

# SITES JOINT POWERS

## AUTHORITY

JIM WATSON, GENERAL MANAGER

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# Board of Directors

KIM DOLBOW VANN, COLUSA COUNTY SUPERVISOR, CHAIR

Fritz Durst, RECLAMATION DISTRICT 108, VICE-CHAIR

JAMIE TRAYNHAM, WESTSIDE WATER DISTRICT, SECRETARY/TREASURER

LEIGH MCDANIEL, GLENN COUNTY SUPERVISOR

DON BRANSFORD, GLENN-COLUSA IRRIGATION DISTRICT

JEFFERY SUTTON, TEHAMA-COLUSA CANAL AUTHORITY

MARY WELLS, MAXWELL IRRIGATION DISTRICT

JOE MARSH, COLUSA COUNTY WATER DISTRICT

JIM JONES, ORLAND ARTOIS WATER DISTRICT

DAN JONES, TC 5 DISTRICTS

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WESTSIDE WATER DISTRICT

5005 HIGHWAY 20

WILLIAMS, CA 95987

## May 9, 2016

### Minutes

The Sites Joint Powers Authority board meets in Regular Session this 9<sup>th</sup> day of May 2016 at the hour of 1:30 p.m. **Directors Present:** Kim Dolbow Vann, Chair, Don Bransford, Fritz Durst, Jeff Sutton, Mary Wells, Joe Marsh, Jim Jones, Jamie Traynham, and Dan Jones. **Directors Absent:** Leigh McDaniel, Glen County. **Alternate Director Present:** None.

(Other Alternate Directors that may be listed as Present below, did not participate in the decision making process)

Chair Vann calls to order the May 9, 2016 Regular Session at 1:32 p.m., with all Directors present, except. Director McDaniel.

Staff Present: Jim Watson, General Manager.  
Ernest Conant, Counsel.  
Ann Nordyke, Clerk.

Alternates Present: Gary Evans, Colusa County.  
Logan Dennis, GCID.  
Blake Vann, TCCA.

Others Present: Sarah Reynolds, t&P Farms  
Matt Trusk, Citizen.  
Mark Oliver, CH2M Hill.  
Bill Worrall, Jeff Nelsen, Parsons  
Scott Akin, SCVWD.  
Mike Azevedo, Colusa County.  
Dan Ruiz, WS/MID.  
Emil Cavagnolo, Mike vereschagin, Orland Artois Water District.  
Bill Vanderwaal, P&P.  
Jeff Herrin, AECOM.  
Terry Erlewihe, state Water contractors.  
Thad Bettner, GCID.  
Don Ash, Brandon Ash, CDMC.

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Pledge of Allegiance.

1:35 p.m. Director Wells, Maxwell Irrigation District is now present.

It is moved by Director Traynham, seconded by Director J. Jones to approve the May 9, 2016 Agenda as presented. Motion carried: All yes. Absent: None.

Chair Vann makes time for approval of the March 14, 2016 meeting Minutes.

Director Durst states he is listed as Present and Absent, and states he was not present at the March 14 2016 meeting.

Director Traynham states on page 2 of the March 14, 2016 meeting Minutes under discussion regarding Communications and Public Engagement; Chair Vann updated the Board members on the RFQ for PR and Sites website,

It is moved by Director J. Jones, seconded by Director Bransford to approve the March 14, 2016 meeting Minutes with changes. Motion carried by the following vote:

AYES: Directors Traynham, McDaniel, Bransford, Sutton, Wells, Marsh, J. Jones, D. Jones and Vann.

NOES: None.

ABSENT: None.

ABSTAIN: Director Durst.

Chair Vann makes time for approval of the April 11, 2016 meeting Minutes.

Director Wells states the April 11, 2016 meeting Minutes states "Agenda" at the top of the page.

Director Traynham states on page 4 of the April 11, 2106 meeting Minutes Item No. 6(a)-Outreach; Chair Vann reported the RFQ had been published and are scheduled to be received and opened on April 26, 2016 at 4:00 p.m., RFQ's will be presented to the full Board of Directors once opened and received.

It is moved by Director J. Jones, seconded by Director Bransford to approve the April 11, 2016 meeting Minutes with changes. Motion carried by the following vote:

AYES: Directors Durst, Traynham, McDaniel, Bransford, Sutton, Wells, Marsh, J. Jones, and Vann.

NOES: None.

ABSENT: None.

ABSTAIN: Director D. Jones.

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Period of Public Comment

None.

1. BOARD MEMBER REPORTS:

None.

2. ACCOUNTING:

- a. Chair Vann makes time to consider Treasurer's Report.

Mr. Watson distributes an updated Treasurer's report and speaks to same.

Following discussion it is the consensus of the Directors to continue this item to the June 13, 2016 Regular meeting.

- b. It is moved by Director Wells, seconded by Director Bransford to approve payment of Claims. Motion carried: All yes. Absent: None.

- c. Chair Vann makes time for discussion regarding Cash Flow Chart and reports.

Mr. Watson distributes cash Flow Chart and speaks briefly to same.

Director Tryanham updated the Directors on Aged Receivables.

Lengthy discussion is held regarding outstanding accounts and the need to bring them current. Further discussion is held regarding Mr. Watson and Chair Vann attending an upcoming Glenn County Board of Supervisors meeting to answer questions the Supervisors may have.

Following discussion it is the consensus of the Directors Mr. Watson and Chair Vann will attend the next Glenn County Board of Supervisors meeting and Director Durst will make contact with Yolo County Flood Control & WCD regarding bringing accounts current.

3. LEGAL COUNSEL:

It is moved by Director Sutton, seconded by Director Traynham to approve 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. Motion carried: All yes. Absent: None.

4. GOVERNANCE:

- a. Chair Vann makes time for update on Status of Member approval of the Phase 1 Reservoir Project Agreement (version 1).

Mr. Watson states the Project Agreement went out on April 15, 2016, discussion is held, with no action taken.

- b. Chair Vann makes time to consider approving the following documents that comprise the on-boarding package, which includes consideration of Class 2 and 4 water along with revised weighted voting:

Director Sutton expresses concern regarding Class 4 studies. Lengthy discussion is held.

1. It is moved by Director Sutton, seconded by Director D. Jones to move forward with the removal of Class 4 studies and any reference to same and proceed with Class 1 and 2 regarding the **Phase 1 Reservoir Project Agreement**. Motion carried by the following vote:

AYES: Directors Traynham, McDaniel, Sutton, Wells, J. Jones, D. Jones and Vann.

NOES: Directors Bransford, Durst and Marsh.

ABSENT: None.

Chair Vann makes time to consider approving the Proposal to Participate.

Mr. Watson states he will remove Class 4 water from attachment 4.2 and any reference thereto.

Discussion is held regarding the removal of any reference to Class 4 water, inserting a time frame on page 7, last right of refusal, and adding a diagram.

2. It is moved by Director Durst, seconded by Director Bansford to approve the **Proposal to Participate** with changes. Motion carried: All yes. Absent: None.

Chair Vann makes time for approval of the Phase 1: proposal to Participate Form.

Mr. Watson states he will remove Class 4 water from attachment 4.2 and any reference thereto.

3. It is moved by Director McDaniel, seconded by Director Traynham to approve the **Phase 1: Proposal to Participate Form** with changes. Motion carried: All yes. Absent: None .

4. It is moved by Director Wells, seconded by Director Traynham to approve the **On-Boarding Process**, with changes. Motion carried: All yes. Absent: none.

5. It is moved by Director Durst, seconded by Director Wells to approve the **Overview**, with changes. Motion carried: All yes. Absent: None.

5. PHASE 1:

a. Task Orders: It is moved by Director Sutton, seconded by Director Durst to approve Ch2m Sub-phase 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 Sub-phase 2 scope of work. Motion carried: All yes. Absent: None.

b. Schedule: It is moved by Director Sutton, seconded by Director MdDaniel to approve extending the Phase 1 schedule from submittal of the application to the Water Commission to coincide with the Water Commissions funding decision. Motion carried: All yes. Absent: None.

c. Work Plan and Budget: Chair Vann makes time for 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.

Mr. Watson distributes Fy 2016 Budget and speaks to same, discussion is held, with no action taken.

d. DWR Participation: Chair Vann makes time to discuss progress from April 18, 2016 meeting and consider direction to staff to formalize their participation, potentially in an MOU.

Mr. Watson updates the Directors regarding the April 18, 2016 meeting and recommends forming a work group to work on water rights, discussion is held, with no action taken.

6. OUTREACH:

a. Landowner Outreach: It is moved by Director Bransford, seconded by Director Wells to approve the Center for Collaborative Policy Contract to restart landowner outreach efforts. Motion carried: All yes. Absent: None.

b. Public Outreach:

Chari Vann makes time to review **Proposal Review** 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.

Discussion is held regarding the Family Water Alliance, the Rice Commission, social media being a huge time commitment and setting up a Special meeting to interview the firms.

Director Durst states Family Water Alliance does not have a big budget, and states he feels there should be some sort of compensation.

It is moved by Director Bransford, seconded by Director Wells to schedule a Special meeting for May 23, 2016 to interview JB Com, Crock&Crocker, Randel and Stutzman. Motion carried by the following vote:

AYES: Directors Durst, Traynham, Bransford, Sutton, wells, Marsh, J. Jones, D. Jones and Vann.

NOES: Director McDaniel.

ABSENT: None.

7. PROJECT OFFICE:

a. It is moved by Director Traynham, seconded by Director Durst to approve the 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, with the addition of "and the Authority" to 15 b on page 4 of the Facility Use License Agreement. Motion carried: All yes. Absent: None.

b. It is the consensus of the Directors to continue 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. It is moved by Director Sutton, seconded by Director Traynham to accept the donation of a copier from NCWA. Motion carried: All yes. Absent: None.

d. It is the consensus of the Directors to continue discussion/direction related to the opening of the Sites Project Authority office in Maxwell, CA.

8. MANAGER'S REPORT:

Water Commission  
Participated in AB 2551 hearing  
Senator Neilson  
Cal Chamber  
Briefed F&G on project.  
FWA Board meeting  
Site tours.

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

Chair Vann adjourned the meeting at 4:10 p.m. to reconvene in Regular Session on June 13, 2016 at the hour of 1:30 p.m.

Respectfully submitted,

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Kim Dolbow Vann, Chair

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Jamie Traynham, Secretary to the Board