



**SAWPA COMMISSION
REGULAR MEETING MINUTES
NOVEMBER 3, 2020**

COMMISSIONERS PRESENT

David J. Slawson, Chair, Eastern Municipal Water District
Kati Parker, Vice Chair, Inland Empire Utilities Agency
Kelly E. Rowe, Secretary-Treasurer, Orange County Water District
Brenda Dennstedt, Western Municipal Water District
T. Milford Harrison, San Bernardino Valley Municipal Water District

COMMISSIONERS ABSENT

None

**ALTERNATE COMMISSIONERS
PRESENT; NON-VOTING**

June D. Hayes, San Bernardino Valley Municipal Water District

STAFF PRESENT

Rich Haller, Karen Williams, Carlos Quintero, David Ruhl, Mark Norton,
Dean Unger, Rick Whetsel, Marie Jauregui, Sara Villa

OTHERS PRESENT

Andrew D. Turner, Lagerlof, LLP; Seth Cole, Alliant Insurance Services,
Inc.

The Regular Commission meeting of the Santa Ana Watershed Project Authority was called to order at 9:32 a.m. by Chair Slawson on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California. The record will reflect this meeting was conducted virtually.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, this meeting was conducted virtually. Members of the public who were unable to participate by teleconference or virtually were invited to submit comments and questions in writing via email for the Commission's consideration. All votes taken during this meeting were conducted via oral roll call.

2. ROLL CALL

An oral roll call was duly noted and recorded by the Clerk of the Board.

3. PUBLIC COMMENTS

There were no public comments; there were no public comments received via email.

4. ITEMS TO BE ADDED OR DELETED

There were no added or deleted items.

5. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: OCTOBER 6, 2020

Recommendation: Approve as posted.

B. TREASURER'S REPORT – SEPTEMBER 2020

Recommendation: Approve as posted.

MOVED, approve the Consent Calendar.

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| Result: | Adopted by Roll Call Vote (Unanimously) |
| Motion/Second: | Harrison/Rowe |
| Ayes: | Dennstedt, Harrison, Parker, Rowe, Slawson |
| Nays: | None |
| Abstentions: | None |
| Absent: | None |

6. NEW BUSINESS

A. SUMMARY OF SAWPA INSURANCE PROVIDERS & COVERAGE (CM#2020.69)

Karen Williams provided a PowerPoint presentation contained in the agenda packet on pages 22 – 49, and introduced Seth Cole of Alliant Insurance Services, Inc. to help answer any questions. Williams noted that Alliant Insurance Services, Inc. is SAWPA's insurance broker and they find the best coverage at the lowest price. In June 2018, SAWPA joined the California Association of Mutual Water Companies and the Joint Powers Risk and Insurance Management Authority (JPRIMA). SAWPA carries property & casualty, environmental legal liability, and earth movement insurance policies; Williams described the coverage for each policy. Chair Slawson asked if fines were covered under the environmental legal liability policy; Seth Cole advised the policy covers civil fines and penalties but not criminal fines and penalties. SAWPA is currently under contract with California Association of Mutual Water Companies for three (3) years. Williams noted SAWPA will investigate coverage and rates with ACWA and other possible carriers when the policies are up for renewal. Commissioner Dennstedt stated the importance of understanding policy coverage and amount analysis, so we can ensure SAWPA is not under or over insured. Commissioner Rowe asked about flood insurance; Williams SAWPA does not have any mechanical or electrical equipment associated with the Brine Line – only flow meters.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 6.A.

B. ASSESSING HOMELESSNESS IMPACTS ON WATER QUALITY, RIPARIAN AND AQUATIC HABITAT IN UPPER SANTA ANA RIVER WATERSHED | MONITORING PROGRAM PHASE 1A (CM#2020.68)

[This item is subject to the provisions of Project Agreement 25]

Mark Norton provided the PowerPoint presentation contained in the agenda packet on pages 295 – 312. Through a scoping effort with SAWPA member agency staff and release of a Request for Proposals (RFP), GEI Consultants was hired to undertake the development of a monitoring program which would include a detailed assessment of the homeless encampment impacts on water quality and riparian habitat in the upper Santa Ana River Watershed and any ongoing data collected from the pathogen TMDLs in the watershed. The study is now complete and GEI Consultants recommended a monitoring program which could be implemented in phases at three (3) monitoring locations: Market Street Bridge, Mission Boulevard Bridge, and Van Buren Boulevard Bridge.

The preliminary monitoring programs consists of preliminary field visits, dry weather events, and rapid trash assessment. Phase 1 A consists of one-year monitoring of four (4) dry-weather events at each site and rapid trash assessment, and high flow suspension of recreation standards for a total of \$88,800. This item was brought forward to the Commission in September 2020; staff was directed to locate potential funding partners. Funding commitments of \$10,000 have been secured from both the Riverside County Flood Control and Water Conservation District (RCFC&WCD) and San Bernardino County Flood Control District (SBCFCD). Riverside County will consider financial support at their November 19 meeting. The cost share among the SAWPA member agencies is \$68,800, with possible reduction by additional funds from the County of Riverside.

Commissioner Harrison asked if staff had received input from the SAWPA General Managers. Norton stated the General Managers were unanimously fully supportive. Commissioner Dennstedt asked about direct to WMWD customers? Norton advised this will reduce the cost to the member agencies and their sub-agencies in compliance with regulations; therefore, overall customers rates will be reduced. The consultant will use the PIT count from January 2021, due to monitoring starting in July 2021; the goal is to gather and analysis data to understand how significant these encampments are impairing the water quality compared to other potential sources. Commissioner Harrison thanked staff noting the public is very concerned about homeless encampments from a hygienic and human rights standpoint; it is appropriate that we do whatever we can to learn more about the impact of the various encampments which can lead us to data-driven solutions. Vice Chair Parker voiced her support and moved the item. Commissioner Rowe noted Orange County had a growth in homeless from 20 people in one year, to approximately 2,000 two years later, and voiced his support of monitoring any impacts.

MOVED, support inclusion of initial Phase 1A Monitoring Program to Assess Homelessness Impact on Water Quality in the Upper Santa Ana River Watershed estimated to cost \$88,800 in the future SAWPA FY 2021-2022 Budget, subject to local match commitments.

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| Result: | Adopted by Roll Call Vote (Unanimously) |
| Motion/Second: | Parker/Harrison |
| Ayes: | Dennstedt, Harrison, Parker, Rowe, Slawson |
| Nays: | None |
| Abstentions: | None |
| Absent: | None |

C. ADOPT RESOLUTION NO. 2020-08 | AMEND RETENTION AND DESTRUCTION OF AGENCY RECORDS POLICY (CM#2020.70)

Rich Haller provided an oral report and recommended adoption of Resolution No. 2020-08 amending the Retention Destruction of Agency Records Policy. The updated records retention schedules were written interactively with all departments participating; the appropriate department manager has reviewed and approved all retention schedules. The schedules provide clear, specific records descriptions and retention periods, and apply current law and technology to management of SAWPA's records. Commissioner Dennstedt questioned if legal counsel had reviewed and approved; legal counsel Turner stated he has seen, and it was one of the most comprehensive Records Retention Policies he is seen.

MOVED, adopt Resolution No. 2020-08 amending the Retention and Destruction of Agency Records Policy.

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| Result: | Adopted by Roll Call Vote (Unanimously) |
| Motion/Second: | Harrison/Dennstedt |
| Ayes: | Dennstedt, Harrison, Parker, Rowe, Slawson |
| Nays: | None |
| Abstentions: | None |
| Absent: | None |

7. INFORMATIONAL REPORTS-

The following oral/written reports/updates were received and filed.

A. CASH TRANSACTIONS REPORT – AUGUST 2020

B. INTER-FUND BORROWING – AUGUST 2020 (CM#2020.66)

- C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – AUGUST 2020 (CM#2020.67)
- D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, JULY 2020
- E. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, AUGUST 2020
- F. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, JULY 2020
- G. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, AUGUST 2020
- H. OWOW QUARTERLY STATUS REPORT: JULY 1, 2020 – SEPTEMBER 30, 2020
- I. ROUNDTABLES QUARTERLY STATUS REPORT: JULY 1, 2020 – SEPTEMBER 30, 2020
- J. GENERAL MANAGER REPORT
- K. STATE LEGISLATIVE REPORT
- L. CHAIR’S COMMENTS/REPORT
There were no comments/reports from the Chair.
- M. COMMISSIONERS’ COMMENTS
Rich Haller provided an update on the General Manager recruitment. The brochure has been completed and distributed and the advertisement is in place. The recruitment will close November 20, 2020.
- N. COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS
There were no Commissioner requests for future agenda items.

8. CLOSED SESSION

There was no Closed Session.

9. ADJOURNMENT

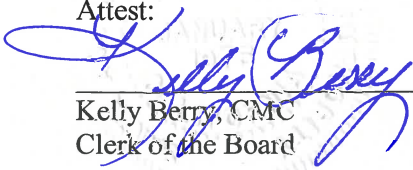
There being no further business for review, Chair Slawson adjourned the meeting at 10:34 a.m.

Approved at a regular meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, December 1, 2020.



David J. Slawson, Chair

Attest:



Kelly Berry, CMC
Clerk of the Board