

Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee June 7, 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](#)).

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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 May 11, 2021 meeting minutes](#), pages 3-4
 - b) [Review financials: FY2020-2021: April – June 4, 2021](#), pages 5-10
 - c) Payments to approve*
 - d) YSGA and YCFC&WCD Technical and Administrative Services Agreement revisions (Budget Amendment #3)
5. **Update on YSGA GSP Activities** discussion item (Sicke)
 - a) GSP Development Update
 - SMC Criteria Development
 - Projects and Management Actions
 - Upcoming Public Workshop – June 23, 2021
 - Draft Sections of the GSP
 - Interbasin Coordination Efforts

- 6. YSGA Board Meeting: June 21, 2021, 3:15 p.m.** - Discuss agenda items
- Executive Officer Report
 - Consent Items: Board and Committee Minutes & Financial Reports
 - Budget Amendment #3 – Admin. and Project Management Services Change (WRA funds)
 - DWR Update
 - Legislative & Regulatory Update: NCWA
 - Areas of Special Concern
 - GSP Development Update and Upcoming Public Workshops

7. Other Updates & Future Executive Committee Agenda Items

8. Next Executive Committee Meeting Date: July ____, 2021; via GoToMeeting, YCFC&WCD Boardroom

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 June 4, 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:
GEI Invoice #3090507: April 2021 Professional Services (Develop Yolo Subbasin GSP): \$11,305.25

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
May 11, 2021, 12:15-1:00 pm
YCFC&WCD Boardroom/Teleconferenced GoToMeeting

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

Absent: Tim O'Halloran

1. **Call to Order:** Meeting was called to order by Roger Cornwell, Chair at 12:16 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) April 13, 2021 meeting minutes were approved.
 - b) Reviewed financials: FY2020-21: March-May 2021: Financials through the end of May were provided with the agenda packet.
 - c) Payments to approve: Payment to LedgerPro for Cameron's bookkeeping services, and to GEI and SEI for GSP preparation.
 - d) YSGA and YCFC&WCD Technical and Administrative Services Agreement: The administrative services agreement with the WRA will be terminated, to recognize services now provided by the YCFC&WCD. An amendment to the YSGA/YCFC&WCD agreement will reflect the additional services provided. This will also need to include a YSGA budget amendment as well – budget estimates and the new agreement will be discussed at the next Executive Committee meeting.

Lynnel Pollock motioned to approve administrative items a)-c). Kurt Balasek seconded the motion that was unanimously approved.

5. **Update on YSGA GSP Activities (Sicke):**
 - a) GSP Development Update: Kristin gave a brief update on the accomplishments to-date.
 - SMC Criteria Development: A Draft SMC Summary document was sent out to stakeholders to solicit feedback on minimum thresholds, measurable objectives, and sustainability goals.
 - Projects and Management Actions: A draft list of projects and management actions by Management Area was also sent out to solicit feedback. Also, concerns about declining water levels in the Hungry Hollow area were recently brought up at the YCFC&WCD Board Meeting. The YSGA is performing a special investigation in the area to gather more information. In addition, the County recently published the Climate Action Plan and Sustainability Plan and listed the YSGA as a future participant.
 - Upcoming Public Workshops- May 26, 2021 by GoToMeeting
 - Draft Sections of the GSP: Chapter 3 is in development and should be available in the coming weeks.
 - Interbasin Coordination Efforts: The YSGA has continued to coordinate with neighboring subbasins. There was a recent meeting with South American Subbasin, with the City of West Sacramento helping in coordination efforts. The YSGA is working towards official coordination agreements with neighboring subbasins.

MINUTES of Executive Committee (EC) Meeting
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May 11, 2021, 12:15-1:00 pm
YCFC&WCD Boardroom/Teleconferenced GoToMeeting

6. YSGA Board Meeting: June 21, 2021, 3:15 p.m.

The EC discussed the June agenda.

- Executive Officer Report
- Consent Items: Board and Committee Minutes & Financial Reports
- DWR Update
- Legislative and Regulatory Update: NCWA
- GSP Development Update and Upcoming Public Workshops
- Water Conditions Update
- Hungry Hollow Area Update
- YSGA and YCFC&WCD Technical and Administrative Services Agreement, and YSGA Budget Amendment

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 June 7, 2021, in the YCFC&WCD Boardroom and via GoToMeeting.

9. Adjourned at 12:45 pm

Respectfully submitted,

Kristin Sicke
Executive Officer

Yolo Subbasin Groundwater Agency

Balance Sheet

As of June 4, 2021

06/04/21

Accrual Basis

	<u>Jun 4, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	25,811.58
1010 · 1st Northern-Savings	5,662.59
1020 · Yolo County Treasury	<u>863,677.06</u>
Total Checking/Savings	895,151.23
Other Current Assets	
1150 · Prepaid Insurance	<u>492.25</u>
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>895,643.48</u>
TOTAL ASSETS	<u>895,643.48</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>13,181.75</u>
Total Accounts Payable	<u>13,181.75</u>
Total Current Liabilities	<u>13,181.75</u>
Total Liabilities	13,181.75
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	743,404.42
Net Income	<u>139,057.31</u>
Total Equity	<u>882,461.73</u>
TOTAL LIABILITIES & EQUITY	<u>895,643.48</u>

Yolo Subbasin Groundwater Agency

Budget vs Actual

06/04/21

July 1, 2020 through June 4, 2021

Accrual Basis

	Jul 1, '20 - Jun ...	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	8,999.28	5,000.00	180.0%
Total Income	471,840.78	487,842.00	96.7%
Expense			
5100 · Bank & Other Fees	906.47	500.00	181.3%
5300 · Insurance-General & Auto	1,837.73	2,000.00	91.9%
5500 · Membership Dues	2,830.00	3,000.00	94.3%
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	60,705.17	100,000.00	60.7%
Total 7000 · Admin. Services/Expenses (WRA)	82,205.17	121,500.00	67.7%
7100 · Project Mgmt-SGMA Implementatio	188,469.60	110,000.00	171.3%
7200 · Consultant Services	2,870.00	20,000.00	14.4%
7300 · Legal Services	4,550.50	20,000.00	22.8%
7350 · Audit Services - Financial	7,050.00	7,050.00	100.0%
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	332,783.47	406,114.00	81.9%
Net Income	139,057.31	81,728.00	170.1%

**Yolo Subbasin Groundwater Agency
Profit & Loss**

July 1, 2020 through June 4, 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 1 - 4, 21	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	0.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	237,841.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	237,841.50
4200 · Member Contributions-Affiliates	65,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,000.00
4400 · Interest Income	0.00	0.00	1.10	3,040.41	0.00	1.55	3,307.96	0.00	2.42	2,645.84	0.00	0.00	8,999.28
Total Income	462,841.50	0.00	1.10	3,040.41	0.00	1.55	3,307.96	0.00	2.42	2,645.84	0.00	0.00	471,840.78
Expense													
5100 · Bank & Other Fees	0.00	0.00	0.00	252.75	25.00	0.00	334.39	0.00	0.00	294.33	0.00	0.00	906.47
5300 · Insurance-General & Auto	360.98	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,837.73
5500 · Membership Dues	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	1,630.00	0.00	0.00	0.00	0.00	2,830.00
7000 · Admin. Services/Expenses (WRA)													
7010 · Westside IRWMP Cost Share (WRA)	0.00	0.00	0.00	21,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,500.00
7000 · Admin. Services/Expenses (WRA) - Other	0.00	0.00	23,517.25	0.00	0.00	13,316.81	6,726.55	0.00	17,144.56	0.00	0.00	0.00	60,705.17
Total 7000 · Admin. Services/Expenses (WRA)	0.00	0.00	23,517.25	21,500.00	0.00	13,316.81	6,726.55	0.00	17,144.56	0.00	0.00	0.00	82,205.17
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	0.00	44,621.13	0.00	0.00	6,799.75	107,052.97	4,441.00	12,373.00	13,181.75	0.00	188,469.60
7200 · Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,870.00	0.00	0.00	2,870.00
7300 · Legal Services	0.00	0.00	0.00	2,062.50	0.00	540.00	0.00	0.00	1,488.00	460.00	0.00	0.00	4,550.50
7350 · Audit Services - Financial	0.00	0.00	7,050.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,050.00
7600 · YC Groundwater Monitor Program	0.00	0.00	0.00	42,064.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,064.00
Total Expense	360.98	0.00	30,567.25	111,977.13	25.00	15,056.81	13,860.69	108,682.97	23,073.56	15,997.33	13,181.75	0.00	332,783.47
Net Income	462,480.52	0.00	-30,566.15	-108,936.72	-25.00	-15,055.26	-10,552.73	-108,682.97	-23,071.14	-13,351.49	-13,181.75	0.00	139,057.31

Yolo Subbasin Groundwater Agency Transaction List by Date

April 1 through June 4, 2021

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Apr 1 - Jun 4, 21								
Check	04/01/2021			Service Charge	1020 · Yolo County Treasury	X	5100 · Bank & Other Fees	-294.33
Deposit	04/01/2021			Interest	1020 · Yolo County Treasury	X	4400 · Interest Income	2,645.84
Bill Pmt -...	04/09/2021	167	Downey Brand LLP	January services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-1,488.00
Bill Pmt -...	04/12/2021	168	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-17,144.56
Transfer	04/12/2021			Funds Transfer	1010 · 1st Northern-Savings	X	1000 · 1st Northern-Checking	-14,000.00
Bill Pmt -...	04/12/2021	169	GEI Consultants, Inc.	Project 2002359 Yolo Subbasin GSP	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-4,441.00
Transfer	04/12/2021			Funds Transfer	1010 · 1st Northern-Savings	X	1000 · 1st Northern-Checking	-4,500.00
Bill	04/12/2021	7871	Stockholm Environment Institute	Project 21 117 Yolo Subbasin GSP	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-4,096.50
Bill	04/16/2021	559588	Downey Brand LLP	Matter No. 45932.00000 Services through ...	2000 · Accounts Payable		7300 · Legal Services	-460.00
Bill	04/21/2021	3088663	GEI Consultants, Inc.	2/27-3/26 Project 2002359 Services Provided	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-8,276.50
Bill	04/30/2021	2127	LedgerPro Bookkeeping	Oct 2020-April 2021 Bookkeeping	2000 · Accounts Payable		7200 · Consultant Services	-2,870.00
Payment	05/07/2021		Reclamation District 1600		1200 · Undeposited Funds	X	1100 · Accounts Receivable	1,731.00
Deposit	05/10/2021			Deposit	1020 · Yolo County Treasury		-SPLIT-	6,731.00
Bill	05/10/2021	7951	Stockholm Environment Institute	SEI-US Project 21 117 · Costs for Apr 5 to M...	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-1,876.50
Bill Pmt -...	05/14/2021	170	Downey Brand LLP	Matter No. 45932.00000 Services through ...	1000 · 1st Northern-Checking	*	2000 · Accounts Payable	-460.00
Bill Pmt -...	05/14/2021	171	GEI Consultants, Inc.	2/27-3/26 Project 2002359 Services Provided	1000 · 1st Northern-Checking	*	2000 · Accounts Payable	-8,276.50
Bill Pmt -...	05/14/2021	172	LedgerPro Bookkeeping	Oct 2020-April 2021 Bookkeeping	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-2,870.00
Bill Pmt -...	05/14/2021	173	Stockholm Environment Institute	Project 21 117 Yolo Subbasin GSP	1000 · 1st Northern-Checking		2000 · Accounts Payable	-4,096.50
Transfer	05/14/2021			Funds Transfer - Request submitted 5/14/2...	1020 · Yolo County Treasury		1000 · 1st Northern-Checking	-40,000.00
Bill	05/26/2021	3090507	GEI Consultants, Inc.	3/27-4-30 Project 2002359 YSGA-Develop ...	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implementatio	-11,305.25
Apr 1 - Jun 4, 21								

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 1, 2020 through June 4, 2021

	<u>Jul 1, '20 - Jun 4, 21</u>
OPERATING ACTIVITIES	
Net Income	139,057.31
Adjustments to reconcile Net Income to net cash provided by operations:	
1150 · Prepaid Insurance	-131.27
2000 · Accounts Payable	-11,100.15
	<hr/>
Net cash provided by Operating Activities	127,825.89
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Net cash increase for period	127,825.89
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Cash at beginning of period	767,325.34
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Cash at end of period	<u><u>895,151.23</u></u>