

AGENDA
***Pajaro River Watershed
Flood Prevention Authority***

c/o RAPS, Inc.
POB 809
Marina, CA 93933
(831) 883-3750
info@ambag.org

**Monterey County Water
Resources Agency
893 Blanco Circle
Salinas, California**

May 4, 2007

9:00 a.m.

RECOMMENDED ACTION

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL COMMUNICATIONS FROM THE BOARD
ON ITEMS NOT ON THE AGENDA
5. ORAL COMMUNICATIONS FROM THE PUBLIC
ON ITEMS NOT ON THE AGENDA

6. CONSENT AGENDA

RECOMMEND APPROVAL

A. Minutes of the March 2, 2007 Meeting

The minutes of the March 2, 2007 Board meeting are enclosed. **Recommend approval.** (Page 5)

B. Approval of Payment to RAPS, Inc. for February and March 2007

Enclosed are the February and March 2007 invoices. The Staff Working Group recommended approval. **Recommend approval.** (Page 9)

C. Approval of Payment to Gutierrez Consultants for \$8,767.73 for Services Rendered

Enclosed are two invoices of \$5,894.83 and \$2,872.90 for Lidia Gutierrez's work on the presentation prepared for and given to the PRWFPA on March 2, 2007. The Staff Working Group recommended approval. Also **enclosed** is the "Fact Sheet" requested by the Board at the March 2, 2007 meeting. **Recommend approval.** (Page 15)

7. ADMINISTRATION

A. Staff Working Group Meeting Notes **INFORMATION**

Meeting notes from the January 24, February 21, March 21 and April 18, 2007 Staff Working Group meetings are **enclosed.** (Page 21)

B. Contract with Gutierrez Consultants **RECOMMEND APPROVAL**

Enclosed for approval is a proposed contract with Gutierrez Consultants for an amount not to exceed \$15,000. Staff memorandum **enclosed.** (Page 29)

C. Budget Amendment No. 2 **RECOMMEND APPROVAL**

Proposed amendment to the FY 2006/07 Budget is **enclosed.** (Page 47)

D. Contract with Regional Analysis Planning Services, Inc. **RECOMMEND APPROVAL**

Enclosed for approval is a proposed contract with Regional Analysis and Planning Services Inc. for an amount of \$46,178 to perform work complimentary to Gutierrez Consultants (approved at the Board's March 2, 2007 meeting) on the Soap Lake Preservation Project. The Scope of Services and the Fee Estimate are **enclosed.** (Page 49)

E. Legislative Outreach Report **INFORMATION**

Accept oral report on Staff Working Group activities to date. **Enclosed** are summaries of the tours with Sharim Asiong of U.S. Senator Dianne Feinstein's Office and Jennifer Tang of U.S. Senator Barbara Boxer's Office. Also **enclosed** is the PRWFPA Coalition Letter regarding funding for the Pajaro River Flood Control Project and the Final "Fact Sheet". (Hill/Palmisano). (Page 59)

8. PLANNING

A. Agency Fiscal Audit

**RECOMMEND
APPROVAL**

Approve selection of auditors for the following three fiscal years. Staff memorandum is **enclosed**. (Page 63)

B. Soap Lake Preservation Project

INFORMATION

Accept status report on the contracts/agreements for carrying out this project. (Gutierrez)

C. Lower Pajaro River Project

INFORMATION

Accept oral report. (Hill)

D. Staff Working Group Roles and Responsibilities

INFORMATION

The Staff Working Group and the Executive Coordinator have initiated a process for presenting to the Board at its July 6, 2007 meeting a report addressing and responding to the Board's direction given at its March 2, 2007 meeting.

9. CORESPONDENCE AND ANNOUNCEMENTS

A. Oral

None

B. Written

None

10. ADJOURN

Next Meetings:

July 6, 2007 – Gilroy City Hall – Gilroy, 9 a.m.

September 7, 2007 – Watsonville Council Chambers – Watsonville, 9 a.m.

November 2, 2007 – San Benito Co. Board of Supervisors Chambers – Hollister, 9 a.m.

January 4, 2008 – Monterey County Water Resources Agency – Salinas, 9 a.m.

Note: Action listed for each Agenda item represents the staff recommendation. The Board of Directors may, at its discretion, take any action on the items listed in the Agenda.

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

If you have a request for disability-related modification or accommodation, including auxiliary aids or services, contact AMBAG, 883-3750, or email info@ambag.org, at least 48 hours prior to the meeting date.

Mission: The purpose of the Authority is to identify, evaluate, fund and implement environmentally sound flood prevention and control strategies in the Pajaro River Watershed, on an intergovernmental, cooperative basis as required by the Pajaro River Watershed Flood Prevention Authority Act.

MINUTES OF THE PROCEEDINGS
OF THE BOARD OF DIRECTORS OF THE
Pajaro River Watershed Flood Prevention Authority

PRWFPA

March 2, 2007

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Chair Marcus presiding, convened at 9:02 a.m. on Friday, March 2, 2007 at the San Benito County Board of Supervisors Chambers, Hollister, CA.

Director Marcus welcomed Silvio Bernardi, Monterey County Water Resources Agency and Sonny Flores, San Benito County Water District to the PRWFPA Board of Directors.

2. ROLL

Members – Board of Directors	Representative	Present	Absent
County of San Benito	Supervisor Don Marcus	X	
County of Santa Cruz	Supervisor Tony Campos	X	
County of Monterey	Supervisor Louis Calcagno	X	
County of Santa Clara	Supervisor Donald Gage	X	
Monterey County Water Resources Agency	Director Silvio Bernardi	X	
San Benito County Water District	Director Sonny Flores	X	
Santa Clara County Water District	Director Sig Sanchez	X	
Zone 7 Flood Control District	Director Dale Skillicorn	X	
City of Gilroy (Associate Member)	Saeid Vaziry, Sr. Environ. Engineer		X
City of Hollister (Associate Member)	Councilmember Doug Emerson		X
City of Morgan Hill (Associate Member)	Councilmember Mark Grzan		X

Others Present: Steve Homan, County of Santa Clara; Scott Wilson & Carol Presley, SCVWD; Mica Nitschke, SBCWD; Lidia Gutierrez, Gutierrez Consultants; Kenn Reiller and Lois Robin, Pajaro River Watershed Committee; Colleen Valles, County of Santa Clara; Dave Foote, Schaaft & Wheeler; Craige Edgerton, Silicon Valley Land Conservancy; Marc Klemencic, SCVWD; David C. Collier; Nicolas Papadakis and Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

Director Marcus led the Pledge of Allegiance. He asked that the Pledge of Allegiance be added to future agendas.

3. CLOSED SESSION

The Board of Directors and the Executive Coordinator left the chambers for the closed session. Director Marcus reported that at the May 2, 2007 meeting an item would be placed on the agenda to discuss the procedural aspects of the Staff Working Group in relationship to

Consent Item 6.A

Page 6 the Board. Director Marcus also stated that he will recommend Item 8.C Request for Proposals was to be removed from the agenda and moved to a future meeting date.

4. ORAL COMMUNICATIONS FROM THE BOARD ON ITEMS NOT ON THE AGENDA

Director Campos announced that Ray Belgard, former Santa Cruz County Supervisor past away.

5. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

None.

6. CONSENT AGENDA

A. Minutes of the January 5, 2007 and February 16, 2007 Board Meeting

None.

B. Staff Working Group Meeting Notes

Meeting notes from the January 24, 2007 and February 21, 2007 Staff Working Group meetings were not enclosed pending further review.

C. Approval of Payment for RAPS, Inc. for January 2007

Invoice for services rendered by Regional Analysis and Planning Services, Inc. in January 2007 were enclosed. The Staff Working Group recommended approval.

Motion made by Director Gage, seconded by Director Calcagno to approve the Consent Agenda. Motion passed unanimously with Director Campos and Director Flores abstaining from the minutes.

The Executive Director apologized to Kenn Reiller and the Staff Working Group for his behavior at the January 24, 2007 Staff Working Group meeting.

7. PLAN DEVELOPMENT

A. Pajaro River Flood Prevention – A Watershed Approach

Don Hill, Santa Cruz County gave a presentation on the history of the Pajaro River and future flood protection strategies. Discussion followed.

Carol Presley, Santa Clara Valley Water District, gave an update on the Soap Lake Project and the Upper Watershed Study. Ms. Presley also gave a presentation on the IRWMP Flood Program Objectives. Ms. Presley touched on several points which included implementing multi benefit flood projects throughout the watershed and developing adaptive management approaches to minimize maintenance and protect the environment. Discussion followed.

By consensus, the Board discussed item 8.A. Legislative Outreach Report at this time. Don Hill reported that a conference call took place on February 27, 2007 among the Staff Working Group members, Executive Coordinator and three lobbyists, Mia O'Connell, John Freshman and Carolyn Chaney. Ms. Chaney will draft a letter and when finalized will be circulated to the Authority's member agencies for signatures. Mr. Hill also reported on the U.S. Army Corps of Engineers schedule update. The Draft General Reevaluation Report release date has been set for December 2007 and the 2008 funding has been submitted for the amount of \$3,000,000 (three million dollars).

Motion made by Director Gage, seconded by Director Skillicorn to accept the presentation. Motion passed unanimously.

B. Soap Lake Preservation Project

Carol Presley reviewed the enclosed Agreement for Services, scope for services and fee estimate for a two-year contract with Gutierrez and Associates.

Motion made by Director Gage, seconded by Director Campos to approve the enclosed agreement for a two-year contract with Gutierrez Consultants. Motion passed unanimously.

C. Lower Pajaro River Project Report

This item was discussed as part of Item 7.A.

8. ADMINISTRATION

A. Legislative Outreach Report

This item was discussed as part of Item 7.A.

B. Frequency of Board of Directors Meetings

The Executive Coordinator reviewed the enclosed staff memorandum which addressed the frequency of the Board of Directors meetings. Due to the anticipated increase in work, it was recommended that the present schedule be continued. Discussion followed.

C. Request for Proposals

This item was removed from the agenda and will be brought back at a future meeting.

Page 8 9. **CORRESPONDENCE AND ANNOUNCEMENT**

A. **Oral**

None

B. **Written**

None

10. ADJOURN

The meeting was adjourned at 10:35 a.m.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

445 Reservation Road, Suite G
P.O. Box 809, Marina, CA 93933-0809

(831) 883-3750
(831) 883-3755

March 6, 2007

Board of Directors
Pajaro River Watershed Flood Prevention Authority

RE: Contract for Services Dated July 1, 2000, and amended July 6, 2001, August 9, 2002, July 11, 2003, July 2, 2004, July 1, 2005, and September 22, 2006.

This letter is our billing for services rendered in the period February 1 through February 28, 2007. The services included work under items 1 through 9 of Exhibit A of the referenced contract. The following breakdown of charges is summarized in accordance with Exhibit B of the referenced contract. Data is from the official time records under Work Element No. 530.

This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on May 4, 2007.

Work Element 530 - Agency Administration

Executive Coordinator	7 hours @ \$ 240.98	\$ 1,686.86
Associate Planner	6.16 hours @ \$ 71.03	\$ 437.54
Administrative Assistant	3 hours @ \$ 62.50	\$ 187.50
	Subtotal	<u>\$ 2,311.90</u>

Total now due: \$ 2,311.90

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
February 1 to February 28, 2007

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator Rate/hr		\$131.96	\$109.02	\$240.98
Project 530 Admin	7	\$ 923.72	\$ 763.14	\$ 1,686.86
Subtotal	7	\$ 923.72	\$ 763.14	\$ 1,686.86
Associate Planner Rate/hr		\$39.52	\$31.51	\$71.03
Project 530 Admin	6.16	\$ 243.44	\$ 194.10	\$ 437.54
Subtotal	6.16	\$ 243.44	\$ 194.10	\$ 437.54
Administrative Assistant Rate/hr		\$34.70	\$27.80	\$62.50
Project 530 Admin	3	\$ 104.10	\$ 83.40	\$ 187.50
Subtotal	3	\$ 104.10	\$ 83.40	\$ 187.50
Total	16	1,271.26	1,040.64	2,311.90

Tasks Completed:

Executive Coordinator:

WE 530: SWG draft agenda preparation, distribution, and meeting attendance (2/15). Board of Directors agenda preparation.

Associate Planner:

WE 530: Review SWG materials and correspondence, prep powerpoint presentation, internal meetings re: presentation.

Administrative Assistant:

WE 530: Board of Directors agenda preparation, distribution.

Regional Analysis and Planning Services
Status of WE 530
Year-to-Date vs Budget
FY2006/07

	<u>WE 530 Admin</u>	<u>TOTAL</u>
Budget*	\$ 35,185.00	\$ 35,185.00
Amount Spent:		
July, 2006	\$ 1,392.40	\$ 1,392.40
August, 2006	\$ 1,454.90	\$ 1,454.90
September, 2006	\$ 3,025.78	\$ 3,025.78
October, 2006	\$ 2,663.11	\$ 2,663.11
November, 2006	\$ 1,431.07	\$ 1,431.07
December, 2006	\$ 1,401.42	\$ 1,401.42
January, 2007	\$ 1,974.83	\$ 1,974.83
February, 2007	\$ 2,311.90	\$ 2,311.90
March, 2007	\$ -	\$ -
April, 2007	\$ -	\$ -
May, 2007	\$ -	\$ -
June, 2007	\$ -	\$ -
Subtotal	<u>\$ 15,655.41</u>	<u>\$ 15,655.41</u>
Balance Available	<u>\$ 19,529.59</u>	<u>\$ 19,529.59</u>

* Per approved budget effective (11/03/06).

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

445 Reservation Road, Suite G
P.O. Box 809, Marina, CA 93933-0809

(831) 883-3750
(831) 883-3755

April 2, 2007

Board of Directors
Pajaro River Watershed Flood Prevention Authority

RE: Contract for Services Dated July 1, 2000, and amended July 6, 2001, August 9, 2002, July 11, 2003, July 2, 2004, July 1, 2005, and September 22, 2006.

This letter is our billing for services rendered in the period March 1 through March 31, 2007. The services included work under items 1 through 9 of Exhibit A of the referenced contract. The following breakdown of charges is summarized in accordance with Exhibit B of the referenced contract. Data is from the official time records under Work Element No. 530.

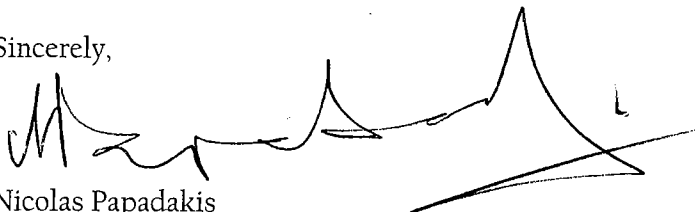
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on May 4, 2007.

Work Element 530 - Agency Administration

Executive Coordinator	8 hours @ \$ 240.98	\$ 1,927.84
Associate Planner	9.66 hours @ \$ 71.03	\$ 686.15
Administrative Assistant	6 hours @ \$ 62.50	\$ 375.00
	Subtotal	<u>\$ 2,988.99</u>

Total now due: \$ 2,988.99

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
March 1 to March 31, 2007

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator Rate/hr		\$131.96	\$109.02	\$240.98
Project 530 Admin	8	\$ 1,055.68	\$ 872.16	\$ 1,927.84
Subtotal	8	\$ 1,055.68	\$ 872.16	\$ 1,927.84
Associate Planner Rate/hr		\$39.52	\$31.51	\$71.03
Project 530 Admin	9.66	\$ 381.76	\$ 304.39	\$ 686.15
Subtotal	9.66	\$ 381.76	\$ 304.39	\$ 686.15
Administrative Assistant Rate/hr		\$34.70	\$27.80	\$62.50
Project 530 Admin	6	\$ 208.20	\$ 166.80	\$ 375.00
Subtotal	6	\$ 208.20	\$ 166.80	\$ 375.00
Total	24	1,645.64	1,343.35	2,988.99

Tasks Completed:

Executive Coordinator:

WE 530: SWG draft agenda preparation, distribution, and meeting attendance. Board of Directors agenda preparation.

Associate Planner:

WE 530: Prep for meeting and notes; reviewed and updated draft meeting minutes; meeting with Lidia and PVWMA staff re: grant implementation; correspondence with DMB re: El Rancho San Benito project; coordinate with GIS staff for updated Soap Lake cons. Easement layers.

Administrative Assistant:

WE 530: Board of Directors agenda preparation, distribution, and meeting attendance (3/2).
SWG agenda preparation, distribution, and meeting attendance (3/21)

Regional Analysis and Planning Services
Status of WE 530
Year-to-Date vs Budget
FY2006/07

	<u>WE 530 Admin</u>	<u>TOTAL</u>
Budget*	\$ 35,185.00	\$ 35,185.00
Amount Spent:		
July, 2006	\$ 1,392.40	\$ 1,392.40
August, 2006	\$ 1,454.90	\$ 1,454.90
September, 2006	\$ 3,025.78	\$ 3,025.78
October, 2006	\$ 2,663.11	\$ 2,663.11
November, 2006	\$ 1,431.07	\$ 1,431.07
December, 2006	\$ 1,401.42	\$ 1,401.42
January, 2007	\$ 1,974.83	\$ 1,974.83
February, 2007	\$ 2,311.90	\$ 2,311.90
March, 2007	\$ 2,988.99	\$ 2,988.99
April, 2007	\$ -	\$ -
May, 2007	\$ -	\$ -
June, 2007	\$ -	\$ -
Subtotal	<u>\$ 18,644.40</u>	<u>\$ 18,644.40</u>
Balance Available	<u>\$ 16,540.60</u>	<u>\$ 16,540.60</u>

* Per approved budget effective (11/03/06).

Gutiérrez Consultants
 5000 Lilac Ridge Road
 San Ramon, CA 94582

Date	Invoice #
3/9/2007	7

OK
WF
 3/2/07

Bill To
Pajaro River Watershed FPA Nick Papadakis

P.O. No.

Item	Quantity	Description	Rate	Amount
Task 1 Prepare Powerpoint P...	25.5	Prepare Draft Presentation, Prepare for and attend Dry-Run Presentation Meeting, Revise Presentation, Produce Final Electronic and Printable Presentation. 2/16 (1) 2/19 (3) 2/21 (2) 2/23 (6) 2/27 (7.5) 2/28 (2) 3/1 (4)	165.00	4,207.50
Task 2 Board of Directors Pr...	6	Attend Board of Directors Meeting 3/2/07 in Hollister	165.00	990.00
Task 3 Prepare Fact Sheet			165.00	165.00
ODCs	1	2/27/07 Presentation Review Meeting in Santa Cruz rental + fuel (\$101.93), 3/2/07 Board of Directors Meeting in Hollister mileage(\$83.22); reproduction costs (\$347.18)	532.33	532.33
			Total	\$5,894.83

W.S.G. 3/2/07

INVOICE



DESIGN ■ COPY ■ PRINT ► COMMUNICATE

12893 Alcosta Boulevard, Suite A
San Ramon, CA 94583

No. 16447

Date 3/1/07

Customer P.O. No.

Consent Item 6.C

Page 16

Ms. Lidia Gutierrez
Gutierrez Consultants
5000 Lilac Ridge Road
San Ramon CA 94582
Phone: 925.766.5294

QUANTITY	DESCRIPTION	AMOUNT
12	Color Copy Power Point Presentation, 8.5 x 11 Bright White Mohawk Color Copy 28#, 37 originals, copied on 1 side 12 Clear Front 12 Leatherette Back 12 Spiral Coil (1 to 175 Sheets)	320.72

ALPHA GRAPHICS
1021 MARKET PLACE
SAN RAMON, CA 94583
TID: 07149966

3/01/07 15:44:56

SALE

67887235880
ATCH: 432

ISXXXXXXXXXXXX8003

IPPR CODE: 051735
INV#: 000005

AMOUNT: \$ 320.72
TAX: \$ 26.46

TOTAL: \$ 347.18

CUSTOMER COPY

Account Type: COD	SUB	320.72
Received by: _____ Date: _____	TAX	26.46
PLEASE PAY FROM THIS INVOICE - NET 15 DAYS "I understand interest shall accrue on all past due accounts at 1&1/2 percent per month. In the event payment is not made and the account is referred to collections, I will pay the cost of collection including attorney fees and costs incurred."	SHIPPING	
	TOTAL	347.18

1/3 PUWMA \$92.46 + 10% = \$101.93
 1/3 FPA 92.46 + 10% = \$101.93
 1/3 SBCWD 92.46 + 10% = \$101.93

Consent Item 6.C
Page 17

Return RA Document 774555364
 RESERVATION # 37563423-US-2G
 CAR# 1 3 7 6 8 7 4 Car Group B/C
 RY CHRY 300M 4DR CA SUKY876

Rate 2A/C	3 DY	17 HR	
444 MI @		.00	=
0 HR @		20.43	=
4 DY @		40.84	=
0 WK @		285.88	=
2A/C 400FM			
Discount	5.0%		= 8.17
Subtotal			= 155.19
Tax	8.250%		+ = 12.80
Total Charges			= 167.99
AMOUNT DUE	CV	USD	= 167.99

GUTIERREZ, LIDIA

VIZ# = W3G88Z AWD# = A278200

Out SAN RAMON CA F25FEB07/1445
 In SAN RAMON CA 01MAR07/0735
 Miles-Out 25010 Miles-In 25853
 Miles Driven 844 Fuel In 8/8
 Method of pay = CLUB
 VISA XXXXXXXXXXXXXXX8003

The an 4m
 All ct 1d
 For lc -3

SA09/2

*** DUPLICATE RECEIPT ***

SAN RAMON SHELL
 3048 CROW CANYON
 SAN RAMON CA 94583

MAGIC SANDS CHEVRON
 161 BLOSSOM HILL R
 SAN JOSE, CA
 STN 00093029

CHEVRON
 1250 N. DAVIS
 SALINAS, CA
 STN 00207707

SHELL
 3048 CROW CANYON ROA
 D
 SAN RAMON CA
 RT# 27441847202

02/28/07 14:45:37

02/26/07 16:33:56

03/01/07 07:25:13
 GUTIERREZ/LIDIA
 VISA Acct#
 XXXX XXXX XXXX 8003

E/VISA
 XXXXXXXXXXXXXXX8003
 Invoice# 2925829
 Auth# 086151

E/VISA
 XXXXXXXXXXXXXXX8003
 Invoice# 0751389
 Auth# 031894

RCPT# 8-2873
 Inv# 232280
 Auth# 061362

Pump#: 2
 15.669 G @ \$ 2.999
 UNLE/Self \$ 46.99
 Total \$ 46.99

Pump#: 2
 15.217 G @ \$ 2.979
 Unle/Self \$ 45.33
 Total \$ 45.33

PUMP# 7
 REGULAR 5.819G
 SELF
 PRICE/GAL \$3.039
 FUEL TOTAL \$17.68
 TOTAL \$17.68

Tell us about
 your shopping
 experience by
 logging onto
 Survey.Chevron.com

Tell us about
 your shopping
 experience by
 logging onto
 Survey.Chevron.com

THANK YOU
 PLEASE COME AGAIN

SHELL V-POWER, OUR
 MOST ADVANCED FUEL
 EVER.

THANK YOU
 COME BACK AGAIN