



Yolo Subbasin Groundwater Agency

34274 State Highway 16, Woodland, CA 95695

(530) 662-3211

YSGA Executive Committee April 4, 2024, 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)
 - a) [Approve February 21, 2024 Meeting Minutes](#), pages 3-4
 - b) [Review Financials: FY 2023-2024: 2/17/24 - 4/1/24](#), pages 5-12
 - c) Approve Payments*, page 2
5. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
 - a) Water Conditions Update
 - b) SGMA Implementation Grant Update
 - c) Comments Received on *Draft* Well Permitting Procedures
 - d) Update on Fee Study Process and 3-Strawmen Proposals
6. **Planning for Fiscal Year 2024/2025**
7. **Other Updates & Future Executive Committee Agenda Items**
8. **Next Executive Committee Meeting Date:** May __, 2024
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 April 1, 2024 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 #1985: February Professional Services: \$2,401.25
Downey Brand Invoice #596619: January Legal Services: \$2,688.00
Leafbird Consulting Invoice #2: February Professional Services: \$6,162.00 <i>(Grant Reimbursable)</i>
LedgerPro Invoice #3379: March Bookkeeping Services: \$840.00
LSCE Invoice #40814: August-November 2023 Professional Services: \$3,870.00 <i>(Grant Reimbursable)</i>
LSCE Invoice #41065: February 2024 Professional Services: \$430.00 <i>(Grant Reimbursable)</i>
Safeguard Invoice #9004176237: YSGA Paper Checks: \$256.94
SEI Invoice #9284: February Professional Services: \$10,127.19 <i>(Grant Reimbursable)</i>
West Yost Invoice #2056977: January Professional Services: \$18,488.52 <i>(Partially Grant Reimbursable)</i>

Yolo Subbasin Groundwater Agency
MINUTES of Executive Committee (EC) Meeting
February 21, 2024, 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, Mary Vixie Sandy, Dotty Pritchard, Kurt Balasek, Sarah Leicht, Elisa Sabatini, Nathan Fisher

1. **Call to Order:** Meeting was called to order by Lee Smith at 12:01 p.m.
2. **Adding Items to the Posted Agenda:** Nothing to add.
3. **Public Comment:** No comments.
4. **Administrative Items (Sicke):**
 - a) January 12, 2024 meeting minutes were approved.
 - b) Reviewed financials: FY 2023-2024: 1/12 – 2/16/24: Financials were provided with the agenda packet. An update from the Treasury was not available.
 - c) Payments to approve: Payments were provided with the agenda packet. Separate ledgers for each of the grant projects should be set up soon for grant reporting.

Kurt Balasek moved to approve administrative item c) which was seconded by David Schaad and approved unanimously.

5. **Update on YSGA GSP Implementation Actions:** Discussion Item (Sicke)
 - a) *Water Conditions Update:* Water is currently plentiful - Clear Lake has been in flood releases since early February, and Indian Valley Reservoir is continuing to fill. The State Water Project recently increased allocations to 15%. Groundwater levels are continuing to recover, and YCFC canal should start soon. DWD will be using 215 water to recharge when possible until March 1; currently, Buckeye Creek is still running with stormwater. Recent rule changes are making it more difficult to divert water for recharge.
 - b) *Grant Funding Opportunities:* Consero is helping evaluate further opportunities, including those for City of Winters. This spring, the YSGA will be soliciting new projects for the GSP. The City of Woodland has expressed interest in adding a groundwater recharge component to the Lower Cache Creek Flood Risk Reduction Project.
 - c) *Ad Hoc Drought Contingency Planning Committee:* The well permitting process is moving forward, and West Yost is working to develop Tier 1 review procedures. The DCPC will meet in March to discuss the procedures, which will be presented to the YSGA Board on March 18. The next update to the County Board of Supervisors is scheduled for April 9. Kristin has continued conversations with well drillers and concerned landowners.
 - d) *Ad Hoc Committee for Reconsideration of Expense Allocation:* No updates.
6. **Draft Agenda Items for March 18, 2024 Board of Directors Meeting**
 - a) Consent Items:
 - i. Meeting Minutes
 - ii. Financials

Yolo Subbasin Groundwater Agency
MINUTES of Executive Committee (EC) Meeting
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34274 State Highway 16, Woodland

- iii. RFQ for GSP Update
- b) Executive Officer Report – Brief Annual Report Update
- c) Presentation by Legal Counsel on GSA Authority
- d) 2-Tier Well Permit Review Procedures Updates

7. Other Updates & Future Executive Committee Agenda Items: Kristin is assembling a honorary book for Tim O’Halloran. The SWRCB recently released recommended amendments to the Bay-Delta Plan – staff suggested a large amount of unimpaired flows (55%). SCWA will be meeting with the SWRCB on April 24 to discuss these changes. The Governor’s salmon strategy shows Capay Dam blocking salmon flows, but data show there are no salmon in Cache Creek.

8. Next Executive Committee Meeting Date: April 4, 2024 (tentative)

9. Adjourned at 1:02 pm.

Respectfully submitted,



Kristin Sicke
Executive Officer

Yolo Subbasin Groundwater Agency

Budget vs Actual

04/01/24

Accrual Basis

July 1, 2023 through April 1, 2024

	Jul 1, '23 - Apr 1, 24	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	257,842.00	92.2%
4200 · Member Contributions-Affiliates	65,170.00	65,170.00	100.0%
4600 · Direct Contributions - IRWM Fee	7,157.57	7,157.00	100.0%
4700 · Well Permitting Regulatory Fees	5,913.81	10,000.00	59.1%
4800 · Grants Awarded	7,917,000.00	0.00	100.0%
4900 · Interest Income	15,518.25	12,000.00	129.3%
Total Income	8,408,601.13	512,169.00	1,641.8%
Expense			
5100 · Bank & Other Fees	50.00	1,500.00	3.3%
5300 · Insurance-General & Auto	2,069.00	2,500.00	82.8%
5500 · Membership Dues	24,040.00	25,000.00	96.2%
7000 · Admin. Expenses	2,146.40	5,000.00	42.9%
7100 · Project Mgmt-SGMA Implementatio	129,292.56	260,000.00	49.7%
7125 · Buckeye Creek Recharge Project	0.00	8,863.00	0.0%
7200 · Consultant Services	69,611.00	200,000.00	34.8%
7300 · Legal Services	22,536.90	20,000.00	112.7%
7350 · Audit Services - Financial	7,800.00	7,800.00	100.0%
7400 · GSP - Related Consultant Costs	95,991.41	75,000.00	128.0%
7600 · YC Groundwater Monitor Program	10,070.00	90,000.00	11.2%
7700 · GSP Verif in Well Permit Review	3,780.20	10,000.00	37.8%
8900 · Grant Awards Deferred	7,917,000.00	0.00	100.0%
Total Expense	8,284,387.47	705,663.00	1,174.0%
Net Ordinary Income	124,213.66	-193,494.00	-64.2%
Net Income	124,213.66	-193,494.00	-64.2%

Yolo Subbasin Groundwater Agency

Balance Sheet

As of April 1, 2024

	<u>Apr 1, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · 1st Northern-Checking	24,000.00
1010 · 1st Northern-Savings	5,671.89
1020 · Yolo County Treasury	<u>1,073,223.24</u>
Total Checking/Savings	1,102,895.13
Accounts Receivable	
1100 · Accounts Receivable	<u>21,632.57</u>
Total Accounts Receivable	21,632.57
Other Current Assets	
1150 · Prepaid Insurance	492.25
1200 · Undeposited Funds	<u>3,250.25</u>
Total Other Current Assets	3,742.50
Total Current Assets	1,128,270.20
Other Assets	
1500 · Grant Award Receivable	<u>7,917,000.00</u>
Total Other Assets	7,917,000.00
TOTAL ASSETS	<u>9,045,270.20</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>60,399.75</u>
Total Accounts Payable	60,399.75
Total Current Liabilities	<u>60,399.75</u>
Total Liabilities	60,399.75
Equity	
3000 · Unassigned Fund Balance	-24,000.00
3010 · Nonspendable Fund Balance	492.00
3200 · Retained Earnings	943,164.79
3300 · Assigned Fund Balance	24,000.00
3400 · Grantor Fund Balance	7,917,000.00
Net Income	<u>124,213.66</u>
Total Equity	8,984,870.45
TOTAL LIABILITIES & EQUITY	<u>9,045,270.20</u>

**Yolo Subbasin Groundwater Agency
A/P Aging Summary
As of April 1, 2024**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Consero Solutions	0.00	2,401.25	0.00	0.00	0.00	2,401.25
Downey Brand LLP	0.00	2,688.00	0.00	0.00	0.00	2,688.00
Leafbird Consulting, LLC	0.00	6,162.00	0.00	0.00	0.00	6,162.00
LedgerPro Bookkeeping	0.00	840.00	140.00	0.00	0.00	980.00
Luhdorff & Scalmanini	0.00	3,870.00	0.00	0.00	0.00	3,870.00
Richardson & Company LLP	0.00	0.00	0.00	0.00	15,300.00	15,300.00
Stockholm Environment Institute, Inc.	0.00	10,127.19	0.00	0.00	0.00	10,127.19
West Yost	0.00	0.00	18,488.52	0.00	0.00	18,488.52
Yolo County Flood Control & WCD	0.00	125.85	0.00	0.00	0.00	125.85
TOTAL	0.00	26,214.29	18,628.52	0.00	15,300.00	60,142.81

Yolo Subbasin Groundwater Agency
Statement of Cash Flows
 July 1, 2023 through April 1, 2024

	Jul 1, '23 - Apr 1, 24
OPERATING ACTIVITIES	
Net Income	124,213.66
Adjustments to reconcile Net Income to net cash provided by operations:	
1100 · Accounts Receivable	-21,632.57
2000 · Accounts Payable	-35,492.46
	67,088.63
Net cash provided by Operating Activities	67,088.63
INVESTING ACTIVITIES	
1500 · Grant Award Receivable	-7,917,000.00
	-7,917,000.00
Net cash provided by Investing Activities	-7,917,000.00
FINANCING ACTIVITIES	
3400 · Grantor Fund Balance	7,917,000.00
	7,917,000.00
Net cash provided by Financing Activities	7,917,000.00
Net cash increase for period	67,088.63
Cash at beginning of period	1,039,056.75
Cash at end of period	1,106,145.38

Yolo Subbasin Groundwater Agency
Profit & Loss
 July 1, 2023 through April 1, 2024

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 1, 24	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	237,841.50	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	65,170.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,170.00
4600 · Direct Contributions - IRWM Fee	0.00	0.00	0.00	0.00	7,157.57	0.00	0.00	0.00	0.00	0.00	7,157.57
4700 · Well Permitting Regulatory Fees	350.00	22.00	1,750.00	0.00	350.00	1,200.00	471.81	1,550.00	220.00	0.00	5,913.81
4800 · Grants Awarded	0.00	0.00	0.00	0.00	0.00	0.00	7,917,000.00	0.00	0.00	0.00	7,917,000.00
4900 · Interest Income	0.00	0.00	1.43	0.00	3,414.99	1.43	12,098.99	0.00	1.41	0.00	15,518.25
Total Income	463,361.50	22.00	1,751.43	0.00	10,922.56	1,201.43	7,929,570.80	1,550.00	221.41	0.00	8,408,601.13
Expense											
5100 · Bank & Other Fees	0.00	0.00	0.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	50.00
5300 · Insurance-General & Auto	492.25	100.00	0.00	0.00	1,476.75	0.00	0.00	0.00	0.00	0.00	2,069.00
5500 · Membership Dues	0.00	0.00	0.00	0.00	21,500.00	0.00	2,540.00	0.00	0.00	0.00	24,040.00
7000 · Admin. Expenses	15.84	3.15	496.51	46.95	291.44	1.26	908.46	125.85	256.94	0.00	2,146.40
7100 · Project Mgmt-SGMA Implementatio	591.25	0.00	65,968.81	0.00	0.00	0.00	58,862.50	3,870.00	0.00	0.00	129,292.56
7200 · Consultant Services	11,751.25	14,912.50	11,877.50	5,576.25	4,910.00	3,243.75	7,796.50	8,703.25	840.00	0.00	69,611.00
7300 · Legal Services	500.00	685.50	6,355.00	0.00	10,318.50	0.00	1,989.90	2,688.00	0.00	0.00	22,536.90
7350 · Audit Services - Financial	7,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00
7400 · GSP - Related Consultant Costs	0.00	0.00	0.00	0.00	52,321.87	0.00	15,053.83	28,615.71	0.00	0.00	95,991.41
7600 · YC Groundwater Monitor Program	0.00	0.00	8,230.00	0.00	0.00	0.00	1,840.00	0.00	0.00	0.00	10,070.00
7700 · GSP Verif in Well Permit Review	0.00	0.00	1,333.80	0.00	0.00	0.00	2,446.40	0.00	0.00	0.00	3,780.20
8900 · Grant Awards Deferred	0.00	0.00	0.00	0.00	0.00	0.00	7,917,000.00	0.00	0.00	0.00	7,917,000.00
Total Expense	21,150.59	15,701.15	94,261.62	5,623.20	90,843.56	3,245.01	8,008,462.59	44,002.81	1,096.94	0.00	8,284,387.47
Net Ordinary Income	442,210.91	-15,679.15	-92,510.19	-5,623.20	-79,921.00	-2,043.58	-78,891.79	-42,452.81	-875.53	0.00	124,213.66
Net Income	442,210.91	-15,679.15	-92,510.19	-5,623.20	-79,921.00	-2,043.58	-78,891.79	-42,452.81	-875.53	0.00	124,213.66

Yolo Subbasin Groundwater Agency
Open Invoices
 As of April 1, 2024

Type	Date	Num	P. O. #	Name	Terms	Due Date	Aging	Open Balance
Colusa Drain Mutual Water Comany								
Invoice	07/07/2023	2023-6		Colusa Drain Mutual Water Comany	50% Invoice Due Date	01/27/2024	65	5,000.00
Total Colusa Drain Mutual Water Comany								5,000.00
Reclamation District 2035								
Invoice	07/07/2023	2023-16		Reclamation District 2035	50% Invoice Due Date	01/27/2024	65	9,500.00
Total Reclamation District 2035								9,500.00
Water Resources Association								
Invoice	11/15/2023	2023-28		Water Resources Association	Upon Account Closure	02/23/2024	38	7,132.57
Total Water Resources Association								7,132.57
TOTAL								21,632.57

**Yolo Subbasin Groundwater Agency
Transaction List by Date
February 17 through April 1, 2024**

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
Feb 17 - Apr 1, 24								
Bill	02/17/2024	2056977	West Yost	Professional services from January 6, 2024 to February 9, 2...	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-18,488.52
Bill	02/17/2024	40814	Luhdorff & Scalmanini	Services rendered through December 31, 2023	2000 · Accounts Payable		7100 · Project Mgmt-SGMA Implement...	-3,870.00
Bill	02/17/2024	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 1/1 - 1/31/2024	2000 · Accounts Payable		7000 · Admin. Expenses	-115.21
Bill	02/20/2024	596619	Downey Brand LLP	Services rendered through January 31, 2024	2000 · Accounts Payable		7300 · Legal Services	-2,688.00
Bill Pmt -Check	02/21/2024	319	Consero Solutions	Inv #1973 January services	1000 · 1st Northern-Checking	*	2000 · Accounts Payable	-4,392.50
Bill Pmt -Check	02/21/2024	320	Downey Brand LLP		1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-1,989.90
Bill Pmt -Check	02/21/2024	321	Leafbird Consulting, LLC	Costs for period January 1 - January 31, 2024	1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-2,844.00
Bill Pmt -Check	02/21/2024	322	LedgerPro Bookkeeping	Inv #3324 Jan svcs	1000 · 1st Northern-Checking	*	2000 · Accounts Payable	-560.00
Bill Pmt -Check	02/21/2024	323	Stockholm Environment Institute, Inc.	Costs for period November 1 to January 31, 2024	1000 · 1st Northern-Checking	*	2000 · Accounts Payable	-2,650.50
Bill Pmt -Check	02/21/2024	324	West Yost		1000 · 1st Northern-Checking	X	2000 · Accounts Payable	-12,403.33
Transfer	02/21/2024			Funds Transfer Request # {Not Yet Submitted}	1020 · Yolo County Treasury	X	1000 · 1st Northern-Checking	-23,766.98
Deposit	02/22/2024			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	300.00
Deposit	02/23/2024			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Deposit	02/27/2024			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Deposit	02/28/2024			Deposit	1020 · Yolo County Treasury	X	4700 · Well Permitting Regulatory Fees	150.00
Bill	02/29/2024	2	Leafbird Consulting, LLC	Costs for period February 1 - February 29, 2024	2000 · Accounts Payable		7200 · Consultant Services	-6,162.00
Bill	02/29/2024	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 2/1 - 2/29/2024	2000 · Accounts Payable		7000 · Admin. Expenses	-10.64
Deposit	02/29/2024			Deposit	1020 · Yolo County Treasury		4700 · Well Permitting Regulatory Fees	500.00
Bill	02/29/2024	3341	LedgerPro Bookkeeping	Inv #3341 Feb svcs	2000 · Accounts Payable		7200 · Consultant Services	-140.00
Bill	02/29/2024	1985	Consero Solutions	February services performed	2000 · Accounts Payable		7200 · Consultant Services	-2,401.25
Bill	02/29/2024	9284	Stockholm Environment Institute, Inc.	Costs for period project initiation through February 29, 2024	2000 · Accounts Payable		7400 · GSP - Related Consultant Costs	-10,127.19
Deposit	03/01/2024			Deposit	1020 · Yolo County Treasury		4700 · Well Permitting Regulatory Fees	220.00
Bill	03/14/2024	9004176237	Safeguard	YSGA Check Order (250ct)	2000 · Accounts Payable		7000 · Admin. Expenses	-256.94
Deposit	03/29/2024			Interest	1010 · 1st Northern-Savings	X	4900 · Interest Income	1.41
Bill	03/31/2024	3379	LedgerPro Bookkeeping	March Bookkeeping Services	2000 · Accounts Payable		7200 · Consultant Services	-840.00
Feb 17 - Apr 1, 24								

Yolo Subbasin Groundwater Agency Upcoming Cash Requirements

As of April 1, 2024

	Type	Date	Num	Name	Memo	Due Date	Aging	Open Balance
Current								
	Bill	03/14/2024	9004176237	Safeguard	YSGA Check Order (250ct)	04/13/2024		256.94
Total Current								256.94
1 - 30								
	Bill	02/29/2024	2	Leafbird Consulting, LLC	Costs for period February 1 - February 29, 2024	03/10/2024	22	6,162.00
	Bill	02/29/2024	9284	Stockholm Environment Institute, Inc.	Costs for period project initiation through February 29, 2024	03/10/2024	22	10,127.19
	Bill	02/29/2024	1985	Consero Solutions	February services performed	03/15/2024	17	2,401.25
	Bill	02/17/2024	40814	Luhdorff & Scalmanini	Services rendered through December 31, 2023	03/18/2024	14	3,870.00
	Bill	02/17/2024	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 1/1 - 1/31/2024	03/18/2024	14	115.21
	Bill	02/20/2024	596619	Downey Brand LLP	Services rendered through January 31, 2024	03/21/2024	11	2,688.00
	Bill	02/29/2024	YSGA Expenses	Yolo County Flood Control & WCD	Copies & Postage 2/1 - 2/29/2024	03/30/2024	2	10.64
	Bill	03/31/2024	3379	LedgerPro Bookkeeping	March Bookkeeping Services	03/31/2024	1	840.00
Total 1 - 30								26,214.29
31 - 60								
	Bill	02/17/2024	2056977	West Yost	Professional services from January 6, 2024 to February 9, 2024	02/27/2024	34	18,488.52
	Bill	02/29/2024	3341	LedgerPro Bookkeeping	Inv #3341 Feb svcs	02/29/2024	32	140.00
Total 31 - 60								18,628.52
61 - 90								
Total 61 - 90								
> 90								
	Bill	06/30/2023	FY2022	Richardson & Company LLP	Audit services for FY2022 not to exceed \$7,500	06/30/2023	276	7,500.00
	Bill	07/01/2023	FY2023	Richardson & Company LLP	Audit services not to exceed \$7,800.00 for FY 2023	12/31/2023	92	7,800.00
Total > 90								15,300.00
TOTAL								60,399.75
								24,000.00
								(21,099.75)
								24,000.00
								(45,099.75)

*Richardson invoices not yet received - Audit not yet complete
Dated to reflect consistency with reporting years*

Current Cash Balance (Checking Only)	24,000.00
Ending Cash Balance After Paying Bills Actually Owed	(21,099.75)
Desired Reserve in Checking/Savings (Per Assigned Fund Balance)	24,000.00
Ending Cash Reserve or (Transfer Needed)	(45,099.75)