

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
February 18, 2020, 12:30 – 1:00 pm
Yolo County Flood Control & WCD, 34274 State Highway 16, Woodland

Present: Roger Cornwell, Jesse Loren, Lynnel Pollock, Kurt Balasek, Donna Gentile, Kristin Sicke, Max Stevenson, Elisa Sabatini

Absent: Tim O'Halloran

1. **CALL TO ORDER** at 12:20 pm by Chair Roger Cornwell.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Jesse motioned to approve the agenda. Lynnel seconded the motion that passed unanimously.
3. **PUBLIC FORUM** – Max Stevenson introduced an informational YSGA draft job description for discussion purposes only. This proposed position would be classified as a Yolo County Flood Control and Water Conservation District (YCFCWCD) employee and reimbursable from the YSGA budget. Max explained that the GSP grant was meant to temporarily fund an administrative/technical position for assisting with developing the Yolo Subbasin GSP; however, this position had not been solicited or filled to-date. No action needs to be taken on this issue at this time. It made sense to re-visit this proposal at this time because there is a lot of work that needs to be done and current staff are not available. Tim received this draft proposal that is in the concept stage. Max decided to present it to the EC for discussion purposes. The EC suggested the job title of Program Coordinator and that the job description should state the position is a full-time employee of the YCFCWCD for exclusively managing functions of the YSGA's program(s). Currently, the Civic Spark fellow has been doing some of these tasks, but in the fellow is only contractually available until August 2020.

Lynnel asked what is the current status of the WRA in this process? The YSGA Board agreed (4/22/19) to wait until after the GSP was completed before revisiting the "re-opener agreement" along with the role of the WRA and its inter-relationship with YSGA. The WRA's functions are more regional, whereas the YSGA is a JPA strictly focused on groundwater. The YSGA members (specifically the Reclamation Districts not previously participating in the WRA) would need education on the value of expanding the scope of the YSGA beyond groundwater. The EC discussed YSGA re-branding possibilities. Donna explained how the Yolo County Groundwater Monitoring Program was previously funded by WRA member agencies and how these contributions were previously invoiced and paid with their annual WRA dues. The YSGA has not been delineating groundwater monitoring program contributions as part of the agency's membership dues invoicing. The WRA's MOU agreement with the Westside-Sacramento IRWM is the only remaining responsibility that would need to be updated to the YSGA. If the WRA no longer had an employee, then this might be a timely transition. Donna reminded that there are other WRA-specific expenses that would need to be considered, such a general liability insurance, maintaining the WRA's website, meeting room rentals and various State association fees. The WRA's budget will need to be reviewed for FY2020-21.

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4. ADMINISTRATIVE ITEMS (Donna Gentile)

- a) December 10, 2019 meeting minutes approved.
- b) Reviewed financials FY2019-2020: December 2019-January 2020: The EC reviewed the financials. Donna informed one agency's FY19-20 dues payment is pending, but their payment will be processed soon. Donna explained that RD 150 overpaid their FY19-20 dues by \$6.00 due to a clerical error. She is issuing a refund check today to rectify this overpayment. Also, a Groundwater Monitoring Program invoice for \$42,064 is pending for FY19-20 and she will discuss this with YCFCWCD staff today.

Donna reviewed FY19-20 budget amendment #1 that will be on the March agenda for approval. The Membership Dues expense will be increased to \$3,000 to account for ACWA's annual membership dues of \$1,615 and the Streamline website membership fees of \$1,200. (Post meeting note: Donna contacted ACWA to inquire about the increased annual fee. This is the actual membership fee based on the YSGA's annual budget of ~\$486,000. The previous invoice was their lowest membership rate (~\$387 based on an estimated budget.) The other budget change adds RD307's actual dues amount. Their membership was pending when the budget was adopted in June 2019.

- c) List of Contracts executed for YSGA activities: Donna prepared a spreadsheet of existing approved contracts executed for YSGA activities. As noted in the spreadsheet, some contracts are executed with the YCFCWCD on behalf of the YSGA and some are directly with the YSGA.
- d) Payments to approve: All payments were approved.

Jesse motioned to approve Administrative Items a – d. Lynnel seconded the motion that passed unanimously.

5. **UPDATE ON YSGA ACTIVITIES** (Tim O'Halloran/Kristin Sicke) – Kristin and Max gave updates on the following items.

- a) Groundwater Sustainability Plan (GSP) Development Update: In December, staff met with GEI, Montgomery & Associates and SEI to collaboratively discuss the work done to-date and the budget. Max gave an update on the Groundwater Monitoring Program activities. Jim Frame, Frame Surveying & Mapping, is under contract to re-survey ground surface level elevations for 150 older wells. He discussed work to identify representative wells managed by YCFCWCD, the cities of Woodland, Davis and other local agencies for the GSP.
 - *Hydrogeologic Conceptual Model (HCM)* – Montgomery & Associates sent a draft of the HCM developed. It is close to being ready to give to GEI to incorporate into the GSP. YSGA staff are working with GEI to develop a Communication and Engagement Plan.
 - *Sustainable Management Criteria (SMC) Workshops* –The SMC workshops that were originally scheduled for March/April but will likely happen later.
 - *March 4, 2020 Working Group meeting* – This meeting might be cancelled.
- b) Discuss agenda for March 16, 2020 Board meeting:
 - *Consent Items:* regular consent items and budget amendment #1

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- *New YSGA website (demonstration)* www.yologroundwater.org. The EC was given a short preview of the new website that is scheduled to go “live” very soon. A similar demo can be given to the Board at the March meeting.
- *Legislation and Regulatory Update*, Adam Robin, NCWA
- *GSP Development Update*
- *Presentation*: No special presentations are planned for this meeting

6. OTHER UPDATES & FUTURE EC AGENDA ITEMS:

Nothing additional was discussed.

Future Agenda Items:

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

7. NEXT EC MEETING DATE: March 9, 2020, 12:30 to 1:00 p.m., Yolo County Flood Control & WCD Board Room.

8. ADJOURN: Meeting adjourned at 1:05 p.m.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator