



**WRA & YSGA Executive Committee
June 3, 2019, 11:00 a.m. – 12:00 p.m.**

Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

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 WRA's jurisdiction.
4. **WRA Administrative Items** (Donna Gentile)
 - a) Approve April 3, 2019 EC minutes, page 3 - 4
 - b) Review financials: FY2018-19: April – May 2019, pages 5 – 10
 - c) Fee and scheduling of audit for FYs ending 6/30/18 and 6/30/19
 - d) Approve payment of invoices for WRA expenses*
5. **YSGA Administrative Items** (Donna Gentile)
 - a) Approve April 3, 2019 meeting minutes, pages 11 - 12
 - b) Review financials FY2018-2019: April - May 2019, pages 13 - 16
 - c) Scheduling of audit fiscal year ending 6/30/19
 - d) Discuss updating WRA & YSGA Agreement: review contract amounts, term expires 6/30/19, Board approval is needed at June meeting, pages 17 - 27
 - e) Approve payments of invoices for YSGA expenses *
6. **Update on water legislation & regulatory issues –** discussion item (Tim O'Halloran)
7. **WRA Technical Committee (TC) & Westside IRWMP Update –** discussion item (Elisa Sabatini, TC Chair)
 - Discuss Westside-Sacramento IRWM \$1,500 Voluntary Contribution Increase for FY2019-20 Budget
 - Next TC meeting July 11, 2019 at 9 am, YCFC&WCD Board Room
8. **Update on YSGA Activities –** discussion item (Tim O'Halloran)
 - a) GSP Development
9. **June 17, 2019 Board Meetings:** Discuss how to combine WRA & YSGA Board meetings. Discuss and finalize agenda items.
 - a) WRA Agenda:
 - Board Adopt FY2019-2020 budget, Draft budget, pages 28 - 29
 - b) YSGA Agenda:
 - Consent: WRA & YSGA agreement renewals
 - Update Legislative, Regulatory & Delta Issues, NCWA
 - Board Adopt FY2019-2020 budget, Draft budget, pages 30
 - Update on GSP Development
 - Suggested Presentation: The Nature Conservancy

10. Other Updates & Future Executive Committee Agenda Items

11. Select Next Executive Committee Meeting Date: July ____, 2019; YCFC&WCD Board Room

12. Adjourn

I declare under penalty of perjury that the foregoing agenda for the June 3, 2019 meeting of the Executive Committee for the Water Resources Association of Yolo County was posted by May 31, 2019 in the office located at 34274 State Highway 16, Woodland, CA and was available to the public during normal business hours.


 Donna L. Gentile
 Board Secretary & Administrative Coordinator

*** PAYMENTS:**

WRA EXPENSES:	Donna Gentile – Mileage reimbursement April-May 2019 - \$34.80
Payroll: (w/\$1.75 direct deposit fee) - 5/4, 5/18, 6/1/19 - \$1,672.12	Kaiser Health Plan: July 2019 - \$1,165.94, To be paid 6/10 EFT
Payroll Taxes: <u>State</u> -May: \$218.94; <u>Federal</u> - May: \$1,256.04 – To be paid 6/10 EFT	YCFCWCD (YSGA) Invoice: Postage, copies: April \$ 32.00
IRA Contributions (Employer & Employee): May - \$478.46 – To be paid 6/10 EFT	YCFCWCD(WRA) Invoices: 1) New computer & MS Office 365 subscription: \$744.92 2) Postage, copies, T-1, I-NET: April \$226.30
YSGA EXPENSES:	
YCFCWCD Invoice for Yolo County Groundwater Monitoring Program for FY2018-2019: \$42,064.00	Downey Brand Invoice #536336 - \$1,836.08

MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
April 3, 2019, 3:00 pm – 3:30 pm
DRAFT

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

1. **Call to Order:** Meeting was called to order by Chair Cornwell at 3:07 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Agenda was approved. Motioned by Tim, seconded by Jesse and passed unanimously.
3. **Public Comment:** No comments.
4. **Administrative Items:**
 - a) February 27, 2019 EC minutes approval motioned by Tim seconded by Jesse and carried unanimously.
 - b) Reviewed FY2018-19 financials: December 2018 – March 2019: Donna reviewed the financials. WRA will be invoicing the YSGA for quarterly operations soon. The YSGA will also be requesting a transfer of funds from the Yolo County Treasury. The WRA’s Fiscal Year 2019-20 budget will be presented to the Board at the June meeting. An item will be added for the 2-year audit expense that will be performed in fall 2019 by Perry Bunch & Johnston, CPA. The fee will be the same as the last audit - \$6,000.
 - c) Approved payment of invoices for WRA & YSGA expenses: All payments listed below were paid and approved, motioned by Tim seconded by Kurt and carried unanimously.
5. **Update on water legislation & regulatory issues:** Tim and Roger did not address any specific legislative and regulatory items in any detail. Elisa informed that RD108 will be giving an update on voluntary agreements to the Yolo County Board of Supervisors on May 21.
6. **WRA Technical Committee (TC) & Westside IRWMP Update:** Donna informed that the next TC meeting will be on May 2 (meeting postponed from April 4) for a special project tour of the Putah Creek Nature Park channel realignment project by Rich Marovich. Since the July falls on holiday (7/4), the TC will consider meeting next on 7/11.
7. **WRA Board Meeting:** Tim gave the Roger and Jesse an update on discussions from the YSGA Working Group (WG) meeting prior to today’s EC meeting. Major items discussed were: proposing that the YSGA Board postpone deciding on the 2-year re-opener clause (voting and expense allocations) until after the GSP is completed; WRA and YSGA agency consolidation (tie in to re-opener discussion); Board will approve 3 new JPA members RD 150, 307 and 999; and WG received a presentation by SEI on water budgets.
 - a) April 22, 2019 - Finalize agenda items: Donna distributed a draft 4/22 agenda for review. Following items were discussed for the April 22nd agenda:
 - Legislation & Regulatory Update (NCWA) – David Guy (item was moved to YSGA meeting)
 - Update from the City of Davis AquaHawk customer water use portal launch (Dawn C., confirmed)
 - Receive & file Westside-Sacramento IRWM Plan Update 2019 (document links provided) Elisa recommended removing from “Consent Items” to a regular agenda item (no Board action)
 - Water Conditions Update, Tim O’Halloran

MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County
April 3, 2019, 3:00 pm – 3:30 pm
DRAFT

b) On-going Board Meeting Topic List (alphabetical):

- Agricultural conversion trend to permanent crops and land use impacts/economics
- Bi-Annual Water Conditions Report - Tim O'Halloran
- Central Valley Flood Protection Plan - MWH/DWR (Janet Atkinson 916-803-4779)
- Davis-Woodland Surface Water Supply Project Update (WDCWA)
- Delta Counties Coalition update
- Delta updates, allow time to discuss at each meeting
- Desalinization projects – Kurt identified potential speaker(s)
- Drought Conditions Update
- Effects of Fire on the Watershed – Kurt identified potential speaker(s)
- Flood Update – pending TC discussions and recommendations on what/who to present
- Flood Projects: LCCFS, Rail Relocation (Tim Busch, City of Woodland)
- Member agency concerns, such as West Sac and flood protection
- Mercury issues and TMDL's (subcommittee report)
- Mercury Study Update, Dr. Slotton/UCD
- North Bay Aqueduct Project - progress updates
- RD 2035 Joint Intake project update
- Speakers representing positions/interests seen as potential threats to our region
- Update from lead partners on WRA funded projects (end of fiscal year)
- Update on priority issues for the Regional Water Authority
- Update on underground well conditions
- Water quality
- Water rate studies - sharing results of
- Water Re-use
- Westside IRWMP process updates - ongoing
- WRA Board Strategic Planning Session
- Yolo IRWMP Foundational Actions Update by TC

8. Other Updates & Future Executive Committee Agenda Items: Nothing additional discussed.

9. Next Executive Committee Meeting Date: June 3, 2019, 11:00 – 11:30 pm; YCFC&WCD Board Room.

10. Adjourned at 3:30 pm.

Respectfully submitted,

Donna L. Gentile
WRA Board Secretary & Administrative Coordinator

Water Resources Association of Yolo County
Balance Sheet
As of May 31, 2019

	<u>May 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	34,323.60
First Northern - Savings	26,099.53
First Northern - Checking	<u>5,258.16</u>
Total Checking/Savings	<u>65,681.29</u>
Total Current Assets	<u>65,681.29</u>
TOTAL ASSETS	<u><u>65,681.29</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>1,003.22</u>
Total Accounts Payable	1,003.22
Other Current Liabilities	
Accrued Vacation	6,344.00
SIMPLE IRA Liabilities	478.46
Payroll Liabilities	<u>1,474.98</u>
Total Other Current Liabilities	<u>8,297.44</u>
Total Current Liabilities	<u>9,300.66</u>
Total Liabilities	9,300.66
Equity	
Revenue in Excess of Expenses (Retained Earnings)	38,396.96
Net Income	<u>17,983.67</u>
Total Equity	<u>56,380.63</u>
TOTAL LIABILITIES & EQUITY	<u><u>65,681.29</u></u>

Water Resources Association of Yolo County
Budget vs. Actual
July 2018 through May 2019

	<u>Jul '18 - May 19</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
YSGA Income for WRA operations	116,015.16	120,000.00	96.68%
Member Dues - Associate	700.00	600.00	116.67%
Interest Income	767.43	600.00	127.91%
Calendar - Revenue (Donations)	2,300.00	3,200.00	71.88%
YCFC Admin Support	288.33	1,700.00	16.96%
SWRP Grant \$\$ (pass thru funds from YCFCWCD)	200.00	0.00	100.0%
Total Income	<u>120,270.92</u>	<u>126,100.00</u>	<u>95.38%</u>
Gross Profit	120,270.92	126,100.00	95.38%
Expense			
Salaries - Gross	55,667.44	62,200.00	89.5%
Payroll Taxes & Expenses	4,544.53	5,000.00	90.89%
Employer Paid Benefits	13,976.76	16,000.00	87.36%
Workers Comp Insurance	559.00	800.00	69.88%
General Liability Insurance	570.00	800.00	71.25%
Accounting Services	0.00	400.00	0.0%
Bank Charges, License Fees	25.00	200.00	12.5%
Dues,Subscriptions,Print Media	0.00	150.00	0.0%
Calendar - Water Awareness (Contest & Printing)	2,041.20	3,200.00	63.79%
Computer Equipment	668.89	875.00	76.45%
Conferences & Seminars	0.00	1,500.00	0.0%
Copies, Printing & Binding	507.20	1,800.00	28.18%
Internet Service	1,451.88	1,700.00	85.41%
Legal Consultation Fees	0.00	500.00	0.0%
Meeting Expenses	1,072.96	2,700.00	39.74%
Mileage	53.12	475.00	11.18%
Miscellaneous Expense	0.00	500.00	0.0%
Office Supplies/Expenses	876.05	1,500.00	58.4%
Postage	317.18	600.00	52.86%
Telephone Utilities	-43.96	0.00	100.0%
Contingency	0.00	600.00	0.0%
Total Expense	<u>82,287.25</u>	<u>101,500.00</u>	<u>81.07%</u>
Net Ordinary Income	37,983.67	24,600.00	
Other Income/Expense			
Other Expense			
Project Fund Budget			
Westside IRWMP (WRA cost share)	20,000.00	20,000.00	100.0%
Total Project Fund Budget	<u>20,000.00</u>	<u>20,000.00</u>	<u>100.0%</u>
Total Other Expense	<u>20,000.00</u>	<u>20,000.00</u>	<u>100.0%</u>
Net Other Income	<u>-20,000.00</u>	<u>-20,000.00</u>	<u>100.0%</u>
Net Income	<u><u>17,983.67</u></u>	<u><u>4,600.00</u></u>	

Water Resources Association of Yolo County
Profit & Loss
July 2018 through May 2019

	<u>General Fund</u>	<u>YSGA</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
YSGA Income for WRA operations	116,015.16	0.00	116,015.16
Member Dues - Associate	700.00	0.00	700.00
Interest Income	767.43	0.00	767.43
Calendar - Revenue (Donations)	2,300.00	0.00	2,300.00
YCFC Admin Support	288.33	0.00	288.33
SWRP Grant \$\$ (pass thru funds from YCFCWCD)	200.00	0.00	200.00
Total Income	<u>120,270.92</u>	<u>0.00</u>	<u>120,270.92</u>
Gross Profit	120,270.92	0.00	120,270.92
Expense			
Salaries - Gross	55,667.44	0.00	55,667.44
Payroll Taxes & Expenses	4,544.53	0.00	4,544.53
Employer Paid Benefits	13,976.76	0.00	13,976.76
Workers Comp Insurance	559.00	0.00	559.00
General Liability Insurance	570.00	0.00	570.00
Bank Charges, License Fees	25.00	0.00	25.00
Calendar - Water Awareness (Contest & Printing)	2,041.20	0.00	2,041.20
Computer Equipment	668.89	0.00	668.89
Copies, Printing & Binding	290.35	216.85	507.20
Internet Service	1,451.88	0.00	1,451.88
Meeting Expenses	625.74	447.22	1,072.96
Mileage	53.12	0.00	53.12
Office Supplies/Expenses	876.05	0.00	876.05
Postage	277.21	39.97	317.18
Telephone Utilities	-43.96	0.00	-43.96
Total Expense	<u>81,583.21</u>	<u>704.04</u>	<u>82,287.25</u>
Net Ordinary Income	38,687.71	-704.04	37,983.67
Other Income/Expense			
Other Expense			
Project Fund Budget			
Westside IRWMP (WRA cost share)	20,000.00	0.00	20,000.00
Total Project Fund Budget	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>
Total Other Expense	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>
Net Other Income	<u>-20,000.00</u>	<u>0.00</u>	<u>-20,000.00</u>
Net Income	<u><u>18,687.71</u></u>	<u><u>-704.04</u></u>	<u><u>17,983.67</u></u>

Water Resources Association of Yolo County
Profit & Loss
July 2018 through May 2019

	<u>Jul - Sep 18</u>	<u>Oct - Dec 18</u>	<u>Jan - Mar 19</u>	<u>Apr - May 19</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
YSGA Income for WRA operations	56,015.16	0.00	30,000.00	30,000.00	116,015.16
Member Dues - Associate	700.00	0.00	0.00	0.00	700.00
Interest Income	161.83	185.17	206.47	213.96	767.43
Calendar - Revenue (Donations)	0.00	2,300.00	0.00	0.00	2,300.00
YCFC Admin Support	0.00	0.00	79.54	208.79	288.33
SWRP Grant \$\$ (pass thru funds from YCFCWCD)	200.00	0.00	0.00	0.00	200.00
Total Income	<u>57,076.99</u>	<u>2,485.17</u>	<u>30,286.01</u>	<u>30,422.75</u>	<u>120,270.92</u>
Gross Profit	57,076.99	2,485.17	30,286.01	30,422.75	120,270.92
Expense					
Salaries - Gross	16,746.17	12,605.86	16,746.17	9,569.24	55,667.44
Payroll Taxes & Expenses	1,291.58	1,110.32	1,403.58	739.05	4,544.53
Employer Paid Benefits	3,786.07	3,714.28	3,857.45	2,618.96	13,976.76
Workers Comp Insurance	0.00	0.00	559.00	0.00	559.00
General Liability Insurance	570.00	0.00	0.00	0.00	570.00
Bank Charges, License Fees	0.00	0.00	25.00	0.00	25.00
Calendar - Water Awareness (Contest & Printing)	0.00	2,041.20	0.00	0.00	2,041.20
Computer Equipment	0.00	0.00	0.00	668.89	668.89
Copies, Printing & Binding	176.60	76.15	221.20	33.25	507.20
Internet Service	551.88	300.00	300.00	300.00	1,451.88
Meeting Expenses	853.26	154.19	65.51	0.00	1,072.96
Mileage	0.00	21.80	31.32	0.00	53.12
Office Supplies/Expenses	77.11	73.96	585.98	139.00	876.05
Postage	48.38	32.32	191.43	45.05	317.18
Telephone Utilities	0.00	0.00	-43.96	0.00	-43.96
Total Expense	<u>24,101.05</u>	<u>20,130.08</u>	<u>23,942.68</u>	<u>14,113.44</u>	<u>82,287.25</u>
Net Ordinary Income	32,975.94	-17,644.91	6,343.33	16,309.31	37,983.67

Water Resources Association of Yolo County
Profit & Loss
 July 2018 through May 2019

	<u>Jul - Sep 18</u>	<u>Oct - Dec 18</u>	<u>Jan - Mar 19</u>	<u>Apr - May 19</u>	<u>TOTAL</u>
Other Income/Expense					
Other Expense					
Project Fund Budget					
Westside IRWMP (WRA cost share)	0.00	20,000.00	0.00	0.00	20,000.00
Total Project Fund Budget	0.00	20,000.00	0.00	0.00	20,000.00
Total Other Expense	0.00	20,000.00	0.00	0.00	20,000.00
Net Other Income	0.00	-20,000.00	0.00	0.00	-20,000.00
Net Income	<u>32,975.94</u>	<u>-37,644.91</u>	<u>6,343.33</u>	<u>16,309.31</u>	<u>17,983.67</u>

Water Resources Association of Yolo County
Transaction List by Date
April through May 2019

Type	Date	Num	Name	Memo	Account	Split	Amount
Transfer	04/04/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-3,000.00
Bill	04/05/2019	9294	Iris Software		Accounts Payable	Internet Service	-120.00
Liability Check	04/10/2019	E-pay	Employment Development Department	499-0728-0 QB Tracking # 1771974326	First Northern - Checking	-SPLIT-	-218.94
Liability Check	04/10/2019	E-pay	United States Treasury	68-0306647 QB Tracking # 1772193326	First Northern - Checking	-SPLIT-	-1,256.04
Liability Check	04/10/2019	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-478.46
Bill Pmt -Check	04/10/2019	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-565.51
Liability Check	04/11/2019	EFT	QuickBooks Payroll Service	Created by Payroll Service on 04/10/2019	First Northern - Checking	-SPLIT-	-1,672.11
Paycheck	04/12/2019	DD1132	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Deposit	04/15/2019			Interest	LAIF	Interest Income	213.96
Transfer	04/16/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-3,000.00
Bill	04/16/2019	2019-0416 WRA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-226.30
Bill	04/16/2019	2019-0416 YSGA	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-32.00
Bill	04/21/2019		Business Card (Mastercard)		Accounts Payable	Office Supplies/Expenses	-61.92
Check	04/22/2019	EFT	Kaiser Permanente		First Northern - Checking	-SPLIT-	-1,165.94
Liability Check	04/23/2019	EFT	QuickBooks Payroll Service	Created by Payroll Service on 04/22/2019	First Northern - Checking	-SPLIT-	-1,672.11
Paycheck	04/24/2019	DD1133	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Invoice	04/30/2019	2019-3	Yolo Subbasin Groundwater Agency		Accounts Receivable	YSGA Income for WRA operations	30,000.00
Transfer	05/02/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-4,000.00
Liability Check	05/07/2019	EFT	QuickBooks Payroll Service	Created by Payroll Service on 05/06/2019	First Northern - Checking	-SPLIT-	-1,672.13
Paycheck	05/08/2019	DD1134	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Liability Check	05/09/2019	EFT	Capital Bank and Trust Co.	73814903	First Northern - Checking	-SPLIT-	-478.46
Liability Check	05/09/2019	E-pay	Employment Development Department	499-0728-0 QB Tracking # -959089070	First Northern - Checking	-SPLIT-	-218.95
Liability Check	05/09/2019	E-pay	United States Treasury	68-0306647 QB Tracking # -958948070	First Northern - Checking	-SPLIT-	-1,256.06
Invoice	05/10/2019	2019-4	Yolo County Flood Control & WCD		Accounts Receivable	-SPLIT-	208.79
Bill Pmt -Check	05/10/2019	2528	Iris Software		First Northern - Checking	Accounts Payable	-120.00
Bill Pmt -Check	05/10/2019	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-61.92
Payment	05/13/2019	123	Yolo Subbasin Groundwater Agency		Undeposited Funds	Accounts Receivable	30,000.00
Bill	05/14/2019	2019-0514	Yolo County Flood Control & WCD_v		Accounts Payable	-SPLIT-	-744.92
Transfer	05/14/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-2,000.00
Transfer	05/20/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-500.00
Payment	05/20/2019	56998	Yolo County Flood Control & WCD		Undeposited Funds	Accounts Receivable	208.79
Liability Check	05/21/2019	EFT	QuickBooks Payroll Service	Created by Payroll Service on 05/20/2019	First Northern - Checking	-SPLIT-	-1,672.11
Check	05/21/2019	EFT	Kaiser Permanente	June	First Northern - Checking	-SPLIT-	-1,165.94
Bill	05/21/2019		Business Card (Mastercard)		Accounts Payable	Office Supplies/Expenses	-1.05
Paycheck	05/22/2019	DD1135	Donna L Gentile	Direct Deposit	First Northern - Checking	-SPLIT-	0.00
Deposit	05/23/2019			Deposit	First Northern - Savings	-SPLIT-	30,208.79
Bill Pmt -Check	05/29/2019	EFT	Business Card (Mastercard)		First Northern - Checking	Accounts Payable	-1.05
Transfer	05/29/2019			Funds Transfer	First Northern - Savings	First Northern - Checking	-5,000.00

**MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
April 3, 2019, 3:30 – 4:00 pm (DRAFT)**

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

1. **CALL TO ORDER** at 3:30 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** –Agenda approved as presented.
3. **PUBLIC FORUM** – No public attendees.
4. **ADMINISTRATIVE ITEMS** (Donna Gentile)
 - a) Approve February 27, 2019 meeting minutes: Motion to approve the minutes by Jesse, seconded by Kurt and was unanimously approved.
 - b) Review financials FY2018-19, December 2018 – March 2019: Donna and Tim will be requesting a transfer of funds for the quarter from the Yolo County (YC) Treasury to First Northern Bank. There will be a budget amendment needing Board approval on the April agenda to add a line item expense for the Audit (\$8,900 for first year). YC Financial Services requested documentation for their year-end closing procedures that is due by July 19, 2019. We will need to provide a FY2019-20 budget. The YSGA Board should review that budget at their June meeting. Donna reviewed the YSGA’s YC Financial Services agreement that requires an annual meeting between the YSGA Executive Officer and Chad Rinde, YC Chief Financial Officer. Donna will remind Tim and coordinate this meeting by the end of the fiscal year. Another item to discuss with Chad is who else is authorized to do a transfer/withdrawal from the YC Treasury besides Tim O’Halloran if he was unavailable.
 - c) Payment to approve: Motion to approve all payments by Jesse, seconded by Lynnel and was unanimously approved.
5. **UPDATE ON YSGA ACTIVITIES** (Tim O’Halloran)
 - a) Groundwater Sustainability Plan (GSP) Development Update: Tim discussed this item and gave a YSGA Working Group 4/3/19 meeting recap during today’s WRA EC meeting.
 - b) Discuss draft agenda for April 22, 2019 Board meeting: Agenda items discussed were:
 - Board approve new JPA members: RD 150, 307 and 999
 - Board approve formalizing subcommittee for technical Working Group (will be subject to Brown Act rules. Subcommittee will only be making recommendations to the Board.)
 - Board consideration and discussion for extending 2-year agreement re-opener.
 - Receive and file FY2017-18 Audit Report, Richardson & Company (~ 15 minutes), Complete audit report will be posted on YSGA website with link provided in agenda.

Future meeting items:

- Postpone these two items to a future date after the GSP is completed: “Establish Subcommittee for Reconsideration of Voting Structure and Expense Allocation (ref. JPA Section 5.11)” and "Board discussion WRA and YSGA consolidation”
- Presentation: The Nature Conservancy (suggestion for future meeting)

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

Future agenda item suggestions:

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

7. **NEXT EC MEETING DATE:** June 3, 2019, 11:30 am to 12:00 pm

8. **ADJOURN:** Meeting adjourned at 4:00 pm

Respectfully submitted,

Donna Gentile
Board Secretary & Administrative Coordinator

DRAFT

Yolo Subbasin Groundwater Agency
Balance Sheet
 As of May 31, 2019

	<u>May 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	61,605.63
1010 · 1st Northern-Savings	80,522.67
1020 · Yolo County Treasury	<u>362,565.05</u>
Total Checking/Savings	504,693.35
Accounts Receivable	
1100 · Accounts Receivable	<u>4,293.00</u>
Total Accounts Receivable	4,293.00
Other Current Assets	
1200 · Undeposited Funds	<u>25,249.55</u>
Total Other Current Assets	<u>25,249.55</u>
Total Current Assets	<u>534,235.90</u>
TOTAL ASSETS	<u><u>534,235.90</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>43,900.08</u>
Total Accounts Payable	43,900.08
Other Current Liabilities	
2100 · Due to Other Govts	20,000.00
2200 · Prepaid Insurance	<u>-492.00</u>
Total Other Current Liabilities	<u>19,508.00</u>
Total Current Liabilities	<u>63,408.08</u>
Total Liabilities	63,408.08
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	185,329.89
Net Income	<u>285,497.93</u>
Total Equity	<u>470,827.82</u>
TOTAL LIABILITIES & EQUITY	<u><u>534,235.90</u></u>

**Yolo Subbasin Groundwater Agency
FY2018-2019 Budget vs. Actual
July 2018 through May 2019**

	<u>Jul '18 - May 19</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	251,416.55	236,646.00	106.24%
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	3,077.08	2,000.00	153.85%
Total Income	479,493.63	483,646.00	99.14%
Expense			
5100 · Bank & Other Fees	226.94	500.00	45.39%
5300 · Insurance-General & Auto	1,477.00	2,000.00	73.85%
5500 · Membership Dues	281.25	1,000.00	28.13%
7000 · Admin. Services/Expenses (WRA)	110,000.00	120,000.00	91.67%
7100 · Project Mgmt-SGMA Implementatio	23,343.43	110,000.00	21.22%
7200 · Consultant Services	0.00	20,000.00	0.0%
7300 · Legal Services	7,703.08	20,000.00	38.52%
7350 · Audit Services - Financial	8,900.00	8,900.00	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	193,995.70	404,464.00	47.96%
Net Income	285,497.93	79,182.00	

Yolo Subbasin Groundwater Agency
Profit & Loss by Quarter
 July 2018 through May 2019

	<u>Jul - Sep 18</u>	<u>Oct - Dec 18</u>	<u>Jan - Mar 19</u>	<u>Apr - May 19</u>	<u>TOTAL</u>
Income					
4000 · Member Contributions-Municipal	160,000.00	0.00	0.00	0.00	160,000.00
4100 · Member Contributions-Rural	221,874.00	0.00	0.00	29,542.55	251,416.55
4200 · Member Contributions-Affiliates	65,000.00	0.00	0.00	0.00	65,000.00
4400 · Interest Income	6.03	908.28	2,162.77	0.00	3,077.08
Total Income	<u>446,880.03</u>	<u>908.28</u>	<u>2,162.77</u>	<u>29,542.55</u>	<u>479,493.63</u>
Expense					
5100 · Bank & Other Fees	0.00	72.76	154.18	0.00	226.94
5300 · Insurance-General & Auto	0.00	1,477.00	0.00	0.00	1,477.00
5500 · Membership Dues	0.00	0.00	281.25	0.00	281.25
7000 · Admin. Services/Expenses (WRA)	50,000.00	0.00	30,000.00	30,000.00	110,000.00
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	23,343.43	0.00	23,343.43
7300 · Legal Services	0.00	1,505.00	1,977.00	4,221.08	7,703.08
7350 · Audit Services - Financial	0.00	0.00	8,900.00	0.00	8,900.00
7600 · YC Groundwater Monitor Program	0.00	0.00	0.00	42,064.00	42,064.00
Total Expense	<u>50,000.00</u>	<u>3,054.76</u>	<u>64,655.86</u>	<u>76,285.08</u>	<u>193,995.70</u>
Net Income	<u>396,880.03</u>	<u>-2,146.48</u>	<u>-62,493.09</u>	<u>-46,742.53</u>	<u>285,497.93</u>

**Yolo Subbasin Groundwater Agency
Transaction List by Date
April through May 2019**

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Bill Pmt -Check	04/03/2019	120	Downey Brand		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-627.00
Bill Pmt -Check	04/03/2019	121	Richardson & Company LLP		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-8,900.00
Bill	04/12/2019	535324	Downey Brand		2000 · Accounts Payable		7300 · Legal Services	-2,385.00
Bill	04/16/2019	2019-0416	Yolo County Flood Control & WCD		2000 · Accounts Payable		7600 · YC Groundwater Monitor Program	-42,064.00
Bill Pmt -Check	04/22/2019	122	Downey Brand		1000 · 1st Northern-Checking	√	2000 · Accounts Payable	-2,385.00
Bill	04/30/2019	2019-3	Water Resources Association of Yolo Cty		2000 · Accounts Payable		7000 · Admin. Services/Expenses (WRA)	-30,000.00
Invoice	05/08/2019	2018-25	Reclamation District 999		1100 · Accounts Receivable		4100 · Member Contributions-Rural	25,249.55
Transfer	05/09/2019	3943	Transfer to 1st Northern Bank	Funds Transfer ACH #3943	1020 · Yolo County Treasury		1000 · 1st Northern-Checking	-90,000.00
Bill Pmt -Check	05/10/2019	123	Water Resources Association of Yolo Cty		1000 · 1st Northern-Checking		2000 · Accounts Payable	-30,000.00
Payment	05/10/2019	18578	Reclamation District 999		1200 · Undeposited Funds		1100 · Accounts Receivable	25,249.55
Bill	05/13/2019	536336	Downey Brand		2000 · Accounts Payable		7300 · Legal Services	-1,836.08
Invoice	05/14/2019	2018-26	Reclamation District 150		1100 · Accounts Receivable		4100 · Member Contributions-Rural	4,293.00

**ADMINISTRATIVE SERVICES AGREEMENT
BETWEEN THE YOLO SUBBASIN GROUNDWATER AGENCY AND THE WATER
RESOURCES ASSOCIATION OF YOLO COUNTY (WRA)**

THIS ADMINISTRATIVE SERVICES AGREEMENT (“**Agreement**”) is entered into and effective this 1st day of July 2017 (“**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 Water Resources Association of Yolo County, a mutual benefit non-profit corporation (“**WRA**”). YSGA and the WRA 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. Historically, the activities of the WRA have supported sustainable groundwater management in Yolo County. Over the last ten years, the Yolo County Groundwater Monitoring Program has been an integral part of the WRA. For the last two years the WRA has served as the lead agency under SGMA, and facilitated the Groundwater Sustainability Agency process and creation of the YSGA.

D. YSGA and the WRA member agencies anticipate within two years to merge the YSGA and WRA into one organization to effectively provide integrated water management for Yolo County stakeholders.

E. 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.”

F. YSGA and the WRA desire to enter into this Agreement for the purpose of establishing the terms and conditions pursuant to which the WRA will provide administrative services of YSGA.

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

ARTICLE 1: RESPONSIBILITIES OF WRA

1.1 Subject to the terms and conditions set forth in this Agreement, WRA shall furnish YSGA with staff to provide overall administrative services to YSGA, as set forth in Exhibit "A."

1.2 WRA staff shall provide YSGA with such administrative services at the direction of the Executive Officer.

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 upon completion of the term.

ARTICLE 3: YSGA REIMBURSEMENT OF WRA STAFF

3.1 YSGA shall pay WRA staff for administrative services rendered in the amount of \$120,000 at the beginning of each fiscal year of the YSGA.

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.

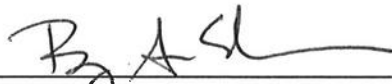
4.5 **Headings.** The paragraph headings used in this Agreement are intended for convenience only and shall not be used in interpreting this Agreement or in determining any of the rights or obligations of the Parties to this Agreement.

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.

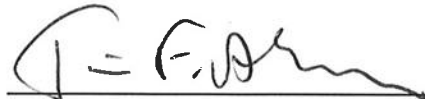
IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above-written.

**WATER RESOURCES ASSOCIATION
OF YOLO COUNTY**



Beverly Sandeen, Chair

**YOLO SUBBASIN GROUNDWATER
AGENCY**



Tim O'Halloran, Executive Officer

Exhibit A

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

Management

- a. Meet with the YSGA Executive Officer and Executive Committee to review financials
- b. Coordinate with Treasurer regarding financial statements
- c. Manage and administer operating budget
- d. Maintain general liability insurance
- e. Manage contractual agreements with affiliated parties and project consultants
- f. Maintain manual of YSGA operations, procedures, and policies (as they are established)
- g. Provide cost-conscious management of YSGA expenses
- h. Arrange speakers, presentations, and special meetings as requested by the Executive Officer and Board officers
- i. Establish and maintain cooperative, effective work relationships with Board members and affiliated parties
- j. Interface with community groups and the general public

Board Secretary

- a. Prepare and post agenda materials for the YSGA Board meetings and subcommittees
- b. Transcribe and proofread YSGA Board and subcommittee meeting minutes for review by Executive Committee
- c. Create and maintain current mailing database and electronic listserv of membership and interested parties
- d. Maintain working knowledge of YSGA policies and operations in order to inform others when required
- e. Assist in coordinating public outreach activities for local planning efforts
- f. Prepare draft press releases on YSGA activities, events, and projects to submit to local media
- g. Monitor compliance with the Brown Act
- h. Maintain Board of Directors' filing of Form 700 (California Fair Political Practices Commission)
- i. Maintain regular filing of other state-related JPA forms

Administrative

- a. Establish and maintain well-organized records and filing system
- b. Arrange meeting room reservations for Board and subcommittees
- c. Compose general correspondence as requested by Executive Officer and/or Board officers
- d. Compile data and prepare reports as required for the operation of the YSGA
- e. Manage meeting and office supplies and expenses
- f. Interface with the general public and inquiries by telephone or e-mail

Bookkeeper

- a. Operate computerized accounting system and retain secure back-up of financial records
- b. Prepare monthly financial reports and other reports as requested by the Board of Directors
- c. Process all accounts payable and receivable and maintain general ledger
- d. Coordinate with auditor on financial audits and provide documentation as requested
- e. Perform routine banking functions and recommend account improvements
- f. Maintain filing and record-keeping principles and procedures

Computer Technology/Information Management

- a. Create and maintain computerized data files
- b. Perform regular data file back-up and maintain security of data files
- c. Develop and maintain YSGA website, coordinate with webmaster on site improvements
- d. Remain current on technological advances as appropriate

**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, 2017 (“**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.

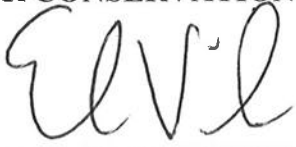
4.5 **Headings.** The paragraph headings used in this Agreement are intended for convenience only and shall not be used in interpreting this Agreement or in determining any of the rights or obligations of the Parties to this Agreement.

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.

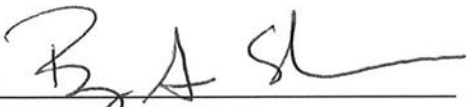
IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above-written.

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



Erik Vink, Chair

**YOLO SUBBASIN GROUNDWATER
AGENCY**



Beverly Sandeen, 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.

Water Resources Association of Yolo County
Fiscal Year July 1, 2019 to June 30, 2020
DRAFT Budget (for Board adoption 6-17-19)

	Budget Adopted 9-17-18	Proposed Budget
Revenue	FY2018-19	FY2019-20
Income from Yolo Subbasin Groundwater Agency for administrative support services	120,000	127,500 ?
Subtotal Income from YSGA	120,000	127,500
Associate Memberships (\$100/agency)	600	600
Interest Earned on bank accounts	600	700
Other Income (Water Calendar donations) ⁶	3,200	3,200
In-Kind Services (non-cash) - YCFCWCD office space rental ¹	0	0
YCFCWCD Admin. Support by WRA staff (42 hours/year) ²	1,700	1,700
Subtotal Other Income to WRA (lines #4-8)	\$6,100	\$6,200
TOTAL REVENUE	\$126,100	\$133,700
ADMINISTRATIVE Expenditures	FY2018-19	FY2019-20
Salaries-Gross ³	\$62,200	\$62,200
Employer Payroll Taxes & Expenses ³	5,000	5,000
Employer-Paid Benefits ³	16,000	17,000
Workers Compensation Insurance ³	800	800
General Liability Insurance	800	800
Accounting Services	400	400
Audit: 2-year (Fiscal years ending 6/30/18 & 6/30/19) ⁴	0	6,000 *
Bank Fees & Charges; License Fees	200	175
Membership Dues, Subscriptions, Print Media	150	150
Calendar - Printing & Contest Expenses ⁶	3,200	3,200
Computer Expenses	875	875
Conferences & Seminars	1,500	1,500
Copies, Printing & Binding	1,800	1,700
Internet Services:T-1 line access, web hosting, tech support, anti-virus, webmaster retainer	1,700	1,800
Legal Consultation Fees	500	500
Meeting Expenses	2,700	2,700
Mileage	475	300
Miscellaneous Expense	500	500
Office - Rent (non-cash expense) ¹	0	0
Office - Supplies	1,500	1,500
Postage	600	600
Telephone Utilities	0	0
Contingency	600	600
Subtotal Administrative Expenditures	\$101,500	\$108,300

Water Resources Association of Yolo County
Fiscal Year July 1, 2019 to June 30, 2020
DRAFT Budget (for Board adoption 6-17-19)

	Budget Adopted 9-17-18	Proposed Budget
37		
38	PROJECT Expenditures	
39	FY2018-19	FY2019-20
40	FY2018-19 and FY19-20 Projects	
40	Westside IRWMP Implementation (WRA cost share obligation) ⁵	20,000 21,500 *
41	TOTAL Project Expenditures	\$20,000 \$21,500
42		
43	TOTAL Administrative & Project Expenditures	\$121,500 \$129,800
44	Net Income (Estimated)	\$4,600 \$3,900

45 1 - In-kind office space will not longer be documented in the budget since the WRA is no longer offsetting membership dues.

46 2 - Contract agreement between the YSGA and WRA to provide support services

47 3 - 2% of annual salary, payroll expenses, employer paid benefits & workers comp. insurance

48 4 - Next 2-year audit cycle will be in the FY19-20 budget for years ending 6/30/18 and 6/30/19.

49 5 - This is a cost share obligation per MOU between Yolo, Napa, Solano and Lake counties. Payment is contingent upon the YSGA supporting this effort as part of the WRA's budget expenses. The Westside - Sacramento IRWMP Coordinating Committee is considering a cost share increase in FY2019-20.

50 6 - Water calendar project was suspended for 2019, approved on 2/27/19 by the Executive Committee.

Yolo Subbasin Groundwater Agency
July 1, 2019 to June 30, 2020
Proposed Annual Fiscal Year Budget for next two years
for Board Adoption on 6/17/19

	Fiscal Year 2018-2019 Adopted	Fiscal Year 2019-2020 Proposed
Revenue	FY2018-19	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)	2,147.00	2,147.00
Reclamation District 307 (5,491 acres) (pending)		
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 (25,249.55 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	\$256,646
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	2,000	3,500 *
Subtotal Other Revenue	\$2,000	\$3,500
TOTAL REVENUE	\$483,646	\$485,146
EXPENDITURES	FY2018-19	FY2019-20
Bank & Other Fees	500	500
Insurance - General & Auto	2,000	2,000
Membership Dues	1,000	1,000
Administrative Services/Expenses (WRA) ³	120,000	127,500 *
Project Management, SGMA Implementation (YCFCWCD)	110,000	110,000
Consultant Services	20,000	20,000
Legal Services	20,000	20,000
Audit Service - Financial ⁴	8,900	7,000
Real-time Groundwater Monitoring Sensors (x6)	80,000	80,000
Yolo County Groundwater Monitoring Program (administrator-YCFCWCD) ²	42,064	42,064
TOTAL EXPENDITURES	\$404,464	\$410,064
Net Income (Estimated)	\$79,182	\$75,082

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

2 - Program historically funded by WRA Member Agencies from July 2009 to June 2017. 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.

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

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