

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

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

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

June 27, 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 May 2, 2008 Meeting

The minutes of the May 2, 2008 Board meeting are **enclosed. Recommend approval.** (Page 5)

B. Approval of Payment to RAPS, Inc. for April and May 2008

Enclosed are the April and May 2008 invoices. The Staff Working Group recommended approval. **Recommend approval.** (Page 9)

C. Approval of Payment to Gutierrez Consultants for April and May 2008

Enclosed are the April and May 2008 invoices for Lidia Gutierrez's work on the Soap Lake Preservation Project. The Staff Working Group recommended approval. **Recommend approval.** (Page 15)

7. ADMINISTRATION

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

Meeting notes from the May 21, 2008 and June 18, 2008 Staff Working Group meetings are **enclosed.** (Page 25)

B. Legislative Outreach Report **ACCEPT**

Accept status report on meeting with Federal and State legislative representatives which is scheduled for August 14, 2008 and will be held at the Community Room of the Ausonio Library in Castroville from 11 a.m. to 1 p.m. **Enclosed** is the draft agenda. (Papadakis / Phillips / Palmisano / Laclergue) (Page 29)

C. FY 2008/09 Agency Budget **RECOMMEND APPROVAL**

Staff memorandum and the proposed FY 2008/09 agency budget are **enclosed.** (Papadakis) (Page 31)

D. Contract with RAPS, Inc. for July 1 to December 31, 2008 **RECOMMEND APPROVAL**

Enclosed is a proposed contract with Regional Analysis & Planning Services Inc. in the amount \$20,000 to provide administrative services to the Pajaro River Watershed Flood Prevention Authority for the period July 1 to December 31, 2008. (Papadakis) (Page 33)

E. Request for Proposals for Administrative Services **RECOMMEND APPROVAL**

Approve distribution of Request for Proposals for the provision of Administrative Services to the Authority, effective January 1, 2009. (Papadakis)

F. FY 2008/09 Contract with Downey/Brand **RECOMMEND APPROVAL**

Enclosed is a proposed contract with Downey/Brand in the amount of \$8,000 to provide legal services to the Pajaro River Watershed Flood Prevention Authority in FY 2008/09. (Papadakis) (Page 37)

8. PLANNING

A. Soap Lake Preservation Project

APPROVE

Draft Guidelines, Project Assessment and Evaluation Plan and the Grant Program Timeline for Grant submittals are **separately enclosed**. (Gutierrez).

B. Lower Pajaro River Project

ACCEPT

Accept oral report. (Laclergue)

9. CORRESPONDENCE AND ANNOUNCEMENTS

A. Oral

B. Written

10. ADJOURNMENT

Next Meetings:

September 5, 2008: Monterey County Water Resources Agency – Salinas, 9 a.m.
November 7, 2008: Gilroy City Hall – Gilroy, 9 a.m.
January 2, 2009: Watsonville Council Chambers – Watsonville, 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

May 2, 2008

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Chair Calcagno presiding, convened at 9:00 a.m. on Friday, May 2, 2008 at the Watsonville City Hall, Gilroy, CA.

2. PLEDGE OF ALLEGIANCE

Director Gage 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	
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: Scott Wilson and Carol Presley, SCVWD; Jim Slater, MCWRA; Lidia Gutierrez; Gutierrez Consultants; Bruce Laclergue, County of Santa Cruz; Clara Spaulding and Colleen Valles, Santa Clara County; Leilani Barnett, Rod Meade and Craig Page, DMB; Craige Edgerton, Silicon Valley Land Conservancy; Nick Papadakis & Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

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

Director Campos invited those in attendance to the grand opening of the new Civic Plaza Building at 2:30 p.m.

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

There were no public comments.

6. PRESENTATION

Rod Meade, Vice President for Regulatory Affairs, DMB, gave a presentation to the Board on the El Rancho San Benito Development.

7. CONSENT AGENDA

A. Minutes of the March 7, 2008 Meeting

Minutes for the March 7, 2008 Board of Directors meeting were enclosed for the Board's approval.

B. Approval of Payments for RAPS, Inc. for February and March 2008

Invoices for services rendered by Regional Analysis and Planning Services, Inc. in February and March 2008 were enclosed. The Staff Working Group recommended approval.

C. Approval of Payment to Gutierrez Consultants for February and March 2008

Invoices for services rendered by Gutierrez Consultants in February and March 2008 were enclosed. The Staff Working Group recommended approval.

Motion made by Director Campos, seconded by Director Marcus 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 March 19, 2008 and April 16, 2008 were enclosed for the Board's information.

B. Legislative Outreach Report

Bruce Laclergue reported on the trip to Washington D.C. on April 2, 2008, with representatives from Monterey County, Santa Cruz County and the City of Watsonville in attendance. Mr. Laclergue stated that they were able to meet with Senator Barbara Boxer, Congressman Sam Farr and the U.S. Army Corps of Engineers.

C. Proposed Meeting Date Change

The Executive Coordinator asked that the July 11, 2008 Board of Directors meeting be moved to June 27, 2008

Motion made by Director Campos, seconded by Director Gage to approve the rescheduling of the July 11, 2008 Board of Directors meeting to June 27, 2008. Motion passed unanimously.

9. PLANNING

A. Soap Lake Preservation Project

Lidia Gutierrez, Gutierrez Consultants stated that the Staff Working Group has reviewed the draft guidelines and are currently making revisions. The guidelines will be provided at the June 27, 2008 Board of Directors meeting for approval to release for public review.

B. Lower Pajaro River Project

Bruce Laclergue reported that Monterey County and Santa Cruz County met with Lieutenant Colonel Craig Kiley on April 24, 2008. Mr. Laclergue reported that Lieutenant General Lawrence Farrell will be replacing Lieutenant Colonel Craig Kiley

10. CORRESPONDENCE AND ANNOUNCEMENT

A. Oral

None

B. Written

1. Enclosed was a letter from Thomas R. Kendall, Chief of Planning Branch, ETS, U.S. Army Corps of Engineers received March 24, 2008 regarding the Pajaro River Watershed Study.

10. ADJOURN

The meeting was adjourned at 10:03 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

May 16, 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 April 1 through April 30, 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.

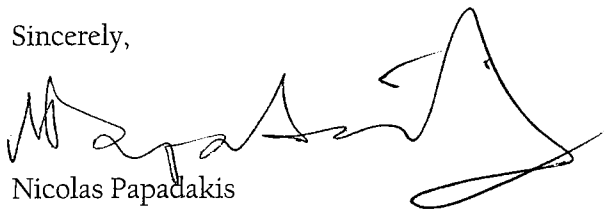
This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on June 27, 2008.

Work Element 530 - Agency Administration

Executive Coordinator	3 hours @ \$ 240.98	\$ 722.94
Associate Planner	0 hours @ \$ 92.96	\$ -
Management Assistant	12.5 hours @ \$ 55.00	\$ 687.50
	Subtotal	<u>\$ 1,410.44</u>

Total now due: \$ 1,410.44

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA

April 1-April 30, 2008

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator	Rate/hr	131.96	109.02	240.98
Project 530 Admin	3.00	395.88	327.06	722.94
Subtotal	3.00	395.88	327.06	722.94
Associate Planner	Rate/hr	48.08	44.88	92.96
Project 530 Admin	-	-	-	-
Subtotal	-	-	-	-
Administrative Assistant	Rate/hr	29.94	25.06	55.00
Project 530 Admin	12.50	374.25	313.25	687.50
Subtotal	12.50	374.25	313.25	687.50
Total	15.50	770.13	640.31	1,410.44

Tasks Completed:

Executive Coordinator:

WE 530: SWG agenda preparation and meeting attendance

Administrative Assistant:

WE 530: SWG agenda preparation, distribution and meeting attendance

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	\$ 34,571.20
August, 2007	\$ 3,655.26	\$ 30,915.94
September, 2007	\$ 2,346.86	\$ 28,569.08
October, 2007	\$ 1,733.92	\$ 26,835.16
November, 2007	\$ 1,995.88	\$ 24,839.28
December, 2007	\$ 1,589.90	\$ 23,249.38
January, 2008	\$ 1,589.90	\$ 21,659.48
February, 2008	\$ 2,752.84	\$ 18,906.64
March, 2008	\$ 3,317.30	\$ 15,589.34
April, 2008	\$ 1,410.44	\$ 14,178.90
May, 2008		
June, 2008		
Subtotal	<u>\$ 22,821.10</u>	<u>\$ 14,178.90</u>
Balance Available		<u>\$ 14,178.90</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

June 12, 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 May 1 through May 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.

This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on June 27, 2008.

Work Element 530 - Agency Administration

Table with 3 columns: Role, Rate, Amount. Rows include Executive Coordinator (3 hours @ \$240.98 = \$722.94), Associate Planner (0 hours @ \$92.96 = \$0), Management Assistant (15 hours @ \$55.00 = \$825.00), and Subtotal (\$1,547.94).

Total now due: \$ 1,547.94

Sincerely,

Handwritten signature of Nicolas Papadakis

Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
May 1-May 31, 2008

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator	Rate/hr	131.96	109.02	240.98
Project 530 Admin	3.00	395.88	327.06	722.94
Subtotal	3.00	395.88	327.06	722.94
Associate Planner	Rate/hr	48.08	44.88	92.96
Project 530 Admin	-	-	-	-
Subtotal	-	-	-	-
Management Assistant	Rate/hr	29.94	25.06	55.00
Project 530 Admin	15.00	449.10	375.90	825.00
Subtotal	15.00	449.10	375.90	825.00
Total	18.00	844.98	702.96	1,547.94

Tasks Completed:

Executive Coordinator:

WE 530: SWG agenda preparation and meeting attendance

Administrative Assistant:

WE 530: SWG agenda preparation, distribution and meeting attendance

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	\$ 34,571.20
August, 2007	\$ 3,655.26	\$ 30,915.94
September, 2007	\$ 2,346.86	\$ 28,569.08
October, 2007	\$ 1,733.92	\$ 26,835.16
November, 2007	\$ 1,995.88	\$ 24,839.28
December, 2007	\$ 1,589.90	\$ 23,249.38
January, 2008	\$ 1,589.90	\$ 21,659.48
February, 2008	\$ 2,752.84	\$ 18,906.64
March, 2008	\$ 3,317.30	\$ 15,589.34
April, 2008	\$ 1,410.44	\$ 14,178.90
May, 2008	\$ 1,547.94	\$ 12,630.96
June, 2008		
Subtotal	<u>\$ 24,369.04</u>	<u>\$ 12,630.96</u>
Balance Available		<u>\$ 12,630.96</u>

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



Gutierrez Consultants

Consent Item 6.C
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May 25, 2008

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 March 31, 2008 through May 4, 2008. 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 \$9,149.45 and the budget remaining is \$217,696.

Sincerely,

Lidia Gutierrez
Principal

Integrated Planning and Funding Solutions

5000 Lilac Ridge Road
San Ramon, CA 94582
925.766.5294

Invoice Budget Summary
for
Soap Lake Preservation Project

Task	Budget	Job-to-Date	3/31/08- 5/4/08	Budget Remaining
Task 1: Program Administration				
Subtask 1.1 Grant Agreement	\$8,580	\$8,580	\$0	\$0
Subtask 1.2 (a) Grant Guidelines	\$31,680	\$4,455	\$9,075	\$18,150
Subtask 1.2 (b) Develop RFP	\$23,100	\$0	\$0	\$23,100
Subtask 1.3 Open Enrollment RFP	\$18,480	\$0	\$0	\$18,480
Subtask 1.4 Review Proposals	\$29,040	\$0	\$0	\$29,040
Subtask 1.5 Grant Recommendations	\$10,560	\$0	\$0	\$10,560
Subtask 1.6 Grant Agreements	\$6,600	\$0	\$0	\$6,600
Subtask 1.7 Easement Provisions	\$6,600	\$0	\$0	\$6,600
Subtask 1.8 Public Outreach Program	\$11,880	\$6,600	\$0	\$5,280
Subtask 1.9 Partner Facilitation	\$23,760	\$1,651	\$0	\$22,109
Subtotal	\$170,280	\$21,286	\$9,075	\$139,919
Task 3: Land / Easement Acquisition				
Subtask 3.1 Land Owner Outreach	\$3,960	\$0	\$0	\$3,960
Subtask 3.2 Obtaining Land/Ease.	\$3,960	\$0	\$0	\$3,960
Subtask 3.3 Annual Monitoring	\$3,960	\$0	\$0	\$3,960
Subtask 3.4 Ag Mitigation Bank	\$0	\$0	\$0	\$0
Subtotal	\$11,880	\$0	\$0	\$11,880
Task 6: Other Tasks				
Subtask 6.1: Program Eval/Monitor	\$26,400	\$0	\$0	\$26,400
Subtask 6.2: Site Visits	\$6,600	\$0	\$0	\$6,600
Subtask 6.3: Compliance / Reporting	\$19,800	\$0	\$0	\$19,800
Subtotal	\$52,800	\$0	\$0	\$52,800
Other Direct Charges	\$14,300	\$1,129	\$74	\$13,097
Total	\$249,260	\$22,415	\$9,149	\$217,696

Invoice

Gutierrez Consultants

5000 Lilac Ridge Road
San Ramon, CA 94582

Date	Invoice #
5/25/2008	104

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	55	Develop draft grant guidelines; prepare for and attend Staff Working Group Meeting; Participate in conference call regarding Draft Grant Guidelines; revise Draft Grant Guidelines; Prepare for and attend Board of Directors meeting	165.00	9,075.00
Reimb Group		Rental	27.05	27.05
		Fuel	40.64	40.64
		Total Reimbursable Expenses		67.69
ODCs		10% Markup	6.76	6.76
Total				\$9,149.45

6.C



Gutierrez Consultants

June 12, 2008

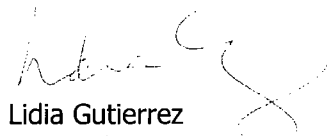
Mr. Nick Papadakis, Executive Director
Association of Monterey Bay Area Governments
Post Office Box 809
Marina, CA 93933-0809

Dear Nick,

Attached is an invoice from Gutierrez Consultants for professional services provided from May 5, 2008 through May 31, 2008. 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 \$2,445.77 and the budget remaining is \$215,250.

Sincerely,



Lidia Gutierrez
Principal

Integrated Planning and Funding Solutions

5000 Lilac Ridge Road
San Ramon, CA 94582
925.766.5294

Invoice Budget Summary
for
Soap Lake Preservation Project

Task	Budget	Job-to-Date	5/5/08- 5/31/08	Budget Remaining
Task 1: Program Administration				
Subtask 1.1 Grant Agreement	\$8,580	\$8,580	\$0	\$0
Subtask 1.2 (a) Grant Guidelines	\$31,680	\$13,530	\$2,228	\$15,923
Subtask 1.2 (b) Develop RFP	\$23,100	\$0	\$0	\$23,100
Subtask 1.3 Open Enrollment RFP	\$18,480	\$0	\$0	\$18,480
Subtask 1.4 Review Proposals	\$29,040	\$0	\$0	\$29,040
Subtask 1.5 Grant Recommendations	\$10,560	\$0	\$0	\$10,560
Subtask 1.6 Grant Agreements	\$6,600	\$0	\$0	\$6,600
Subtask 1.7 Easement Provisions	\$6,600	\$0	\$0	\$6,600
Subtask 1.8 Public Outreach Program	\$11,880	\$6,600	\$0	\$5,280
Subtask 1.9 Partner Facilitation	\$23,760	\$1,651	\$0	\$22,109
Subtotal	\$170,280	\$30,361	\$2,228	\$137,692
Task 3: Land / Easement Acquisition				
Subtask 3.1 Land Owner Outreach	\$3,960	\$0	\$0	\$3,960
Subtask 3.2 Obtaining Land/Ease.	\$3,960	\$0	\$0	\$3,960
Subtask 3.3 Annual Monitoring	\$3,960	\$0	\$0	\$3,960
Subtask 3.4 Ag Mitigation Bank	\$0	\$0	\$0	\$0
Subtotal	\$11,880	\$0	\$0	\$11,880
Task 6: Other Tasks				
Subtask 6.1: Program Eval/Monitor	\$26,400	\$0	\$0	\$26,400
Subtask 6.2: Site Visits	\$6,600	\$0	\$0	\$6,600
Subtask 6.3: Compliance / Reporting	\$19,800	\$0	\$0	\$19,800
Subtotal	\$52,800	\$0	\$0	\$52,800
Other Direct Charges	\$14,300	\$1,203	\$218	\$12,879
Total	\$249,260	\$31,564	\$2,446	\$215,250

Consent Item 6.C

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Gutierrez Consultants

5000 Lilac Ridge Road
San Ramon, CA 94582

Invoice

Date	Invoice #
6/12/2008	105

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	7.5	Revise draft grant guidelines	165.00	1,237.50
FPA Subtask 1.2a Grant Guidelin	6	Revise draft grant guidelines	165.00	990.00
Reimb Group		Fuel: 5/2 Board Meeting	39.02	39.02
		Rental: 5/2 Board Meeting	39.69	39.69
		Fuel: 5/21 SWG Meeting	55.42	55.42
		Rental: 5/21 SWG Meeting	64.30	64.30
		Total Reimbursable Expenses		198.43
Markup			10.00%	19.84
Total				\$2,445.77

FPIA

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>>Return<< RA Document 917064632
CAR# 0 9 9 0 0 9 1 4 Car Group G
GRN PONT TORR 4DR CA 6CPC590
GUTIERREZ,LIDIA
WIZ# = W3688Z AWD# = A278200
Out SAN RAMON CA D01MAY08/0831
In SAN RAMON CA D09MAY08/0845
Miles-Out 5100 Miles-In 5989
Miles Driven 889 Fuel In 8/8
Method of pay = CLUB
VISA XXXXXXXXXXXX8003
Coupon # = TUDA009
Rate 2K/6 8 DY 0 HR
89 MI @ .00 =
0 HR @ 26.13 =
1 DY @ 52.24 =
1 WK @ 256.49 =
2K/6 800FM
Discount 5.0% - 15.48
Adjustments (C 2) - 73.32
Subtotal 219.97
Tax 8.250% + 18.15
Total Charges 238.12
AMOUNT DUE CV USD = 238.12

```

238.12/6 = \$39.69

The amount that appears in "Amount Due" has been billed to your VISA Card.
All charges are subject to audit and change if any errors are found.
For local inquiries call 925-362-8673. Thank you for renting from Avis.

CA09/2AA9/08133/11:42/F

FPA

FPA

> C G G W O I M M V C T A F C	>>Return<< RA Document 392472124 CAR# 0 1 0 2 3 8 7 5. Car Group E WHI MERC GRMA 4DR CA 6AWA031 GUTIERREZ, LIDIA WIZ# = W3688Z AWD# = A278200 Out SAN RAMON CA 20MAY08/0909 In FRESNO NORTH 23MAY08/1047 Miles-Out 15959 Miles-In 16778 Miles Driven 819 Fuel In 8/8 Method of pay = CLUB VISA XXXXXXXXXXXXX8003	Rate 17/E 3 DY 2 HR 0 MI @ .00 = 0 HR @ 51.00 = 0 DY @ 49.80 = 1 WK @ 263.99 = 263.99 17/E 819FM Discount 10.0% - = 26.40 Subtotal = 237.59 Tax 8.250% + = 19.60 Total Charges = 257.19 AMOUNT DUE CV USD = 257.19
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\$257.19 / 4 = \$64.30

The amount that appears in "Amount Due" has been billed to your VISA Card.
 All charges are subject to audit and change if any errors are found.
 For local inquiries call 925-362-8673. Thank you for renting from Avis.

NFFC/0240/02144/13:47/0

FPA

Pilot #365
22117 18 1/2 Ave
Hadera CA 93637

Invoice # 76701
Date 05/02/08
Time 15:06
Auth # 097532

VI
Acct#
#####0803

Pump	Gallons	Price
10	10.272	\$ 3.799

Product	Amount
Unleaded	\$ 39.02

Total Sale \$ 39.02

SALE - Card Swiped
Approved

Thank You For
Choosing Pilot
Please Come Again

STEVENS CREEK
VALERO
22117 STEVENS CREEK
VALERO 7118

STATION NUMBER
0643813301

05/21/08 12:53
LIDIA GUTIERREZ
VISA CREDIT

PUMP# 4	UNLEAD
GALLONS	13.720
@ \$3.10/GAL	
FUEL	155.42

TOTAL
SERV#
AUTH# 226005

SAN JOSE, CA
(415) 277-1649

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**Pajaro River Watershed
Flood Prevention Authority
c/o RAPS, Inc.
P.O. Box 809
Marina, CA 93933
(831) 883-3750**

MEETING NOTES

Pajaro River Watershed Flood Prevention Authority
Staff Working Group
Wednesday, May 21, 2008
10:00 a.m.
Watsonville City Hall

Present: Carol Presley, Santa Clara Valley Water District; Chris Freitas, Santa Clara County; Jim Slater, Monterey County Water Resources Agency (also representing Monterey County); and Bruce Laclergue, Santa Cruz County (also representing Flood Control Zone 7).

Also Present: Lidia Gutierrez, Gutierrez Consultants; Steve Palmisano, City of Watsonville; Craige Edgerton, Silicon Valley Nature Conservancy; Ana Flores, RAPS, Inc.

Soap Lake Area Proposed Projects Referrals

None.

Soap Lake Preservation Project Implementation

Lidia G. requested that a conference call be scheduled to review the draft guidelines and Project Assessment and Evaluation Plan. Possible meeting dates were provided and Ana F. will set up the conference call.

Lidia G. reported that the State is still reviewing the contract & will have more information at the June 18 SWG meeting.

Bruce L. will contact Tom Kendall, U.S. Army Corps of Engineers to invite him to the June 18 SWG meeting to discuss the development of a cost sharing agreement.

Legislative Advocacy

Ana F. gave an update on the legislative meeting that is scheduled for August 14, 2008.

SWG requested that an item be added to the June 18 SWG agenda in order to discuss the agenda for the legislative meeting.

Approval of Invoice

RAPS, Inc. April 2008 invoice was reviewed.

Motion made by Chris Freitas, seconded by Bruce Laclergue to approve the RAPS, Inc. April 2008 invoice. Motion passed.

*Submitted by Ana Flores

**Pajaro River Watershed
Flood Prevention Authority
c/o RAPS, Inc.
P.O. Box 809
Marina, CA 93933
(831) 883-3750**

MEETING NOTES

Pajaro River Watershed Flood Prevention Authority
Staff Working Group
Wednesday, June 18, 2008
10:00 a.m.
Gilroy City Hall

Present: Carol Presley, Santa Clara Valley Water District; Chris Freitas and Clara Spaulding, Santa Clara County; and Bruce Laclergue and Mike Sapuro, Santa Cruz County (also representing Flood Control Zone 7).

Also Present: Lidia Gutierrez, Gutierrez Consultants; Steve Palmisano, City of Watsonville; Lloyd Wagstaff, The Nature Conservancy; Nick Papadakis (by phone for Item 6) and Ana Flores, RAPS, Inc.

Lacking a quorum, actions taken at this meeting will be considered by the Staff Working Group through email.

Soap Lake Area Proposed Projects Referrals

Chris F. reported that there has been a re-submittal of the Z-Best application.

Soap Lake Preservation Project Implementation

Revisions were made to the Draft Guidelines, Project Assessment and Evaluation Plan and Timeline. Lidia G. will incorporate the revisions and will send to Ana F. to be included in the PRWFPA Board of Directors agenda.

Lidia G. and Ana F. will coordinate the July 24th public workshop.

Motion made by Bruce Laclergue, seconded by Chris Freitas to approve the revisions to the Draft Guidelines, Project Assessment and Evaluation Plan and Timeline. Motion passed.

Legislative Advocacy

Ana F. gave an update on the legislative meeting that is scheduled for August 14. The enclosed Draft Legislative Agenda was revised.

San Benito River Watershed Study

The cost to develop a cost sharing agreement with the U.S. Army Corps of Engineers was discussed. Ana F. will provide the emails from Nicole Ortega and Tom Kendall of the U.S. Army Corps of Engineers to the Staff Working Group.

Approval of Invoice

RAPS, Inc. May 2008 and the April and May 2008 invoices submitted by Gutierrez Consultants were reviewed.

Motion made by Bruce Laclergue, seconded by Chris Freitas, to approve the RAPS, Inc. May 2008 invoice and the April and May 2008 invoices submitted by Gutierrez Consultants. Motion passed.

Board Agenda Items

The enclosed Draft PRWFPA Board of Directors agenda was reviewed. Revisions were made to the FY 2008/09 Draft Budget. \$10,000 was added under revenue for the Proposition 50 funds – Soap Lake Preservation Project and a new line item was added under expenditures for legal services under the Soap Lake Preservation Project.

Motion made by Bruce Laclergue, seconded by Chris Freitas to approve the revisions to the FY 2008/09 Drat Budget. Motion passed.

*Submitted by Ana Flores

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Draft Agenda

Legislative Meeting
August 14, 2008
Community Room of the Ausonio Library
11160 Speegle Street
Castroville, CA
11 a.m. – 1 p.m.

1. **Welcome**
(Lou Calcagno, Chair, Board of Directors PRWFPA)

2. **Purpose of Meeting**
(Lou Calcagno, Chair, Board of Directors PRWFPA)

3. **Presentation “Agency Overview”**
(Nick Papadakis, Executive Coordinator)

4. **Relationship of PRWFPA’s Work to the Lower Watershed Project (U.S. Army Corps of Engineers)**
(Bruce Laclergue, County of Santa Cruz; Steve Palmisano, City of Watsonville; Bill Phillips, Monterey County Water Resources Agency)

5. **Round Table Discussion**
 - State Funding: (Lidia Gutierrez, Gutierrez Consultants)
 - Federal Funding: (Bruce Laclergue, County of Santa Cruz; Steve Palmisano, City of Watsonville)

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FY 2008/09 Budget

June 27, 2008

	FY 2007-08 Amend. No. 1 9/7/2007	FY 2008-09 Proposed 6/27/2008
REVENUE		
NEW REVENUE		
Member Agencies Contributions - Legal (none recommended)	\$ -	\$ -
Member Agencies Contributions - Agency Admin. & Study (8 x \$8k)	\$ 64,000	\$ 64,000
Proposition 50 Funds - Soap Lake Preservation Project	\$ 158,000	\$ 107,200
Total	<u>\$ 222,000</u>	<u>\$ 171,200</u>
PRIOR PERIOD REVENUE (Carry-Over)		
Member Agencies Contributions - Legal	\$ 8,000	\$ 4,000
Member Agencies Contributions - Agency Admin.	\$ 6,569	\$ 7,000
From Reserve	\$ -	\$ -
Unallocated Reserves	\$ -	\$ -
Legal Reserve	\$ 49,998	\$ 49,998
Rural Special Districts Insurance policy corrections refund*	\$ 67,308	\$ -
General Reserve		\$ 73,877
Total	<u>\$ 131,875</u>	<u>\$ 134,875</u>
Total Revenue	<u>\$ 353,875</u>	<u>\$ 306,075</u>
EXPENDITURES		
Agency Administration		
RAPS, Inc./Other Entity	\$ 37,000	\$ 40,000
Legal Fees	\$ 8,000	\$ 8,000
Liability Insurance	\$ 1,100	\$ 1,200
Travel	\$ 6,000	\$ 6,000
Misc. Expense (audit, mileage, etc.)	\$ 2,000	\$ 2,000
Soap Lake Preservation Project		
RAPS, Inc.	\$ 23,000	\$ 27,200
Guitierrez Consultants	\$ 120,000	\$ 70,000
Legal	\$ -	\$ 10,000
Consulting Services (Grant Seeking, Eng. Support, etc.)	\$ 18,400	\$ 18,000
Guitierrez Consultants for advance Soap Lake Preservation Project work	\$ 5,000	\$ -
U.S. Army Corps of Engineers	\$ -	\$ 17,000
Amount expensed by Guitierrez**	\$ 10,000	\$ -
Total	<u>\$ 230,500</u>	<u>\$ 199,400</u>
BALANCE FORWARD		
Legal Reserve	\$ 49,998	\$ 53,998
General Reserve	\$ 73,377	\$ 52,677
Total	<u>\$ 123,375</u>	<u>\$ 106,675</u>
Total Expenditures	<u>\$ 353,875</u>	<u>\$ 306,075</u>

* Amount refunded from insurance company for FY 03/04 to FY 05/06.

** Paid by Authority: expense to be reimbursed by Prop. 50.

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CONTRACT FOR SERVICES

This Amendment No. ~~5-6-7-8~~ 9 to the Contract for Services dated July 21, 2000 between the Pajaro River Watershed Flood Prevention Authority (Authority) and Regional Analysis & Planning Services, Inc. (Contractor) amends the following sections of the original agreement.

- 1. SCOPE OF WORK. The Scope of Work is attached as Exhibit A.
- 3. COMPENSATION. For all services listed in Exhibit A, Contractor shall be reimbursed for actual costs incurred, (time and material). A rate schedule is attached as Exhibit B.
- 5. TERM OF AGREEMENT. The term of this agreement shall commence on **July 1, 2008** (Commencement Date), and shall continue until **December 31, 2008** (Termination Date), or until the parties mutually determine that the work required hereunder is satisfactorily completed, whichever occurs first.
- 6. COST LIMITATIONS. The total amount of compensation under this agreement shall not exceed ~~\$18,553.00~~ for Study Administration and ~~\$17,000.00; \$18,500.00~~ **\$35,185** ~~\$37,000~~ **\$20,000** for Agency Administration.

In witness whereof, the parties hereto have executed this agreement this ~~1st 6th 22nd 6th~~ **27th** day of ~~July, 2005; January; September~~ **July, 2007 June 2008** at ~~Gilroy Salinas Gilroy Gilroy Salinas~~ California.

REGIONAL ANALYSIS & PLANNING SERVICES, INC.

_____ Signature	_____ Date
Nicolas Papadakis Chief Executive Officer	

PAJARO RIVER WATERSHED FLOOD PREVENTION AUTHORITY

_____ Signature	_____ Date
Lou Calcagno Chair of the Board of Directors	

Approved as to Form

_____ Kevin O'Brien Attorney at Law	_____ Date
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EXHIBIT A

Scope of Services

AGENCY ADMINISTRATION

1. Organize, schedule and notice meetings, workshops and hearings of the Authority.
2. Organize and schedule meetings of the Authority's Staff Working Group.
3. Prepare/distribute agendas, take minutes, activate/set up public address systems, record proceedings and carry out similar work related to the meetings.
4. Prepare basic non-technical reports to and correspondence from the combined agencies based on input from the Staff Working Group.
5. Insure that all participating agencies are kept up to date and informed (through the use of mail, e-mail and fax) of proposed agenda items, correspondence and other information related to the efforts of the Authority.
6. Process correspondence, maintain files and carry out related work.
7. Provide a range of clerical and administrative staff support to insure the most effective, efficient and fiscally responsible staffing level for the respective tasks.
- 7.1 Provide liaison with the legal counsel and administer legal contract.
- 7.2 Maintain FPCC filing responsibility.
8. Act as the fiscal agent for the Authority.
9. Administer contract(s) agreement(s).
10. Fulfill other tasks as needed, and directed by the Authority's Board of Directors.
11. **Maintain PRWFPA website.**

EXHIBIT B**Hourly Costs**

	PERSONNEL		OVERHEAD*TOTAL			
Management Assistant	\$34.70	\$43.49	\$27.80	\$35.52	\$55.00	\$79.01
Executive Coordinator	\$131.96	\$135.42	\$109.02	\$110.61	\$240.98	\$246.03
Associate Planner	\$50.90	\$62.01	\$42.06	\$50.65	\$92.96	\$112.66
GIS Coordinator		\$75.03		\$61.29		\$136.32

*Overhead Costs include: insurance, rent, utilities, office supplies, computer services, communications (telephone, postage, fax, e-mail), in-house printing, transportation, and accounting services.

Note 1.) Itemized monthly invoices will include hours worked for each major task (to the quarter hour). Staff time records shall be available for review upon request.

Note 2.) There is a flat 15% fee for administrative overhead and administration of contractors agreements.

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CONTRACT FOR SERVICES

This agreement is made and entered into as of the date and place set forth below by and between **The Pajaro River Watershed Flood Prevention Authority**, hereinafter referred to as **Authority**, and, **Downey-Brand** hereinafter referred to as **Contractor** upon the following terms and conditions:

1. Authority hereby engages contractor and contractor hereby agrees to perform all services as hereinafter described. The contractor, who represents that he is qualified and will perform services described in the "Scope of Work", Attachment 1.
2. For all of the services described above and all goods and material supplied by contractor, Authority shall pay the Contractor according to the "Fee Schedule", Attachment 2. Payment will be made monthly within forty-five (45) days upon submittal of invoices and completion of tasks as mutually agreed upon.
3. Invoices for services must be presented to Authority. Receipts for expenditures and invoices for services should be presented in accordance with the payment schedule above. Authority shall pay the Contractor promptly after Authority receives and invoice, as appropriate, and accepts the invoice for payment.
4. The work to be performed under this agreement shall commence on or about **July 1, 2008**, and shall remain in effect until **June 30, 2009**, or until the work required is satisfactorily completed, whichever occurs first. Any extension beyond the Termination Date must be requested in writing two weeks prior to the Termination Date, and approved and signed by both parties.
5. The contract amount shall not exceed **Eight Thousand Dollars (\$8,000.00)**. No interest or carrying charges shall accrue to contractor by reason of delayed payment. Contractor shall not be entitled to extra compensation for services or materials not otherwise authorized under this agreement, unless Authority has first authorized such extra services or materials in writing.
6. Contractor is an independent contractor and shall not be considered an agent or employee of Authority, its member agencies or AMBAG.
7. Contractor shall, at all times during the terms of this agreement, carry worker's compensation insurance covering all of its employees, public liability, errors and omissions insurance and property damage insurance, and automotive insurance as required by current statute, and shall comply with all state and federal laws relating to employees. All insurance coverages shall be maintained in full force by the contractor for the duration of this agreement, and shall name Authority as an additional insured on such policies of insurance.
8. Authority may terminate this agreement without cause, at any time, upon giving thirty (30) days advance written notice to contractor. Such notice will set forth the effective date of the termination. An oral stop work order may be used to temporarily halt work by the contractor in anticipation of written notice of termination. The written notice of termination immediately discontinue all services under this agreement and deliver all products, and other items developed in the performance of this contract.

Administration Item 7.F

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9. None of the services or work to be provided under this contract may be subcontracted to another contractor.

10. This Agreement constitutes the sole and only agreement between the parties hereto relating to the work described under this agreement, and correctly sets forth the rights, duties, and modifications of each to the other as of its date. Any prior agreement, promises, negotiations, or representations not expressly set forth in this agreement are of no force and effect. Any modification of this agreement must be in writing.

In witness whereof, the parties hereto have executed this contract this 27th day of June, 2008 at Gilroy, California.

AUTHORITY

CONTRACTOR

Signature

Date

Signature

Date

Name: Louis Calcango
Title: Chair

Name: Kevin O'Brien
Title: Attorney at Law

Attachment 1

Scope of Work

1. Advise the Authority on a broad range of legal matters including, without limitations compliance with:
 - a. The Ralph M. Brown Quality Act.
 - b. The California Environmental Quality Act.
 - c. Conflict of interest laws.
 - d. Laws relating to the functions of joint powers authorities.
2. Advise the Authority, as appropriate, concerning flood control and flood liability issues.

Attachment 2

Fee Schedule

Kevin O'Brien	\$195.00 per hour
Gwyn-Mohr Tully	\$140.00 per hour
Helena Bialowas	\$ 80.00 per hour