

MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
April 26, 2018, 12:00 – 12:30 pm

Present: Beverly “Babs” Sandeen, Tim O’Halloran, Elisa Sabatini, Kurt Balasek, Lynnel Pollock, Kristin Sicke, Donna Gentile

Absent: Roger Cornwell

1. **CALL TO ORDER** at 12:00 pm by Beverly Sandeen.
2. **APPROVE AGENDA and ADDING ITEMS TO THE POSTED AGENDA** – Agenda approved unanimously as presented.
3. **PUBLIC FORUM** – No one from the public was in attendance.
4. **ADMINISTRATIVE ITEMS:**
 - a) Approve March 7, 2018 meeting minutes – The minutes were approved.
 - b) Financial Statements: FY2017-18: July 1, 2017 through April 23, 2018 - Donna reviewed the attached financial statements. After today’s payments there is approximately \$10,000 in the combined First Northern Bank accounts. A withdrawal/transfer from the Yolo County Treasury account to the First Northern Bank is scheduled for today for \$91,000. Yolo County has informed that interest and fees are posted quarterly and the next quarterly period ends in April. The current annualized interest rate is 1.26% (interest net of fees). It has yet to be defined exactly what fees are charged. Donna reviewed expected expenses to be paid before the end of the fiscal year, which are Project Management fees to YCFC&WCD, Downey Brand legal support, consulting fees for David Gutierrez, GEI, possibly one last payment to the WRA for administrative expenses, and \$42,000 for a Yolo County groundwater monitoring program contribution to YCFC&WCD. Babs reiterated that whatever obligations the YSGA has, it should be reflected in the adopted budget for transparency. The Board needs to review and approve any budgetary changes. An amended budget should be presented to the YSGA Board in June 2018 to account for administrative and other expenses/income that have been identified since the adoption of the budget in June 2017. Some of these items are bank fees and interest, insurance, and membership dues.
 - c) Discuss draft Board policy on cash reserves – Donna presented a draft Policy on Cash Reserves for EC consideration. This policy would go to the YSGA Board in June for approval. The EC agreed this is a sufficient basic policy to present.
 - d) Discuss protocol and timeline for Board officer elections – The JPA agreement does not define an annual timeline for board officer elections and appointments, nor does it define the length of term served. The WRA’s MOU states an annual election will be held at the first meeting of the year to conduct this business. A calendar year was chosen to coincide with the elected officials calendared assignments.

The YSGA adopted officers and made appointments at its first agency meeting which was in June 2017. Babs brought this item up for EC discussion because the YSGA has a large board and didn’t want the protocol for election of officers to be overlooked. She noted that elected officials assignments change periodically. She wanted to discuss how the YSGA Board will handle these changes in Board representation if a new representative is assigned by the member agency. Traditionally the vice-chair is the next in line to serve as the Board chair. The EC agreed that a 2-year term is preferred for continuity. Officer assignments

would be recommended in the fall for the following calendar year. At the November 2018 meeting, the Board would discuss officer nominations and the election process. Officer rotations would start in January 2019.

Donna informed about the options for offering Board members training to comply with the Brown Act. Babs suggested that Donna poll the Board to determine who needs to take this training. Many public officials may have already done so through their agency.

Kristin mentioned the YSGA became a member of the Groundwater Resources Association of California. Up to three individuals can join under our membership and one spot is open if someone is interested (please contact Donna). They will hold their first annual groundwater sustainability agency summit on June 6-7 (discounted member registration). For a complete calendar of events go to: <https://www.grac.org/events/search/>.

e) Payments to approve – All payments were approved.

5. UPDATE ON YSGA ACTIVITIES (Tim O'Halloran)

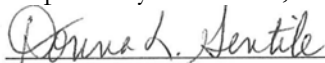
- a) GSP Development Update: Tim informed that there is a meeting scheduled on May 3rd of core working group members (aka named the Entity Group) to review water budgets developed by SEI for the member agencies. The full Working Group will begin developing next year's GSP work plan. The Proposition 1 Sustainable Groundwater Program grant agreement is pending execution. Tim suggested a checklist to track all the adopted actions related to the GSP development.
- b) Discuss June 18, 2018 Board meeting agenda: Tim mentioned that it would be advisable to have the YSGA Board affirm the decision to use the WEAP model versus other models that were considered. This will be a June agenda item. An amended FY17-18 budget and FY18-19 budget should be presented for Board adoption as appropriate.

6. OTHER UPDATES & FUTURE EC AGENDA ITEMS: Lynnel suggested the EC begin a discussion about Prop 218 and long-range funding for the YSGA at a future EC meeting.

7. NEXT EC MEETING DATE: May 29, 2018, 12:30 pm to 1:00 pm

8. ADJOURN: Meeting adjourned at 12:30 pm

Respectfully submitted,



Donna L. Gentile

Board Secretary & Administrative Coordinator