

# **SITES PROJECT JOINT POWERS AUTHORITY**

## **MINUTES OF MEETING**

August 5, 2015

Chair McDaniel called the regular 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 Tehama Colusa Canal Authority, 5513 Highway 162, Willows, California.

### **Present:**

County of Colusa, Kim Dolbow Vann, arrived at 1:45

County of Glenn, Leigh McDaniel

Glenn-Colusa Irrigation District (GCID), Don Bransford, arrived at 1:39

~~Maxwell Irrigation District (MID), Rick Richter~~ **Absent.**

Reclamation District 108 (RD 108), Fritz Durst

Yolo County Flood Control and Water Conservation District (YCFC&WCD),

Mary Kimball, arrived at 1:39

### **Absent:**

Tehama Colusa Canal Authority (TCCA)

### **Also Present:**

Jim Watson, Sites JPA General Manager candidate; Gary Evans, Ann Nordyke, County of Colusa; Sandy Denn, Mary Spooner, GCID; Sean Doherty, RD 108; Tim O'Halloran, YCFC&WCD; Joseph Marsh, Shelly Murphy, Colusa County Water District; Jim Jones, Orland-Artois Water District; Jamie Traynham, Dan Ruiz, Westside Water District; Dan Jones, Proberta Water District; Jeff Sutton, TCCA; John Kenny, Kenny Snowden & Norine; Stephen Marsh, Myers Marsh Mutual Water Company; Ted Trimble, Western Canal; Oscar Serrano, Colusa Indian Community; Mary Fahey, Colusa County Department of Agriculture; Jeff Herrin, Khaled Chowdhury, AECOM; Martin Nicholson, CH2M Hill; Bill Vanderwaal, USBR; Dean Apostle, DWR; Mike Urkov, TCCA Consultant; Scott Brown, Larsen Wurzel & Associates; Juleah Cordi, Assemblyman Gallaher; Tom Charter, Interested Parties

### **Flag Salute**

### **Approve Agenda**

Director Richter moved to approve the agenda, Director Durst seconded the motion, and the agenda was unanimously approved by the following vote:

AYES: Directors McDaniel, Richter, Durst, and Alternate Evans

NOES: None.

ABSENT: Ken LaGrande, Director and Wade Mathis, Alternate Director-TCCA.

### **Public Participation**

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

## **Approval of Minutes**

Director Durst moved to approve the minutes of the July 1, 2015, regular meeting. Alternate Director Evans seconded the motion, and the minutes were unanimously approved by the following vote:

AYES: Directors McDaniel, Richter, Durst and Alternate Evans

NOES: None.

ABSENT: Ken LaGrande, Director and Wade Mathis, Alternate Director-TCCA.

## **FINANCIAL CONSIDERATIONS**

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

Chair McDaniel presented the Treasurer's Report. On motion by Director Durst, and second by Director Richter, payment of claims #1123 through #1124, in the amount of Six Thousand, Eight Hundred Forty-Six Dollars and Fifty-Five Cents (\$6,846.55), and the Treasurer's Report were approved by the following vote:

AYES: Directors McDaniel, Richter, Durst and Alternate Evans.

NOES: None

ABSENT: Ken LaGrande, Director, Wade Mathis, Alternate Director-TCCA

1:39 p.m. Directors Bransford-Glen-Colusa ID and Kimball-Yolo County Flood Control & WCD are now present.

## **GOVERNANCE AND INTERNAL ORGANIZATION**

### **Review, Discussion and Possible Approval of Final Contract to Hire General Manager**

Chair McDaniel reviewed the final contract between the Sites JPA and General Manager candidate Jim Watson. Alternate Director Evans expressed concern regarding several items in the contract and Attorney Kenny addressed the concerns.

1:45 p.m. Director Vann is now present.

Minor corrections were made to the contract with the consent of Jim Watson.

Director Kimball moved to approve the contract with changes. Director Bransford seconded the motion, and the contract was unanimously approved by the following roll call vote:

AYES: Directors Bransford-GCID, Durst- RD 108, Vann-County of Colusa, McDaniel-County of Glenn, Mensik-MID, and Kimball- YCFC&WCD

NOES: None

ABSENT: Ken LaGrande, Director and Wade Mathis, Alternate Director-TCCA

### **Approve Sites JPA Agreement Amendment and Resolution 2015-01 Adding New Members**

Chair McDaniel reviewed the First Amendment to the Sites Project Authority Joint Exercise of Powers Agreement to approve the addition of four new members to the Sites JPA Board of Directors.

Each member agency has authorized, by resolution, its voting decision.

Director Bransford moved to approve the Sites JPA Agreement Amendment and Adopt Resolution 2015-01. Director Vann seconded the motion, and the Amendment and Resolution 2015-01 was unanimously approved and adopted the following:

**SITES PROJECT JOINT POWERS AUTHORITY  
RESOLUTION 2015-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SITES PROJECT JOINT POWERS AUTHORITY  
RECOGNIZING NEW MEMBERS**

WHEREAS, the Joint Powers Agreement for the Sites Project Joint Powers Authority allows for the addition of New Members with a seventy-five (75%) vote of approval of the existing Members, and;

WHEREAS, the Colusa-County Water District, Westside Water District, Orland-Artois Water District and Proberta Water District have requested to become New Members of the Joint Powers Authority, and;

WHEREAS, the existing Members have unanimously approved the admission of these New Members.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Sites Project Joint Powers Authority do hereby welcome and seat the Directors appointed by the Colusa County Water District, Westside Water District, Orland-Artois Water District and Proberta Water District.

PASSED, APPROVED AND ADOPTED this fifth day of August, 2015 by the following roll call vote:

AYES: Directors Bransford-GCID, Durst- RD 108, Vann-County of Colusa, McDaniel-County of Glenn, Mensik-MID, and Kimball- YCFC&WCD

NOES: None

ABSENT: Ken LaGrande, Director and Wade Mathis, Alternate Director-TCCA

ABSTAIN: None

**Approve Moving Agenda/Minutes/Duties to Colusa County**

Chair McDaniel recommended that the duties of the secretary be moved to the elected Secretary's agency. Director Vann has appointed Ann Nordyke of the County of Colusa staff to perform these duties.

**Action:** By consensus, it was agreed to implement this change with the transition to occur at the next board meeting.

**Discuss and Approve New Board Meeting Dates as Necessary**

The California Water Commission monthly meetings coincide with the same date and time as the Sites JPA board meetings. As General Manager Watson, General Managers of JPA member districts and board members will need to attend this meeting, it is recommended that the regularly scheduled board meetings be moved from the first Wednesday of each month to the third Monday of each month, at 9:00 a.m., beginning in September through the end of the year. The new meeting dates will be:

Date	Member Agency	City
September 21, 2015	Westside Water District	Williams
October 19, 2015	Glenn-Colusa Irrigation District	Willows
November 16, 2015	Yolo County Flood Control	Woodland
December 21, 2015	Tehama-Colusa Canal Authority	Willows

**Action:** By consensus, it was agreed to schedule the board meetings to occur on these dates with a 9:00 AM start time.

**Form Ad Hoc Governance Committee**

Chair McDaniel suggested that the Board consider forming an ad hoc governance committee to address the future needs of the Sites JPA. The committee should address clarification of the JPA Agreement, handle financial needs and decision making; work on improving outreach and communications, and develop by-laws.

Action: General Manager Jim Watson will develop recommendations and bring to the September board meeting. TCCA General Manager Jeff Sutton and Attorney John Kenny will draft by-laws and bring to the September board meeting for consideration.

**REGULAR BUSINESS**

**Report on New Term Work Plan Proved Direction as Necessary**

General Manager Jim Watson reported that the California Water Commission staff has a proposed outline of the process to submit proposals. There are a number of elements that will affect the work plan and budget that the General Manager Technical Group has developed. The budget and work plan will need to be adjusted to meet the new dates and financial impact of the California Water Commission’s process. Financing the Environmental Impact Studies may become the responsibility of the SPA.

He also announced upcoming meetings he would be attending and the August 18, 2015, legislative staff tour to the Sites area. He requested that board members and other general managers, who are available, consider attending.

**Committee Composition**

General Manager Jim Watson requested this item be addressed at a board meeting after his August 17, 2015, official starting date.

**Investor Outreach Direction to General Manager**

General Manager Jim Watson also requested that this be addressed at a later date. Chair McDaniel clarified that Alternate Director Evans remains engaged with the local constituents.

**Other Business**

Vice Chair Durst asked for everyone to introduce themselves for the benefit of the new General Manager and new Directors.

Vice Chair Durst will be attending the Urban Water Institute to give a presentation of the Sites Project.

The next regularly scheduled board meeting will be held at 9:00 a.m. on Monday, September 21, 2015, at Westside Water District, Williams.

**ADJOURNMENT**

The meeting adjourned at 2:53 p.m.

Respectfully Submitted,

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Kim Dolbow Vann  
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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Leigh McDaniel