

**MINUTES of Executive Committee (EC) Meeting
Yolo Subbasin Groundwater Agency (YSGA)
May 29, 2018, 12:30 – 1:00 pm**

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

1. **CALL TO ORDER** at 12:40 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** (Donna Gentile)
 - a) Approve April 26, 2018 meeting minutes – The minutes were approved.
 - b) Payment to approve - All payments were approved.
 - c) Financial Statements: FY2017-18: April – May 2018 - Donna reviewed the attached financial statements.
 - d) Discuss draft budget amendments for FY2017-18 and subsequent changes to FY18-19 budget - Donna discussed the attached proposed budget amendments for FY2017-18 to add budget amounts for expenditures that were not defined when the FY2017-18 budget was adopted in June 2017. Those amendments are:
 - Income amendment: bank interest (line 31).
 - Expenditure amendments: bank & other fees, general & auto liability insurance, and membership dues (lines 37, 38, 39). Line 40 should be the same amount in both columns - \$120,000. Line 45, for the Yolo County Groundwater Monitoring Program administration (\$89,000), was an item that should have been part of the original budget. These program fees were originally paid by the WRA’s member agencies. It was a separate agreement that was invoiced at the same time as the WRA’s membership dues. This program is now part of the YSGA activities. The WRA is no longer receiving membership dues in lieu of the contractual administrative agreement with the YSGA. Donna questioned what the intention was for Line #44 – Groundwater Monitoring (\$80,000). Was it for monitoring equipment upgrades or could this be used as the \$89,000 program costs instead? Tim and Donna will determine this before the June 18th Board agenda packet is finalized.
5. **UPDATE ON YSGA ACTIVITIES** (Tim O’Halloran)
 - a) Groundwater Sustainability Plan (GSP) Development Update: Tim discussed work tasks to develop of the GSP that includes a hydrological conceptual model of the subbasin. Tim informed there is an independent consultant/engineer (Matt Zidar) that could perform this work rather than a consulting firm. Tim wanted feedback from the EC about the approach for hiring a consultant to do this work (as sole source). Babs informed that the City creates a list of professional service providers that meet the qualifications to do the service and then select from that list. If the contract is \$10,000 or less, the City has more latitude for selection without as much protocol versus a larger contract amount. An RFP process may not be needed for this specialized task. Tim thought it might be approximately a \$10,000 contract for services. Lynnel suggested maybe asking for a list of qualifications to screen potential providers.

Kristin reported on the Basin Boundary Modification process that is being prepared for submission to DWR. This will be on the June Board agenda.

Tim reported on recent meetings of the YSGA subcommittees. The Working Group met on February 7th to discuss a variety of topics. Primarily they received a presentation from the Stockholm Environment Institute (SEI) regarding their approach to develop water budgets for the Yolo Subbasin GSP. Another special meeting is scheduled for May 31st with the urban entities to provide more detailed groundwater data information to SEI.

- b) Discuss agenda for June 18, 2018 Board meeting: Tim discussed draft agenda items and will finalize the agenda with input from the EC as needed. He may ask for another interbasin agency to give an update about their SGMA implementation process at the Board meeting.

- 6. OTHER UPDATES & FUTURE EC AGENDA ITEMS:** Kristin informed that the Groundwater Resources Association of California is holding their annual groundwater summit on June 6 and 7th in Sacramento.

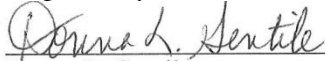
Future agenda item suggestions:

- Prop 218 and long-range funding for the YSGA (Pollock)

- 7. NEXT EC MEETING DATE:** July 23, 2018, 12:30 pm to 1:00 pm

- 8. ADJOURN:** Meeting adjourned at 1:20 pm

Respectfully submitted,



Donna L. Gentile

Board Secretary & Administrative Coordinator