



PROJECT AGREEMENT 22 COMMITTEE
Interregional Landscape Water Demand Reduction Program
SPECIAL MEETING MINUTES
August 25, 2016

COMMITTEE MEMBERS PRESENT

Doug Headrick, General Manager, San Bernardino Valley Municipal Water District
Paul D. Jones, General Manager, Eastern Municipal Water District
Michael Markus General Manager, Orange County Water District
Larry McKenney, Executive Counsel, Santa Ana Watershed Project Authority – Convener [Non-Voting]

COMMITTEE MEMBERS ABSENT

Joe Grindstaff, General Manager, Inland Empire Utilities Agency
John Rossi, General Manager, Western Municipal Water District

STAFF PRESENT

Mark Norton, Ian Achimore, Dean Unger, Zyanya Blancas

1. CALL TO ORDER (Larry McKenney, Convener)

The meeting was called to order at 3:17 p.m. by Larry McKenney at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

2. PUBLIC COMMENTS

There were no public comments.

3. ELECTION OF COMMITTEE CHAIR AND VICE CHAIR

Larry McKenney called for nominations for Chair and Vice Chair of the PA 22 Committee. Mike Markus nominated Paul Jones for Chair; Paul Jones nominated Mike Markus for Vice Chair. There being no further nominations, Larry McKenney announced nominations were closed, called for motions to elect the nominees for Chair and Vice Chair, and recommended an effective date of the next PA 22 Committee meeting.

MOVED, elect Paul Jones as Chair of the PA 22 Committee effective at the next PA 22 Committee Meeting.

Result:	Adopted (Unanimously; 3-0)
Motion/Second:	Markus/Headrick
Ayes:	Headrick, Jones, Markus
Nays:	None
Abstentions:	None
Absent:	Grindstaff, Rossi

MOVED, elect Mike Markus as Vice Chair of the PA 22 Committee effective at the next PA 22 Committee Meeting.

Result:	Adopted (Unanimously; 3-0)
Motion/Second:	Jones/Markus
Ayes	Headrick, Jones, Markus
Nays:	None
Abstentions:	None
Absent:	Grindstaff, Rossi

4. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: July 28, 2016

Recommendation: Approve as posted.

MOVED, approve July 28, 2016 meeting minutes as posted.

Result:	Adopted (Unanimously; 3-0)
Motion/Second:	Headrick/Markus
Ayes	Headrick, Jones, Markus
Nays:	None
Abstentions:	None
Absent:	Grindstaff, Rossi

5. COMMITTEE DISCUSSION ITEMS

A. AERIAL MAPPING PROJECT VEGETATION CLASSIFICATION UPDATE (PA22#2016.20)

Dean Unger provided a PowerPoint presentation update on the aerial mapping project vegetation classification. There are currently 28 water agencies signed on to receive aerial mapping data, 10 of which have received data. Unger stated that work may be completed mid-September. The addition of agencies should not impact the completion date.

This item was for informational purposes; no action was taken on Agenda Item No. 5.A.

B. AERIAL MAPPING PROJECT VEGETATION CLASSIFICATION CHANGE ORDER NO. 1 TO TASK ORDER SRI504-301-02(PA22#2016.21)

Dean Unger provided a PowerPoint presentation explaining staff's request for a change order to Task Order SRI504-301-02 with Statistical Research, Inc. (SRI). Change Order No. 1 will allow SRI to calculate vegetation square footage for Caltrans rights-of-way within the Santa Ana River Watershed. Unger stated that this would benefit retail water agencies because these Caltrans rights-of-way will be added to each retail agency's vegetation calculation data set if they have Caltrans rights-of-way in their retail boundaries.

The vegetation analysis is already available; the additional \$7,640 will create Caltrans District 12 and District 8 boundaries to the data.

MOVED, approve Change Order No. 1 to Task Order SRI504-301-02 with Statistical Research, Inc., in an amount not to exceed \$7,640 to provide Meter Service Area creation for Caltrans District 12 and District 8 in order to provide them water use budgets, bringing the new total for Task Order SRI504-301-02 TO \$169,844.

Result: **Adopted (Unanimously; 3-0)**
Motion/Second: Jones/Headrick
Ayes: Headrick, Jones, Markus
Nays: None
Abstentions: None
Absent: Grindstaff, Rossi

C. FEEDBACK ON TRANSFERRING GRANT FUNDS BETWEEN DIFFERENT PROJECT TASKS

During the last PA 22 Committee meeting, the following question was raised: Can we receive grant dollars at the end of the project timeline for items that were funded mid-project through local match?

Mark Norton stated that grants can be received, if the agency did not invoice them as "Grant Amount" or "Required Cost Share." Discussion ensued on possible scenarios to better explain the process. Committee member Markus requested to have a discussion at the next Committee meeting on possible areas to which the estimated remaining \$800,000 from the Aerial Mapping Project may be applied. Committee member Jones requested an update on the Grant Administration funds.

This item was for informational purposes; no action was taken on Agenda Item No. 5.C.

D. CONSERVATION-BASED WATER RATES PROJECT – OUTREACH SUPPORT (PA22#2016.22)

Ian Achimore provided a PowerPoint presentation update on the Conservation-Based Water Rates Project – Outreach Support. Staff is working with Tom Ash, Senior Environmental Resource Planner at Inland Empire Utilities Agency, in drafting a possible outreach effort to the nine agencies under contract with SAWPA for the Emergency Drought Grant Program's Conservation-Based Rates Project. This outreach effort would involve creating Frequently Asked Questions (FAQ) documents which would be sent to the nine agencies on a periodic basis, with each FAQ document having a different theme focused on helping the nine agencies communicate the intricacies of conservation-based rates to their customers. As some of the agencies do not have large-scale public relations programs, these FAQ documents can assist them with their outreach efforts.

This item was for informational purposes; no action was taken on Agenda Item No. 5.D.

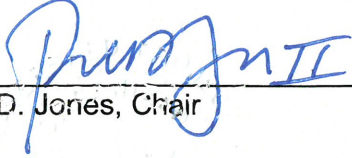
6. FUTURE AGENDA ITEMS

- Discussion of possible areas to which any remaining funds may be applied.

7. ADJOURNMENT

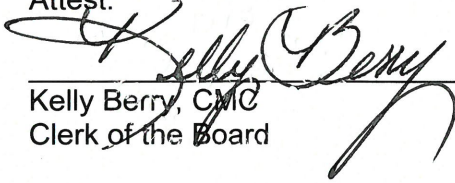
There being no further business for review, Convener McKenney adjourned the meeting at 3:46 p.m.

Approved at a Regular Meeting of the Project Agreement 22 Committee on Thursday,
October 27, 2016.



Paul D. Jones, Chair

Attest:



Kelly Berry, CMC
Clerk of the Board