

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

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

Watsonville City Hall
250 Main Street
Watsonville, California

September 7, 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 July 6, 2007 Meeting

The minutes of the July 6, 2007 Board meeting are enclosed. **Recommend approval.** (Page 5)

B. Minutes of the July 6, 2007 Workshop

The minutes of the July 6, 2007 Workshop are enclosed. **Recommend approval.** (Page 9)

C. Approval of Payment to RAPS, Inc. for June and July 2007

Enclosed are the June and July 2007 invoices. The Staff Working Group recommended approval. **Recommend approval.** (Page 11)

D. Approval of Payment to Gutierrez Consultants for June 2007

Enclosed is the June 2007 invoice for Lidia Gutierrez's work on the Soap Lake Grant Project. The Staff Working Group recommended approval. **Recommend approval.** (Page 17)

7. ADMINISTRATION

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

Meeting notes from the August 15, 2007 Staff Working Group meeting are **enclosed.** (Page 21)

B. Legislative Outreach Report **INFORMATION**

Accept oral report on Washington D.C. trip postponement and possible future activities related to both Federal and State outreach. (Palmisano/Phillips).

C. FY 2007/08 Agency Budget Amendment No. 1 **RECOMMEND APPROVAL**

Staff memorandum and the proposed FY 2007/08 Agency Budget Amendment No. 1 are **enclosed.** (Page 23)

D. Staff Working Group Procedures **RECOMMEND APPROVAL**

Enclosed are the Final SWG Procedures. (Page 27)

8. PLANNING

A. Soap Lake Preservation Project **INFORMATION**

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

B. Lower Pajaro River Project **INFORMATION**

Accept oral report. (Phillips/Palmisano)

9. CORESPONDENCE AND ANNOUNCEMENTS

A. Oral

None

B. Written

1. **Enclosed** is a letter dated July 10, 2007 to the Honorable Peter Visclosky and the Honorable David Hobson regarding the request for FY 2008 Energy and Water Development Appropriations. (Page 33)
2. **Enclosed** is a letter dated July 25th, 2007 to The Honorable Sam Farr from Janet Beutz, Chairperson to the Santa Cruz County Board of Supervisors thanking him for this role in securing \$1 million for the Pajaro River Flood Control Project for FY 2008. (Page 39)
3. **Enclosed** is a letter dated August 15, 2007 from the Pajaro River Watershed IRWMP Collaborative announcing the first Flood Protection Implementation Team meeting which will be held on September 6, 2007 from 1:30 to 3:30 p.m. at the Santa Clara Valley Water District. (Page 41)
4. **Enclosed** is a letter dated August 16, 2007 to the San Benito County Planning and Building Department from County of Santa Cruz Flood Control and Water Conservation District regarding the proposed El Rancho San Benito Project. (Page 45)

Next Meetings:

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.

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

PRWFPA

July 6, 2007

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Chair Marcus presiding, convened at 9:04 a.m. on Friday, July 6, 2007 at the Gilroy City Hall, Gilroy, CA.

2. PLEDGE OF ALLEGIANCE

Director Marcus led the Pledge of Allegiance.

3. ROLL CALL

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 & Mark Klemencic, SCVWD; Colleen Valles, County of Santa Clara; Ron Lundquist, County of Monterey; Bill Phillips & Jim Slatter, MCWRA; Ray Becker, DMB El Rancho San Benito; Kevin O'Brien, Downey-Brand; Don Hill, County of Santa Cruz; Mica Nitschke, SBCWD; Kirk Wheeler, Schaaft & Wheeler; Craig Edgerton, Silicon Valley Land Conservancy; Bruce Laclergue & Mark Dias, PVWMA; Nicolas Papadakis, Megan Tolbert and Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

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

The Executive Coordinator requested that the proposed FY 2008 Energy and Water Development Appropriations Request Letter requesting full support for the appropriations bill funding at the U.S. Army Corps of Engineers in the amount of \$13,465,000 be placed on the agenda as an emergency item.

Motion made by Director Campos, seconded by Director Skillicorn to approve that the proposed FY 2008 Energy and Water Development Appropriations Request letter be added to the agenda as an emergency item. Motion passed unanimously.

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

Ray Becker, DMB El Rancho San Benito, updated the Board on the status of the Rancho San Benito Preservation Project. Mr. Becker reported that the final applications will be submitted in September. Discussion followed.

6. CONSENT AGENDA

A. Minutes of the May 4, 2007 Board Meeting

Minutes for the May 4, 2007 Board of Directors meeting were enclosed for the Board's approval.

B. Approval of Payment for RAPS, Inc. for April and May 2007

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

C. Approval of Payment to Gutierrez consultants for \$4,868.78 for Services Rendered

Invoices for services rendered by Gutierrez Consultants were enclosed. The Staff Working Group recommended approval.

D. Contract Amendment with RAPS, Inc. for FY 2006/07 Services

This item was pulled from the consent agenda and placed in the regular agenda.

Motion made by Director Gage, seconded by Director Campos to approve the Consent Agenda. Motion passed unanimously.

7. ADMINISTRATION

A. Staff Working Group Meeting Notes

The Staff Working Group Meeting Notes for the meetings of May 16 and June 20, 2007 were enclosed for the Board's information.

B. Agency Fiscal Audits Firm Selection

The Executive Coordinator reviewed the staff memorandum and enclosed Moss, Levy & Hartzheim engagement letter which reiterates the not-to-exceed \$1,500 per year to conduct the PRWFPA audit and also includes a 10% penalty assessment for delivery after October 23, 2007.

Motion made by Director Gage, seconded by Director Campos to approve the engagement letter with Moss, Levy & Hartzheim with the 10% penalty. Motion passed unanimously.

C. Legislative Outreach Report

Bill Phillips, MCWRA went into more detail regarding the FY 2008 Energy and Water Development Appropriations letter which was added to the agenda as an emergency item. Mr. Phillips also reported on the meeting with USACE Commander, South Pacific Division, John McMahon on June 13, 2007 in Watsonville which revolved around the implementation of the levee reconstruction project. Mr. Phillips also reported on the status of the trip to Washington D.C. and recommended that the Board travel late September.

Motion made by Director Calcagno, seconded by Director Gage to approve the addition of the Executive Coordinator's signature to the FY 2008 Energy and Water Development Appropriations Request Letter. Motion passed unanimously.

D. FY 2007/08 Agency Budget

The Executive Coordinator handed out and referred to the FY 2006/07 Budget Amendment No. 1. The Executive Coordinator also reported on the FY 2007/08 Agency Budget explaining the new travel item for \$6,000 and the general consulting services item of \$18,700.

Director Marcus made a correction to the budget under the misc. expense line item.

Motion made by Director Gage, seconded by Director Bernardi to approve the FY 2007/08 Agency Budget. Motion passed unanimously.

E. Contract with RAPS, Inc. for FY 2007/08 Services

The Executive Coordinator reviewed the proposed contract with RAPS, Inc. for the FY 2007/08.

Motion made by Director Gage, seconded by Director Campos to approve the 2007/08 contract with RAPS, Inc. for the amount of \$37,000. Motion passed unanimously.

F. FY 2007/08 Contract with Downey/Brand

The Executive Coordinator reviewed the proposed FY 2007/08 contract with Downey/Brand.

Motion made by Director Campos, seconded by Director Gage to approve the FY 2007/08 Contract with Downey/Brand. Motion passed unanimously.

Director Gage announced that he would not be able to stay for the PRWFPA Workshop and asked that the SWG Procedures be brought back for approval at the September 7, 2007 PRWFPA Board of Directors meeting.

8. PLANNING

A. "Pajaro River Watershed Integrated Regional Water Management Plan"

Bruce Laclergue, PVWMA gave a brief overview of the IRWMP and introduced Mark Dias, Water Programs Coordinator, PRWMA who gave a more detailed presentation to the Board. Mr. Dias reported that the most important regional water related issues within the region were identified and were compared to statewide priorities. They were then prioritized and the high priority projects were then organized into four programs. Four new implementation teams were developed to pursue each program. The three collaborative agencies will continue to oversee all programs.

B. Soap Lake Preservation Project

Megan Tolbert, RAPS, Inc. reported that the contract between the Department of Water Resources and Pajaro Valley Water Management Agency is under legal review. Ms. Tolbert also reported that travel expenses will not be reimbursable under the contract.

C. Lower Pajaro River Project

Don Hill, County of Santa Cruz reported that the U.S. Army Corps of Engineers funding has had a lot of delays and the Lower Pajaro River Project is still pending.

9. CORRESPONDENCE AND ANNOUNCEMENT

A. Oral

None

B. Written

Enclosed were two letters from Anna Eshoo, 13th District thanking the Authority for the letter she received regarding the Pajaro River Watershed Flood Control Project.

10. ADJOURN

The meeting was adjourned at 10:02 a.m.

WORKSHOP MINUTES
Pajaro River Watershed Flood Prevention Authority

PRWFPA

July 6, 2007

RECOMMENDED ACTION

1. Call to Order

The Board of Directors Workshop of the Pajaro River Watershed Flood Prevention Authority, Chair Marcus presiding, convened at 10:12 a.m. on Friday, July 6, 2007 at the Gilroy City Hall, Gilroy, CA.

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

2. Workshop Presentation

Part I: Information about the Authority

The Executive Coordinator gave a presentation about the Authority. He went over some general information such as purpose of the Authority, composition, jurisdiction, duties and by-laws.

Part II: Staff Working Group Procedures

The Executive Coordinator reviewed the Proposed SWG Procedures. Kevin O'Brien, PRWFPA Attorney, commented and made revisions to the procedures.

The Executive Coordinator will provide a revised copy of the SWG Procedures incorporating Mr. O'Brien's revisions. This item will be brought back for action at the September 7, 2007 meeting.

3. Adjourn

The workshop adjourned at 10:36 a.m.

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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

July 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 June 1 through June 30, 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.

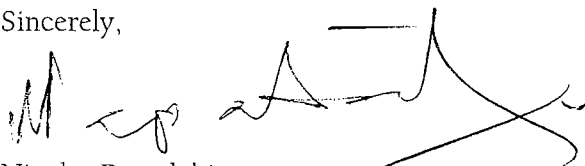
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on September 7, 2007.

Work Element 530 - Agency Administration

Executive Coordinator	5 hours @ \$ 240.98	\$ 1,204.90
Associate Planner	10 hours @ \$ 71.03	\$ 710.30
Administrative Assistant	13 hours @ \$ 62.50	\$ 812.50
	Subtotal	<u>\$ 2,727.70</u>

Total now due: \$ 2,727.70

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
June 1 to June 30, 2007

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator Rate/hr		\$131.96	\$109.02	\$240.98
Project 530 Admin	5	\$ 659.80	\$ 545.10	\$ 1,204.90
Subtotal	5	\$ 659.80	\$ 545.10	\$ 1,204.90
Associate Planner Rate/hr		\$39.52	\$31.51	\$71.03
Project 530 Admin	10	\$ 395.20	\$ 315.10	\$ 710.30
Subtotal	10	\$ 395.20	\$ 315.10	\$ 710.30
Administrative Assistant Rate/hr		\$34.70	\$27.80	\$62.50
April, 2007	13	\$ 451.10	\$ 361.40	\$ 812.50
Subtotal	13	\$ 451.10	\$ 361.40	\$ 812.50
Total	28	1,506.10	1,221.60	2,727.70

Tasks Completed:

Executive Coordinator:

WE 530: SWG agenda preparation, distribution, and meeting attendance.

Associate Planner:

WE 530: Map adjustments; meeting attendance.

Administrative Assistant:

WE 530: SWG agenda preparation, distribution and meeting attendance (6/20);

Board agenda preparation and 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	\$ 2,988.99	\$ 2,988.99
April, 2007	\$ 2,985.74	\$ 2,985.74
May, 2007	\$ 4,257.56	\$ 4,257.56
June, 2007	\$ 2,727.70	\$ 2,727.70
Subtotal	<u>\$ 28,615.40</u>	<u>\$ 28,615.40</u>
Balance Available	<u>\$ 6,569.60</u>	<u>\$ 6,569.60</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

August 1, 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, September 22, 2006 and July 6, 2007.

This letter is our billing for services rendered in the period July 1 through July 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.

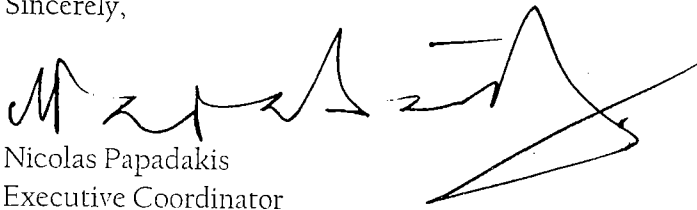
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on September 7, 2007.

Work Element 530 - Agency Administration

Executive Coordinator	4 hours @ \$ 240.98	\$ 963.92
Associate Planner	9.25 hours @ \$ 92.96	\$ 859.88
Administrative Assistant	11 hours @ \$ 55.00	\$ 605.00
	Subtotal	<u>\$ 2,428.80</u>

Total now due: \$ 2,428.80

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
July 1 to July 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	4	\$ 527.84	\$ 436.08	\$ 963.92
Subtotal	4	\$ 527.84	\$ 436.08	\$ 963.92
Associate Planner Rate/hr		\$48.08	\$44.88	\$92.96
Project 530 Admin	9.25	\$ 444.74	\$ 415.14	\$ 859.88
Subtotal	9.25	\$ 444.74	\$ 415.14	\$ 859.88
Administrative Assistant Rate/hr		\$29.94	\$25.06	\$55.00
Project 530 Admin	11	\$ 329.34	\$ 275.66	\$ 605.00
Subtotal	11	\$ 329.34	\$ 275.66	\$ 605.00
Total	24	1,301.92	1,126.88	2,428.80

Tasks Completed:

Executive Coordinator:

WE 530: SWG agenda preparation, distribution, and meeting attendance.

Associate Planner:

WE 530: Meeting attendance (SWG, Board, Prop 50, Watershed Council); map updates; information research.

Administrative Assistant:

WE 530: SWG agenda preparation, distribution and meeting attendance; PRWFPA website maintenance.

Regional Analysis and Planning Services
Status of WE 530
Year-to-Date vs Budget
FY2007/08

	<u>WE 530 Admin</u>	<u>TOTAL</u>
Budget*	\$ 37,000.00	\$ 37,000.00
Amount Spent:		
July, 2007	\$ 2,428.80	\$ 2,428.80
August, 2007		
September, 2007		
October, 2007		
November, 2007		
December, 2007		
January, 2008		
February, 2008		
March, 2008		
April, 2008		
May, 2008		
June, 2008		
Subtotal	<u>\$ 2,428.80</u>	<u>\$ 2,428.80</u>
Balance Available	<u>\$ 34,571.20</u>	<u>\$ 34,571.20</u>

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

