

Pajaro River Watershed Flood Prevention Authority Board of Directors Agenda

c/o RAPS, Inc.
P.O. Box 2453
Seaside, CA 93955
(831) 883-3750

PRWFPA Chair – Anthony Botelho
PRWFPA Vice Chair – Nancy Bilicich

LOCATION:
San Benito County Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023

February 7, 2020

9:00 a.m.

PRWFPA Board of Director joining via phone:

Mike Wasserman: 70 W. Hedding Street, San Jose, CA 95110

408-299-5010

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA
(A maximum of three minutes on any subject not on the agenda)
5. ORAL COMMUNICATIONS FROM THE BOARD ON ITEMS NOT ON THE AGENDA
6. ELECTION OF OFFICERS FOR 2020
Recommended Action: ELECT
-Maura Twomey, RAPS, Inc.
7. PRESENTATIONS
 - A. Draft Audited Financial Statements for FY 2018-2019
Recommended Action: INFORMATION
-Errol Osteraa, RAPS, Inc.

Receive a presentation from Luis Najera, CPA from Moss, Levy & Hartzheim, LLP, on the PRWFPA's Draft Audited Financial Statements for fiscal year 2018-2019. (separately enclosed). (Page 5)

8. CONSENT AGENDA

Recommended Action: APPROVE

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.

**A. Minutes of the December 13, 2019 Board of Directors Meeting
-Ana Flores, RAPS, Inc.**

Approve the minutes of the December 13, 2019 Board of Directors meeting.
(Page 7)

**B. Approval of Payment to Gutierrez Consultants
-Lidia Gutierrez, Gutierrez Consultants**

Approve the December 2019 invoice for services rendered by Gutierrez Consultants. (Page 11)

**C. Approval of Payment to RAPS, Inc.
-Maura Twomey, RAPS, Inc.**

Approve the December 2019 invoices for services rendered by RAPS, Inc. (Page 13)

**D. Financial Update Report
-Errol Osteraa, RAPS, Inc.**

Accept the financial update report which provides an update on PRWFPA's current financial position and accompanying financial statements. (Page 17)

9. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND POSSIBLE ACTION

10. ADMINISTRATION

**A. Planning the Celebration of the Signing of the Director's Report for the Pajaro River Flood Risk Reduction Project
Recommended Action: DIRECT
-Maura Twomey, Executive Coordinator, RAPS, Inc.**

Direct staff to plan an event to celebrate the signing of the Director's Report.

11. PLANNING

A. Pajaro River Flood Risk Reduction Project Letters of Support

Recommended Action: APPROVE

-Mark Strudley, County of Santa Cruz

Approve letters of support for the Santa Cruz County Zone 7 Flood Control District's grant applications to the Coastal Watershed Flood Risk Reduction Grant Program with the California Department of Water Resources and the Urban Flood Protection Grant Program with the California Natural Resources Agency. (Page 25)

B. Pajaro River Flood Risk Reduction Project Update

Recommended Action: INFORMATION

-Mark Strudley, County of Santa Cruz

Receive an update on Pajaro River Flood Risk Reduction Project.

12. OTHER BUSINESS

13. ADJOURN

REFERENCE ITEMS:

A. 2020 Calendar of Meetings (Page 31)

B. Acronym Guide (Page 33)

NEXT BOARD OF DIRECTORS MEETING:

Date: April 3, 2020

**Location: Santa Clara Valley Water District
5750 Almaden Expressway
San Jose, CA 95118**

Time: 10:00 AM

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 Ana Flores at 831-883-3750, or by email aflores@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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MEMORANDUM

Member Agencies:

County of Monterey
County of San Benito
County of Santa Clara
County of Santa Cruz
Monterey County Water Resources Agency
San Benito County Water District
Santa Clara Valley Water District
Santa Cruz County Zone 7 Flood Control District

TO: PRWFPA Board of Directors
FROM: Maura F. Twomey, Executive Coordinator
RECOMMENDED BY: Errol Osteraa, Director of Finance & Administration
SUBJECT: Draft Audited Financial Statements for FY 2018-2019
MEETING DATE: February 7, 2020

RECOMMENDATION:

Receive presentation from Moss, Levy & Hartzheim, LLP, on PRWFPA's Draft Audited Financial Statements for fiscal year (FY) 2018-2019.

BACKGROUND/DISCUSSION:

Pursuant to PRWFPA's by-laws, an independent audit firm performs an annual financial audit and an opinion is issued on PRWFPA's financial position as of the year ended June 30. The Draft Audited Financial Statements for FY 2018-2019 is for the period ending June 30, 2019. PRWFPA received an unmodified ("clean") opinion.

The Draft Audited Financial Statements for FY 2018-2019 (separately enclosed) are comprised of two sections:

- **Financial Section** – this section has the independent auditors' report from Moss, Levy & Hartzheim, LLP; the Management Discussion and Analysis, which is management's overview of PRWFPA's financial position; a description of how the budget is adopted and managed; identification of any major issues and projections for the future; the government-wide and fund financial statements; and notes disclosures of the financial statements.

- **Required Supplementary Information** – this section includes budgetary comparison schedules for the general fund and for each major special revenue fund that has a legally adopted annual budget.

FINANCIAL IMPACT:

The Management Discussion and Analysis section of the Draft Audited Financial Statements for FY 2018-2019 discloses management’s perspective on the financial position of PRWFPA. PRWFPA had a positive net position of \$625,941 representing a decrease of \$32,828 over the prior year fiscal year.

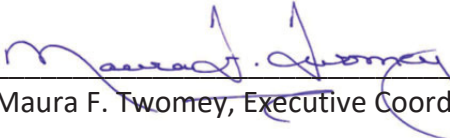
COORDINATION:

The Association of Monterey Bay Area Governments (AMBAG) staff worked with auditors from Moss, Levy & Hartzheim, LLP prior to, during and subsequent to onsite audit fieldwork to ensure the timely and successful completion of this audit.

ATTACHMENT:

1. Draft Audited Financial Statements for FY 2018-2019 are separately enclosed.

APPROVED BY:



Maura F. Twomey, Executive Coordinator

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

December 13, 2019

1. CALL TO ORDER

The Board of Directors of the Pajaro River Watershed Flood Prevention Authority, Chair Botelho presiding, convened at the Watsonville Civic Center Plaza Building, Council Chambers, 275 Main Street, 4th Floor, Watsonville, CA 95076 at 11:32 a.m. on Friday, December 13, 2019.

2. PLEDGE OF ALLEGIANCE

Chair Botelho led the Pledge of Allegiance.

3. ROLL CALL

Members – Board of Directors	Representative	Present	Absent
County of San Benito	Supervisor Anthony Botelho	X	
County of Santa Cruz	Supervisor Greg Caput (11:35 am)	X	
County of Monterey	Supervisor John Phillips	X	
County of Santa Clara	Supervisor Mike Wasserman via Phone	X	
Monterey County Water Resources Agency	Director Abby Taylor-Silva		X
San Benito County Water District	Director Frank Bettencourt	X	
Santa Clara County Water District	Director John Varela	X	
Zone 7 Flood Control District	Director Nancy Bilicich	X	
City of Gilroy (Associate Member)	Vacant	--	--
City of Hollister (Associate Member)	Vacant	--	--
City of Morgan Hill (Associate Member)	Rene Spring		X

Others Present: Bruce Laclergue; Mark Foxworthy, MCWRA; Jackie McCloud, City of Watsonville; Lidia Gutierrez, Gutierrez Consultants; Mark Strudley, County of Santa Cruz; Antonella Gentile, County of Santa Cruz; Rusty Barker, County of Santa Cruz; Tony Gregorio, County of Santa Cruz; Maura Twomey, and Ana Flores, Regional Analysis and Planning Services, Inc. (RAPS, Inc.).

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

None.

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

Director Bilicich stated that she is looking forward to the Legislative Conference with Congressman Panetta and the US Army Corps of Engineers.

Chair Botelho stated that he was looking forward to the Legislative Conference and for some great presentations.

Director Varela gave an update on the Anderson Dam Seismic Retrofit. Assemblymember Zoe Lofgren assembled regulators, mayors of the City of Gilroy and the City of Morgan Hill, Supervisor Mike Wasserman's office, and the SCVWD in Washington D.C. to discuss the regulators benchmarks for the project. The benchmarks must be achieved prior to the teardown and rebuilding of the dam. This will delay the process upwards of 5 to 8 years. Director Varela added that the regulators are committed to expediting the process, benchmarks and timelines. Congressman Panetta suggested that the group meet more regularly with the regulators in Washington D.C. so that this project can move forward and finished.

Director Caput arrived (11:35 am).

6. CONSENT

A. Minutes of the June 7, 2019 Board of Directors Meeting

The minutes of the June 7, 2019 Board of Directors meeting were approved.

B. Approval of Payment to Gutierrez Consultants

The invoices for services rendered by Gutierrez Consultants from May 2019 – November 2019 were approved.

C. Approval of Payment to RAPS, Inc.

The invoices for services rendered by RAPS, Inc. from May 2019 – November 2019 were approved.

D. ABC Law Firm Invoices

The invoices for services rendered by ABC Law Firm were approved.

E. Draft 2020 Calendar of Meetings

The draft 2020 Calendar of meetings was approved.

F. Financial Update Report

The financial update report was accepted.

Motion made by Director Wasserman, seconded by Director Varela to approve the consent agenda. Motion passed unanimously.

7. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND POSSIBLE ACTION

None.

8. Other Business

Mark Strudley, County of Santa Cruz, announced that the Zone 7 Flood Control District received the signed Director's Report on the Pajaro River Flood Risk Reduction Study from the US Army Corps of Engineers. Mr. Strudley thanked the PRWFPA Board for their support of the Project. This is a major milestone and agreed with Director Wasserman's earlier statement that the PRWFPA should celebrate this. Congressman Panetta will make this announcement at the Legislative Conference.

Chair Botelho thanked all the present and past PRWFPA Board members and staff for all their hard work to get to this point.

Director Phillips thanked Mark Strudley for what he's done and all he has accomplished.

Director Caput thanked Mark Strudley for his hard work. He also thanked Congressman Panetta as he brought new energy and a new push to get funding opened up for the Project. Director Caput also requested a copy of the signed Directors Report.

Director Wasserman stated that today is a great day.

Vice Chair Bilicich thanked Mark Strudley, Zone 7 Flood Control District, Chairman Friend, and the PRWFPA for their persistence. Congressman Panetta has also been very persistent and it's because of this kind of leadership, where everyone is working together that finally we had some success.

9. ADJOURNMENT

The PRWFPA Board of Directors meeting adjourned to the 2019 Legislative Conference.

The meeting adjourned at 11:40 a.m.

DRAFT

PRWFPA BOARD OF DIRECTORS MEETING ATTENDANCE & VOTING RECORD

BOARD MEETING DATE: December 13, 2019

Attendance (X= Present; AB= Absent) Voting (Y= Yes; N=No; A=Abstain)						
MEMBER	PRWFPA REP	Attendance	Item# 6 Consent	--	--	--
County of Monterey	John Phillips	X	Y	-	-	-
County of San Benito	Anthony Botelho	X	Y	-	-	-
County of Santa Clara	Mike Wasserman	X	Y	-	-	-
County of Santa Cruz	Greg Caput	X	Y	-	-	-
Monterey County Water Resources Agency	Abby Taylor-Silva	AB	-	-	-	-
San Benito County Water District	Frank Bettencourt	X	Y	-	-	-
Santa Clara Valley Water District	John Varela	X	Y	-	-	-
Zone 7 Flood Control	Nancy Bilicich	X	Y	-	-	-
Associate Members (Non-Voting Members)						
City of Gilroy (Associate Member)	Vacant	-				
City of Hollister (Associate Member)	Vacant	-				
City of Morgan Hill (Associate Member)	Rene Spring	AB				

(* = Board Members that arrived late, therefore, did not vote on the item. Please refer the minutes)



Gutierrez Consultants

January 9, 2020

Ms. Maura Twomey, Executive Director
Pajaro River Watershed FPA
Post Office Box 2453
Seaside, CA 93955-2453

Dear Maura:

Attached is an invoice from Gutierrez Consultants for professional services provided from December 1, 2019 through December 31, 2019. The services were provided in accordance with the Soap Lake Floodplain Preservation Project Contract. The invoice is for a total amount of \$7,314.16 and the balance remaining is \$44,457.87.

Sincerely,

Lidia Gutierrez
Principal

Gutierrez Consultants
 118 Diablo Ranch Court
 Danville, CA 94506

Invoice

Bill To:
Pajaro River Watershed FPA PO Box 2453 Seaside, CA 93955-2453

Date	Invoice No.	Project	Service Period
01/09/20	1448		12/1/19-12/31/19

Item	Description	Quantity	Rate	Amount
FPA Subtask 1.9 Partner Facilit	Prepare for and participate in December 3, 2019 Staff Working Group meeting in Watsonville; review draft Legislative conference powerpoint presentation; review revised draft Legislative Conference poster boards; revise invoice documents for accessibility compliance; prepare for and participate in call with DWR to prepare for Legislative Conference; review revised draft Legislative Conference meeting materials and presentations; Call with staff and lobbyist regarding Legislative Conference Powerpoint Presentation and key messages; review final Legislative conference documents and presentation; general legislative conference coordination and preparation; review final posters and powerpoint presentations; prepare for and attend December 13, 2019 Board of Directors Meeting and Legislative Conference in Watsonville	30	237.00	7,110.00
ODCs	Mileage: December 3, 2019 Staff Working Group meeting in Watsonville; December 13, 2019 Legislative Conference in Watsonville, CA	352	0.58	204.16
			Total	\$7,314.16

REGIONAL ANALYSIS PLANNING SERVICES, INC.

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

PO Box 2453
Seaside, CA 93955-2453

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

December 31, 2019

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, July 6, 2007, June 27, 2008, January 9, 2009, May 1, 2009, June 4, 2010, May 6, 2011, May 4, 2012, May 3, 2013, June 6, 2014, June 30, 2015, June 3, 2016, June 30, 2017, June 1, 2018, and **June 7, 2019.**

This letter is our billing for services rendered in the period **December 1 through December 31, 2019.** 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 **February 7, 2020.**

The services included work under items 1 through 9 of Exhibit A of the referenced contract. The following

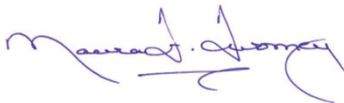
Work Element 530 - Agency Administration

Executive Coordinator	6 hours @	\$ 242.00	\$ 1,452.00
Director of Finance & Administration	0 hours @	\$ 196.00	\$ -
Principal Accountant	0 hours @	\$ 120.00	\$ -
Associate Planner	0 hours @	\$ 121.00	\$ -
GIS Coordinator	14 hours @	\$ 154.00	\$ 2,156.00
Senior Executive Assistant	69 hours @	\$ 121.00	\$ 8,349.00
Total	<u>89</u>	Subtotal	<u>\$ 11,957.00</u>

* Rates approved by the board on 5/6/10 and modified 11/4/2011, 6/3/2016 and 06/7/2019.

Total now due: \$ 11,957.00

Sincerely,



Maura F. Iwomey
Executive Coordinator

**Regional Analysis and Planning Services
(RAPS)**

Invoice for PRWFPA
December 1 - December 31, 2019

Position Title	Total Hours	Billing Rate	Total Cost
Executive Coordinator			
Project 530 Admin	6.00	242.00	1,452.00
Subtotal	<u>6.00</u>	<u>242.00</u>	<u>1,452.00</u>
Director of Finance & Administration			
Project 530 Admin	-	196.00	-
Subtotal	<u>-</u>	<u>196.00</u>	<u>-</u>
Principal Accountant			
Project 530 Admin	-	120.00	-
Subtotal	<u>-</u>	<u>120.00</u>	<u>-</u>
Associate Planner			
Project 530 Admin	-	121.00	-
Subtotal	<u>-</u>	<u>121.00</u>	<u>-</u>
GIS Coordinator			
Project 530 Admin	14.00	154.00	2,156.00
Subtotal	<u>14.00</u>	<u>154.00</u>	<u>2,156.00</u>
Senior Executive Assistant			
Project 530 Admin	69.00	121.00	8,349.00
Subtotal	<u>69.00</u>	<u>121.00</u>	<u>8,349.00</u>
Total	<u>89.00</u>		<u>11,957.00</u>

Tasks Completed:

Executive Coordinator

Preparation of December 3, 2019 Staff Working Group (SWG) agenda; Attendance of December 3, 2019 SWG meeting; Preparation of December 13, 2019 PRWFPA Board of Directors agenda and 2019 Legislative Conference agenda; Meeting with Supervisor, Anthony Botelho, Chair of PRWFPA to discuss the December 13, 2019 PRWFPA Board of Directors agenda & the 2019 Legislative Conference; Attendance of the December 13, 2019 Board of Directors meeting and the 2019 Legislative Conference.

Director of Finance & Administration

GIS Coordinator

PRWFPA website updates, poster revisions, Legislative Conference Poster map printing (3 separate trips), setting up for Pajaro Board meeting, meeting set up and takedown at Legislative Conference, and attending Legislative Conference

Principal Accountant

Associate Planner

**Regional Analysis and Planning Services
(RAPS)**

Invoice for PRWFPA
December 1 - December 31, 2019

Senior Executive Assistant

Scheduling December 3, 2019 Staff Working Group (SWG) meeting; Preparation and distribution of the December 3, 2019 SWG agenda; Attendance of the December 3, 2019 SWG meeting; Follow-up for the December 3, 2019 SWG meeting. Preparation of draft December 13, 2019 PRWFPA Board of Directors Agenda; Scheduling of meeting with Supervisor Anthony Botelho, Chair PRWFPA & Maura Twomey, Executive Coordinator to discuss the December 13, 2019 Board of Directors meeting and the 2019 Legislative Conference; Distribution of the December 13th PRWFPA Board of Directors Agenda and the 2019 Legislative Conference agenda; Attendance of the December 13, 2019 PRWFPA Board of Directors meeting; Follow-up of the December 13, 2019 PRWFPA Board of Directors meeting; website update; Preparation of draft 2019 Legislative Conference Agenda; Coordination with Legislative Representatives for their attendance; Coordination with SWG on PowerPoint presentations for the 2019 Legislative Conference; Coordination and preparation of Posters with SWG and Gina Schmidt, GIS Coordinator; Catering of food for the event; Costco: purchase of coffee, water, chips and drinks; Preparation of folders that included: List of confirmed attendees; PowerPoint presentations, Posters, 2019 Legislative Conference agenda; Pick-up and drop off of audio equipment; Preparation of nameplates; Coordination with Tony Roman, City of Watsonville for setup of the Community Room and microphones; Setup and breakdown of the Watsonville Council Chambers and Community Room; Ordered supplies needed for the conference; Purchase and preparation of USB drives; Purchase of parking permits; Prepared announcement of the 2019 Legislative Conference to be included in the following newspapers: The Herald, The Sentinel; The Californian; The Hollister Freelance, The Gilroy Dispatch; and The Morgan Hill Times.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

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

	<u>WE 530 Admin</u>	<u>Remaining</u>
Budget*	\$ 45,000.00	\$ 45,000.00
Amount Spent:		
July, 2019	\$ 1,270.50	\$ 43,729.50
August, 2019	\$ 484.00	\$ 43,245.50
September, 2019	\$ 1,331.00	\$ 41,914.50
October, 2019	\$ 1,573.00	\$ 40,341.50
November, 2019	\$ 1,611.50	\$ 38,730.00
December, 2019	\$ 11,957.00	\$ 26,773.00
January, 2020		\$ -
February, 2020		\$ -
March, 2020		\$ -
April, 2020		\$ -
May, 2020		\$ -
June, 2020		\$ -
Subtotal	\$ 18,227.00	\$ 26,773.00
Balance Available		<u>\$ 26,773.00</u>

* Approved by the board on 06/07/19.

MEMORANDUM

Member Agencies:

County of Monterey

TO: PRWFPA Board of Directors

County of San Benito

FROM: Maura F. Twomey, Executive Coordinator

County of Santa Clara

RECOMMENDED BY: Errol Osteraa, Director of Finance and Administration

County of Santa Cruz

SUBJECT: Financial Update Report

Monterey County Water Resources Agency

MEETING DATE: February 7, 2020

RECOMMENDATION:

It is recommended that the Board of Directors accept the financial update report.

San Benito County Water District

Santa Clara Valley Water District

BACKGROUND/DISCUSSION:

Regional Analysis & Planning Services, Inc. (RAPS) provides contract staffing services to the Pajaro River Watershed Flood Prevention Authority (PRWFPA). The contract includes administrative and financial services for the Board as well as the Staff Working Group (SWG). The monthly financial reporting, budget preparation and audit assistance fall within RAPS, Inc. duties. The Board packet includes the year-to-date financial reports through December 31, 2019 as well as a budget-to-actual comparison for fiscal year (FY) 2019-2020. Amounts in the financial update report are unaudited.

The Balance Sheet reflects a cash balance of \$672,628.33. The accounts receivables balance is \$2,000.00 as of December 31, 2019.

The current liabilities balance is \$22,654.98. PRWFPA has sufficient current assets on hand to pay all known current obligations.

During the period of July 1, 2019 through December 31, 2019, PRWFPA incurred routine operational expenditures for contractual services. The services provided are summarized as follows:

Santa Cruz County Zone 7 Flood Control District

- RAPS, Inc.: Staff Working Group (SWG) and Board of Director’s agenda preparation and meeting attendance; accounting and audit related work, Legislative Conference and Workshop administration, Website 508 ADA Compliance related work.
- Gutierrez Consultants: Work associated the Open Space Authority (OSA) lease agreement, the Gonzales sale, high speed rail, attended meetings in Washington DC and SWG meeting preparation and attendance.
- Atchison, Barisone & Condotti: Ongoing legal services consisting of OSA lease agreement review, comment and revision and review of the Gonzales sale.

Expenses for the period of July 1, 2019 through December 31, 2019 totaled \$55,713.49, which included professional services, and other expenses.

PRWFPA’s Profit and Loss Statement reflects an excess of revenue over expense of \$26,032.43 for the period July 1, 2019 through December 31, 2019.

The following table highlights key Budget to Actual financial data:

Budget to Actual Financial Highlights
For Period July 1, 2019 Through December 31, 2019

Expense	Budget July - December 2019	Actual July - December 2019	Difference
Professional Services	\$ 68,940.00	\$ 49,357.03	\$ 19,582.97
Insurance	\$ 700.00	\$ 1,080.00	\$ (380.00)
Supplies	\$ 3,350.00	\$ 5,059.01	\$ (1,709.01)
Travel	\$ 4,750.00	\$ 217.45	\$ 4,532.55
Total	\$ 77,740.00	\$ 55,713.49	\$ 22,026.51
Revenue			
State/Local Revenue *	\$ 41,400.00	\$ 81,745.92	\$ 40,345.92
* State/Local Revenue does not include \$72,680.00 which will be used from reserves			

Professional Services are under budget primarily due to the timing of work provided by contractual obligation.

Supplies are over budget primarily due to expenses associated with the Legislative Conference.

The budget reflects a linear programming of funds while actual work and related expenses are contingent on variety of factors. As a result, there will be fluctuations from budget-to-actual during the fiscal year.

ATTACHMENTS:

1. Balance Sheet as of December 31, 2019
2. Profit and Loss Statement: July 1, 2019 through December 31, 2019
3. Accounts Payable Aging Detail as of December 31, 2019
4. Check Register: November 1, 2019 through December 31, 2019

APPROVED BY:



Maura F. Twomey, Executive Coordinator

Pajaro River Watershed Flood Prevention Authority

Attachment 1

Balance Sheet

As of December 31, 2019

December 31, 19

ASSETS

Current Assets

Cash and Cash Equivalents

Cash in Bank Checking 536,719.23

LAIF Account 135,909.10

Total Cash and Cash Equivalents \$ 672,628.33

Accounts Receivable

Accounts Receivable 2,000.00

Total Accounts Receivable \$ 2,000.00

TOTAL ASSETS

\$ 674,628.33

LIABILITIES & FUND BALANCE

Liabilities

Current Liabilities

Accounts Payable 22,654.98

Total Current Liabilities \$ 22,654.98

Total Liabilities \$ 22,654.98

Fund Balance - Unrestricted

Fund Balance - Beginning of Fiscal Year 625,940.92

Net Income/(Loss) 26,032.43

Total Fund Balance - Unrestricted 651,973.35

TOTAL LIABILITIES & FUND BALANCE

674,628.33

Pajaro River Watershed Flood Prevention Authority

**Attachment 2
Profit & Loss**

July 1, 2019 through December 31, 2019

July 1, 2019 - December 31, 2019

Income		
Interest		1,745.92
Member Dues		80,000.00
Total Income		<u>\$ 81,745.92</u>
Expense		
Audit Expense		5,380.00
Gutierrez Consultants		25,542.13
Regional Analysis & Planning Services, Inc. (RAPS)		18,227.00
Insurance		1,080.00
Legal Services		207.90
Other Expense		
Travel	217.45	
Meetings/Supplies	5,059.01	
5800 Other Expense - Other		5,276.46
Total Expense		<u>\$ 55,713.49</u>
Net Income/(Loss)		<u><u>\$ 26,032.43</u></u>

Pajaro River Watershed Flood Prevention Authority

Attachment 3
A/P Aging Detail
As of December 31, 2019

Date	Num	Name	Due Date	Open Balance
12/31/2019	1037	Regional Analysis & Planning Services	02/29/2020	11,957.00
12/13/2019	1148	Gutierrez Consultants	03/12/2020	7,314.16
12/06/2019	2019ci-15940	AMBAG	12/06/2019	273.75
12/09/2019	0006429747	AMBAG	12/09/2019	240.50
12/09/2019	0006429893	AMBAG	12/09/2019	188.80
12/11/2019	0003055953	AMBAG	12/11/2019	224.28
12/13/2019	121319-GS	AMBAG	12/13/2019	40.31
12/13/2019	121319-BG	AMBAG	12/13/2019	34.57
12/13/2019	121319-AF	AMBAG	12/13/2019	52.78
12/13/2019	2401261274	AMBAG	12/13/2019	146.84
12/13/2019	2405155301	AMBAG	12/13/2019	28.72
12/13/2019	2405789811	AMBAG	12/13/2019	4.82
12/13/2019	TL10252	AMBAG	12/13/2019	74.76
12/13/2019	12-19-016136	AMBAG	12/13/2019	248.00
12/13/2019	934500009086	AMBAG	12/13/2019	134.50
12/13/2019	544157	AMBAG	12/13/2019	400.00
12/13/2019	2019-287	AMBAG	12/13/2019	175.00
12/13/2019	512115	AMBAG	12/13/2019	104.36
12/13/2019	912151	AMBAG	12/13/2019	26.09
12/13/2019	022141	AMBAG	12/13/2019	78.17
12/13/2019	1140	AMBAG	12/13/2019	907.57
Total				\$ 22,654.98

Pajaro River Watershed Flood Prevention Authority
Attachment 4
Check Register

8:08 AM
 01/22/20
 Accrual Basis

Date	Num	Name	November 1, 2019 through December 31, 2019	Amount
11/30/2019	891	AMBAG	Reimburse Travel, Supplies for BOD Meeting & 2019 Legislative Conference	1,015.09
11/30/2019	892	Atchison Barisone & Condotti	Legal services provided for the month of July 2019	207.90
11/30/2019	893	Gutierrez Consultants	Lake Floodplain Preservation Project Services & Meetings Aug 2019 to Jan 2020	23,430.73
11/30/2019	894	Moss, Levy & Hartzheim	2nd Progress Billing for Audit Services to date for FY 2018-2019	4,380.00
11/30/2019	895	Regional Analysis & Planning Services	Agency Administration from July 2019 to Jan 2020	10,903.00
11/30/2019	896	Moss, Levy & Hartzheim	1st Progress Billing for Audit Services to date for FY 2018-2019	1,000.00
				\$ 40,936.72

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MEMORANDUM

TO: PRWFPA Board of Directors

FROM: Mark Strudley, Santa Cruz County Flood Control & Water Conservation District, Zone 7

SUBJECT: Pajaro River Flood Risk Reduction Project Letters of Support

MEETING DATE: February 7, 2020

RECOMMENDATION:

Approve letters of support for the Santa Cruz County Zone 7 Flood Control District's grant applications to the Coastal Watershed Flood Risk Reduction Grant Program with the California Department of Water Resources and the Urban Flood Protection Grant Program with the California Natural Resources Agency.

BACKGROUND:

The Pajaro River Watershed Flood Prevention Authority (Authority) was established by the California State Legislature in 2000 to "identify, evaluate, fund, and implement flood prevention and control strategies in the Pajaro River Watershed on an intergovernmental basis." To accomplish this goal, the Authority's Board of Directors has committed to supporting the Pajaro River Flood Risk Reduction Project, including supporting the effort to secure the necessary federal and State funding to continue project planning, engineering and, ultimately, construction. Staff is recommending that this support involve letters signed by the Authority and submitted with a grant application by Zone 7 to the Department of Water Resources and the California Natural Resources Agency for their Coastal Watershed Flood Risk Reduction Grant Program and Urban Flood Protection Grant Program, respectively.

Member Agencies:

County of Monterey

County of San Benito

County of Santa Clara

County of Santa Cruz

Monterey County Water Resources Agency

San Benito County Water District

Santa Clara Valley Water District

Santa Cruz County Zone 7 Flood Control District

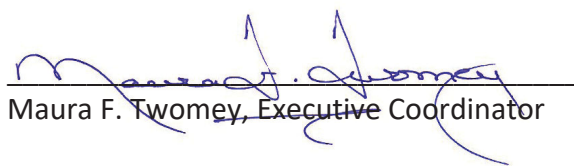
DISCUSSION:

The federal Pajaro River Flood Risk Reduction Project has recently been authorized to seek design and construction funds through the release of a final feasibility study (GRR/EA) and receipt of a signed Director's Report from the Army Corps of Engineers (USACE). Project costs will be shared between the federal government and the local project sponsor at a ratio of 62.6 percent federal and 37.4 percent non-federal. Seventy percent of the non-federal costs will be paid for by the State of California under the project's authorization in the State's Subventions Program (Wat. Code § 12687.5). The District's goal is to reduce the burden on local rate payors to the maximum extent possible by seeking other funding opportunities that would reduce any benefit assessment needed to fund project implementation. The Coastal Watershed Flood Risk Reduction Grant Program and the Urban Flood Protection Grant Program are both financial opportunities to which the District wishes to apply for this purpose.

ATTACHMENTS:

1. Letter in support of the Zone 7 Flood Control District's application to the DWR's Coastal Watershed Flood Risk Reduction Grant Program for the Pajaro River Flood Risk Reduction Project.
2. Letter in support of the Zone 7 Flood Control District's application to the California Natural Resource Agency's Urban Flood Protection Grant Program for the Pajaro River Flood Risk Reduction Project.

APPROVED BY:


Maura F. Twomey, Executive Coordinator

Attachment 1

February 7, 2020

Member Agencies:

County of Monterey Mr. Michael Sabbaghian
Division of Flood Management and Dam Safety
County of San Benito Department of Water Resources
1416 Ninth Street
County of Santa Clara Sacramento, CA 94236-0001

County of Santa Cruz **Re: Letter of Support for Coastal Watershed Flood Risk Reduction Grant application submitted by the Zone 7 Flood Control District of Santa Cruz County**

Monterey County Water Resources Agency Dear Mr. Sabbaghian:

San Benito County Water District This letter is in reference to an application being prepared by the Santa Cruz County Flood Control and Water Conservation District – Zone 7 (District) for funding to initiate design and construction of the Pajaro River Flood Risk Reduction Project. The District is requesting funding to reduce the burden on local rate payors that will participate in a local benefit assessment needed to fund project implementation. Importantly, the planned flood risk reduction project would provide a multitude of benefits to the Pajaro Valley, including 100-year flood protection for the Severely Disadvantaged communities of the Town of Pajaro and the City of Watsonville, protection of high value agricultural land that supports a \$1 billion berry and truck crop market, groundwater recharge opportunities through managed aquifer recharge of floodwaters inside levee setbacks, and environmental and recreational enhancements afforded by an expanded area of floodplain inside newly built setback levees.

Santa Clara Valley Water District The Pajaro River Watershed Flood Prevention Authority (FPA) appreciates the opportunity to support this regionally important and critically needed project. The FPA was established by the California State Legislature in 2000 to “identify, evaluate, fund and implement flood prevention and control strategies in the Pajaro River Watershed on an intergovernmental basis.” The Pajaro River watershed encompasses a 1,310 square mile region terminating in the Monterey Bay. The FPA is made up of the four counties and flood management agencies in the watershed, including:

Santa Cruz County Zone 7 Flood Control District
County of Santa Clara
Santa Clara Valley Water District (now Valley Water)
County of San Benito
San Benito County Water District
County of Santa Cruz
Santa Cruz County Zone 7 Flood Control District
County of Monterey
Monterey County Water Resources Agency

The geographical nature of the watershed made it critical that a Joint Powers Authority representing the entire watershed work together to develop a sustainable flood protection strategy. The eight Directors of the FPA represent the interests of their respective counties and flood districts but share the regional support of flood protection improvements for the lower Pajaro River watershed. The FPA has worked to preserve flood attenuation benefits of the upper watershed through the acquisition of flood easements in the Soap Lake Floodplain. The FPA will continue to identify and implement flood management opportunities throughout the watershed in support of flood protection for the lower Pajaro River communities, consistent with our mission. As part of our effort, the FPA with the eight member agencies, affirms its strong support for the grant application to secure funding for the design and construction of the Pajaro River Flood Risk Reduction project. We look forward to the Santa Cruz County Flood Control and Water Conservation District – Zone 7 and the Monterey County Water Resources Agency implementing this long-awaited project.

Sincerely,

Chair of the PRWFPA

cc:

Patrick Luzuriaga, Department of Water Resources

Dr. Mark Strudley, Program Manager, Santa Cruz County Flood Control and Water Conservation District – Zone 7

Shaunna Murray, Senior Water Resource Engineer, Monterey County Water Resources Agency

Attachment 2

February 7, 2020

Member Agencies:

County of Monterey

California Natural Resources Agency
c/o Ms. Polly Escovedo

County of San Benito

Bonds and Grants Unit
1416 Ninth Street, Suite 1311
Sacramento, CA 95814

County of Santa Clara

County of Santa Cruz

Re: Letter of Support for Urban Flood Protection Grant Program application submitted by the Zone 7 Flood Control District of Santa Cruz County

Monterey County Water Resources Agency

Dear Ms. Escovedo:

San Benito County Water District

This letter is in reference to an application being prepared by the Santa Cruz County Flood Control and Water Conservation District – Zone 7 (District) for funding to initiate design and construction of the Pajaro River Flood Risk Reduction Project. The District is requesting funding to reduce the burden on local rate payors that will participate in a local benefit assessment needed to fund project implementation. Importantly, the planned flood risk reduction project would provide a multitude of benefits to the Pajaro Valley, including 100-year flood protection for the Severely Disadvantaged communities of the Town of Pajaro and the City of Watsonville, protection of high value agricultural land that supports a \$1 billion berry and truck crop market, groundwater recharge opportunities through managed aquifer recharge of floodwaters inside levee setbacks, and environmental and recreational enhancements afforded by an expanded area of floodplain inside newly built setback levees.

Santa Clara Valley Water District

Santa Cruz County Zone 7 Flood Control District

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County of Santa Clara
Santa Clara Valley Water District (now Valley Water)
County of San Benito
San Benito County Water District
County of Santa Cruz
Santa Cruz County Zone 7 Flood Control District
County of Monterey
Monterey County Water Resources Agency

The geographical nature of the watershed made it critical that a Joint Powers Authority representing the entire watershed work together to develop a sustainable flood protection strategy. The eight Directors of the FPA represent the interests of their respective counties and flood districts but share the regional support of flood protection improvements for the lower Pajaro River watershed. The FPA has worked to preserve flood attenuation benefits of the upper watershed through the acquisition of flood easements in the Soap Lake Floodplain. The FPA will continue to identify and implement flood management opportunities throughout the watershed in support of flood protection for the lower Pajaro River communities, consistent with our mission. As part of our effort, the FPA with the eight member agencies, affirms its strong support for the grant application to secure funding for the design and construction of the Pajaro River Flood Risk Reduction project. We look forward to the Santa Cruz County Flood Control and Water Conservation District – Zone 7 and the Monterey County Water Resources Agency implementing this long-awaited project.

Sincerely,

Chair of the PRWFPA

cc:

Mr. Michael Sabbaghian, Department of Water Resources

Dr. Mark Strudley, Program Manager, Santa Cruz County Flood Control and Water Conservation District – Zone 7

Shaunna Murray, Senior Water Resource Engineer, Monterey County Water Resources Agency

2020 PRWFPA Meeting Calendar

Member Agencies:

County of Monterey

April 3, 2020:

Santa Clara Valley Water District

Board Room

County of San Benito

5750 Almaden Expressway, San Jose, CA 95118

Meeting Time: 10 am

County of Santa Clara

June 5, 2020:

Gilroy City Hall

County of Santa Cruz

7351 Rosanna Street, Gilroy, CA 95020

Meeting Time: 9 am

Monterey County Water
Resources Agency

September 4, 2020:

Watsonville Council Chambers

San Benito County
Water District

275 Main Street, 4th Floor, (6th Flr. Parking),

Watsonville, CA 95077

Meeting Time: 9 am

Santa Clara Valley
Water District

November 6, 2020:

Marina Library Community Room

Santa Cruz County Zone
7 Flood Control District

190 Seaside Circle, Marina, CA 93933

Meeting Time: 9 am

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PRWFPA Acronym Guide

ABC Law	Atchison Barisone & Condotti
AEP	Annual Exceedance Probability
AFB	Alternate Formulation Briefing
ASA-CW	Assistant Secretary of the Army, Civil Works
cfs	Cubic feet per second
CEQA	California Environmental Quality Act
DWR	Department of Water Resources
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
ESA	Environmental Science Associates
FCSA	Federal Cost Sharing Agreement
FEIS	Final Environmental Impact Statement
FRM	Flood Risk Management
FRRP	Flood Risk Reduction Project
FY	Fiscal Year
FFY	Federal Fiscal Year
GRR	General Reevaluation Report
LPP	Locally Preferred Plan
LRP	Locally Requested Plan
MCWRA	Monterey County Water Resources Agency
NED	National Economic Development
NFS	Non-Federal Sponsors
NEPA	National Environmental Policy Act
OMB	Office of Management & Budget
OSA	Santa Clara County Open Space Authority
PED	Preconstruction Engineering and Design
PDT	Project Delivery Team

PRWFPA	Pajaro River Watershed Flood Prevention Authority
RAPS, Inc.	Regional Analysis Planning Services, Inc.
RWQCB	Regional Water Quality Control Board
SBCWD	San Benito County Water District
SCVWD	Santa Clara Valley Water District
SF	San Francisco
SMART Planning	Specific, Measurable, Attainable, Risk Informed, Timely Planning
SWG	Staff Working Group
SWRCB	State Water Resources Control Board
TNC	The Nature Conservancy
TSP	Tentatively Selected Plan
USACE	U.S. Army Corps of Engineers
WRDA	Water Resources Development Act