

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

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

**Gilroy City Hall
7351 Rosanna Street
Gilroy, California**

March 7, 2008

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 January 4, 2008 Meeting

The minutes of the January 4, 2008 Board meeting are enclosed. **Recommend approval.** (Page 5)

B. Approval of Payment to RAPS, Inc. for November 2007, December 2007 and January 2008

Enclosed are the November 2007, December 2007 and January 2008 invoices. The Staff Working Group recommended approval. **Recommend approval.** (Page 9)

C. Approval of Payment to Gutierrez Consultants for November 2007, December 2007 and January 2008

Enclosed are the November 2007, December 2007 and January 2008 invoices for Lidia Gutierrez's work on the Soap Lake Preservation Project. The Staff Working Group recommended approval. **Recommend approval.** (Page 17)

7. ADMINISTRATION

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

Meeting notes from the January 16, 2008 and February 20, 2008 Staff Working Group meetings are **enclosed.** (Page 29)

B. Legislative Outreach Report **APPROVE**

1. **Enclosed** is a proposed outline of Legislative Outreach steps and actions. (Papadakis). (Page 33)
2. Approve and sign **enclosed** letters of support for the Lower Pajaro River U.S. Army Corps of Engineers project as recommended by the Staff Working Group. (Page 35)
3. **Enclosed** for your information are the FFY 2009 Appropriation Request forms. (Page 41)

C. Agency Overview Presentation **ACCEPT**

Receive presentation. (Papadakis/Gutierrez)

8. PLANNING

A. Soap Lake Preservation Project **APPROVE**

Amended agreement is **enclosed.** (Gutierrez). (Page 51)

B. Lower Pajaro River Project **ACCEPT**

Accept oral report. (Laclergue/Palmisano/Slater)

9. CORRESPONDENCE AND ANNOUNCEMENTS

A. Oral

B. Written

1. **Enclosed** is a letter from Nick Papadakis, Executive Coordinator, RAPS, Inc. to Lieutenant Colonel Craig Kiley, U.S. Army Corps of Engineers regarding the PRWFPA's interest in participating in a Pajaro River Watershed Study as a non-Federal sponsor. (Page 63)

10. ADJOURNMENT

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

January 4, 2008

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Chair Marcus presiding, convened at 9:00 a.m. on Friday, January 4, 2008 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 Frank Bettencourt	X	
Santa Clara County Water District	Director Sig Sanchez	X (9:05)	
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: Chris Freitas, County of Santa Clara; Carol Presley & Scott Wilson, SCVWD; Bill Phillips, MCWRA; Steve Palmisano, City of Watsonville; Lidia Gutierrez; Gutierrez Consultants; Kenn Reiller, Sierra Club; Colleen Valles, County of Santa Clara; Don Hill, County of Santa Cruz; Megan Tolbert, Gutierrez Consultants; Lisa McGrath, Moss, Levy & Hartzheim; David Foote, Schaaff & Wheeler; Nick Papadakis & Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

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

NONE

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

NONE

6. ELECTION OF OFFICERS FOR 2008

Director Skillicorn nominated Director Calcagno as Chair for 2008.

Motion made by Director Skillicorn, seconded by Director Gage to elect Director Calcagno as Chair for 2008. Motion passed unanimously.

Director Calcagno nominated Director Campos as Vice Chair for 2008.

Motion made by Director Calcagno, seconded by Director Skillicorn to elect Director Campos as Vice Chair for 2008. Motion passed unanimously.

7. CONSENT AGENDA

A. Minutes of the November 2, 2007 Meeting

Minutes for the November 2, 2007 Board of Directors meeting were enclosed for the Board's approval.

B. Approval of Payment for RAPS, Inc. for October 2007

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

C. Approval of Payment to Gutierrez Consultants for October 2007

Invoice for services rendered by Gutierrez Consultants in October 2007 was enclosed. The Staff Working Group recommended approval.

D. PRWFPA Proposed Letterhead

Enclosed for approval was the proposed PRWFPA letterhead.

E. Approval of Payment to Downey Brand

Enclosed for approval was an invoice for Downey Brand for services rendered.

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

8. ADMINISTRATION

A. Staff Working Group Meeting Notes

The Staff Working Group Meeting Notes for the meeting of November 21, 2007 was enclosed for the Board's information.

B. FY 2006/07 Agency Audit

Lisa McGrath, auditor, Moss Levy & Hartzheim reviewed the PRWFPA FY 2006/07 audit. Ms. McGrath went over the financial statements, statement of revenues and expenses, and the management letter.

Motion made by Director Skillicorn, seconded by Director Bernardi to accept the FY 2006/07 Agency Audit. Motion passed unanimously.

C. Legislative Outreach Report

Following lengthy discussion, it was the consensus of the Board that the Staff Working Group prepare another plan for additional outreach to State and Federal legislators with the parallel goal of inviting all four county legislative representatives for a meeting with the Board.

Motion made by Director Gage, seconded by Director Calcagno to prepare a plan for additional outreach and to hold a meeting with the four county legislative representatives for a meeting with the Board. Motion passed unanimously.

D. FY 2007/08 Contract Amendment No. 1 with RAPS, Inc.

The Executive Coordinator reviewed the enclosed contract amendments No. 1 for both RAPS, Inc. and Gutierrez Consultants and the PRWFPA. The Executive Coordinator clarified that the amount of \$19,158 would be transferred from RAPS, Inc. to Gutierrez Consultants.

Motion made by Director Gage, seconded by Director Calcagno to approve the Contract Amendments No. 1 for RAPS, Inc. with PRWFPA and Gutierrez Consultants with the PRWFPA. Motion passed unanimously.

E. FY 2007/08 Contract Amendment No. 1 with Gutierrez Consultants

This item was discussed along with Administration Item 7.D.

F. Schedule of Meetings for 2008

The Executive Coordinator reviewed the PRWFPA schedule of meetings for 2008.

Motion made by Director Gage, seconded by Director Calcagno to approve the Schedule of Meetings for 2008. Motion passed unanimously.

9. PLANNING**A. Soap Lake Preservation Project**

The Executive Coordinator announced that the contract between the Pajaro Valley Water Management Agency and PRWFPA will be approved on January 16, 2008.

B. Lower Pajaro River Project

Bill Phillips, Monterey County Water Resources Agency, reported that the \$600,000 contribution to the U.S. Army Corps of Engineers EIR from the three local agencies has been secured.

C. U.S. Army Corps San Benito River Watershed Study

The Executive Coordinator reviewed the memorandum provided by Nicole Ortega, U.S. Army Corps of Engineers. The Authority and the U.S. Army Corps of Engineers would need to enter into a

10. CORRESPONDENCE AND ANNOUNCEMENT

A. Oral

1. The Executive Coordinator thanked Don Hill, County of Santa Cruz and Steve Homan, County of Santa Clara, for being active participants in the Staff Working Group.
2. Director Marcus asked that he be included in any correspondence for DMB. He also mentioned that DMB has filed an application for the El Rancho San Benito project with the city of San Juan Bautista.

B. Written

1. Enclosed was a letter from the County of Santa Cruz Flood Control and Water Conservation District to Lieutenant Colonel Craig W. Kiley, Commander and District Engineer, U.S. Army Corps of Engineers regarding the Pajaro River Project Design Agreement and Bench Excavation.
2. Enclosed was a letter from Supervisor Louis Calcagno, Monterey County Board of Supervisors to Mr. Ray Becker, Project Manager, DMB Associates, Inc. regarding the El Rancho San Benito proposed project.
3. Enclosed was a letter from Deborah Schwarz, Planner, City of Gilroy regarding the Creation of the East Gilroy Specific Plan.
4. Enclosed was a letter from Mr. Rich Krumholz, Caltrans District 5 Director, acknowledging receipt of a letter from the Executive Coordinator regarding developments within the Soap Lake area.

11. ADJOURN

The meeting was adjourned at 9:52 a.m.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

Consent Item 6.B

Page 9

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

December 3, 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 November 1 through November 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.

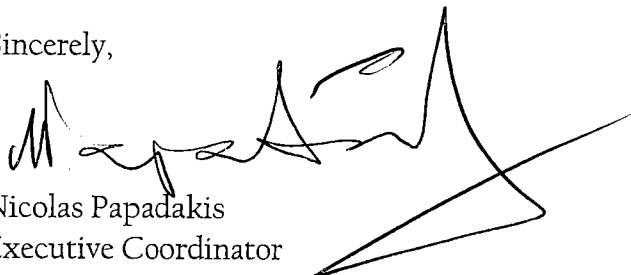
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on January 4, 2008.

Work Element 530 - Agency Administration

Executive Coordinator	6 hours @ \$ 240.98	\$ 1,445.88
Associate Planner	0 hours @ \$ 92.96	\$ -
Administrative Assistant	10 hours @ \$ 55.00	\$ 550.00
	Subtotal	<u>\$ 1,995.88</u>

Total now due: \$ 1,995.88

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
October 1-October 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	6	\$ 791.76	\$ 654.12	\$ 1,445.88
Subtotal	6	\$ 791.76	\$ 654.12	\$ 1,445.88
Associate Planner	Rate/hr	\$48.08	\$44.88	\$92.96
Project 530 Admin	0	\$ -	\$ -	\$ -
Subtotal	0	\$ -	\$ -	\$ -
Administrative Assistant	Rate/hr	\$29.94	\$25.06	\$55.00
Project 530 Admin	10	\$ 299.40	\$ 250.60	\$ 550.00
Subtotal	10	\$ 299.40	\$ 250.60	\$ 550.00
Total	16	1,091.16	904.72	1,995.88

Tasks Completed:

Executive Coordinator:

WE 530: BOD meeting attendance (11/2).

SWG agenda preparation and meeting attendance (11/21)

Administrative Assistant:

WE 530: BOD meeting attendance (11/2).

SWG agenda preparation, distribution and meeting attendance (11/21)

REGIONAL ANALYSIS PLANNING SERVICES, INC.

Consent Item 6.B

Page 11

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

January 7, 2008

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 December 1 through December 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.

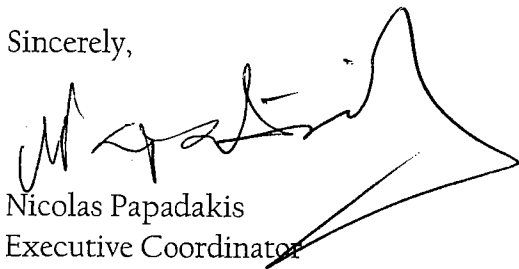
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on January 4, 2008.

Work Element 530 - Agency Administration

Executive Coordinator	5 hours @ \$ 240.98	\$ 1,204.90
Associate Planner	0 hours @ \$ 92.96	\$ -
Administrative Assistant	7 hours @ \$ 55.00	\$ 385.00
	Subtotal	<u>\$ 1,589.90</u>

Total now due: \$ 1,589.90

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
October 1-October 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	5	\$ 659.80	\$ 545.10	\$ 1,204.90
Subtotal	5	\$ 659.80	\$ 545.10	\$ 1,204.90
Associate Planner	Rate/hr	\$48.08	\$44.88	\$92.96
Project 530 Admin	0	\$ -	\$ -	\$ -
Subtotal	0	\$ -	\$ -	\$ -
Administrative Assistant	Rate/hr	\$29.94	\$25.06	\$55.00
Project 530 Admin	7	\$ 209.58	\$ 175.42	\$ 385.00
Subtotal	7	\$ 209.58	\$ 175.42	\$ 385.00
Total	12	869.38	720.52	1,589.90

Tasks Completed:

Executive Coordinator:
WE 530: BOD agenda preparation.

Administrative Assistant:
WE 530: BOD agenda preparation and distribution.

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

February 4, 2008

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 January 1 through January 31, 2008. 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.

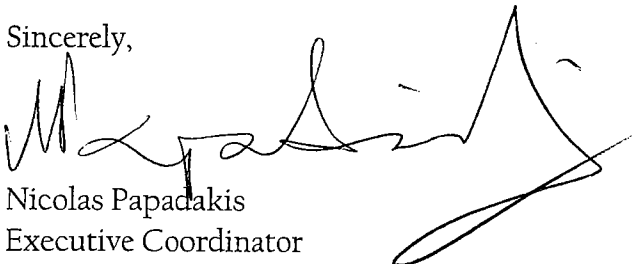
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Sincerely,


Nicolas Papadakis
Executive Coordinator

Attachments

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(RAPS)

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Subtotal	7	\$ 209.58	\$ 175.42	\$ 385.00
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Tasks Completed:

Executive Coordinator:

WE 530: BOD meeting attendance (1/4).

SWG agenda preparation and meeting attendance (1/16).

Administrative Assistant:

WE 530: BOD meeting attendance (1/4).

SWG agenda preparation, distribution and meeting attendance (1/16).

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	\$ 3,655.26	\$ 3,655.26
September, 2007	\$ 2,346.86	\$ 2,346.86
October, 2007	\$ 1,733.92	\$ 1,733.92
November, 2007	\$ 1,995.88	\$ 1,995.88
December, 2007	\$ 1,589.90	\$ 1,589.90
January, 2008	\$ 1,589.90	\$ 1,589.90
February, 2008		
March, 2008		
April, 2008		
May, 2008		
June, 2008		
Subtotal	<u>\$ 15,340.52</u>	<u>\$ 15,340.52</u>
Balance Available	<u>\$ 21,659.48</u>	<u>\$ 21,659.48</u>

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

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Gutierrez Consultants

December 15, 2007

Mr. Nick Papadakis, Executive Director
Association of Monterey Bay Area Governments
Post Office Box 809
Marina, CA 93933-0809

Dear Nick,

Attached is an invoice from Gutierrez Consultants for professional services provided from November 3, 2007 through November 30, 2007. The services were provided in accordance with the Soap Lake Floodplain Preservation Project Contract approved by the Pajaro River Watershed Flood Prevention Authority on March 2, 2007.

The invoice is for a total amount of \$1,064.14 and the budget remaining is \$236,790.

Sincerely,

Lidia Gutierrez
Principal

Integrated Planning and Funding Solutions

5000 Lilac Ridge Road
San Ramon, CA 94582
925.766.5294

Gutierrez Consultants

5000 Lilac Ridge Road
San Ramon, CA 94582

Invoice

Date	Invoice #
12/15/2007	73

Bill To
Pajaro River Watershed FPA Nick Papadakis C/O RAPS, Inc. P.O. Box 809 Marina, CA 93933-0809

P.O. No.

Item	Quantity	Description	Rate	Amount
FPA Subtask 1.2a Grant Guidelin Reimb Group	6	Prepare for and attend SWG meeting	165.00	990.00
		Car Rental November 21	46.55	46.55
		Fuel November 21	20.85	20.85
		Total Reimbursable Expenses		67.40
Markup			10.00%	6.74
Total				\$1,064.14