



Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee April 10, 2023, 12:00 – 1:00 p.m.

Hosted at Yolo County Flood Control & Water Conservation District
34274 State Highway 16, Woodland, CA 95695

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)
 - [Approve February 22, 2023 meeting minutes](#), pages 3-4
 - [Review financials: FY 2022-2023: 2/21-4/6/23](#), pages 5-11
 - Discuss Process for Developing YSGA Board Policies
 - Fiscal Year 2022 Audit
 - GASB 31 Fair Market Value
 - Approve Payments*
5. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
 - Water Conditions Update
 - YSGA 2023 Annual Report
 - YSGA *Draft* Letter to Groundwater Users in Areas of Special Concern
6. **Other Updates & Future Executive Committee Agenda Items**
7. **Next Executive Committee Meeting Date:** May __, 2023
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 April 7, 2023 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:
Consero Solutions Invoice #1886: February-March Consulting Services: \$2,216.25
Downey Brand Invoice #584193: February Legal Services: \$1,600
LedgerPro Bookkeeping Invoice #2876: February Bookkeeping Services: \$160 (check issued 3/21/2023)
LSCE Invoice #39585: February Professional Services (Long-Term Funding Strategy): \$4,447.50
January-February Postage and Copies: \$11.31 (check issued 3/21/2023) plus March Postage and Copies: \$372.60

Yolo Subbasin Groundwater Agency
MINUTES of Executive Committee (EC) Meeting
February 22, 2023, 12:00 p.m. – 1:00 p.m.
Hosted at YCFC&WCD Headquarters
34274 State Highway 16, Woodland

Present: Lee Smith, Dave Schaad, Kristin Sicke, Kurt Balasek, Elisa Sabatini, Dotty Pritchard, Sarah Leicht

1. **Call to Order:** Meeting was called to order by Lee Smith at 12:02 pm.
2. **Adding Items to the Posted Agenda:** Nothing to add.
3. **Public Comment:** No comments.
4. **Administrative Items** (Sicke):
 - a) January 17, 2023 meeting minutes were approved.
 - b) Reviewed financials: 1/6/23– 2/20/23: Financials were provided with the agenda packet.
 - c) Payments to approve: Payments were provided with the agenda packet.

Kurt Balasek moved to approve administrative items a) and c), which was seconded by Lee Smith and approved unanimously. David Schaad abstained from voting on item a).

5. Management Area Public Advisory Proposal: Kristin provided an update on her efforts to establish the Management Area committees. Individual representatives for the grey area and Farm Bureau seats have been identified. Additional consultation is needed with legal to consider how authority will be distributed between the committees and the full Board of Directors. The committee recommended that alternate representatives also be named to reduce scheduling conflicts. Kristin will continue consulting with Ann Brice about the appropriate environmental representation.

David Schaad moved to approve the committee membership proposed by Kristin, which was seconded by Kurt Balasek and approved unanimously.

6. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
 - a) *Water Conditions Update:* Sacramento River Settlement Contractors are expected to receive 100% supply this year, and the initial allocations for the State Water Project and Central Valley Project are 35%.
 - b) *YSGA 2023 Annual Report:* The next annual report is due to DWR on April 1. Staff will present the numbers at the March 20 Board of Directors meeting.
 - c) *Ad Hoc Drought Contingency Planning Committee:* The Ad Hoc Committee met on February 16 to discuss the legal and policy issues involved in consideration of well permits in areas where minimum thresholds are exceeded. The Executive Committee discussed several options, including requiring e-logs, requiring wells to be monitored, and requiring a signed acknowledgement form.
 - d) *Ad Hoc Committee for Reconsidering Voting and Dues Structure:* The Ad Hoc Committee will be meeting on February 24 to receive the results of LSCE's draft Financial Sustainability Summary and Recommendations Technical Memo.

7. March 20, 2023 Board of Directors Agenda Items

- a) Consent Items
- b) Honorary Resolution to Helen Thomson
- c) Water Conditions
- d) NCWA / DWR Updates
- e) Presentation of draft Financial Stability TM and Proposal for Proceeding with Fee Study
- f) YSGA GSP Implementation Update

8. Other Updates & Future Executive Committee Agenda Items: Potential bylaws will be discussed at the next meeting.

Yolo Subbasin Groundwater Agency
MINUTES of Executive Committee (EC) Meeting
February 22, 2023, 12:00 p.m. – 1:00 p.m.
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34274 State Highway 16, Woodland

9. **Next Executive Committee Meeting Date:** April, to be scheduled via email.

10. **Adjourned** at 1:10 pm.

Respectfully submitted,



Kristin Sicke
Executive Officer

DRAFT

Yolo Subbasin Groundwater Agency

Budget vs Actual

04/06/23

July 1, 2022 through April 6, 2023

Accrual Basis

	Jul 1, '22 - Apr 6, 23	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Member Contributions-Municipal	160,000.00	160,000.00	100.0%
4100 · Member Contributions-Rural	237,841.50	237,842.00	100.0%
4200 · Member Contributions-Affiliates	65,170.00	65,170.00	100.0%
4300 · Direct Contribution-White Areas	0.00	20,000.00	0.0%
4700 · Well Permitting Regulatory Fees	14,634.00	24,000.00	61.0%
4900 · Interest Income	7,980.26	5,000.00	159.6%
Total Income	485,625.76	512,012.00	94.8%
Expense			
5100 · Bank & Other Fees	801.24	500.00	160.2%
5300 · Insurance-General & Auto	2,081.50	2,000.00	104.1%
5500 · Membership Dues	2,220.00	3,000.00	74.0%
7000 · Admin. Expenses	1,291.21	5,000.00	25.8%
7100 · Project Mgmt-SGMA Implementatio	94,787.21	251,000.00	37.8%
7125 · Buckeye Creek Recharge Project	137.38	9,000.00	1.5%
7200 · Consultant Services	69,183.62	200,000.00	34.6%
7300 · Legal Services	11,346.00	20,000.00	56.7%
7350 · Audit Services - Financial	0.00	8,500.00	0.0%
7400 · GSP - Related Consultant Costs	24,627.00	50,000.00	49.3%
7500 · GW Monitoring-Real-time Sensors	393.74	0.00	100.0%
7600 · YC Groundwater Monitor Program	8,101.05	90,000.00	9.0%
7700 · GSP Verif in Well Permit Review	2,426.93	24,000.00	10.1%
Total Expense	217,396.88	663,000.00	32.8%
Net Ordinary Income	268,228.88	-150,988.00	-177.6%
Net Income	268,228.88	-150,988.00	-177.6%

Yolo Subbasin Groundwater Agency

Balance Sheet

As of April 6, 2023

	<u>Apr 6, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	33,538.07
1010 · 1st Northern-Savings	5,666.21
1020 · Yolo County Treasury	1,055,873.00
1025 · County Treasury FMV	3,968.00
Total Checking/Savings	<u>1,099,045.28</u>
Accounts Receivable	
1100 · Accounts Receivable	1,073.25
Total Accounts Receivable	<u>1,073.25</u>
Other Current Assets	
1150 · Prepaid Insurance	492.25
Total Other Current Assets	<u>492.25</u>
Total Current Assets	<u>1,100,610.78</u>
TOTAL ASSETS	<u>1,100,610.78</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	8,636.35
Total Accounts Payable	<u>8,636.35</u>
Total Current Liabilities	<u>8,636.35</u>
Total Liabilities	8,636.35
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3010 · Nonspendable Fund Balance	492.00
3300 · Assigned Fund Balance	24,000.00
3200 · Retained Earnings	823,253.55
Net Income	268,228.88
Total Equity	<u>1,091,974.43</u>
TOTAL LIABILITIES & EQUITY	<u>1,100,610.78</u>

Yolo Subbasin Groundwater Agency
Profit & Loss
 July 1, 2022 through April 6, 2023

	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 1 - 6, 23	TOTAL
Ordinary Income/Expense											
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	160,000.00
4100 · Member Contributions-Rural	224,018.00	0.00	0.00	0.00	0.00	0.00	13,823.50	0.00	0.00	0.00	237,841.50
4200 · Member Contributions-Affiliates	60,170.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	65,170.00
4700 · Well Permitting Regulatory Fees	700.00	9,713.00	850.00	500.00	500.00	0.00	773.00	150.00	700.00	0.00	13,886.00
4900 · Interest Income	0.00	0.00	0.50	2,357.96	0.00	0.96	5,619.44	0.00	0.00	0.00	7,978.86
Total Income	444,888.00	9,713.00	850.50	2,857.96	500.00	0.96	25,215.94	150.00	700.00	0.00	484,876.36
Expense											
5100 · Bank & Other Fees	0.00	0.00	0.00	264.58	25.00	0.00	511.66	0.00	0.00	0.00	801.24
5300 · Insurance-General & Auto	604.75	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	0.00	2,081.50
5500 · Membership Dues	0.00	0.00	0.00	0.00	0.00	0.00	2,220.00	0.00	0.00	0.00	2,220.00
7000 · Admin. Expenses	14.69	0.00	677.78	54.66	118.41	0.00	41.76	11.31	372.60	0.00	1,291.21
7100 · Project Mgmt-SGMA Implementatio	0.00	0.00	45,325.14	0.00	0.00	0.00	45,014.57	0.00	4,447.50	0.00	94,787.21
7125 · Buckeye Creek Recharge Project	0.00	0.00	137.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137.38
7200 · Consultant Services	5,877.50	14,298.00	1,137.50	8,015.31	20,924.06	13,491.25	3,063.75	160.00	2,216.25	0.00	69,183.62
7300 · Legal Services	0.00	886.00	3,208.50	3,342.50	256.50	1,060.50	992.00	0.00	1,600.00	0.00	11,346.00
7400 · GSP - Related Consultant Costs	0.00	0.00	0.00	0.00	0.00	20,656.00	3,971.00	0.00	0.00	0.00	24,627.00
7500 · GW Monitoring-Real-time Sensors	0.00	0.00	0.00	0.00	0.00	0.00	393.74	0.00	0.00	0.00	393.74
7600 · YC Groundwater Monitor Program	0.00	0.00	6,167.97	0.00	0.00	0.00	1,933.08	0.00	0.00	0.00	8,101.05
7700 · GSP Verif in Well Permit Review	0.00	0.00	274.75	0.00	0.00	0.00	2,152.18	0.00	0.00	0.00	2,426.93
Total Expense	6,496.94	15,184.00	56,929.02	13,153.80	21,323.97	35,207.75	60,293.74	171.31	8,636.35	0.00	217,396.88
Net Ordinary Income	438,391.06	-5,471.00	-56,078.52	-10,295.84	-20,823.97	-35,206.79	-35,077.80	-21.31	-7,936.35	0.00	267,479.48
Net Income	438,391.06	-5,471.00	-56,078.52	-10,295.84	-20,823.97	-35,206.79	-35,077.80	-21.31	-7,936.35	0.00	267,479.48

**Yolo Subbasin Groundwater Agency
Transaction List by Date
February 21 through April 6, 2023**

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
Feb 21 - Apr 6, 23								
Payment	02/21/2023	4210	Colusa Drain Mutual Water Comany		1200 · Undeposited Funds	X	1100 · Accounts Receivable	5,000.00
Payment	02/21/2023	1172	Reclamation District 1600		1200 · Undeposited Funds	X	1100 · Accounts Receivable	1,731.00
Payment	02/21/2023	1391	Reclamation District 537		1200 · Undeposited Funds	X	1100 · Accounts Receivable	1,519.25
Deposit	02/21/2023			Deposit	1020 · Yolo County Treasury	X	-SPLIT-	8,250.25
Bill Pmt -Check	02/22/2023	268	Consero Solutions	January Services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-2,351.25
Bill Pmt -Check	02/22/2023	269	Downey Brand LLP	Services through January 31, 2023	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-992.00
Bill Pmt -Check	02/22/2023	270	LedgerPro Bookkeeping	January 2023 Bookkeeping Services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-450.00
Bill Pmt -Check	02/22/2023	271	Luhdorff & Scalmanini	Services through January 29, 2023	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-4,945.00
Bill Pmt -Check	02/22/2023	272	Stockholm Environment Institute, Inc.	December services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-3,971.00
Transfer	02/23/2023			Funds Transfer	1020 · Yolo County Treasury	X	1000 · 1st Northern-Checking	-12,000.00
Bill	02/28/2023	2876	LedgerPro Bookkeeping	February 2023 Bookkeeping Services	2000 · Accounts Payable		7200 · Consultant Services	-160.00
Bill	02/28/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 1/1 to 02/28/2022	2000 · Accounts Payable		7000 · Admin. Expenses	-11.31
Deposit	03/10/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	700.00
Deposit	03/15/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	98.00
Bill	03/16/2023	39585	Luhdorff & Scalmanini	Services rendered through February 26, 2023	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implement...	-4,447.50
Payment	03/16/2023	ACH	Reclamation District 2035		1000 · 1st Northern-Checking		1100 · Accounts Receivable	9,500.00
Bill	03/17/2023	584193	Downey Brand LLP	Services through February 28, 2023	2000 · Accounts Payable		7300 · Legal Services	-1,600.00
Deposit	03/17/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Bill Pmt -Check	03/21/2023	273	LedgerPro Bookkeeping	February 2023 Bookkeeping Services	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-160.00
Bill Pmt -Check	03/21/2023	274	Yolo County Flood Control & WCD	Copies & Postage 1/1 to 02/28/2022	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-11.31
Deposit	03/27/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Deposit	03/27/2023			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	350.00
Bill	03/31/2023	1886	Consero Solutions	Services performed in February/March	2000 · Accounts Payable		7200 · Consultant Services	-2,216.25
Bill	03/31/2023	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 3/1 - 3/31/2023	2000 · Accounts Payable		7000 · Admin. Expenses	-372.60
Deposit	03/31/2023			Interest	1010 · 1st Northern-Savings	X	4900 · Interest Income	1.40
Feb 21 - Apr 6, 23								

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
July 1, 2022 through April 6, 2023

	<u>Jul 1, '22 - Apr 6, 23</u>
OPERATING ACTIVITIES	
Net Income	268,228.88
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-373.25
2000 · Accounts Payable	-82,040.97
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Net cash provided by Operating Activities	185,814.66
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Net cash increase for period	185,814.66
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Cash at beginning of period	913,230.62
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Cash at end of period	<u><u>1,099,045.28</u></u>

9:47 AM

04/06/23

Yolo Subbasin Groundwater Agency

Open Invoices

As of April 6, 2023

Type	Date	Num	P. O. #	Name	Terms	Due Date	Aging	Open Balance
Reclamation District 150								
Invoice	01/01/2023	2022-59		Reclamation District 150	Net 30	01/31/2023	65	1,073.25
Total Reclamation District 150								1,073.25
TOTAL								1,073.25

Yolo Subbasin Groundwater Agency A/P Aging Summary As of April 6, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Consero Solutions	2,216.25	0.00	0.00	0.00	0.00	2,216.25
Downey Brand LLP	1,600.00	0.00	0.00	0.00	0.00	1,600.00
Luhdorff & Scalmanini	4,447.50	0.00	0.00	0.00	0.00	4,447.50
Yolo County Flood Control & WCD	372.60	0.00	0.00	0.00	0.00	372.60
TOTAL OUTSTANDING	<u>8,636.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,636.35</u>
PAID PRIOR TO APPROVAL IN ERROR						
LedgerPro Bookkeeping	0.00	160.00	0.00	0.00	0.00	160.00
Yolo County Flood Control & WCD	0.00	11.31	0.00	0.00	0.00	11.31
TOTAL PAID PRIOR TO APPROVAL	<u>0.00</u>	<u>171.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>171.31</u>
TOTAL PAYABLES FOR APPROVAL	<u>8,636.35</u>	<u>171.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,807.66</u>