

SITES PROJECT JOINT POWERS AUTHORITY

MINUTES OF MEETING

December 13, 2011

Chair Ken LaGrande called the meeting of the Sites Project Joint Powers Authority (Sites JPA) Board of Directors to order at 1:37 p.m. The meeting was held at the Glenn County Board of Supervisors' Chambers, 525 West Sycamore Street, Willows, California 95988.

Present:

County of Glenn, Leigh McDaniel
Glenn-Colusa Irrigation District (GCID), Don Bransford
Maxwell Irrigation District (MID), Greg Mensik
Tehama-Colusa Canal Authority (TCCA), Ken LaGrande
Yolo County Flood Control and Water Conservation District (YCFC&WD), Ron Tadlock

Absent:

County of Colusa
Reclamation District No. 108 (RD 108)
Kamyar Guivetchi, Department of Water Resources

Also Present:

Rick Massa, OUWU; Dan Ruiz, MID; Sandy Denn, Thad Bettner, Mary Spooner Danley, GCID; Lester Messina, Glenn County; John Kenny, Sites JPA Counsel; Oscar Serrano, Colusa Indian Community; Ajay Goyal, Sean Sou, DWR; Allan Highstreet, CH2M Hill;

Approve Agenda

Director McDaniel moved to approve the agenda, Director Tadlock seconded and the agenda was approved by unanimous vote.

Public Participation

Chair LaGrande called for public participation, however, no one from the public raised any issues.

Minutes

Secretary/Treasurer Bransford moved to approve the September 7, 2011 minutes, Director Mensik seconded the motion, and the minutes were passed by unanimous vote.

Governance and Internal Organization

Thad Bettner discussed the need for the board to consider a Sites JPA manager. With the approval of the \$1.75 million from the State Water Resources Control Board, it is expected that the Sites JPA will be more active in planning, budgeting and interactions with various agencies. This activity is likely to be significant and will require management duties that will exceed the capacity currently provided by the Sites JPA member's managers and more focus will be required in conducting the day to day business of the Sites JPA.

The Board directed staff to develop a RFP/RFQ for General Manager services, which will be presented at the next JPA meeting for consideration and future direction.

Financial Considerations

Approve Payment of Claims and Accept Treasurer's Report

Secretary/Treasurer Bransford moved, Director McDaniel seconded and it was unanimously voted to accept the treasurer's report as presented and approve the payment of claims #1005 through #1006, inclusively, in the amount of One Hundred Fifty Dollars (\$150.00).

Approve Solicitation Package for Request for Proposals for Accounting Services

Director McDaniel moved, Secretary/Treasurer Bransford seconded and it was unanimously voted to approve the solicitation package and mail out the Request for Qualifications and Proposal for Accounting Services as presented.

Adopt Resolution Requesting Bi-Annual Audit

Thad Bettner reported that the Sites JPA has had little financial activity in the past year and the cost of an audit for the single year of limited financial activity would far exceed the value achieved by the audit. Government Code Section 26909(f) permits the Board of Supervisors by unanimous approval to replace the annual audit with a bi-annual, two-year audit.

Secretary/Treasurer Bransford moved, Director McDaniel seconded and it was unanimously voted to approve Resolution No. 2011-01 as follows:

RESOLUTION 2011-01

A RESOLUTION REQUESTING A BI-ANNUAL AUDIT PURSUANT TO GOVERNMENT CODE § 26909(f)

WHEREAS, the Sites Joint Powers Authority (JPA) has had little financial activity in the past year; and

WHEREAS, the cost of an audit for the single-year of limited financial activity would far exceed the value achieved by the audit; and

WHEREAS, Government Code § 26909(f) permits the Board of Supervisors by unanimous approval at the unanimous request of the JPA to replace the annual audit with a bi-annual, two-year audit.

NOW, THEREFORE, BE IT RESOLVED, that the Sites JPA Board unanimously request the Board of Supervisors to replace the annual audits ending September 2011 and September 2012 with a single bi-annual audit ending September 2012 as provided by Government Code § 26909(f).

PASSED, APPROVED AND ADOPTED this 13th day of December, 2011.

Regular Business

Adopt Resolution Approving Grant and Funding Agreement from DWR

Attorney John Kenny reported that the Department of Water Resources has completed the contract with the Sites JPA for the Sites Project scope of work, as submitted to the State Water Resources Control Board. He has reviewed the contract and found it to be in order and may be signed.

Director McDaniel moved, Director Tadlock seconded and it was unanimously voted to approve Resolution No. 2011-02 as follows:

RESOLUTION 2011-02

AUTHORIZING EXECUTION OF CONTRACT AGREEMENT WITH CALIFORNIA DEPARTMENT OF WATER RESOURCES

WHEREAS, Sites Joint Powers Authority (Sites JPA) submitted an application to the California Department of Water Resources (DWR) to provide funding for the Sites JPA to assist DWR in completing the Public Draft Environmental Impact Report/Environmental Impact Statement (EIR/EIS) and the Final EIR/EIS for the North-of -the-Delta Offstream Storage investigation that DWR began in 2001 in collaboration with the United States Bureau of Reclamation.

WHEREAS, the Sites JPA has been notified that its application for funding under the State of California Proposition 204 (The Safe, Clean, Reliable Water Act of 1996) has been approved for said Project.

NOW, THEREFORE, BE IT RESOLVED that the Sites JPA Chairman, or his designee, is hereby authorized to execute the contract with DWR and any other agreements or documents associated with the contract in order to meet the Scope of Work under the contract, and the Sites JPA Secretary/Treasurer is hereby authorized to approve the submission of progress reports, reimbursement claims and other necessary financial documents associated with the contract.

PASSED, APPROVED AND ADOPTED this 13th day of December, 2011.

Approve Contract with CH2M Hill for EIR/EIS Document Preparation

The Department of Water Resources contract includes \$1.4 million for funding to CH2M Hill to complete the remaining work for the EIR/EIS. CH2M Hill has provided their standard scope of services contract for review to Attorney Kenny. However, staff has requested that the Board authorize the Chair to sign the contract after counsel has reviewed the changes.

Secretary/Treasurer Bransford moved, Director McDaniel seconded and it was unanimously approved to authorize the Chair to execute the contract after Attorney Kenny's review.

Approve Participation in the Sacramento-San Joaquin Basin Study

The U.S. Bureau of Reclamation is requesting that the Sites JPA participate in the Sacramento-San Joaquin Basin Study.

On motion by Director McDaniel, seconded by Secretary/Treasurer Bransford, it was unanimously voted to approve participation in the Sacramento-San Joaquin Basin Study. Staff was directed to respond to the Bureau accordingly with a letter of interest.

Report from DWR and USBR

An update of DWR activities was given by Ajay Goyal. DWR had been waiting for the contract and resolution to be signed to move forward. He reiterated that there would be calls to track the progress of the work, which is to be completed by June 2012 and that the feasibility study was close to completion. There is an outreach planning meeting being scheduled for March.

Discussion on Proposition 204 Funding Scope of Work

With the State Water Resources Control Board approval of \$1.75 million in the Proposition 204 funding, the Sites JPA will be lead agency in terms of funding the activities and scope of work. \$1.4 million will be used for environmental work which would leave approximately \$350,000 available to the Sites JPA to perform other tasks.

Adjournment

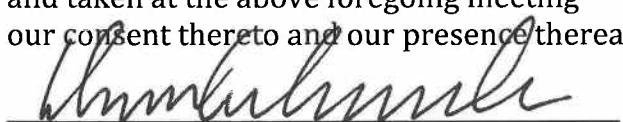
The meeting adjourned at 2:31 p.m.

Respectfully Submitted,



Donald R. Bransford
Secretary to the Board

Attest a true record of proceedings made
and taken at the above foregoing meeting
our consent thereto and our presence thereat.



Kenneth M. LaGrande