

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**

November 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 September 5, 2008 Meeting

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

B. Approval of Payment to RAPS, Inc. for August and September 2008

Enclosed are the August and September 2008 invoices. The Staff Working Group recommended approval. Recommend approval. (Page 9)

C. Approval of Payment to Gutierrez Consultants for August 2008

Enclosed is the August 2008 invoice for Lidia Gutierrez's work on the Soap Lake Preservation Project. The Staff Working Group recommended approval. **Recommend approval.** (Page 15)

D. Downey/Brand Invoice

Enclosed is an invoice for Downey/Brand in the amount of \$1,774.50. **Recommend approval.** (Page 21)

7. ADMINISTRATION

A. Staff Working Group Meeting Notes

INFORMATION

Meeting notes from the September 17 and October 15, 2008 Staff Working Group meetings are **enclosed.** (Page 25)

B. Proposed Meeting Date Change

APPROVE

The next meeting date is January 2, 2009. Consider rescheduling to January 9, 2009.

C. Cash Reserve

APPROVE

Approve **enclosed** Resolution authorizing transfer of Authority funds to Local Agency Investment Fund. (Page 29)

D. FY 2008/09 Budget Amendment No. 1

APPROVE

The proposed FY 2008/09 Agency Budget Amendment No. 1 is **enclosed.** (Page 31)

E. Contract with RAPS, Inc.

DISCUSS

Discuss extension of contract with RAPS, Inc.

F. FY 2007/08 Agency Audit

ACCEPT

Receive oral report from independent auditor.

G. Legislative Outreach

ACCEPT

Receive oral report. (Laclergue/Phillips)

8. PLANNING

A. Soap Lake Preservation Project

ACCEPT

Accept oral report. (Gutierrez).

B. Lower Pajaro River Project

ACCEPT

Accept oral report. (Laclergue)

9. CORRESPONDENCE AND ANNOUNCEMENTS

A. Oral

B. Written

None

10. ADJOURNMENT

Next Meetings:

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

September 5, 2008

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Vice Chair Campos presiding, convened at 9:02 a.m. on Friday, September 5, 2008 at the Monterey County Water Resources Agency, Salinas, 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 (9:10)	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: Carol Presley, SCVWD; Jim Slater and Bill Phillips, MCWRA; Lidia Gutierrez; Gutierrez Consultants; Mike Sapurno, County of Santa Cruz; Chris Frietas, Santa Clara County; Kenn Reiller and Lois Robin, Sierra Club; Nick Papadakis & Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

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

There were no oral communications from the Board.

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

There were no oral communications from the public.

6. CONSENT AGENDA

A. June 27, 2008 Meeting Recommendations

The following items were recommended for approval by the Board of Directors, when they met as a committee of the whole on June 27, 2008.

1. Minutes of the May 2, 2008 Meeting

The minutes of the May 2, 2008 Board meeting were enclosed for approval.

2. Approval of Payments to RAPS, Inc., for April and May 2008

Enclosed were the April and May 2008 invoices for approval.

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

Enclosed for approval were the April and May 2008 invoices for Lidia Gutierrez's work on the Soap Lake Preservation Project.

4. FY 2008/09 Agency Budget

Staff memorandum and the proposed FY 2008/09 agency budget were enclosed for approval.

5. Contract with RAPS, Inc. for July 1 to December 31, 2008

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

6. FY 2008/09 Contract with Downey/Brand

Enclosed for approval was 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.

7. Soap Lake Preservation Project

Draft Guidelines, Project Assessment and Evaluation Plan and the Grant Program Timeline for Grant submittals were separately enclosed.

B. Minutes of the June 27, 2008 Meeting

Minutes for the June 27, 2008 Board of Directors meeting were enclosed for the Board's approval.

C. Approval of Payments for RAPS, Inc. for June and July 2008

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

D. Approval of Payment to Gutierrez Consultants for June and July 2008

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

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

The Executive Coordinator requested that Item 8. Planning be considered before Item 7. Administration, in order to wait for the arrival of Supervisor Calcagno.

Presiding member Campos reversed the order of these two items.

8. PLANNING

A. Soap Lake Preservation Project

Lidia Gutierrez reported on the July 24, 2008 Public Meeting held at the San Benito Water District regarding the grant guidelines. Ms. Gutierrez also reported two comments were received from Don Marcus, County of San Benito and Lloyd Wagstaff, The Nature Conservancy.

Lidia Gutierrez provided the Board with a revised timeline. Request for Proposals letters will be mailed out.

Supervisor Calcagno arrived and took over as Chair.

B. Lower Pajaro River Project

Bill Phillips, Monterey County Water Resources Agency reported that they are waiting for a response from the U.S. Army Corps of Engineers regarding the \$600,000 contribution from local sponsors. Mr. Phillips also reported that the levees on the County of Monterey side will be inspected by the Corps and that a formal letter will not be received for about a month.

7. ADMINISTRATION

A. Staff Working Group Meeting Notes

The Staff Working Group Meeting Notes for the meeting of July 16, 2008 and August 20, 2008 were enclosed for the Board's information.

B. Legislative Outreach Report

Director Calcagno gave reported that the August 14, 2008 Legislative meeting which was held at the Conference Room of the Ausonio Library in Castroville was well attended by our local legislative representatives. There was a review of the accomplishments of the Authority, on the levees and the Lower San Benito River Project.

Director Bettencourt stated that the Authority's united front impressed the legislative representatives.

Director Calcagno directed staff to call a special meeting to review the EIR document with the legislative representatives and the U.S. Army Corps of Engineers before the document goes public.

9. CORRESPONDENCE AND ANNOUNCEMENT

A. Oral

None

B. Written

1. Enclosed was the letter from Monterey County Water Resources Agency and the Santa Cruz County & Water Conservation District to Lt. Col. Laurence M. Farrell, U.S. Army Corps of Engineers welcoming him to the San Francisco District Office.

10. ADJOURN

The meeting was adjourned at 9:29 a.m.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

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

Consent Item 6.B
Page 9

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

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

September 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 August 1 through August 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 November 7, 2008.

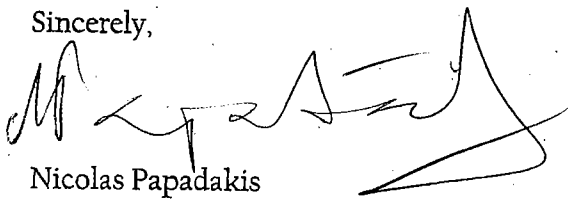
Work Element 530 - Agency Administration

Executive Coordinator	11.5 hours @ \$ 246.03	\$ 2,829.35
Associate Planner	0 hours @ \$ 112.66	\$ -
Management Assistant	41 hours @ \$ 79.01	\$ 3,239.41
	Subtotal	<u>\$ 6,068.76</u>

* Rates approved by the board on 09/05/08.

Total now due: \$ 6,068.76

Sincerely,



Nicolas Papadakis
Executive Coordinator

Attachments

**Regional Analysis and Planning Services
(RAPS)**
Invoice for PRWFPA
July 1-July 31, 2008

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator Rate/hr		135.42	110.61	246.03
Project 530 Admin	11.50	1,557.33	1,272.02	2,829.35
Subtotal	11.50	1,557.33	1,272.02	2,829.35
Associate Planner Rate/hr		62.01	50.65	112.66
Project 530 Admin				
Subtotal				
Management Assistant Rate/hr		43.49	35.52	79.01
Project 530 Admin	41.00	1,783.09	1,456.32	3,239.41
Subtotal	41.00	1,783.09	1,456.32	3,239.41
Total	52.50	3,340.42	2,728.34	6,068.76

Tasks Completed:

Executive Coordinator:

- WE 530: SWG agenda preparation and meeting attendance (8/20)
- Legislative meeting attendance; Board agenda preparation

Administrative Assistant:

- WE 530: SWG agenda preparation, distribution and meeting attendance (8/20)
- Legislative meeting preparation & attendance
- Board agenda preparation & distribution

Regional Analysis and Planning Services
Status of WE 530
Year-to-Date vs Budget
FY2008/09

	<u>WE 530 Admin</u>	<u>TOTAL</u>
Budget*	\$ 40,000.00	\$ 40,000.00
Amount Spent:		
July, 2008	\$ 1,993.25	\$ 38,006.75
August, 2008	\$ 6,068.76	\$ 31,938.00
September, 2008	\$ -	\$ -
October, 2008	\$ -	\$ -
November, 2008	\$ -	\$ -
December, 2008	\$ -	\$ -
January, 2009	\$ -	\$ -
February, 2009	\$ -	\$ -
March, 2009	\$ -	\$ -
April, 2009	\$ -	\$ -
May, 2009	\$ -	\$ -
June, 2009	\$ -	\$ -
Subtotal	<u>\$ 8,062.01</u>	<u>\$ 31,938.00</u>
Balance Available		<u>\$ 31,938.00</u>

* Approved by the board on 09/05/08.

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

October 8, 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 September 1 through September 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 November 7, 2008.

Work Element 530 - Agency Administration

Executive Coordinator	5 hours @ \$ 246.03	\$ 1,230.15
Associate Planner	0 hours @ \$ 112.66	\$ -
Management Assistant	18 hours @ \$ 79.01	\$ 1,422.18
	Subtotal	<u>\$ 2,652.33</u>

* Rates approved by the board on 09/05/08.

Total now due: \$ 2,652.33

Sincerely,

Nicolas Papadakis
Executive Coordinator

Attachments

Regional Analysis and Planning Services
(RAPS)

Invoice for PRWFPA
September 1-September 30, 2008

Position Title	Total Hours	Personnel Cost	Overhead Cost	Total Cost
Executive Coordinator Rate/hr		135.42	110.61	246.03
Project 530 Admin	5.00	677.10	553.05	1,230.15
Subtotal	5.00	677.10	553.05	1,230.15
Associate Planner Rate/hr	-	62.01	50.65	112.66
Project 530 Admin	-	-	-	-
Subtotal	-	-	-	-
Management Assistant Rate/hr		43.49	35.52	79.01
Project 530 Admin	18.00	782.82	639.36	1,422.18
Subtotal	18.00	782.82	639.36	1,422.18
Total	23.00	1,459.92	1,192.41	2,652.33

Tasks Completed:

Executive Coordinator:

WE 530: SWG agenda preparation
FPA BOD meeting attendance (9/5)

Management Assistant:

WE 530: SWG agenda preparation, distribution and meeting attendance (9/17)
FPA BOD meeting attendance (9/5)
Grant guidelines distribution

Regional Analysis and Planning Services
Status of WE 530
Year-to-Date vs Budget
FY2008/09

	<u>WE 530 Admin</u>	<u>TOTAL</u>
Budget*	\$ 40,000.00	\$ 40,000.00
Amount Spent:		
July, 2008	\$ 1,993.25	\$ 38,006.75
August, 2008	\$ 6,068.76	\$ 31,938.00
September, 2008	\$ 2,652.33	\$ 29,285.67
October, 2008	\$ -	\$ -
November, 2008	\$ -	\$ -
December, 2008	\$ -	\$ -
January, 2009	\$ -	\$ -
February, 2009	\$ -	\$ -
March, 2009	\$ -	\$ -
April, 2009	\$ -	\$ -
May, 2009	\$ -	\$ -
June, 2009	\$ -	\$ -
Subtotal	<u>\$ 10,714.34</u>	<u>\$ 29,285.67</u>
Balance Available		<u>\$ 29,285.67</u>

* Approved by the board on 09/05/08.

Gutierrez Consultants

SEP 11 2008

September 9, 2008

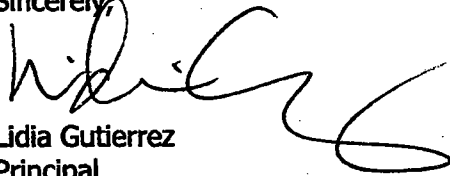
Mr. Nick Papadakis, Executive Director
Association of Monterey Bay Area Governments
Post Office Box 809
Marina, CA 93933-0809

Dear Nick,

Attached is an invoice from Gutierrez Consultants for professional services provided from August 4, 2008 through August 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 \$4,640 and the budget remaining is \$198,343.

Sincerely,



Lidia Gutierrez
Principal

PO# _____	Check # _____
Rec'd by _____	Math Rec By <u>C.O.</u>
PM Appr _____	Adm Appr <u>AC</u>
ED Appr _____	Acct Code <u>5300.02</u>

Consent Item 6.C

Page 16

Gutierrez Consultants

5000 Lilac Ridge Road
San Ramon, CA 94582

Date	Invoice #
9/9/2008	131

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	27	Prepare Leg Conf presentation; participate in conference call reviewing and editing presentation; prepare for and attend Leg Conference; prepare for and attend Staff Working Group meeting; prepare SWG meeting minutes; revise grant timeline	165.00	4,455.00
Reimb Group		Fuel: 8/14/08 FPA Leg Conference	44.37	44.37
		Rental: 8/14/08 Leg Conference	52.83	52.83
		Fuel: 8/20/08 SWG Meeting	26.24	26.24
		Rental: 8/20/08 SWG Meeting	45.46	45.46
		Total Reimbursable Expenses		168.90
		Markup	10.00%	16.89
		Total Reimbursable Expenses		185.79
			Total	\$4,640.79

Invoice Budget Summary
for
Soap Lake Preservation Project

Task	Budget	Job-to-Date	8/4/08- 8/31/08	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	\$24,750	\$4,455	\$2,475
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	\$9,405	\$0	\$2,475
Subtask 1.9 Partner Facilitation	\$23,760	\$1,651	\$0	\$22,109
Subtotal	\$170,280	\$44,386	\$4,455	\$121,439
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	\$1,890	\$186	\$12,224
Total	\$249,260	\$46,276	\$4,641	\$198,343

FPA

>>Return<< RA Document 594100161
RESERVATION # 47414615-US-3F
CAR# 0 8 5 4 8 5 6 2 Car Group E
RED PONT VIB2 4DR CA 6DZY992

Rate	2A/E	2	DY	0	HR	=	
	194	MI	@		.00	=	
	0	HR	@		25.50	=	
	2	DY	@		50.99	=	101.98
	0	WK	@		254.95	=	
2A/E	200	FM					
Discount		5.0%				=	5.10
Subtotal						=	96.88
Tax	8.250%					+ =	7.99
Total Charges						=	104.87
AMOUNT DUE			CV		USD	=	104.87

GUTIERREZ, LIDIA

WIZ# = W3G88Z AWD# = A278200

Out SAN RAMON CA F13AUG08/0840
In SAN RAMON CA 15AUG08/0900
Miles-Out 5019 Miles-In 5413
Miles Driven 394 Fuel In 8/8
Method of pay = CLUB
VISA XXXXXXXXXXXX9270

1/2 = \$52.43

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.

CA0A/2AA9/08228/12:00/0

THANK YOU-COME AGAIN
TO VALERO
CORNER STORE
VALERO.COM

0000000000-000

DATE 08/14/08
TIME 10:12 AM
AUTH# 064268

VISA

PUMP PRODUCT PPG
03 UNLD \$4.049

GALLONS TOTAL
18.958 \$44.37

Store #3728
11775 Meritt Street

FPA

>>Return<< RA Document 594101281
CAR# 05563832 Car Group G
SIL FORD E350 VAN CA 6EAY059

Rate PU/G	2 DY	0 HR	
0 MI @		17.51	=
0 HR @		35.00	=
2 DY @		299.99	=
0 WK @			=
PU/G	434FM		
TIME & MILEAGE			70.00
Subtotal			83.99
Tax 8.250%			+ 6.93
Total Charges			= 90.92
AMOUNT DUE	CV	USD	= 90.92

GUTIERREZ, LIDIA

WIZ# = W3G88Z AWD# = A278200

Out SAN RAMON CA 19AUG08/0841
In SAN RAMON CA 21AUG08/0822
Miles-Out 6188 Miles-In 6189
Miles Driven 434 Fuel In 8/8
Method of pay = CLUB
VISA XXXXXXXXXXXX9270

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.
CA08/2AA9/08234/11:22/0

Leavesley Chevron
401 Leavesley Rd
Gilroy Ca. 95020, Ca
STN 00090049

08/20/08 09:25:19

E/VISA
XXXXXXXXXXXX9270
Invoice# 4948695
Auth# 056755

Pump#: 7
6.629 G @ \$ 3.959
Unle/Self \$ 26.24
Total \$ 26.24

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

THANK YOU FOR YOUR
BUSINESS
PLEASE COME AGAIN

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JUL 17 2008

INVOICE

July 14, 2008
Invoice No. 352404
Page: 1

Pajaro River Watershed Flood Prevention
Attn: Nicolas Papadakis
c/o RAPS, Inc.
P.O. Box 809
Marina, CA 93933

For Services Rendered Through June 30, 2008

Re: General
Our Matter No. 33574.00000

Date	Description	Tkpr	Hours	Rate	Amount
06/09/08	Review draft guidelines for grants under Soap Lake Floodplain Preservation Project and background documents related to project; telephone conversation with A. Flores regarding background on Staff Working Group process; call to N. Gleason regarding real property contamination issues for transactions and related protections for Authority.	APC	2.90	260.00	754.00
06/09/08	Assess risks of environmental contamination liability associated with providing grants for acquisition of potentially contaminated property and identify appropriate steps to minimize liability.	NRG	0.20	325.00	65.00
06/12/08	Summarize comments on grant document for K. O'Brien.	APC	0.50	260.00	130.00
06/13/08	Continue to review grant proposal and formulate comments regarding Phase I assessments and real estate closing issues.	APC	0.50	260.00	130.00
06/16/08	Draft comments on grant guidelines regarding escrow closing and Phase I assessment language; conference call with B. McCormick regarding real estate issues.	APC	1.80	260.00	468.00
06/16/08	Telephone conference with A. Clark regarding grant distribution controls.	RMM	0.30	325.00	97.50
06/17/08	Finalize and send comments on grant guidelines to A. Flores.	APC	0.50	260.00	130.00

Total Fees for Professional Services: \$ 1,774.50 ✓

PO# _____ Check # _____
 Rec'd by _____ Math Rec By AC
 PM Appr _____ Adm Appr CB
 ED Appr _____ Acct Code 5309

IDENTIFICATION
NUMBER
94 0438033

THIS ACCOUNT IS NOW DUE
AND PAYABLE. IF PAYMENT
IS NOT RECEIVED WITHIN 30 DAYS
A LATE CHARGE
WILL BE ADDED.



INVOICE

July 14, 2008
 Invoice No. 352404
 Page: 2

Pajaro River Watershed Flood Prevention
 Attn: Nicolas Papadakis
 c/o RAPS, Inc.
 P.O. Box 809
 Marina, CA 93933

Summary of Fees by Timekeeper

Timekeeper	Rate	Hours	Amount
McCormick, Robert M.	325.00	0.30	97.50
Gleason, Nicole R.	325.00	0.20	65.00
Clark, Andrea	260.00	6.20	1,612.00
Total Fees Rendered this Period:			\$ 1,774.50

Reimbursable Costs

Date	Description	Vendor	Tkpr	Amount
	Telephone - Long Distance			1.00
Total Reimbursable Costs:				\$ 1.00

IDENTIFICATION
 NUMBER
 94 0438033

THIS ACCOUNT IS NOW DUE
 AND PAYABLE. IF PAYMENT
 IS NOT RECEIVED WITHIN 30 DAYS
 A LATE CHARGE
 WILL BE ADDED.



Pajaro River Watershed Flood Prevention
Attn: Nicolas Papadakis
c/o RAPS, Inc.
P.O. Box 809
Marina, CA 93933

INVOICE

July 14, 2008
Invoice No. 352404
Page: 3

Summary of Charges Previously Rendered and Billed

Description	Amount
MATTER BALANCE BROUGHT FORWARD	\$0.00
Current Fees For Professional Services	\$1,774.50
Current Disbursements/Reimbursable Costs	\$1.00
Total Balance Due for This Invoice.....	\$ 1,775.50
Total Balance Due for This Matter.....	<u>\$ 1,775.50</u>

Payment Due By 08/13/08. ✓

IDENTIFICATION
NUMBER
94 0438033

THIS ACCOUNT IS NOW DUE
AND PAYABLE. IF PAYMENT
IS NOT RECEIVED WITHIN 30 DAYS
A LATE CHARGE
WILL BE ADDED.



Consent Item 6.D
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REMITTANCE COPY

Pajaro River Watershed Flood Prevention
Attn: Nicolas Papadakis
c/o RAPS, Inc.
P.O. Box 809
Marina, CA 93933

July 14, 2008
Invoice No. 352404
Page 4

For Services Rendered Through June 30, 2008

Re: General
Our Matter No. 33574.00000

Matter Balance Brought Forward		\$0.00
Current Fees for Professional Services	\$1,774.50	
Current Disbursements/Reimbursable Costs	\$1.00	
Total Balance Due for This Invoice		\$1,775.50
Total Balance Due for This Matter.....		<u>\$ 1,775.50</u>

Please remit payment by 08/13/08

Return this remittance copy with your payment. Thank you.

280474 FDETAILM.rtf

IDENTIFICATION
NUMBER
94 0438033

THIS ACCOUNT IS NOW DUE
AND PAYABLE. IF PAYMENT
IS NOT RECEIVED WITHIN 30 DAYS
A LATE CHARGE
WILL BE ADDED.



**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, September 17, 2008
10:00 a.m.
Watsonville City Hall

Present: Chris Freitas and Clara Spaulding, Santa Clara County; Jim Slater, MCWRA, Bruce Laclergue, Santa Cruz County (also representing Flood Control Zone 7) and Lissette Knight, San Benito County.

Also Present: Lidia Gutierrez, Gutierrez Consultants; Lloyd Wagstaff, The Nature Conservancy; Steve Palmisano, City of Watsonville and Ana Flores, RAPS, Inc.

Soap Lake Area Proposed Projects Referrals

The SWG reviewed the Betabel Flea Market Project proposal.

Chris F. will draft letter of comment and will send it to the SWG members for review.

Soap Lake Preservation Project Implementation

Lidia G. reported that the notice for the grant guidelines were distributed and are waiting for applications to be submitted.

Legislative Advocacy

Jim S. reported that Monterey County had their annual levee inspection and Santa Cruz County will have their inspection later today. The U.S. Army Corps of Engineers will send a report

San Benito River Watershed Study

Bruce L. will draft the one page summary that was requested at the Legislative meeting.

Continuing Legal Education International Seminar

Lidia G., Carol P., and Lissette K. will attend the seminar scheduled for November 17-18, 2008.

Ana F. will make the arrangements.

Approval of Invoices

The August 2008 invoices submitted by RAPS, Inc. and Gutierrez Consultants were reviewed.

Motion made by Jim Slater, seconded by Chris Freitas, to approve the August 2008 invoices submitted by RAPS, Inc. and Gutierrez Consultants. Motion passed.

Other

None.

*Submitted by Ana Flores

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Flood Prevention Authority**

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MEETING NOTES

Pajaro River Watershed Flood Prevention Authority

Staff Working Group

Wednesday, October 15, 2008

10:00 a.m.

Gilroy City Hall

Present: Chris Freitas and Clara Spaulding, Santa Clara County; Mike Sapunor, Santa Cruz County (also representing Flood Control Zone 7); Carol Presley and Scott Wilson, Santa Clara Valley Water District; and Lissette Knight, San Benito County

Also Present: Lloyd Wagstaff, The Nature Conservancy; and Ana Flores, RAPS, Inc.

Soap Lake Area Proposed Projects Referrals

Chris F. reported on the referral from Uesugi Farms for expansion of their fruit stand which will include pavement for parking.

Lissette K. will draft a comment letter and send it Ana F. for distribution.

Soap Lake Preservation Project Implementation

Lidia G. was not able to attend but coordinated with Ana F. to report that DWR has committed to executing the Prop 50 grant agreement and is expected to sign the contract by mid-November.

The Soap Lake grant applications were due on Friday, October 10 and no applications were received by RAPS, Inc. Lidia G. will work with Ana F. to send out notices that it is now an open enrollment.

Legislative Advocacy

Ana F. stated that the one page summary from the August 14, 2008 Legislative meeting will be included in the November 12, 2008. Mike S. will contact Bruce L.

San Benito River Watershed Study

Carol P. requested information from Mike S. regarding the cost share agreement with the Corps. Mike believes that there is confusion at the Corp level as to how to accept money from the Authority.

Mike S. will ask Bruce L. to contact Tom Kendall, U.S. Army Corps of Engineers regarding the cost sharing agreement between the FPA and the Corps.

Mike S. also reported that in the week of October 20th the County of Santa Cruz, County of Monterey, City of Watsonville, MCWRA and the legislative representatives from Congressman Sam Farr, Senator Abel Maldonado and Assemblymember John Laird will be meeting with the U.S. Army Corp of Engineers regarding the downstream project.

Approval of Invoices

The September 2008 invoice submitted by RAPS, Inc. was reviewed.

Motion made by Chris Freitas, seconded by Carol Presley to approve the September 2008 invoice submitted by RAPS, Inc. Motion passed.

Gutierrez Consultants did not submit and invoice.

Board Agenda Items

The SWG was not aware of the contents of the Budget Amendment No. 1 at the time of this meeting.

Other

None.

*Submitted by Ana Flores

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**A RESOLUTION
OF THE BOARD OF DIRECTORS OF THE
PAJARO RIVER WATERSHED FLOOD PREVENTION AUTHORITY
PROMULGATING THE AGENCY INVESTMENT POLICY FOR
FISCAL YEAR 2008/09**

WHEREAS, the California Government Code requires that the legislative body annual approve a statement of investment policy; and,

WHEREAS, the investment of idle public funds should be in minimum risk types or forms of investments;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Pajaro River Watershed Flood Prevention Authority that all idle funds of this agency shall be invested in the State of California Local Agency Investment Fund, or in Federal Deposit Insurance Corporation insured accounts in banks or savings and loan associations.

PASSED AND ADOPTED this 7th day of November, 2008.

Louis Calcagno, Chair PRWFPA

Nicolas Papadakis, Executive Coordinator

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Pajaro River Watershed Flood Prevention Authority

FY 2008/09 Budget

FY 2008-09	FY 2008-09
Approved	Amend. No. 1
9/5/2008	11/7/2008

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	\$ 107,200	\$ 107,200
Total	\$ 171,200	\$ 171,200

PRIOR PERIOD REVENUE (Carry-Over)

Member Agencies Contributions - Legal	\$ 4,000	\$ 4,000
Member Agencies Contributions - Agency Admin.	\$ 7,000	\$ 7,000
From Reserve	\$ -	\$ -
Unallocated Reserves	\$ -	\$ -
Legal Reserve	\$ 49,998	\$ 49,998
General Reserve	\$ 73,877	\$ 73,877
Total	\$ 134,875	\$ 134,875

Total Revenue \$ 306,075 \$ 306,075

EXPENDITURES

Agency Administration

RAPS, Inc./Other Entity	\$ 40,000	\$ 40,000
Legal Fees	\$ 8,000	\$ 8,000
Liability Insurance	\$ 1,200	\$ 1,200
Travel (Board)	\$ 6,000	\$ 6,000
Travel (Staff, SWG, Contractor)		\$ 2,600
Misc. Expense (audit, mileage, etc.)	\$ 2,000	\$ 2,000

Soap Lake Preservation Project

RAPS, Inc.	\$ 27,200	\$ 27,200
Gutierrez Consultants	\$ 70,000	\$ 70,000
Legal	\$ 10,000	\$ 10,000
Consulting Services (Grant Seeking, Eng. Support, etc.)	\$ 18,000	\$ 18,000
Gutierrez Consultants for advance Soap Lake Preservation Project work	\$ -	\$ -
U.S. Army Corps of Engineers	\$ 17,000	\$ 17,000
Total	\$ 199,400	\$ 202,000

BALANCE FORWARD

Legal Reserve	\$ 53,998	\$ 53,998
General Reserve	\$ 52,677	\$ 50,077
Total	\$ 106,675	\$ 104,075

Total Expenditures \$ 306,075 \$ 306,075