

**Yolo Subbasin Groundwater Agency**  
**Board of Directors' Meeting Minutes**  
**Monday, November 13, 2017, 3:30 p.m.**  
**Woodland Community and Senior Center**  
**2001 East Street, Woodland, CA 95776**

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- 1. CALL TO ORDER and DETERMINATION OF QUORUM:** Meeting called to order at 3:30 p.m. by Roger Cornwell, Vice-Chair. Vice-Chair Cornwell explained why Chair Sandeen was unable speak due to surgery and therefore could not officiate today's meeting.

Executive Officer O'Halloran 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  
Colusa Drain Mutual Water Company: Lynnel Pollock  
Dunnigan Water District: (Donita Hendrix)  
Esparto Community Service District (Esparto CSD): Charles Schaupp  
Madison Community Service District (Madison CSD): Leo Refsland  
Reclamation District (RD)108: (Bill Vanderwaal)  
RD 537: Tom Ramos (arrived at Item #4)  
RD 730: Jim Heidrick  
RD 765: David Dickson  
RD 787: Roger Cornwell  
RD 1600: Michele Clark  
RD 2035: (Mike Hall)  
University of California Davis (UCD): Camille Kirk  
Yocha Dehe Wintun Nation: Emily Drewek (Marc Fawns)  
Yolo County: (Jim Provenza)  
Yolo County Farm Bureau: (Denise Sagara), Stan Lester (arrived after roll call)  
Yolo County Flood Control & Water Conservation District: Tom Barth, (Tim O'Halloran)

ABSENT: RD 785, RD 827

- 2. APPROVE AGENDA:** The Board approved the November 13, 2017 agenda as posted. Motioned by Reclamation District (RD) 108 to approve the agenda, seconded by UCD and unanimously approved.  
*Absent:* RD 785, RD 827
- 3. PUBLIC FORUM:** No comments from the public.
- 4. REPORT OF THE VICE-CHAIR and EXECUTIVE OFFICER:** Vice-Chair Cornwell invited Executive Officer O'Halloran to give his report. O'Halloran referenced the written agenda report that summarizes activities since the last Board meeting. He briefly highlighted several activities from his report.

**5. CONSENT ITEMS:**

*a. Approve September 18, 2017 Board of Directors meeting minutes*

Motioned by City of Winters to approve the September 18, 2017 minutes, seconded by UCD and was unanimously approved. *Absent:* RD 785, RD 827

*b. Approve Financial Services Agreement between the Yolo County Department of Financial Services*

*and the YSGA* – On September 18<sup>th</sup>, the Board authorized the Executive Committee to review and approve the financial services agreement. The Executive Officer worked with Yolo County Treasurer to revise the final Agreement included with the agenda. The Board did not have any questions or concerns about this Agreement.

Motioned by the City of Winters to approve YSGA entering into a Financial Services Agreement with Yolo County Department of Financial Services. The motion was seconded by Madison CSD and was unanimously approved. *Absent:* RD 785, RD 827

**6. ADOPT FISCAL YEAR 2017-2018 BUDGET and APPROVE ENTERING INTO ADMINISTRATIVE and TECHNICAL SERVICES AGREEMENTS:**

*a. Adopt Fiscal Year 2017-2018 Budget-* Executive Officer O’Halloran reviewed the FY2017-

2018 budget income and expense categories proposed for the first two years of operations. The Board asked for clarification on a few budget items. O’Halloran answered questions about how the project management budget would be transacted with the YCFC&WCD, how expenses would be tracked and reported to the Board in general and where Yolo County’s financial service fees would be expensed in the budget items. O’Halloran proposed the addition of a Miscellaneous Item expense of \$10,000 to allow for unidentified costs such as meeting expenses and other start-up costs. Membership invoices will be sent to the YSGA member agencies for the July 1, 2017 to December 31, 2017 time period (half of the annual fee). Member agencies have the option to pay the full annual membership fee, if they prefer.

Motioned by Esparto CSD to adopt the Fiscal Year 2017-2018 budget with the addition of a Miscellaneous Expense budget item of \$10,000. The motion was seconded by the City of Woodland and was unanimously approved. *Absent:* RD 785, RD 827

*b. Approve Entering into Administrative and Technical Services Agreements-* O’Halloran gave

some background on the two services agreements that are include with the agenda for approval. Both the agreement between the YSGA and WRA for administrative services and the administrative and technical services agreement with the YCFC&WCD were prepared by Downey Brand and reviewed by the YSGA Executive Committee. The Board asked for clarification on the listing of positions and personnel in the YCFC&WCD agreement.

Motioned by RD 108 to approve the administrative and technical services agreements between the YSGA-WRA and the YSGA-YCFC&WCD. The motion was seconded by the Colusa Drain Mutual Water Company and was unanimously approved. *Absent:* RD 785, RD 827

**7. PRESENTATION: GROUNDWATER SUSTAINABILITY PLAN DEVELOPMENT**

Kristin Sicke, YCFC&WCD, gave a presentation on the submission of a proposal for the Sustainable Groundwater Program Grant under Proposition 1. At the last Board meeting, the YCFC&WCD was approved to be the fiscal agent and applicant for this grant on behalf of the YSGA. A \$1 million grant request was submitted earlier today for a total project cost of approximately \$2 million to complete a Groundwater Sustainability Plan (GSP). The estimated GSP completion date is September 2020 (official due date is 1/31/2022). Kristin reviewed the components of the work plan: Project Administration (\$127,000); Stakeholder Outreach and Engagement (\$79,186); Public

Notification and Communications (\$14,095) and GSP Development (\$779,719). For additional information from Kristin's presentation go to: <http://yologroundwater.org/index.php/ysga-board-meetings/>. Kristin answered questions from the Board.

- 8. 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. Board Secretary, Donna Gentile, reported on the progress of the YSGA Conflict of Interest Code (COIC) approval process through the FPPC. The FPPC has presented their minor edits. Next step the YSGA will begin a Notice of Intent to Amend 45-day public comment process. Donna will be sending out an email to start this process to all affected parties. The YSGA Board can expect to adopt a final COIC at the next Board meeting.
- a. Establishment of Subcommittee for Reconsideration of Voting Structure and Expense Allocation (Agreement Section 5.11)
  - b. Brown Act training for the Agency Board of Directors
  - c. White Area Annexation
  - d. Basin Boundary Modification
  - e. Update from subcommittee and adoption of Environmental Affiliate Representative

**9. NEXT MEETING** – Monday, January 8, 2018

**10. ADJOURNMENT** – Motion to adjourn by the Yolo County, seconded by the City of Winters and was unanimously approved. Meeting was adjourned at 4:45 p.m. *Absent:* RD 785, RD 827

Respectfully submitted,



Donna L. Gentile

Board Secretary & Administrative Coordinator