

**Yolo Subbasin Groundwater Agency
Board of Directors' Meeting Minutes
Monday, September 18, 2017, 3:30 p.m.
Woodland Community and Senior Center
2001 East Street, Woodland, CA 95776**

- 1. CALL TO ORDER and DETERMINATION OF QUORUM:** Meeting called to order at 3:40 p.m. by Beverly Sandeen, Chair. Tim O'Halloran, Executive Officer, conducted a roll call and determined a quorum was present.

The following Board members and (alternates) were in attendance:

California American Water Company Dunnigan: Evan Jacobs
City of Davis: (Bob Clarke)
City of West Sacramento: Beverly Sandeen
City of Winters: Jesse Loren, (Kurt Balasek)
City of Woodland: Skip Davies
Dunnigan Water District: George Burger, (Donita Hendrix)
Esparto Community Service District: Charles Schaupp
Madison Community Service District: Leo Refsland
Reclamation District (RD)108: Hilary Reinhard
RD 537: Tom Ramos
RD 730: Jim Heidrick
RD 787: Roger Cornwell
RD 1600: (Dominic Bruno)
RD 2035: Robert Thomas, (Mike Hall)
University of CA Davis: Camille Kirk
Yocha Dehe Wintun Nation: Emily Drewek
Yolo County: (Jim Provenza)
Yolo County Farm Bureau: Stan Lester, (Denise Sagara)
Yolo County Flood Control & Water Conservation District: Tom Barth, (Tim O'Halloran)

ABSENT: RD 765, RD 785, RD 827, Colusa Drain Mutual Water Company

- 2. APPROVE AGENDA:** The Board approved the September 18, 2017 agenda as posted. Motioned by City of Winters to approve the agenda, seconded by UC Davis and unanimously approved.
- 3. PUBLIC FORUM:** No comments from the public.
- 4. REPORT OF THE CHAIR and EXECUTIVE OFFICER:** Chair Beverly Sandeen expressed appreciation to the Board for their engagement in the formation of this Agency and acknowledged this milestone effort. Executive Officer Tim O'Halloran referenced the written agenda report that summarizes activities since the last Board meeting. He briefly elaborated on the framework for administering the Agency and encouraged the Board to communicate with him about their concerns, issues and suggestions.
- 5. CONSIDERATION: ADMINISTRATIVE ITEMS:**
 - a. June 19, 2017 Board of Directors meeting minutes were approved by the Board.*

Motioned by City of Winters to approve the June 19, 2017 minutes, seconded by RD787 and unanimously approved with the following exceptions.
ABSTAIN: California American Water and RD 2035

- b. Establish Executive Committee Members – The Executive Committee shall be comprised of the Chair, Vice-chair, Executive Officer, an urban representative and an agricultural representative. Kurt Balasek representing the City of Winters was nominated as the urban representative and Lynnel Pollock was recommended as the agricultural representative.

Motioned by RD 2035 to establish an Executive Committee with an annual term for Committee members that includes the Board Chair, Vice-chair, Executive Officer and an urban and agricultural representative as recommended above. The motion was seconded by RD787 and unanimously approved.

- c. Established Committee to review and recommend an Environmental Affiliated Party – In order to find a suitable candidate to represent an Environmental Affiliated Party, the Board agreed to establish an ad-hoc committee to discuss issues involved with this position and make a recommendation to the Board. Greg Meyer, City of Woodland, agreed to chair or co-chair the Committee. Anyone interested in participating should contact Greg.

Motioned by Yolo County to establish committee to review and recommend an Environmental Affiliated Party and report their progress to the Board in November. The Board recommended Greg Meyer chair this Committee, seconded by City of Winters and unanimously approved.

- d. Approved Draft Conflict of Interest Code and submission to the Fair Political Practices Commission for review – Kevin O'Brien, Downey Brand, presented a standard proposed conflict of interest code as required by The Political Reforms Act to be adopted by state and local government agencies.

Motioned by YCFC&WCD to submit the conflict of interest code to the Fair Political Practices Commission (FPPC) for review. After final approval from the FPPC, the YSGA Board will formally adopt the conflict of interest code at a subsequent Board meeting, seconded by RD108 and unanimously approve.

- e. Review Association of Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) insurance proposal and JPA agreement and adopt Resolution No. 2017-4 Consenting to Enter the Joint Protection Program of the ACWA/JPIA – The Board authorized the Executive Officer receive a proposal from ACWA/JPIA Insurance Program to provide liability protection for Agency Board members. Kristin Sicke explained the proposal coverage and associated costs.

Motioned by UC Davis to approve entering into the ACWA/JPIA JPA Agreement and adopt Resolution No. 2017-4 consenting to enter the Joint Protection Program of the ACWA/JPIA, seconded by California American Water and unanimously approved.

- f. Approved entering into a Legal Engagement Agreement with Downey Brand – At the June 19, 2017 meeting, the Board appointed Downey Brand as General Counsel to represent the Agency in legal matters. Tim O'Halloran gave background information on how Downey Brand was selected. One Board member commented that the agreement does not have "not to exceed" limits, but clarified that the spending authority should be limited by the Agency's adopted budget. Kevin agreed to work with Tim on defining a legal services budget. The Agency's budget will be presented for adoption in November. It was also noted that the agreement should disclose that RD 537 is also represented by Downey Brand (reference agenda page 43).

Motioned by RD537 to approve entering into a legal engagement agreement with Downey Brand

with the addition of RD 537 to their representation list, seconded by City of Davis and unanimously approved.

- 6. CONSIDERATION: DESIGNATE TREASURER OF THE AGENCY and AUTHORIZE THE EXECUTIVE COMMITTEE TO REVIEW and APPROVE THE TREASURY SERVICES AGREEMENT WITH the COUNTY OF YOLO:** At the June 19, 2017 meeting, the Board authorized the Executive Officer to coordinate with the Yolo County Treasurer on designation of depository of Agency funds and assess Members and Affiliated Parties for their membership contributions. Although the MOU with Yolo County for Treasury Services is still in draft form, Tim O'Halloran explained the principle arrangement discussed with Yolo County staff in concept. He is recommending that the Board delegate the review and approval of the final MOU to the Executive Committee.

Motioned by City of Winters to designate Yolo County as the Treasurer of the Agency and authorize the Executive Committee to review and approve the final Treasury Services Agreement with the County of Yolo, seconded by Yolo County Farm Bureau and unanimously approved.

- 7. PRESENTATION: GROUNDWATER SUSTAINABILITY PLAN DEVELOPMENT:**
- a. Groundwater Sustainability Plan (GSP) Regulations, Hong Lin, California Department of Water Resources (DWR), provided a summary of DWR's GSP Regulations and discussed available facilitation and technical support services. Hong's PPT presentation is available upon request from the YSGA.
 - b. Water Budgets, Chuck Young, Stockholm Environment Institute (SEI), gave a presentation on the water budget component of the GSP and the progress to-date with the Water Evaluation And Planning (WEAP) model. Chuck's PPT presentation is available upon request from the YSGA.

- 8. CONSIDERATION: YOLO SUBBASIN GROUNDWATER SUSTAINABILITY PLAN GRANT PROPOSAL:** Kristin Sicke, YCFC&WCD, gave a presentation on the draft grant proposal for developing a Yolo Subbasin Groundwater Sustainability Plan and reviewed the options for determining the grant applicant. The Board discussed the challenges of the YSGA being the grant applicant because the Agency is still in the process of establishing basic business identification and has no financial history to complete the application process within the November 10, 2017 application deadline. The YSGA Working Group nominated the Yolo County Flood Control & Water Conservation District to be the alternate grant applicant on YSGA's behalf.

Motioned by RD2035 to authorize the Executive Officer to enter into an agreement with a consultant to develop an application for the Yolo Subbasin GSP Proposal process and recommends that the Yolo County Flood Control & Water Conservation District serve as the fiscal agent and applicant on the grant application on behalf of the YSGA for DWR's Sustainable Groundwater Planning Grant Program. Resolution No. 2017-5 should be modified to reflect the above motion for the application. The motion was seconded by Esparto CSD and unanimously approved with the following exceptions.
ABSTAIN: RD108
ABSENT: City of Woodland

- 9. MEMBERS' REPORTS and FUTURE AGENDA ITEMS – YSGA Members were invited to briefly report on current issues and recommended topics for future YSGA Board of Directors meetings.**
- a. Adopt YSGA Budget FY 2017-2018 and enter into an Administrative Services Agreement with the Water Resources Association of Yolo County (WRA)

- b. Establishment of Subcommittee for Reconsideration of Voting Structure and Expense Allocation (Agreement Section 5.11)
- c. Brown Act training for the Agency Board of Directors
- d. Enter into an Administrative and Technical Services Agreement with Yolo County Flood Control and Water Conservation District
- e. White Area Annexation
- f. Basin Boundary Modification

10. NEXT MEETING – Monday, November 13, 2017

11. ADJOURNMENT – Motion to adjourn by the YCFC&WCD, seconded by the City of Winters and unanimously approved.

Respectfully submitted,



Donna L. Gentile
Board Secretary & Administrative Coordinator