

# SITES JOINT POWERS

## AUTHORITY

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# Board of Directors

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WESTSIDE WATER DISTRICT

5005 HIGHWAY 20

WILLIAMS, CA 95987

## May 9, 2016 Agenda

Welcome to a meeting of the Sites Joint Powers Authority. If you are scheduled to address the Board, please state your full name for the record. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

1:30 p.m. CALL TO ORDER:

- Pledge of Allegiance.
- Approval of the May 9, 2016 Agenda.
- Approval of the March 14, 2016 Meeting Minutes, and April 11, 2016 Meeting.
- Introductions
- Period of Public Comment.

1. BOARD MEMBER REPORTS: (No action will be taken)

This time is set aside to give the Directors an opportunity for members to disclose/discuss any meetings with external stakeholders to advance the Project.

2. ACCOUNTING:

- a. Consider approving Treasurer's Report. (**Attachment 2a**)
- b. Consider approving payment of Claims. (**Attachment 2b**)
- c. Discussion regarding Cash Flow Chart and reports. (Handout)

3. LEGAL COUNSEL:

Consider approving a contract between the Sites Project Authority (Authority) and the **Law Offices of Young Wooldridge, LLP** for legal representation, effective May 9, 2016, with terms and condition set forth in the agreement and authorize the Sites Project Authority General Manager to sign on behalf of the Authority. **Further**, approve and authorize the General Manager to sign the waiver of potential conflicts of interest letter. (**Attachment 3a and 3b**)

4. GOVERNANCE:

- a. Status of Member approval of the Phase 1 Reservoir Project Agreement (version 1)
- b. Consider approving the following documents that comprise the on-boarding package. They reflect the discussion from the April 25, 2016 Workshop (and April 28, 2016 Managers' meeting), which includes consideration of Class 2 and 4 water along with revised weighted voting:

1. **Phase 1 Reservoir Project Agreement**, version 1b as draft (**Attachment 4.1**).

NOTE: For the on-boarding process, no other documents need to be revised (e.g. Modified Amendment #3 to the Agreement, Bylaws, and Exhibit B to the Project Agreement).

2. **Proposal to Participate (Attachment 4.2)**.

3. **Phase 1: Proposal to Participate Form (Attachment 4.3)** (Proposal to Participate Attachment 1).

4. **On-Boarding Process (Attachment 4.4)** (Proposal to Participate Attachment 2).

5. **Overview (Attachment 4.5)**(Proposal to Participate Attachment 3).

5. PHASE 1:

- a. Task Orders: Consider approval of most of Ch2m Subphase 2 tasks (Attachment C to their contract) to increase the contract not-to-exceed amount by \$528,000. (from \$497,839.53 to \$1,025,839.53). Task 7 is proposed to be approved at 50% of cost with the expectation the remainder will be required before September in order to complete the Subphase 2 scope of work (**Attachment 5a**).
- b. Schedule: Consider approval to extend the Phase 1 schedule (**Attachment 5b**) from submittal of the application to the Water Commission (Forecast: End of 2017) to coincide with the Water Commissions funding decision (Forecast: End of 2018).
- c. Work Plan and Budget: Discussion and potential direction to staff and/or ad hoc budget committee regarding potential updates to the current work plan, which extends through year 2017 and creation of an initial budget for year 2018.
- d. DWR Participation: Discuss progress from April 18, 2016 meeting and consider direction to staff to formalize their participation, potentially in an MOU.

6. OUTREACH:

- a. Landowner Outreach: Consider approving Center for Collaborative Policy Contract (**Attachments 6a1 and 6a2**) to restart landowner outreach efforts.

- b. Public Outreach:

Review **Proposal Review (Attachment 6b)** and consider proposed Workshop date of May 23, 2016 to interview up to 4 firms that responded by April 26, 2016 to the Outreach RFP. The interview will include additional presentation of qualifications, approach, and responding to questions. Letters will be distributed this week.

7. PROJECT OFFICE:

- a. Consider approving a Facility Use License Agreement between the Sites Project Authority and the **County of Colusa**, for the Authority's initial 6 month use of a

County building in Maxwell, as the Authority's headquarters, without cost to the Authority, effective May 3, 2016, this license may be terminated immediately for cause if either party violates the terms or provisions of the License or by the County with a thirty (30A) days written notice and authorize the General Manager to sign on behalf of the Authority. **(Attachment 7)**.

- b. Consider staff recommendation to work with Golden State Risk Management Authority on a sole source basis to obtain insurance for (a) the Project Office and (b) transfer coverage that is currently provided through the ACWA JPIA program.
- c. Consider the potential donation of a copier from NCWA.
- d. Discussion/direction related to the opening of the Sites Project Authority office in Maxwell, CA.

8. MANAGER'S REPORT:

**NEXT MEETING:** June 13, 2016 at 1:30 p.m.  
Tehama Colusa Canal Authority  
5513 Highway 162  
Willows, CA 95988

**ADJOURN**

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction of the Directors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes per issue and each individual or group will be limited to no more than 5 minutes each within the 15 minutes allocated per issue. **Note:** *No action shall be taken on comments made under this comment period.*

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

All supporting documentation is available for public inspection and review in the Office of the Clerk of the Board located at 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.