Approve September 8, 2021 meeting minutes](#), page 3-4
 - b) [Review financials: FY 2021-2022: September 2021](#), pages 5-11
 - c) Review Audit Proposals
 - d) Payments to approve*
5. **Update on YSGA GSP Activities** discussion item (Sicke)
 - a) GSP Development Update
 - Hungry Hollow Area Community Groundwater Meeting Report
 - NMFS and Groundwater Leadership Forum Comments
 - Ad-Hoc Drought Contingency Planning Committee
 - Draft Yolo Subbasin GSP – Posted to the Website (until Oct. 27, 2021)
 - Interbasin Coordination Efforts
7. **Other Updates & Future Executive Committee Agenda Items**
8. **Next Executive Committee Meeting Date:** November ____, 2021; 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 October 15, 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:
Downey Brand Invoice #564965: August 2021 Legal Services \$1,026
GEI Invoice #3097486: September 2021 Professional Services (Develop Yolo Subbasin GSP): \$3,468
LedgerPro Bookkeeping Invoice #2299: September 2021 Bookkeeping Services: \$175
SEI Invoice #8120: July and August 2021 Professional Services (Interbasin Coordination): \$1,570
YCFC&WCD Invoice #2021.0930A May-June 2021 Administrative and Technical Services: \$19,501.35
YCFC&WCD Invoice #2021.0930B July-September 2021 Administrative and Technical Services: \$45,119.23
YCFC&WCD September Expenses Reimbursement for Postage Meter and Copies: \$166.75

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

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

Absent:

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:15 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Lynnel Pollock motioned to approve the agenda. Kurt Balasek seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) August 1, 2021 meeting minutes were approved.
 - b) Reviewed financials: FYE 2021 and FY2021-22: August 2021: Financials were provided with the agenda packet.
Jesse Loren motioned to approve administrative item a). Lynnel Pollock seconded the motion that was unanimously approved.
 - c) Review audit proposals: Two audit proposals were received: one from Richardson Company CPA for \$7,000, and one from Devant Assurance for \$7,500. The Committee concurred to choose Richardson Company for a single-year contract. The Committee will provide a recommendation to the Board of Directors to accept Richardson Company CPA's audit proposal.
Lynnel Pollock moved the recommendation to the Board of Directors, seconded by Kurt Balasek and unanimously approved.
 - d) Payments to approve: Payments were provided with the agenda packet.
Jesse Loren moved to approve the payments which was seconded by Lynnel Pollock and unanimously approved.
5. **Update on YSGA GSP Activities (Sicke):**
 - a) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - The Draft Yolo Subbasin GSP is posted to the website and accepting comments until October 27, 2021
 - The Working Group met on September 2 to discuss the following items:
 - Virtual Public Workshops Comments – Aug. 25 and Sept. 1, 2021: Stakeholders were concerned about drought conditions, data gaps, and YSGA management actions.
 - YSGA Drought Contingency Planning Committee: The Working Group agreed to recommend the formation of a planning committee which would provide recommendation on drought response management actions and prioritize projects for implementation. The County Board of Supervisors agreed to receive a recommendation from the YSGA on drought response or land planning actions. The Drought Contingency committee would serve to provide this recommendation.
 - Interbasin Coordination Efforts: The YSGA is working with neighboring subbasins on letters of support to summarize coordination efforts to DWR.

The Committee discussed the results of the public workshops, dry wells, and other drought issues. The Committee recommends to the Board that the YSGA Drought Contingency Planning

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

Committee is formed. The recommendation was moved by Kurt Balasek, seconded by Lynell Pollock, and unanimously approved.

6. YSGA Board Meeting: September 20, 2021, 3:15 p.m. - Discuss agenda items

- Executive Officer Report
- Consent Items: Board and Committee Minutes & Financial Reports
 - i. Audit Selection
- DWR Update
- Legislative & Regulatory Update: NCWA
- GSP Development Update and Public Comment Period
- Request to Form YSGA Drought Contingency Planning Committee
- Rumsey Water Users Association's Request to Join the YSGA

7. Other Updates & Future Executive Committee Agenda Items: No additional items.

8. Next Executive Committee Meeting Date: The next Executive Committee meeting will occur on October 18, 2021, via GoToMeeting.

9. Adjourned at 12:58 pm.

Respectfully submitted,

Kristin Sicke
Executive Officer

DRAFT

Yolo Subbasin Groundwater Agency

Balance Sheet

As of October 14, 2021

10/14/21

Accrual Basis

	<u>Oct 14, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	24,600.08
1010 · 1st Northern-Savings	5,662.93
1020 · Yolo County Treasury	1,080,747.55
Total Checking/Savings	<u>1,111,010.56</u>
Accounts Receivable	
1100 · Accounts Receivable	107,738.50
Total Accounts Receivable	<u>107,738.50</u>
Other Current Assets	
1150 · Prepaid Insurance	492.25
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>1,219,241.31</u>
TOTAL ASSETS	<u>1,219,241.31</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	72,995.33
Total Accounts Payable	<u>72,995.33</u>
Total Current Liabilities	<u>72,995.33</u>
Total Liabilities	72,995.33
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	791,447.40
Net Income	354,798.58
Total Equity	<u>1,146,245.98</u>
TOTAL LIABILITIES & EQUITY	<u>1,219,241.31</u>

Yolo Subbasin Groundwater Agency

Budget vs Actual

10/14/21

July 1 through October 14, 2021

Accrual Basis

	Jul 1 - Oct 14, 21	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	0.00	500.00	0.0%
5200 · Copies	126.40	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	68.83	0.00	100.0%
7100 · Project Mgmt-SGMA Implementatio	64,620.58	250,000.00	25.8%
7200 · Consultant Services	1,295.00	20,000.00	6.5%
7300 · Legal Services	1,710.00	20,000.00	8.6%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	30,449.00	60,000.00	50.7%
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	100,238.81	446,064.00	22.5%
Net Income	354,798.58	41,778.00	849.2%

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 1 through October 14, 2021

	<u>Jul 1 - Oct 14, 21</u>
OPERATING ACTIVITIES	
Net Income	354,798.58
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-107,738.50
2000 · Accounts Payable	-16,750.19
	<hr/>
Net cash provided by Operating Activities	230,309.89
	<hr/>
Net cash increase for period	230,309.89
	<hr/>
Cash at beginning of period	880,700.67
	<hr/>
Cash at end of period	<u><u>1,111,010.56</u></u>

Yolo Subbasin Groundwater Agency

Profit & Loss

10/14/21

July 1 through October 14, 2021

Accrual Basis

	Jul 21	Aug 21	Sep 21	Oct 1 - 14, 21	TOTAL
Income					
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	235,037.25	0.00	0.00	0.00	235,037.25
4200 · Member Contributions-Affiliates	60,000.00	0.00	0.00	0.00	60,000.00
4400 · Interest Income	0.00	0.00	0.14	0.00	0.14
Total Income	455,037.25	0.00	0.14	0.00	455,037.39
Expense					
5200 · Copies	0.00	0.00	0.00	126.40	126.40
5300 · Insurance-General & Auto	492.25	0.00	0.00	1,476.75	1,969.00
5800 · Postage	0.00	28.48	0.00	40.35	68.83
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	0.00	64,620.58	64,620.58
7200 · Consultant Services	910.00	210.00	175.00	0.00	1,295.00
7300 · Legal Services	0.00	0.00	1,710.00	0.00	1,710.00
7400 · GSP - Related Consultant Costs	0.00	6,531.00	20,450.00	3,468.00	30,449.00
Total Expense	1,402.25	6,769.48	22,335.00	69,732.08	100,238.81
Net Income	453,635.00	-6,769.48	-22,334.86	-69,732.08	354,798.58

**Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of October 14, 2021**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
ACWA/JPIA	1,969.00	0.00	0.00	0.00	0.00	1,969.00
Downey Brand LLP	1,026.00	0.00	0.00	0.00	0.00	1,026.00
GEI Consultants, Inc.	3,468.00	0.00	0.00	0.00	0.00	3,468.00
LedgerPro Bookkeeping	175.00	0.00	0.00	0.00	0.00	175.00
Stockholm Environment Institute	0.00	1,570.00	0.00	0.00	0.00	1,570.00
Yolo County Flood Control & WCD	64,787.33	0.00	0.00	0.00	0.00	64,787.33
TOTAL	<u>71,425.33</u>	<u>1,570.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>72,995.33</u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
September 4 through October 14, 2021**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Sep 4 - Oct 14, 21								
Payment	09/08/2021	60379	YCFC&WCD		1200 · Undeposited Funds	X	1100 · Accounts Receivable	110,000.00
Deposit	09/08/2021			Deposit	1020 · Yolo County Treasury	X	1200 · Undeposited Funds	110,000.00
Transfer	09/09/2021			Funds Transfer	1020 · Yolo County Treasury	X	1000 · 1st Northern-Checking	-30,000.00
Bill Pmt -...	09/10/2021	187	Downey Brand LLP	Services rendered July 31, 2021	1000 · 1st Northern-Checking		2000 · Accounts Payable	-684.00
Bill Pmt -...	09/10/2021	188	GEI Consultants, Inc.		1000 · 1st Northern-Checking		2000 · Accounts Payable	-25,411.00
Bill Pmt -...	09/10/2021	189	LedgerPro Bookkeeping	August services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-210.00
Bill Pmt -...	09/10/2021	190	Yolo County Flood Control & WCD		1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-28.48
Bill	09/15/2021	8120	Stockholm Environment Institute	Costs for Period June 28 to Sep 5, 2021	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-1,570.00
Payment	09/22/2021	00299549	City of West Sacramento		1200 · Undeposited Funds	X	1100 · Accounts Receivable	40,000.00
Deposit	09/22/2021			Deposit	1020 · Yolo County Treasury	X	1200 · Undeposited Funds	40,000.00
Bill	09/27/2021	564965	Downey Brand LLP	Services through August 31, 2021	2000 · Accounts Payable		7300 · Legal Services	-1,026.00
Deposit	09/30/2021			Interest	1010 · 1st Northern-Savings	X	4400 · Interest Income	0.14
Bill	09/30/2021	2299	LedgerPro Bookkeeping	September Bookkeeping Services	2000 · Accounts Payable		7200 · Consultant Services	-175.00
Bill	10/11/2021	2021.0930B	Yolo County Flood Control & WCD	Labor and expenses for July 1 to September 30, 2021	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implemen...	-45,119.23
Bill	10/11/2021	2021.0930A	Yolo County Flood Control & WCD	Labor and expenses for May 1 to June 30, 2021	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implemen...	-19,501.35
Bill	10/11/2021	YSGA Expenses	Yolo County Flood Control & WCD		2000 · Accounts Payable		-SPLIT-	-166.75
Bill	10/11/2021		ACWA/JPIA	FY2020-21 policy: period 10/1/21 to 10/1/22 Auto & Gen...	2000 · Accounts Payable		-SPLIT-	-1,969.00
Bill	10/11/2021	3097486	GEI Consultants, Inc.	Services Rendered 8/28/21 - 09/24/21	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-3,468.00
Sep 4 - Oct 14, 21								

Yolo Subbasin Groundwater Agency
Open Invoices
As of October 14, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>P. O. #</u>	<u>Terms</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
California American Water Company							
Invoice	07/25/2021	2021-14		Net 30	08/24/2021	51	5,000.00
Total California American Water Company							5,000.00
County of Yolo							
Invoice	07/25/2021	2021-2		Net 30	08/24/2021	51	40,000.00
Total County of Yolo							40,000.00
Reclamation District 2035							
Invoice	07/25/2021	2021-11		Net 30	08/24/2021	51	19,000.00
Total Reclamation District 2035							19,000.00
Reclamation District 537							
Invoice	07/25/2021	2021-16		Net 30	08/24/2021	51	3,038.50
Total Reclamation District 537							3,038.50
Reclamation District 765							
Invoice	07/25/2021	2021-18		Net 30	08/24/2021	51	700.00
Total Reclamation District 765							700.00
University of California Davis							
Invoice	07/25/2021	2021-12		Net 30	08/24/2021	51	40,000.00
Total University of California Davis							40,000.00
TOTAL							107,738.50