

# **SITES PROJECT JOINT POWERS AUTHORITY**

## **MINUTES OF MEETING**

September 5, 2012

Vice Chair Durst called the meeting of the Sites Project Joint Powers Authority (Sites JPA) Board of Directors to order at 1:35 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  
Reclamation District 108 (RD 108), Fritz Durst  
Maxwell Irrigation District (MID), Rick Richter

### **Absent:**

County of Colusa  
Tehama Colusa Canal Authority (TCCA)  
Yolo County Flood Control and Water Conservation District (YCFC&WD)

### **Also Present:**

Bill Worall, MID; Thad Bettner, Mary Spooner Danley, GCID; Lester Messina, Glenn County; Oscar Serrano, Colusa Indian Community; Eric Miller, MPM Engineering; Jim Bond, Bond Tax and Financial Services

### **Approve Agenda**

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

### **Public Participation**

Vice Chair Durst called for public participation and as no one from the public wished to address the Board, the meeting continued.

### **Minutes**

Director Bransford moved to approve the August 1, 2012, minutes as corrected, Director McDaniel seconded the motion, and the minutes were approved with the specified corrections by unanimous vote.

## **FINANCIAL CONSIDERATIONS**

### **Approve Payment of Claims and Accept Treasurer's Report**

Director Richter moved, Director Bransford seconded and it was unanimously voted to accept the Treasurer's Report as presented, and to approve the payment of claims #1019 through #1022, inclusively, in the amount of One Hundred Forty-Four Thousand, Eight Hundred Sixty-Six Dollars and Forty-Five Cents (\$144,866.45).

### **Review Draft 2013 Budget**

Director Bransford introduced Jim Bond of Bond Tax and Financial Services, to provide a short overview of the billing process and review the budget. Mr. Bond reviewed the draft 2013 budget with the Board and clarified that one column of the budget is the funded amount each member agency contributed to the Sites JPA for direct operations and the second column is for the \$1.75 million grant received from DWR.

The salary for the General Manger position was discussed. Only certain expenditures are authorized with the use of grant funding and all other expenses will need to be funded by Sites JPA operations fund. The Board determined that another contribution in the amount of \$5,000 from each member would be needed for the 2013 budget based on the anticipated expenses.

The Board directed staff to check on the Department of Water Resources grant funding parameters in regard to utilizing funds for the General Manager's, and to prepare and send a letter and invoice to the member agencies for their 2013 contribution to the Sites JPA.

### **Authorize Request for Proposal Process for Audit Services**

Director Richter moved to authorize staff and the Sites JPA Accountant to prepare and release a Request for Proposal (RFP) for audit services and to report back to the Board with the final proposal and recommendation of a firm, the motion was seconded by Director McDaniel and passed by unanimous vote.

## **GOVERNANCE AND INTERNAL ORGANIZATION**

### **Status Report on General Manager Request for Qualifications Process**

The Request for Qualifications (RFQ) announcement will be published in the August 17, 2012 and the September 7, 2012 issue of the *ACWA News*. To date, the Sites JPA has not received any proposals from interested parties. The deadline for submitting proposals is September 21, 2012.

### **Meeting Reports**

Lester Messina, Glenn County, reported that there will be an Integrated Regional Water Management Plan (IRWMP) meeting at 9 a.m. on Monday, September 10, 2012, at the Monday Afternoon Club in Willows. Jim Wieking of the Department of Water Resources will be attending, but would like a Board member of the Sites JPA attend to participate in the meeting as well. Director McDaniel said he would attend.

### **Other Business**

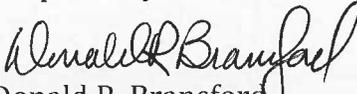
The Directors and managers discussed the fact that they have noticed a lack of knowledge in the general public regarding the benefits that the Sites Reservoir would provide. It was agreed that more information needs to be provided to the public on the Sites Reservoir Project, and that plans should be developed on holding public meetings. It was agreed that the Board will schedule a scoping session to focus on strategizing the best approach for all

Board members and managers to disseminate uniform information to the community on behalf of the Sites JPA.

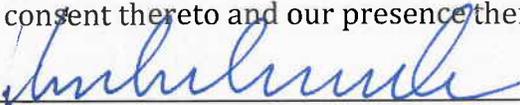
**Adjournment**

The meeting adjourned at 2:15 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.

  
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Kenneth M. LaGrande