



S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

11615 Sterling Avenue, Riverside, California 92503 • (951) 354-4220

REGULAR COMMISSION MEETING TUESDAY, MARCH 17, 2020 – 9:30 A.M.

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (David J. Slawson, Chair)

2. ROLL CALL

3. PUBLIC COMMENTS

Members of the public may address the Commission on items within the jurisdiction of the Commission; however, no action may be taken on an item not appearing on the agenda unless the action is otherwise authorized by Government Code §54954.2(b).

4. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered routine and non-controversial and will be acted upon by the Commission by one motion as listed below.

- A. APPROVAL OF MEETING MINUTES: MARCH 3, 2020..... 5
Recommendation: Approve as posted.

5. WORKSHOP DISCUSSION AGENDA

- A. SALTON SEA AUTHORITY | SALT MANAGEMENT STRATEGIES..... 9
Presenter: Phil Rosentrater, Salton Sea Authority General Manager/Executive Director
Recommendation: Receive and file.

6. NEW BUSINESS

- A. OVERVIEW OF THE SANTA ANA RIVER TRAIL (CM#2020.18)..... 33
Presenter: Ian Achimore
Recommendation: Receive and file.

- B. [MEMORANDUM OF UNDERSTANDING \(MOU\) | SANTA ANA WATERSHED PROJECT AUTHORITY \(SAWPA\) AND WESTERN MUNICIPAL WATER DISTRICT \(WMWD\) \(CM#2020.20\)](#)..... 53
Presenter: Carlos Quintero
Recommendation: Authorize the General Manager to execute the revised Memorandum of Understanding between the Santa Ana Watershed Project Authority (SAWPA) and Western Municipal Water District (WMWD) establishing the terms for the cost allocation of the SAWPA parking lot restoration.

- C. [SAWPA BUILDING RENOVATIONS | PHASE 2 \(CM#2020.19\)](#)..... 75
Presenter: Carlos Quintero
Recommendation: Approve the use of \$120,000 from the Building Reserve Fund to continue Phase 2 of the SAWPA Building Renovation effort.

- D. [STRATEGIC PLAN FACILITATOR CONSULTANT SERVICES AWARD OF CONTRACT \(CM#2020.21\)](#) 81
Presenter: Rich Haller
Recommendation: Direct the General Manager to execute an agreement for services with Water Systems Consulting, Inc. for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.00.

7. **INFORMATIONAL REPORTS**

Recommendation: Receive for information.

- A. [CASH TRANSACTIONS REPORT – JANUARY 2020](#)..... 117
Presenter: Karen Williams

- B. [INTER-FUND BORROWING – JANUARY 2020 \(CM#2020.16\)](#)..... 125
Presenter: Karen Williams

- C. [PERFORMANCE INDICATORS/FINANCIAL REPORTING – JANUARY 2020 \(CM#2020.17\)](#)..... 131
Presenter: Karen Williams

- D. [GENERAL MANAGER REPORT](#) 153

- E. [STATE LEGISLATIVE REPORT](#) 159
Presenter: Rich Haller

- F. [SAWPA GENERAL MANAGERS MEETING NOTES](#) 165
 March 10, 2020

- G. **CHAIR’S COMMENTS/REPORT**

- H. **COMMISSIONERS’ COMMENTS**

- I. **COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS**

8. **CLOSED SESSION**

There were no Closed Session items anticipated at the time of the posting of this agenda.

9. ADJOURNMENT

Americans with Disabilities Act: If you require any special disability related accommodations to participate in this meeting, call (951) 354-4220 or email kberry@sawpa.org. 48-hour notification prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility for this meeting. Requests should specify the nature of the disability and the type of accommodation requested.

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection during normal business hours at the SAWPA office, 11615 Sterling Avenue, Riverside, and available at www.sawpa.org, subject to staff's ability to post documents prior to the meeting.

Declaration of Posting

I, Kelly Berry, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on March 10, 2020, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at the SAWPA office, 11615 Sterling Avenue, Riverside, California

/s/

Kelly Berry, CMC

2020 SAWPA Commission Meetings/Events

First and Third Tuesday of the Month

(NOTE: Unless otherwise noticed, all Commission Workshops/Meetings begin at **9:30 a.m.** and are held at SAWPA.)

January	February
1/7/20 Commission Workshop [cancelled]	2/4/20 Commission Workshop
1/21/20 Regular Commission Meeting	2/18/20 Regular Commission Meeting
March	April
3/3/20 Commission Workshop	4/7/20 Commission Workshop
3/17/20 Regular Commission Meeting	4/21/20 Regular Commission Meeting
May	June
5/5/20 Commission Workshop	6/2/20 Commission Workshop
5/5 – 5/8/20 ACWA Spring Conference, Monterey	6/16/20 Regular Commission Meeting
5/19/20 Regular Commission Meeting	
July	August
7/7/20 Commission Workshop	8/4/20 Commission Workshop
7/21/20 Regular Commission Meeting	8/18/20 Regular Commission Meeting
September	October
9/1/20 Commission Workshop	10/6/20 Commission Workshop
9/15/20 Regular Commission Meeting	10/20/20 Regular Commission Meeting
November	December
11/3/20 Commission Workshop	12/1/20 Commission Workshop
11/17/20 Regular Commission Meeting	12/1 – 12/4/20 ACWA Fall Conference, Indian Wells
	12/15/20 Regular Commission Meeting

SAWPA COMPENSABLE MEETINGS

Commissioners and Alternate Commissioners will receive compensation for attending the meetings listed below, pursuant to the Commission Compensation, Expense Reimbursement, and Ethics Training Policy.

IMPORTANT NOTE: These meetings are subject to change. Prior to attending any meetings listed below, please confirm meeting details by viewing the website calendar using the following link:

<https://sawpa.org/sawpa-calendar/>

MONTH OF: March 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
3/3/20	10:00 AM	PA 24 Committee Mtg	SAWPA
3/10/20	8:30 AM	PA 22 Committee Mtg	SAWPA
3/24/20	9:00 AM	Basin Monitoring Program Task Force Mtg	SAWPA
3/25/20	1:30 PM	Lake Elsinore/Canyon Lake TMDL Task Force Mtg	SAWPA
3/26/20	11:00 AM	OWOW Steering Committee Mtg	SAWPA

MONTH OF: April 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
4/7/20	8:30 AM	PA 23 Committee Mtg	SAWPA
4/7/20	10:00 AM	PA 24 Committee Mtg	SAWPA
4/14/20	8:30 AM	PA 22 Committee Mtg	SAWPA
4/16/20	4:00 PM	LESJWA Board of Directors Mtg	Elsinore Valley MWD 31315 Chaney Street Lake Elsinore, CA 92530
4/22/20	9:00 AM	MSAR TMDL/Regional WQ Monitoring Task Force Mtg	SAWPA
4/22/20	1:30 PM	Basin Monitoring Program Task Force Mtg	SAWPA

Please Note : We strive to ensure the list of Compensable Meetings set forth above is accurate and up-to-date; the list is compiled based on input from SAWPA staff and Department Managers regarding meeting purpose and content.



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

COMMISSIONERS PRESENT

David J. Slawson, Chair, Eastern Municipal Water District
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

Kati Parker, Vice Chair, Inland Empire Utilities Agency

**ALTERNATE COMMISSIONERS
PRESENT; NON-VOTING**

June D. Hayes, Alternate, San Bernardino Valley Municipal Water District

STAFF PRESENT

Rich Haller, Karen Williams, Mark Norton, David Ruhl, Carlos Quintero,
Dean Unger, Kelly Berry

OTHERS PRESENT

Andrew D. Turner, Lagerlof, LLP; Ronald W. Sullivan

The Regular Commission meeting of the Santa Ana Watershed Project Authority was called to order at 9:43 a.m. by Chair Slawson at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

Roll call was duly noted and recorded by the Clerk of the Board.

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: FEBRUARY 18, 2020

Recommendation: Approve as posted.

MOVED, approve the February 18, 2020 meeting minutes.

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

5. NEW BUSINESS

The Commission agreed to consider Agenda Item Nos. 5.A., 5.B., and 5.C. under one motion.

- A. ADOPT RESOLUTION NO. 2020-02 IN RECOGNITION OF RONALD W. SULLIVAN**
- B. ADOPT RESOLUTION NO. 2020-03 IN RECOGNITION OF JASMIN A. HALL**
- C. ADOPT RESOLUTION NO. 2020-04 IN RECOGNITION OF DENIS R. BILODEAU**

Ronald W. Sullivan thanked the Commission for this recognition; he spoke of his years with SAWPA and the many accomplishments by the Commission and staff during that time. Rich Haller noted presentations would be made to Jasmin A. Hall and Denis R. Bilodeau before their respective boards at a future meeting.

MOVED, adopt Resolution No. 2020-02 in recognition of Ronald W. Sullivan; adopt Resolution No. 2020-03 in recognition of Jasmin A. Hall; and, adopt Resolution No. 2020-04 in recognition of Denis R. Bilodeau.

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

6. INFORMATIONAL REPORTS

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

- A. DEMONSTRATION | DROPBOX AGENDA ACCESS**
A brief presentation was provided on accessing public meeting agenda packets via Dropbox; all Dropbox materials are public documents and also available on SAWPA's website.
- B. CHAIR'S COMMENTS/REPORT**
There were no comments/reports from the Chair.
- C. COMMISSIONERS' COMMENTS**
There were no Commissioner comments.
- D. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS**
There were no Commissioner requests for future agenda items.

7. CLOSED SESSION

There was no Closed Session.

8. ADJOURNMENT

There being no further business for review, Chair Slawson adjourned the meeting at 9:54 a.m.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday,
March 17, 2020.**

David J. Slawson, Chair

Attest:

Kelly Berry, CMC
Clerk of the Board

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Salt Management Strategies to Revitalize THE SALTON SEA



SALTON SEA AUTHORITY

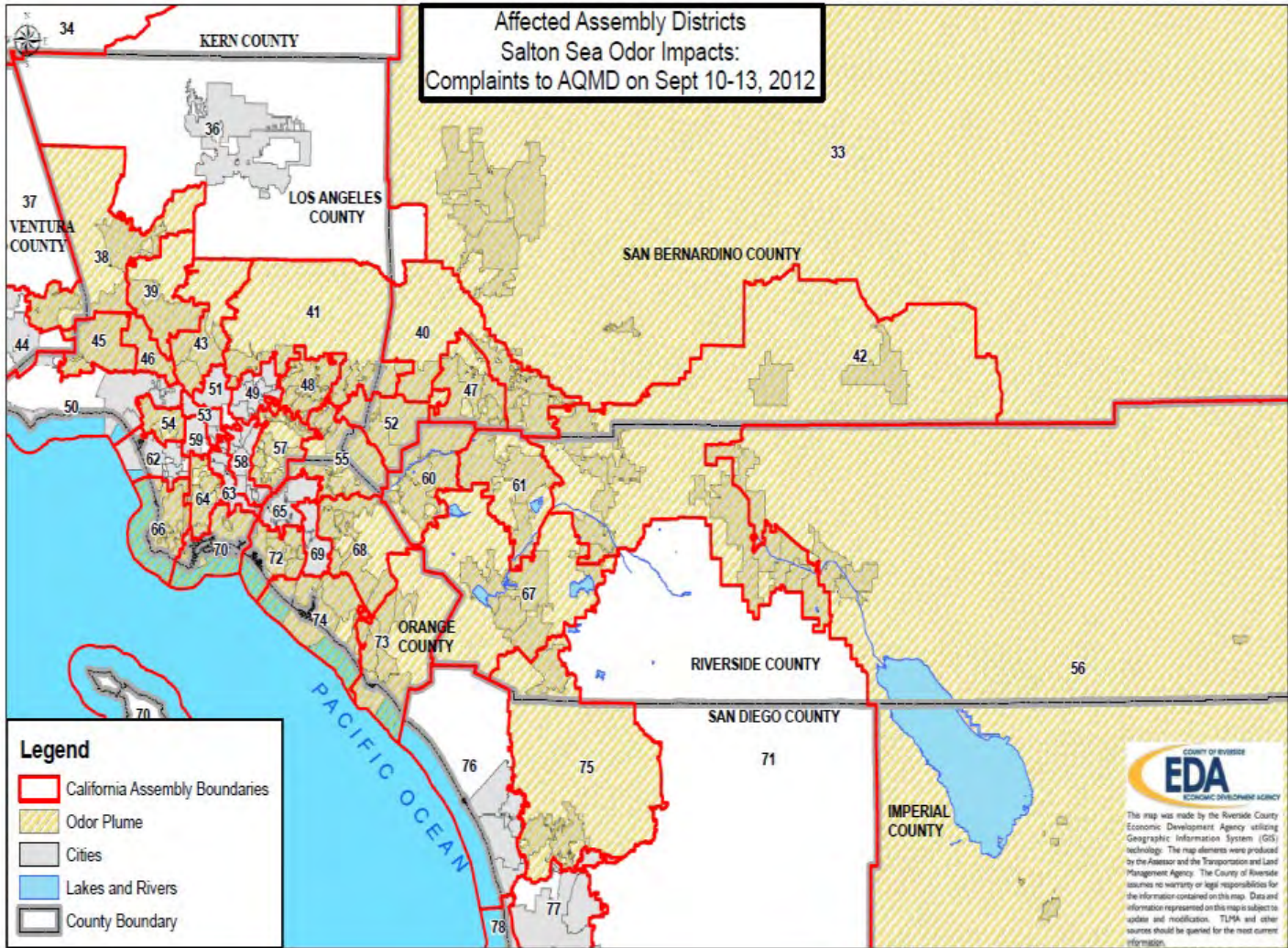
- What is the SSA? Who are the members?
- When was it created, and by whom?
- Why was it created and what is its mission?



CHALLENGES & OPPORTUNITIES

- **H**uman Health impacted by Air Quality
- **H**abitat loss impacting Pacific Flyway
- **O**pportunities: Renewable Energy, Recreation

Affected Assembly Districts
 Salton Sea Odor Impacts:
 Complaints to AQMD on Sept 10-13, 2012



Habitat value of Salton Sea: Migratory Birds



STATUS OF THE SALTON SEA

- Status Quo is a NO GO: Rising Salt, Lowering Water = declining ecology & economy for the Southwestern US
- North America's largest and most diverse migratory bird habitat outside the Everglades
- Salinity approaching 2 x ocean
- Algae blooms in Sea occasionally kill fish
- Water transfers in 2017: reduced inflow
- Less inflow: shoreline will shrink
- Exposure of nearly 100 sq miles of playa
- Air quality decline: odors and dust



DO NOTHING SCENARIO

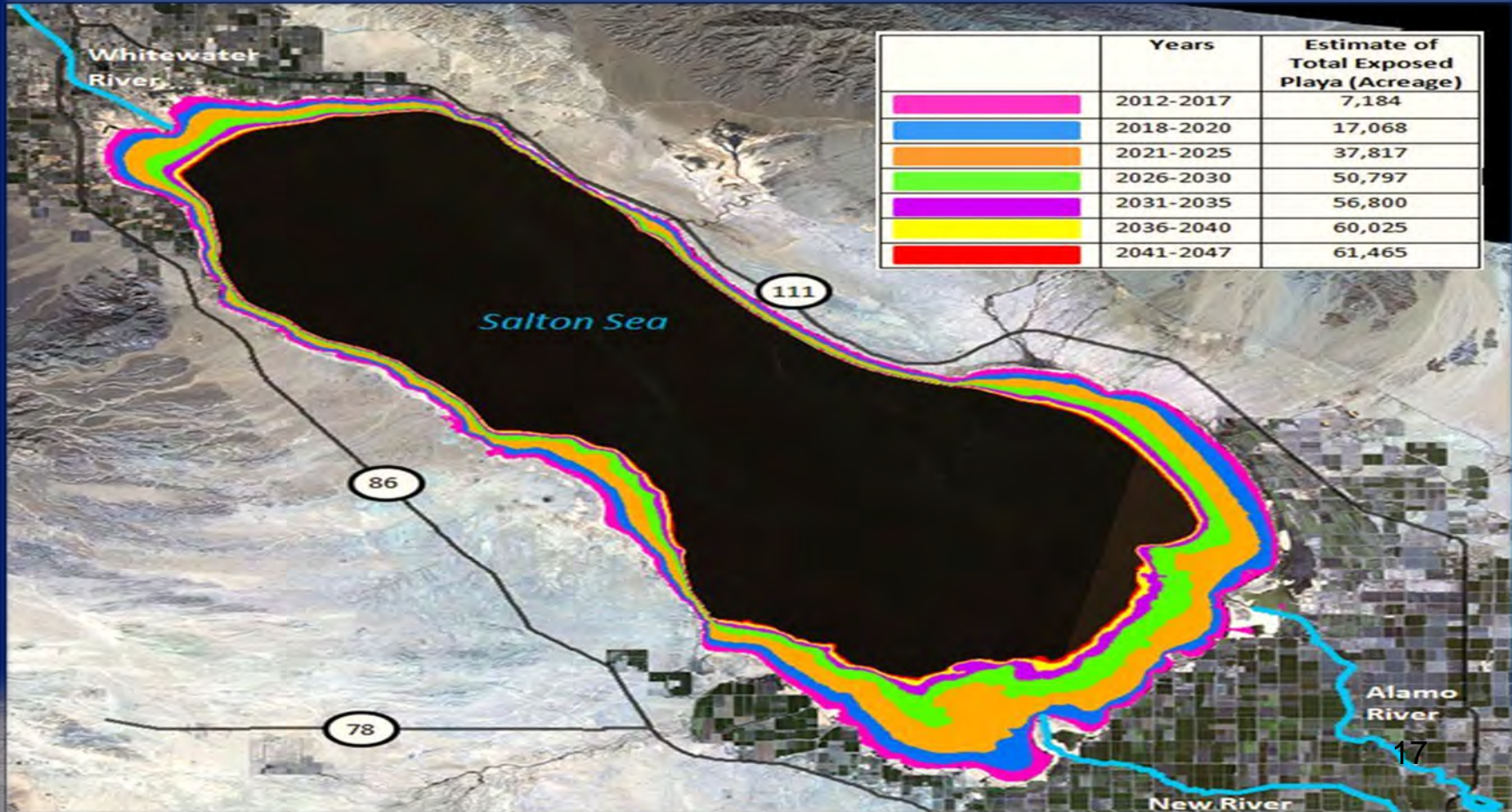
\$70 Billion in Damages

“The most costly and irresponsible of all options”

DO NOTHING SCENARIO



ESTIMATED TOTAL PLAYA EXPOSURE



SIGNIFICANT PROGRESS AT THE SEA

- Breakthroughs in cooperation
- Governance clarified
- Policy enhanced
- Funding expansion



GOVERNANCE: AB 71 (PEREZ)

Governor and Legislature direct the Ca Natural Resources Agency to work in Cooperation and Consultation with the Salton Sea Authority on matters pertaining to Salton Sea revitalization.

IMPROVED TRUST = LEGISLATIVE SUPPORT

- Funding
 - State \$\$
 - Prop 1: \$80.5 M
 - Prop 68: \$200 M
 - Federal \$\$
 - Dept of Ag :\$9 M
 - Army Corps: \$30 M
- SAVINGS: Construction \$ and Time
 - Dam Safety considerations
 - Design-Build capability for Sea projects



SALTON SEA MANGMENT PROGRAM 10 YEAR PLAN

- Realistic, Feasible, Actionable
- Salt Management: Catch inflow
- Shovel ready projects, real funding
- Not perfect or complete, but good first step



SSA DELIVERS FIRST STATE-FUNDED PROJECT EVER COMPLETED AT SALTON SEA

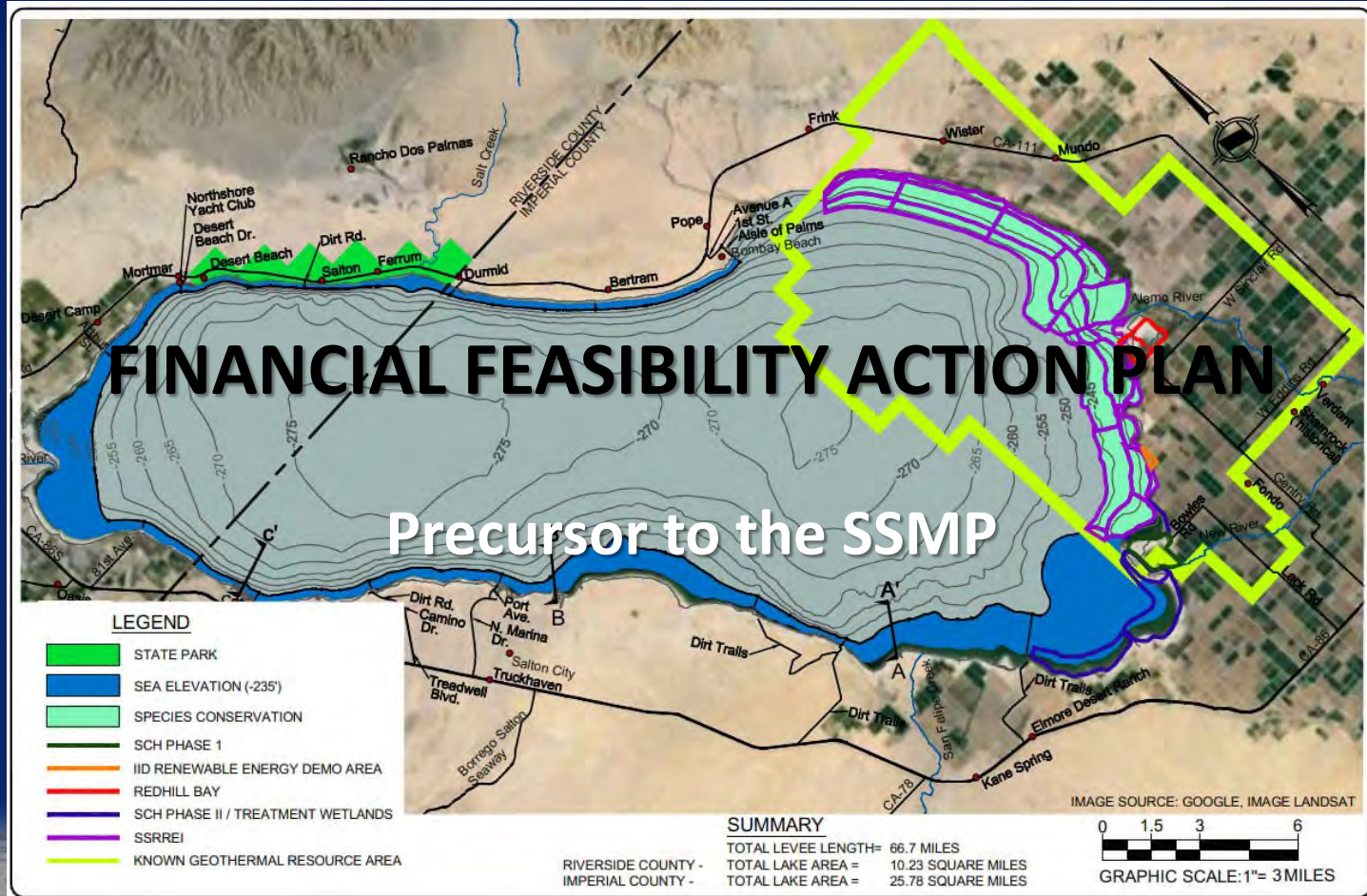
- **Completed by Salton Sea Authority**
 - On Time
 - Under Budget
 - Contracted with state
 - In partnership with Torres Martinez Tribe

STABLE SHORELINE = MULTIPLE BENEFITS

- **SSMP 10-year plan:**
 - Goal: Smaller sustainable sea
 - State obligation: AQ, Habitat
 - Local benefits:
 - Recreation
 - Renewable Energy
 - Protects up to 30,000 acres of potentially emissive playa



Historic MOU for cooperative land use planning to develop a Perimeter Lake



NEAR-TERM DESIGN & CONSTRUCTION

- **Current projects**
 - SSA/Torres Martinez Wetland
 - Phase 2 Expansion
 - Red Hill Bay
 - New River East - (SCH)
- **Proposed 2020**
 - New River West
 - Whitewater River



NEW SOURCES OF FUNDING

- **State Bonds**
- **Federal Approps**
- **Local – EIFD****



INFRASTRUCTURE FINANCING DISTRICTS (IFD)

- **NOT a new tax**
- **NOT a change in tax rate**
- **Leverages existing local property tax**
- **Requires a defined project providing clear benefits**





For more information please visit: <http://saltonseaaauthority.org/>

Phil Rosentrater

Phil Rosentrater has worked tirelessly to protect and improve public water systems and water resource management for nearly a quarter century in communities across Southern California.

Phil first moved to the region as a resident of the City of Upland where his parents met and his three brothers were born. Phil has lived and worked in other San Bernardino County communities that include the City of Ontario, the San Bernardino Mountain resort communities, and the high desert regions surrounding Yucca Valley. Phil has lived in the Riverside area for thirty years and is now working in both Riverside and Imperial Counties as the GM/Executive Director for the Salton Sea Authority.

Phil currently serves as General Manager/Executive Director for the Salton Sea Authority, a joint powers authority empowered to restore the Salton Sea, California's largest inland Sea and home to two thirds of the species of migratory waterfowl in North America. Phil provides policy leadership in intergovernmental relations, federal and state procurement, and project management for the Authority which is comprised of elected representatives from Imperial Irrigation District, Coachella Valley Water District, Riverside and Imperial Counties, and the Torres Martinez Desert Cahuilla Indians.



With Phil's energetic leadership, creative diplomacy, and business-oriented determination, the Salton Sea, once considered a lost cause, is now on a trajectory for recovery. Phil has forged consensus for achievable plans and projects among agencies at the local, state and federal levels. This historic progress at the Sea is on track to reverse decades of decline with a pragmatic strategy that is already yielding success in ecological, environmental and economic transformation.

As challenging as the Salton Sea may be, it is not the only major responsibility in his professional portfolio. Phil serves as executive on loan to the Salton Sea while also fulfilling duties as Deputy Director of the Riverside County Economic Development Agency (EDA). Riverside County, with a population exceeding 2.4 million persons, is the fourth most populous county in California and covers an area the size of the state of

New Jersey. In addition to Phil's direct responsibilities for Salton Sea revitalization, he also serves as Deputy Director of Natural Resources for Riverside County.

In this role, he has overseen the installation of the largest county solar PV retrofit project in the nation (\$56 million) as well as Southern California's largest, most geographically diverse network of electric vehicle charging stations. Phil also helped launch cutting edge, real-time metering technology for water and electricity use at nearly 750 county facilities (12 million square feet) creating operational efficiencies that translate into millions of dollars saved and valuable resources conserved.

Phil also provided leadership at EDA in overseeing the Aviation Division serving five regional airports, as well as the Divisions of Economic Development, Office of Foreign Trade, Business Solutions, Marketing, Office of Film & Television. Riverside County EDA employs 850 employees with annual budgets approaching \$900 million.

Before he was recruited to serve in his current position, Phil served as External Affairs Director for Western Municipal Water District. Western MWD is a wholesale water provider as a member agency of Metropolitan Water District of Southern California. Western is a regional water leader, augmenting its imported supplies from MWD with local sources including groundwater generated from conjunctive recharge of stormwater, groundwater from brackish desalination, recycled water and innovative water efficiency strategies. Phil successfully secured state and federal funding support for projects and programs supporting each of these resource areas.

Phil is well versed in water issues at local, regional, state, federal and international levels. He understands the unique challenges facing water agencies operating in California's inland southwestern region. He also understands the value of bringing people and agencies together to articulate the priorities of inland Southern California in a way that produces positive results. In the San Geronio Pass area, Phil helped assemble a dozen water-related entities that had never had a group conversation. Today, they are working cooperatively to achieve greater efficiency in mutually beneficial plans and projects. Similarly at the Salton Sea, he has united an unprecedented coalition of local governments – counties, cities, special districts, tribes, non-governmental organizations (NGO) and the private sector to partner with state and federal agencies in establishing a healthier, more prosperous Salton Sea.

In addition to his drive to create cooperative partnerships, Phil has a hard-earned reputation for protecting the public water supplies, particularly the interests of Region 9. For example, Phil helped successfully fend off a state grab of water agency share of



local property taxes by spearheading a coalition that persuaded legislators that expanding a state Educational Revenue Augmentation Fund (ERAF) seize would harm infrastructure needed to survive drought and to protect community well-being.

Phil was elected as Chairman of the Board for the Association of California Water Agencies (ACWA) Region 9. In addition, he also represents this region statewide on the Board of Directors for ACWA. Phil has provided leadership at the statewide level for ACWA as the Chair for the ACWA Outreach Committee. His agency (Western Municipal Water District) was twice recognized with ACWA's annual Outreach Award. He has represented Region 9 in previous roles as a member of the State Legislative Committee and the Local Government Committee. Phil also currently serves on the ACWA Energy Committee.

In addition to his leadership at ACWA, Phil serves as Vice Chairman of the Board of Directors for Cal Desal, the premiere advocacy organization for desalination and salt management strategies in California.

Phil has been privileged to be a presenter and moderator in numerous water resource conferences including Western Coalition of Arid States, CalDesal, California Irrigation Institute, CalDesal,

Phil has worked to improve policy and interagency relations for water-related agencies through his work in affiliated organization such as California Special Districts Association, California Association of Sanitation Agencies, American Groundwater Association, Groundwater Resources Agency, and Southern California Water Committee. The California Special Districts Association has honored Phil with the "Outstanding Legislative Advocate" award for his innumerable efforts.

Phil is also working for his nation as a US Department of State appointee to the International Boundary and Water Commission, where he serves as Co-Chair of the Colorado River Citizens Forum.

Phil Rosentrater, GM/Executive Director, SSA
PRosentrater@ssajpa.org

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COMMISSION MEMORANDUM NO. 2020.18

DATE: March 17, 2020
TO: SAWPA Commission
SUBJECT: Overview of the Santa Ana River Trail
PREPARED BY: Ian Achimore, Senior Watershed Manager

RECOMMENDATION

Receive and file.

DISCUSSION

At the March 17, 2020 Commission meeting, staff and Patricia Lock-Dawson, Principal of PLD Consulting, will provide an overview of the Santa Ana River Trail (SART) and SAWPA's involvement in the project as there are several new members on the Commission since the project was last discussed. Once completed, the Trail, which largely follows the Santa Ana River, will extend over 100 miles from the San Bernardino Mountains westward to the coast. It will be one of the longest urban recreation and river parkways in the United States, serving pedestrians, cyclists, commuters, and equestrians.

The San Bernardino County Regional Parks Department is the primary developer of recreational trails in San Bernardino County along the Santa Ana River and administers trail operations and maintenance. Per the recently adopted Santa Ana River Parkway and Open Space Plan (Plan), "The approximately 11-mile Trail gap in San Bernardino County extends roughly from Garnet Street at Mill Creek Road downstream to Waterman Avenue. San Bernardino County Regional Parks Department has identified a phased approach for completing the remaining portions of the SART". The construction commenced in 2016. It is estimated that the trail portion will be completed by 2025.

The County of Orange Parks Department is the primary developer of the trail system in Orange County, which starts just downstream of the Green River Golf Course near Prado Dam. Most of the trail is fully developed in Orange County except for the portion near the golf course that connects to the Riverside County line. Construction on that portion of the SART in the County of Orange will likely commence next year.

Riverside County Regional Park and Open-Space District is the primary developer of the trail network in Riverside County. Per the Plan, within the County of Riverside, "there is an approximately 12-mile gap that extends from the Hidden Valley Wildlife Area to the downstream end of Prado Dam. The District has identified plans in collaboration with local agencies for the completion of ten trail segments that will together complete this gap." It is estimated that the trail portion will be completed by 2025.

SAWPA owns Assessor Parcel Number 1033-171-040000 located partially in San Bernardino and Riverside counties which may be within the trail route. The 100 feet wide by 0.8-mile-long parcel is about 1.5 miles west of Prado Dam and next to the Green River Golf Course. SAWPA uses the parcel to access the brine line. SAWPA is working closely with Riverside County Park and Open-Space District, the lead for that portion of the trail, on trail planning to ensure the trail does not impact SAWPA's activities. SAWPA will present the Commission with the District's construction plans this Summer.

BACKGROUND

Since execution of a Memorandum of Understanding (MOU) in 2006 among the three counties of Orange, Riverside and San Bernardino and SAWPA, SAWPA has participated in a working group called the Santa Ana River Trail Policy Advisory Group (PAG) which included elected representatives from the three counties. The purpose of the PAG was to work cooperatively to complete the Santa Ana River Trail. Per Commission authorization on October 6, 2015, the MOU was extended for another three-year term from 2015 to 2018.

In 2018, the PAG decided to let the MOU expire as legislation in 2014 sponsored by then State Senator Lou Correa created the Santa Ana River Conservancy, a Program managed by staff from the Coastal Conservancy. The Program is tasked with addressing the resource and recreational goals of the Santa Ana River region including open space, trails, wildlife habitat, agricultural land protection, water quality protection, educational use, and public access. To guide the decisions of the Coastal Conservancy, an Advisory Group (AG) was created in 2018 which includes many of the same members of the PAG. Like the PAG, SAWPA has a member on the AG. That member is currently Commissioner T. Milford Harrison.

One of the major recent accomplishments of the AG was the completion of the Santa Ana River Parkway and Open Space Plan on March 14, 2018. The Plan includes a path for completing the Santa Ana River Trail and prioritization criteria for projects that have a nexus to the Trail and surrounding area. Recently, the State has also approved recent funding opportunities focused on the trail:

- The Parks and Water Bond Act, Proposition 68 (approved in 2018) - \$16 million for the Santa Ana River Conservancy.
- The State Budget for Fiscal Year 2018-19 (approved in 2018) - \$5 million for the Santa Ana River Conservancy.
- The Governor's Proposed Budget for Fiscal Year 2020-21 (proposed in 2020) - \$3 million for the Santa Ana River Conservancy.

RESOURCE IMPACTS

None

Attachments:

1. PowerPoint Presentation

Overview of the Santa Ana River Trail

Ian Achimore, Senior Watershed Manager

Patricia Lock-Dawson, Principal PLD Consulting

Commission | March 17, 2020

Item No. 6.A.



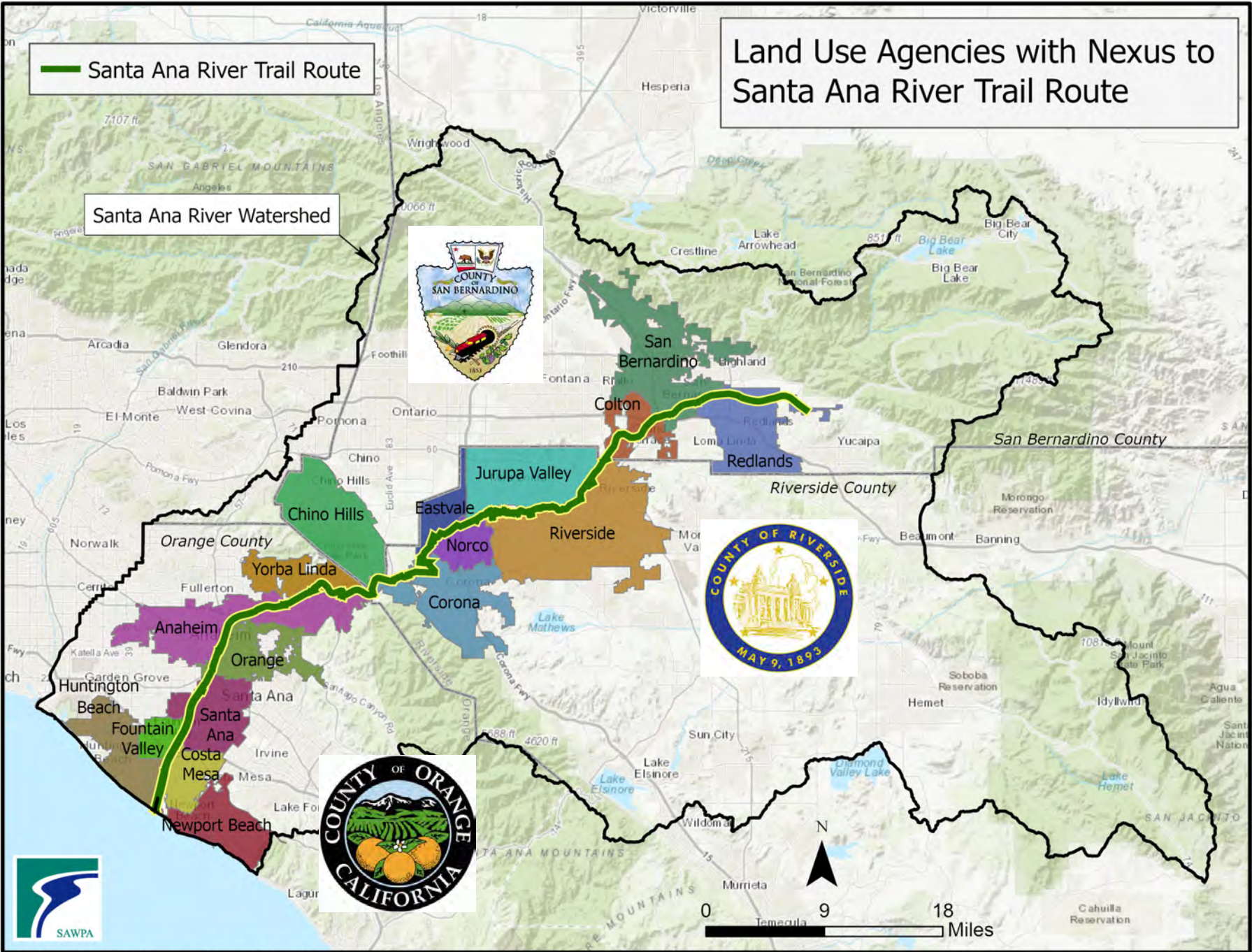
PLD Consulting
land use and governmental affairs

Crest To Coast Trail

Requires Coordination and Long-Term Planning



Land Use Agencies with Nexus to Santa Ana River Trail Route



Important Trail Facts

- ▶ **1950s:** Area adjacent to Santa Ana River was recommended to the California State Parks Commission as a multi-purpose recreation area.
- ▶ **Mid-1970s:** 30-miles downstream of Prado in Orange County paved for multi-use trail/road.
- ▶ **1977:** U.S. Department of Interior designated portions of the trail as a National Recreational Trail.
- ▶ **1991:** First Coordinated Tri-County Santa Ana River Trail Master Plan Developed.
- ▶ **2006:** Counties, SAWPA and others form the Trail Policy Advisory Group.



The Santa Ana River Trail and Parkway Partnership

Est. 2006 by Memorandum of Understanding

- ▶ Policy Advisory Group (Elected Officials)
- ▶ Technical Advisory Group (Managers)



- In 2014, legislation was passed to create the Santa Ana Conservancy program requiring the creation of a local advisory body.
- First order of business was to create the Santa Ana River Parkway and Open Space Plan.

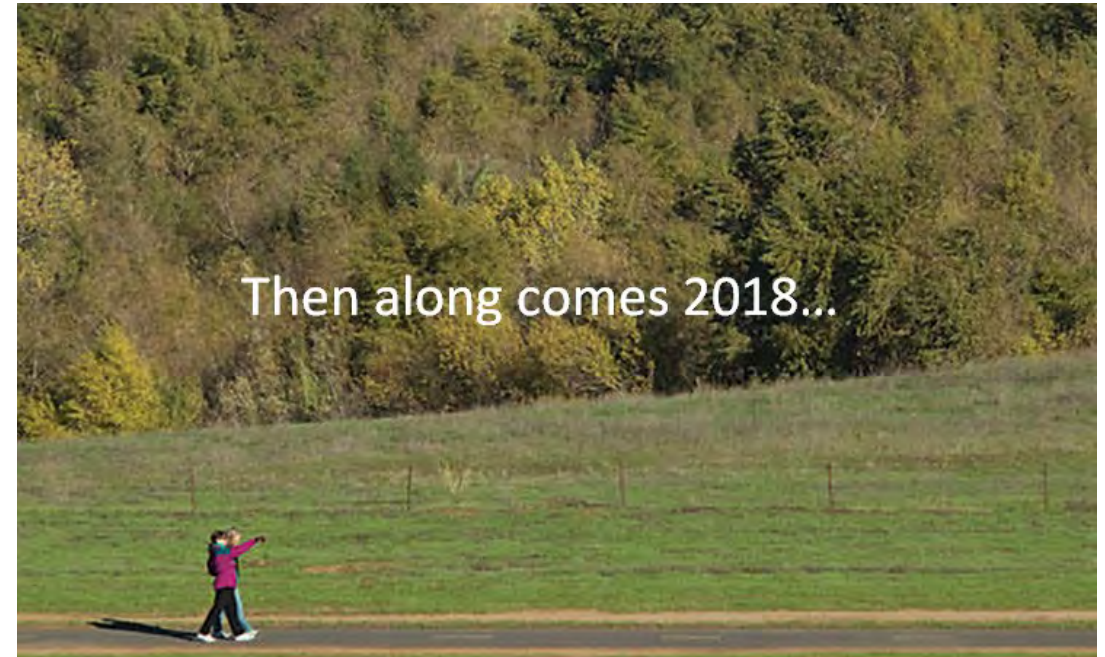




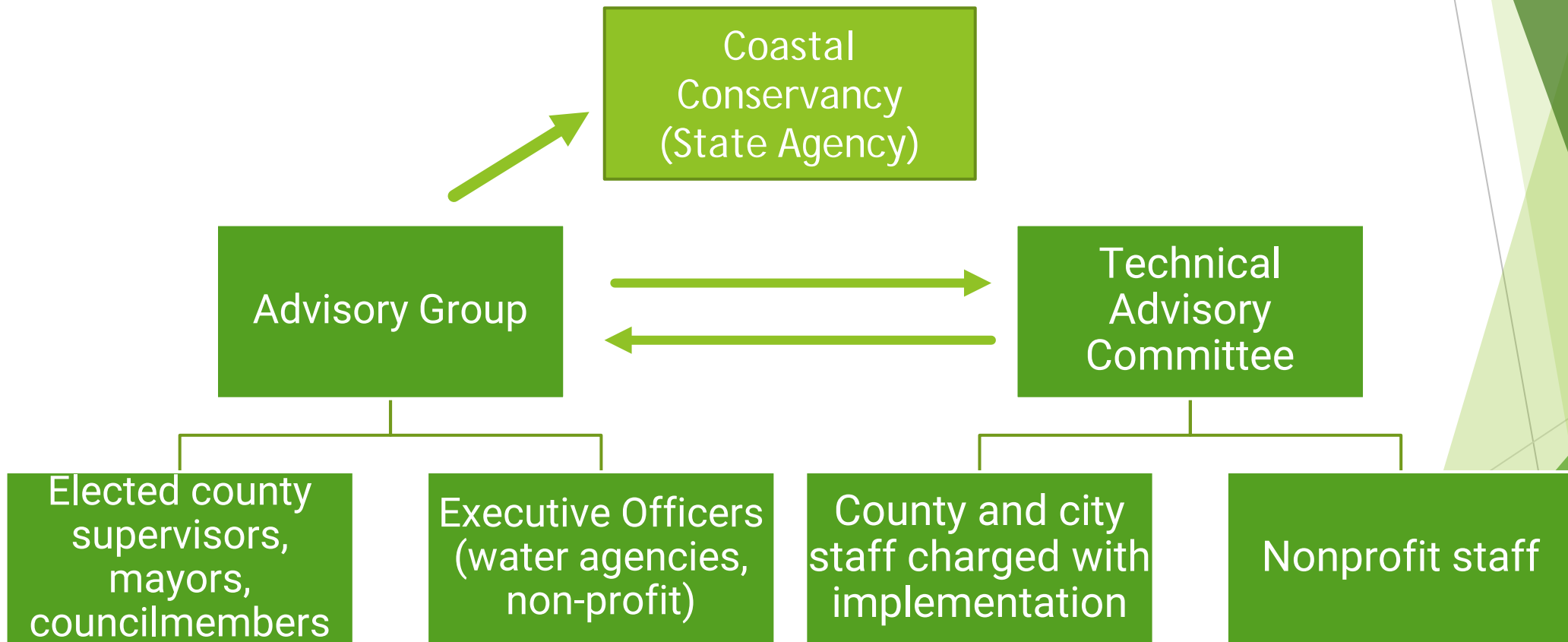
PARKWAY & OPEN SPACE PLAN

Expanding the River's Reach

- ▶ MOU Expires
- ▶ Partnership model segues into Conservancy
- ▶ New organizational structure is needed



Santa Ana River Conservancy Decision Making and Implementation



Advisory Group Roster

Name	Title	Affiliation
Rusty Bailey	Mayor	City of Riverside
Stephen Faessel	Councilmember	City of Anaheim
Toni Momberger	Councilmember	City of Redlands
T. Milford Harrison	Commissioner	Santa Ana Watershed Project Authority
David Myers	Executive Director	Wildlands Conservancy
Jack Easton	Executive Director	Rivers and Land Conservancy
Michael Wellborn	President of the Board	Friends of Harbors Beaches and Parks
Beahta Davis	Director	San Bernardino County Parks
Kyla Brown	General Manager	Riverside County Parks and Open Space District
Stacy Blackwood	Director	Orange County Parks
Jose Solorio	Councilmember	City of Santa Ana
Karen Spiegel	Supervisor, 2nd District	County of Riverside

The Advisory Group in 2020 and Beyond...

- ▶ Continue coordination on trail development
- ▶ Act as local advisory body to Santa Ana River Conservancy program (per legislation)
- ▶ Advocate for funding, support and resources
- ▶ Advise on plan implementation, project priorities

Bringing In State Funding for the Trail

- ▶ Prop. 84 (2006): \$45 million
- ▶ Prop. 68 (2018): \$16 million
- ▶ State Budget 18/19: \$5 million
- ▶ Governor's Proposed 20/21 Budget: \$3 million



Trail Construction

- ▶ The majority has been constructed with several gaps remaining to be completed:
 - ▶ 11 miles in San Bernardino County,
 - ▶ 12 miles in Riverside County, and
 - ▶ 3 miles in Orange County.
- ▶ The overall trail is likely completed in the next 5 to 10 years.

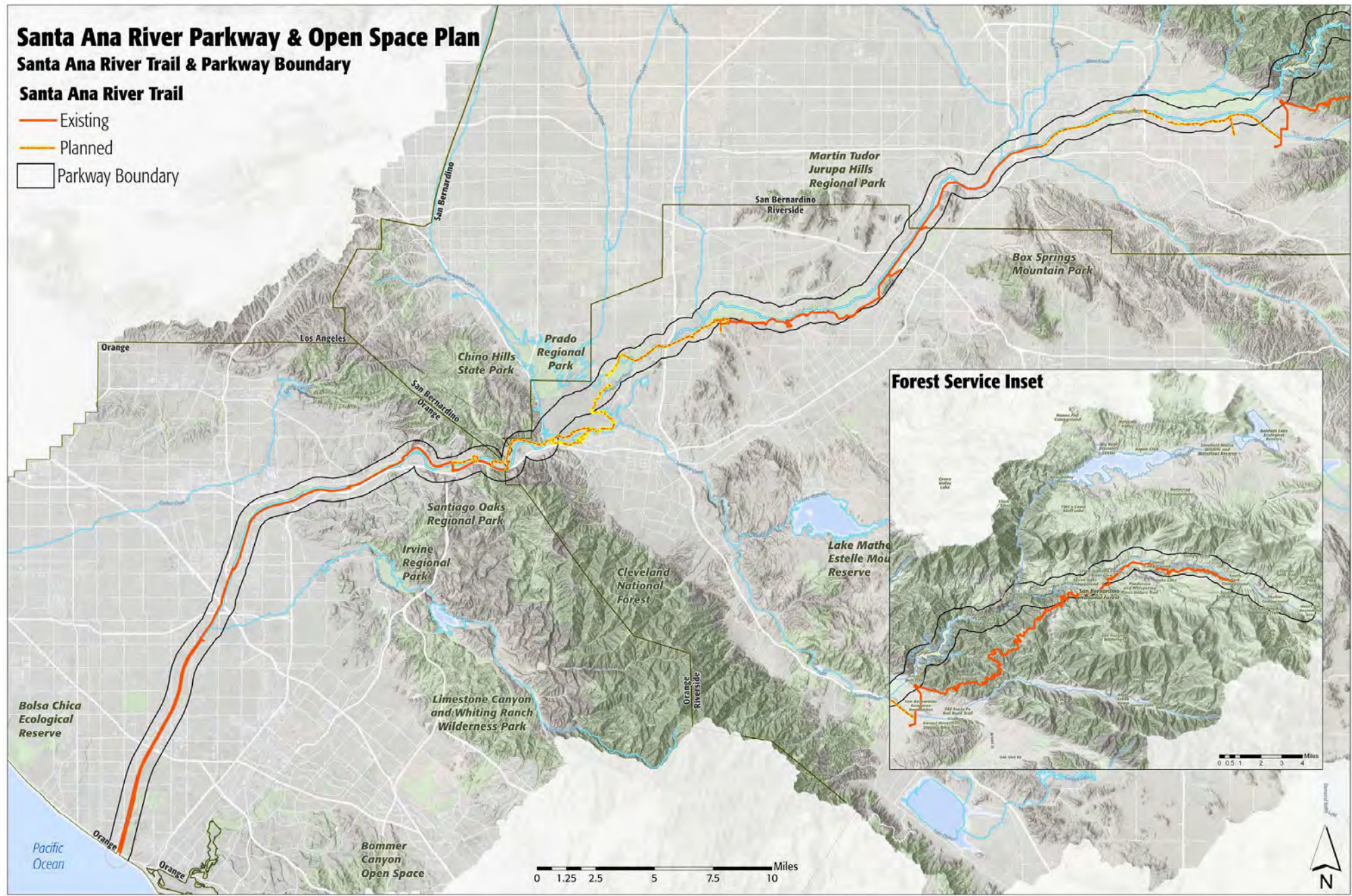


Santa Ana River Parkway & Open Space Plan

Santa Ana River Trail & Parkway Boundary

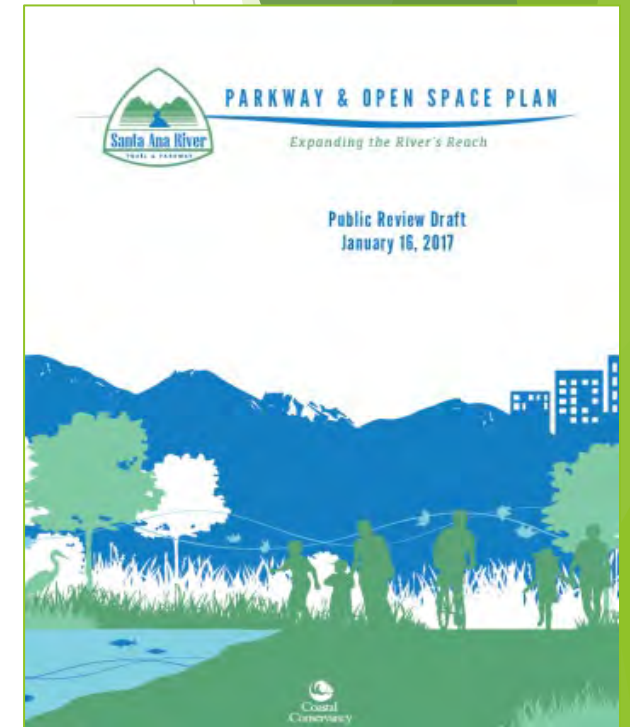
Santa Ana River Trail

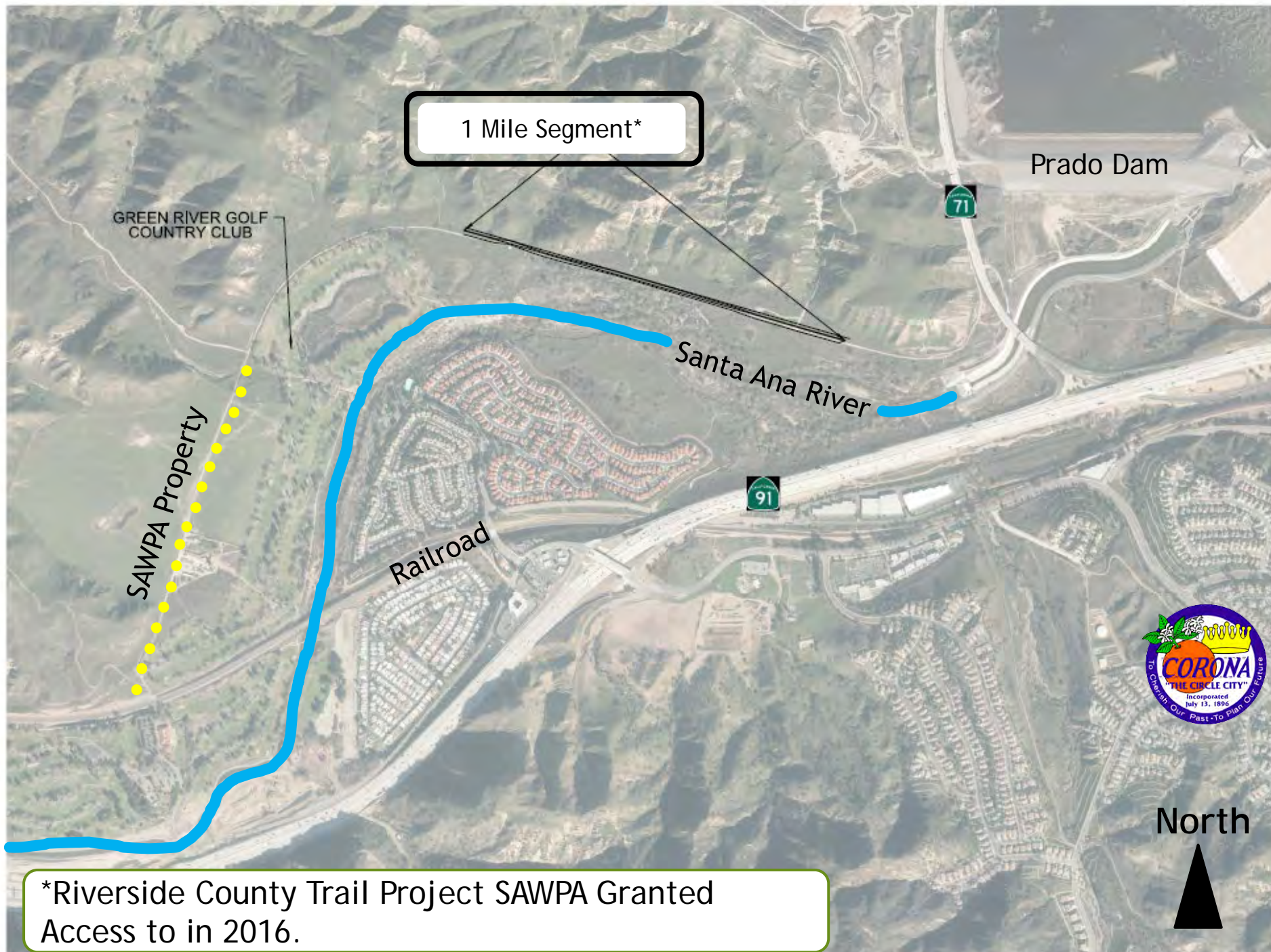
- Existing
- Planned
- Parkway Boundary



SAWPA's Trail Participation

- ▶ Commissioner on Advisory Group.
- ▶ Past Technical Advisory Committee (TAC) Chair.
- ▶ Served as contracting arm of TAC before MOU (similar to other SAWPA Task Forces).
 - ▶ Hosted Trail Website.
- ▶ Granted right of entry to Riverside County in 2016 for 1-mile segment of trail near Prado Dam.
- ▶ Participated in the development of the 2018 Parkway and Open Space Plan.
 - ▶ SAWPA projects included in the Plan.





*Riverside County Trail Project SAWPA Granted Access to in 2016.

SAWPA Property Near Prado



Questions



COMMISSION MEMORANDUM NO. 2020.20

DATE: March 17, 2020

TO: SAWPA Commission

SUBJECT: Memorandum of Understanding (MOU) | Santa Ana Watershed Project Authority (SAWPA) and Western Municipal Water District (WMWD)

PREPARED BY: Carlos Quintero, Operations Manager

RECOMMENDATION

Authorize the General Manager to execute the revised Memorandum of Understanding between the Santa Ana Watershed Project Authority (SAWPA) and Western Municipal Water District (WMWD) establishing the terms for the cost allocation of the SAWPA parking lot restoration.

DISCUSSION

On June 4, 2019, the SAWPA Commission approved the Memorandum of Understanding between SAWPA and WMWD establishing the cost allocation for the restoration of the SAWPA parking lot as a result of the La Sierra Pipeline project. At the time, it was understood that WMWD would request quotes from a list of prequalified contractors. However, WMWD determined that the project was subject to a public bid due to the expected cost above \$35,000. Based on this fact, WMWD suggested some minor revisions to the MOU, which are incorporated in the MOU presented in Attachment 2.

There is no change to the cost allocation for the project, and in general, the parking lot restoration will be funded based on a 67.3 percent contribution from WMWD and a 32.7 percent contribution from SAWPA. SAWPA will be fully responsible for the addition of the three (3) parking stalls and any improvements required for ADA compliance.

SAWPA submitted an application to the City of Riverside Planning Department to perform a review of the project and issue the appropriate approvals. Part of the project includes the addition of three (3) parking stalls in the area between the existing billboard and the SAWPA parking lot (See Attachment 3). However, the Assessor's Map shows that the property in question is under WMWD's ownership and is part of the parcel of the Sterling Avenue Pump Station. This area was quitclaimed (Document 1997-279085, included as Attachment 4) to SAWPA back in 1997 as part of an Easement Agreement and Quitclaim Deed issued by MC Partners, the owner at the time. However, the Assessor's office did not update the parcel map since a lot line adjustment was not processed.

In order to perform the proper lot line adjustment, the City of Riverside requires that WMWD provides a Grant of Deed for the small parcel between the billboard and the SAWPA parking lot. This area has been maintained by SAWPA since the billboard was relocated back in 1997 (See Attachment 3).

The City of Riverside will provide the required approvals once the lot line adjustment is performed. However, in the interest of time, SAWPA and WMWD are exploring a scenario where the project is bid separately, and the parking resurfacing is performed before the parking stalls are added. There is no definitive timeline for the City of Riverside to prove all required approvals at this point.

The estimated cost for resurfacing the parking lot is \$71,000. The exact amount will be known after bids are received. The cost to add three parking stalls and establish an ADA compliance pathway from the parking lot to the main building is \$24,000.

RESOURCE IMPACTS

Funds available in the Building Reserve Fund as of February 29, 2020 are approximately \$756,000.

Attachments:

1. PowerPoint presentation
2. MOU between SAWPA and WMWD
3. Exhibit A – Property adjacent to existing billboard
4. Easement Agreement and Quitclaim Deed



SAWPA Parking Lot Restoration MOU Between SAWPA and WMWD

Item 6.B.

March 17, 2020

Recommendation

- Authorize the General Manager to approve the revised Memorandum of Understanding between SAWPA and Western Municipal Water District establishing the terms for the cost allocation of the SAWPA parking lot restoration.

Per Assessor's Map, this portion is part of
WMWD Sterling Pump Station Parcel

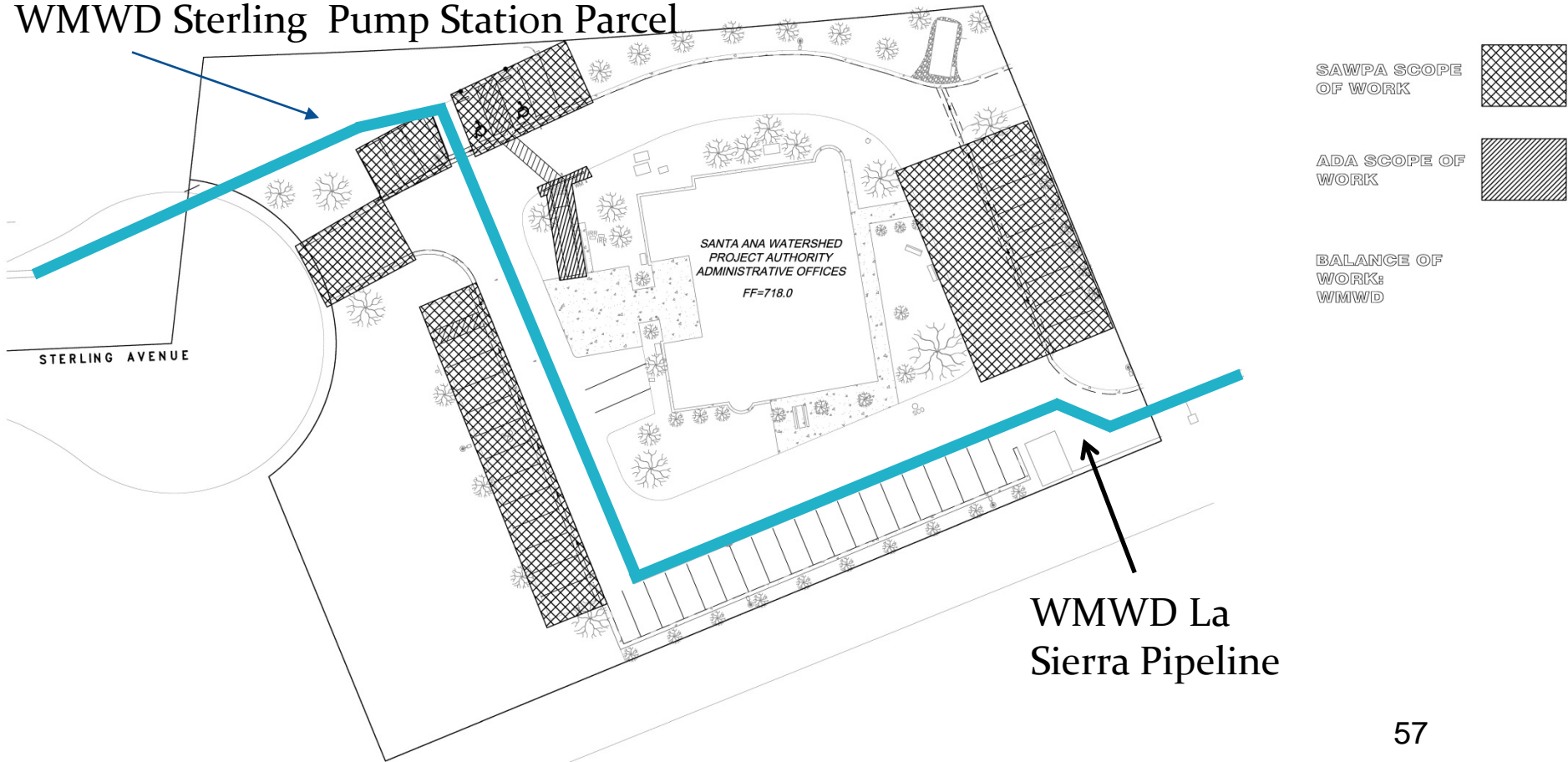
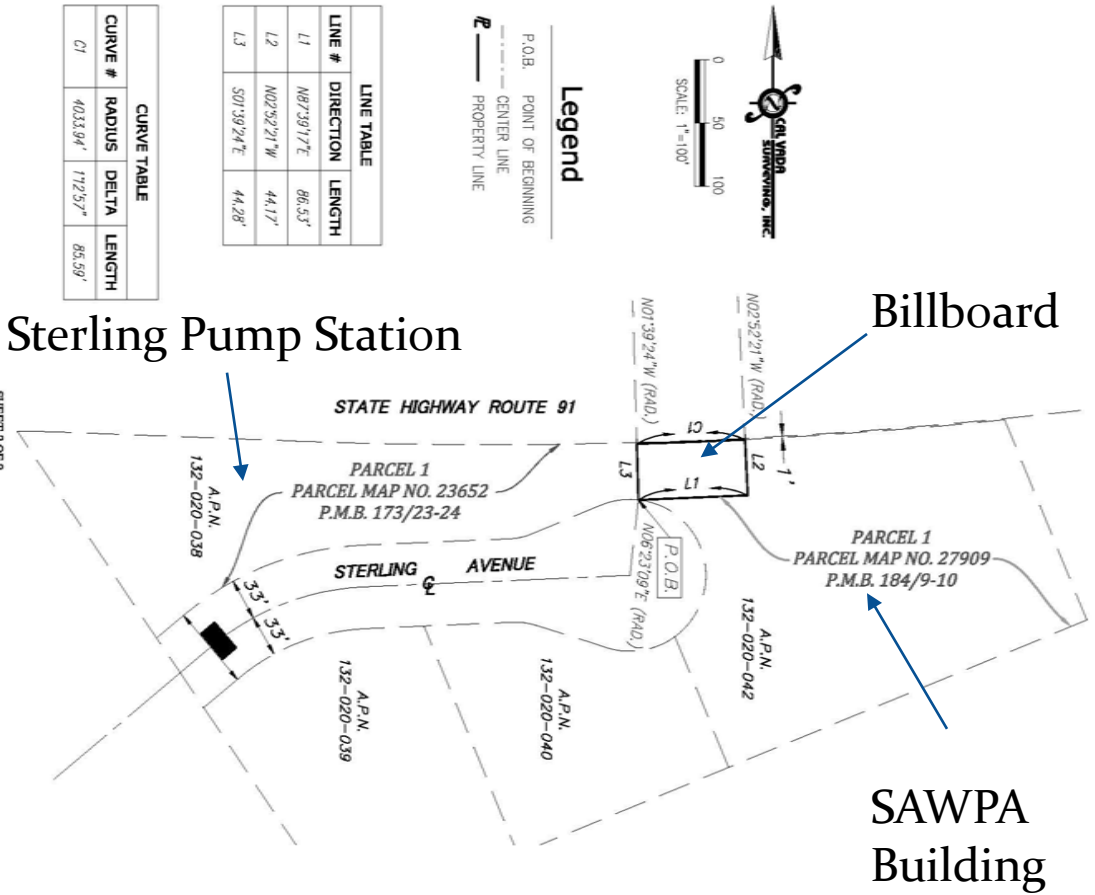


EXHIBIT "B"
 PLAT TO ACCOMPANY LEGAL DESCRIPTION
 11615 STERLING AVENUE, RIVERSIDE, CA 92503



SHEET 2 OF 2

CAL VADA
SURVEYING, INC.

411 JENKS CIRCLE, SUITE 205, CORONA, CA. 92880-1782

PHONE: 951-280-9960 FAX: 951-280-9746

Job No. 20122
 Drawn By: MN
 Date: 02/12/20
 www.calvada.com

Estimated Cost

Item	Total Cost (Estimated)	SAWPA Share	WMWD Share
Parking lot re-surfacing	\$71,000	\$23,200 (32.7%)	\$47,800 (67.3%)
Additional 3 parking stalls, ADA improvements	\$24,000	\$24,000 (100%)	-

Recommendation

- Authorize the General Manager to approve the revised Memorandum of Understanding between SAWPA and Western Municipal Water District establishing the terms for the cost allocation of the SAWPA parking lot restoration.



Questions??

**MEMORANDUM OF UNDERSTANDING
BETWEEN SANTA ANA WATERSHED PROJECT AUTHORITY AND WESTERN MUNICIPAL WATER
DISTRICT, FOR RESTORATION AND IMPROVEMENTS TO THE SANTA ANA WATERSHED PROJECT
AUTHORITY PARKING LOT**

This MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into, to be effective April 18, 2019, by and between the SANTA ANA WATERSHED PROJECT AUTHORITY (SAWPA), hereinafter referred to as **SAWPA**, and WESTERN MUNICIPAL WATER DISTRICT (WMWD), hereinafter referred to as **WMWD**. SAWPA and WMWD may be referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, WMWD recently completed the La Sierra Pipeline project, which required installation of a segment through the SAWPA parking lot.

WHEREAS, the La Sierra Pipeline project contract documents ("Contract Documents") required restoration of the SAWPA parking lot, consisting of a 0.1-ft grind and overlay.

WHEREAS, it was determined during the course of construction of the La Sierra Pipeline that the thickness of the existing asphalt of the SAWPA parking lot may be less than 3-inches, which would make the grind and overlay approach identified in the Contract Documents not feasible.

WHEREAS, SAWPA has issued WMWD an ingress/egress easement through the SAWPA parking lot to access the Arlington Desalter.

WHEREAS, SAWPA would like to relocate the existing Americans with Disabilities Act ("ADA") compliance parking stalls to the north side of the building, adjacent to the existing electric vehicle charging stations and make various improvements consistent with ADA requirements.

WHEREAS, SAWPA would like to extend the parking lot and construct three (3) additional parking stalls.

AGREEMENT

NOW, THEREFORE, SAWPA and WMWD, in consideration of the mutual promises contained in this Memorandum of Understanding, do hereby agree as follows:

1. WMWD will revise the parking lot improvement plan to account for the thinner layer of existing asphalt (less than 3 inches).
2. WMWD and SAWPA will share the expenditures related to the parking lot according to the following formula: WMWD is to pay 67.3 percent of the parking lot restoration; SAWPA is to pay 32.7 percent of the parking lot restoration. SAWPA shall pay WMWD within 30 days of receipt of an invoice containing a description of the charges.
3. SAWPA will be responsible for 100 percent of costs related to the relocation of the ADA parking spots as well as the associated improvements to ensure an ADA compliant path from the

relocated ADA parking spots to the main building. SAWPA will be responsible for 100 percent of costs related to adding 3 parking stalls to the existing parking lot (Attachment 2).

4. Work shall take place on the Friday when the SAWPA offices are closed, on a weekend, or after business hours (7:30 am to 5 pm). Work during SAWPA normal business hours will require approval on a case by case basis and it will be dependent on the number of meetings scheduled at SAWPA and availability of parking and trash pick-up (usually scheduled for Tuesday mornings).
5. The contractor selected to perform the work shall provide a minimum 1 year warranty against any construction defects, including, but not limited to unusual settling, asphalt cracks, erased striping, etc.
6. Each Party shall indemnify, defend, protect and hold harmless the other Party, its elected officials, officers, agents, employees, successors and assigns from and against any and all claims (including, without limitation, claims for bodily injury, death or damage to property), demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including, without limitation, attorneys' fees, disbursements and court costs, and all other professional, expert or consultants' fees and costs) of every kind and nature whatsoever (each a "Claim" and collectively, "Claims") which may arise from or in any manner relate to: (1) any violation of the obligations of the indemnifying Party under this MOU; or (2) the negligent acts, omissions and/or willful misconduct of the indemnifying Party, its employees, agents, or contractors. The foregoing obligations shall not apply to the extent a Claim is caused by the negligence or willful misconduct of an indemnified Party or its officials, officers, agents, or employees. The Parties' obligations under this section shall not be limited or otherwise affected by the amount or the availability of the insurance. This section shall survive any expiration or termination of this MOU.
7. WMWD and WMWD contractors shall provide to SAWPA Certificates of Insurance for General Liability and Automobile Liability with limits of \$1,000,000 per occurrence, and \$2,000,000 aggregate, respectively. Additionally, WMWD Contractors shall provide a Worker's Compensation insurance certificate as required by the State of California. The Certificates shall identify SAWPA, its officers, employees, agents and volunteers as Additionally Insureds. The Certificates shall be accompanied by a signed policy endorsement indicating that the Certificate Holder is as Additional Insured per contractual agreement. Insurance and evidence thereof provided by a joint powers agency insurance pool shall be considered adequate for purposes of WMWD's insurance under this section.
8. Except as otherwise provided herein, all notices and other communications required or permitted hereunder shall be in writing, and shall be delivered in person, by electronic communication (e-mail, fax), or sent by certified mail, return receipt requested, and shall be deemed received upon actual receipt or 72 hours after deposit in the mail of the United States, postage pre-paid and addressed as follows:

To SAWPA:
Santa Ana Watershed Project Authority
Attn: General Manager
11615 Sterling Avenue
Riverside, CA 92503

To WMWD:
Western Municipal Water District
Attn: General Manager
14205 Meridian Parkway
Riverside, CA 92518

(951) 354-4220
(951) 688-8030 (Fax)

(951) 571-7100
(951) 571-0590 (Fax)

9. This MOU may be amended or terminated only in a writing executed by both Parties. WMWD and SAWPA may review and revise this MOU as necessary.

10. The following general provisions shall apply to this MOU:

- a. This MOU may be executed in one or more counterparts, each of which counterparts shall, for all purposes, be deemed an original and all of which counterparts, when taken together, shall constitute one and the same instrument.
- b. This MOU shall be governed and construed in accordance with the laws of the State of California.
- c. A waiver or a breach of a covenant or provision of this MOU shall not be deemed a waiver of any other covenant or provision in this MOU.
- d. If any term or provision of this MOU shall, to any extent, be held invalid or unenforceable, the remainder of this MOU shall not be affected and shall remain in full force and effect.
- e. This MOU constitutes the entire agreement between the parties. Any prior agreements, promises, negotiations, or representations not expressly set forth herein are of no force and effect.
- f. The prevailing party in any action or proceeding to enforce or interpret this MOU or otherwise arising out of or in connection with the subject matter hereof (including, but not limited to, any suit, arbitration, entry of judgment, post-judgment motion or enforcement, appeal, bankruptcy litigation, attachment, or levy) shall be entitled to recover its costs and expenses, including, but not limited to, reasonable attorneys', experts', and consultants' fees and costs.

Western Municipal Water District

Santa Ana Watershed Project Authority

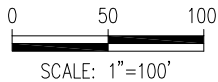


Craig Miller
General Manager

Rich Haller
General Manager

EXHIBIT "B"

PLAT TO ACCOMPANY LEGAL DESCRIPTION
11615 STERLING AVENUE, RIVERSIDE, CA 92503

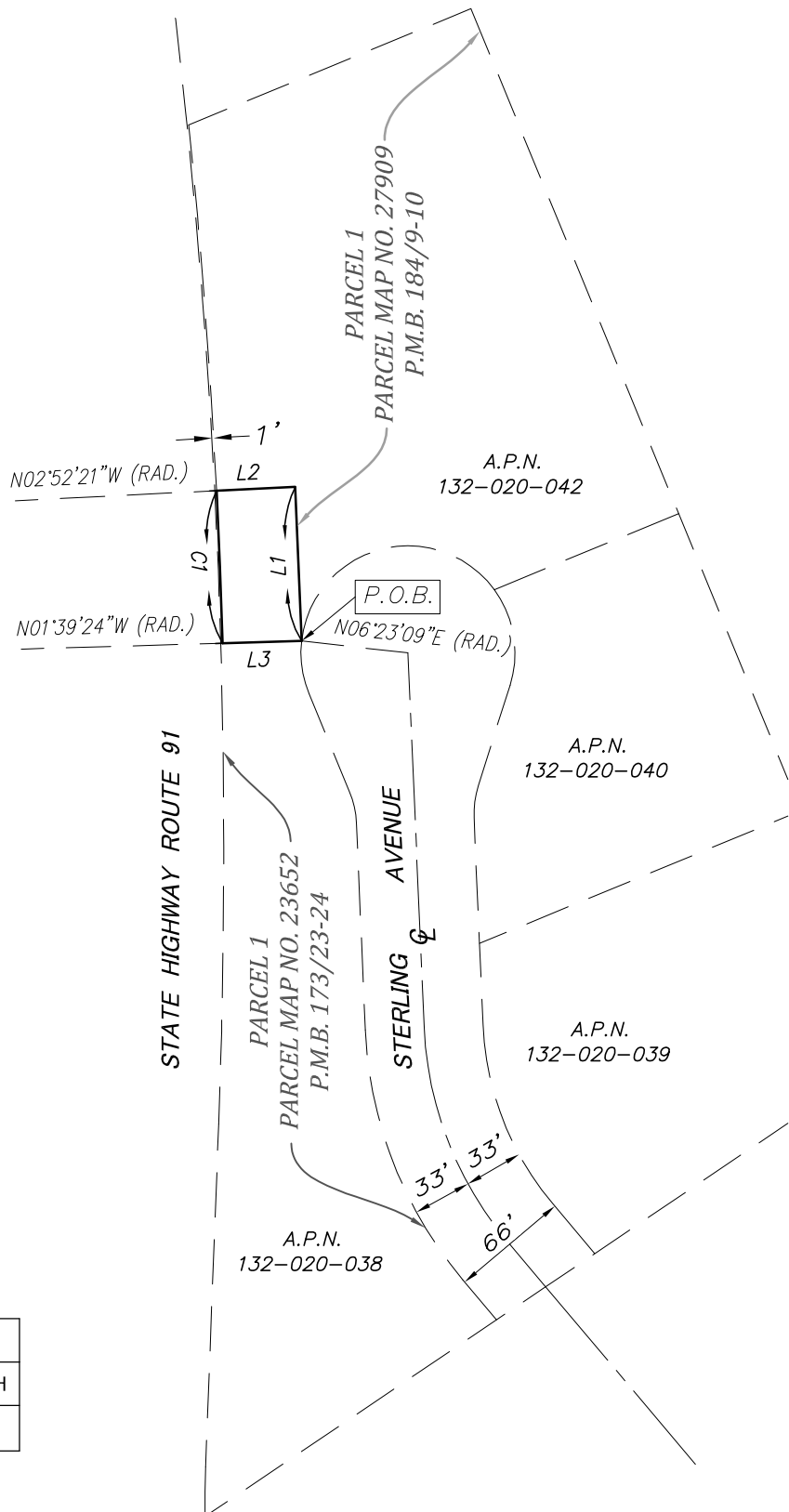


Legend

- P.O.B. POINT OF BEGINNING
- CENTER LINE
- \overline{P} PROPERTY LINE

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N87°39'17"E	86.53'
L2	N02°52'21"W	44.17'
L3	S01°39'24"E	44.28'

CURVE TABLE			
CURVE #	RADIUS	DELTA	LENGTH
C1	4033.94'	1°12'57"	85.59'



SHEET 2 OF 2

First American Title Company has recorded this instrument by request as an accommodation only and has not examined it for regularity and sufficiency or as to its effect upon the title to any real property that may be described herein.

Dick
T

279085

Recording Requested By
First American Title Insurance Company
RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

RECEIVED FOR RECORD
AT 2:00 O'CLOCK

Santa Ana Watershed Project Authority
Att: R. Smith
11615 Sterling Ave
Riverside, CA 92503

RECORDED

AUG -6 1997

SEP 09 1997

Recorded in Official Records
of Riverside County, California
Recorder

No Recording Fee Per
Gov. 27383.

SANTA ANA WATERSHED
PROJECT AUTHORITY

Fee: \$ 0

ABOVE SPACE FOR RECORDER'S USE ONLY

DOCUMENTARY TRANSFER TAX \$-0-

Consideration or value of interest
conveyed is \$100 00 or less

R&T 119110

CALLOWAY JORDAN
CHRISTENSEN, MURKIN, ETAL.

FIRST AMENDMENT
TO
GRANT OF EASEMENT
AND
QUITCLAIM DEED
(Billboard Site)

Handwritten initials

THIS FIRST AMENDMENT TO GRANT OF EASEMENT AND QUITCLAIM DEED ("First Amendment") is made and entered into as of April 29, 1997, by and among MC PARTNERS, a California general partnership (the "Partnership"), and the SANTA ANA WATERSHED PROJECT AUTHORITY, a joint powers public agency ("SAWPA"), with respect to the following facts and circumstances:

A. SAWPA, on the one hand, and MARTIN COMMUNICATIONS, INC., a California corporation ("MCI"), PREMIER PARKING, INC., a California corporation ("PPI") and LARRY WORCHELL, an individual ("LW"), on the other hand (collectively, "Grantee") entered into that certain Grant of Easement and an Agreement to Quitclaim Interests in Real Property dated July 25, 1988 ("Easement Agreement"). Unless otherwise defined herein, capitalized terms shall have the respective meanings set forth in the Easement Agreement.

B. The Partnership is successor-in-interest to Grantee with respect to the Billboard Property, pursuant to Grant Deed dated January 13, 1995, from PPI and LW, as grantors, to MC Partnership (predecessor-in-interest to the Partnership), as grantee, a copy of which is attached hereto as Appendix A.

C. SAWPA and the Partnership desire to amend the Easement Agreement principally to, among other things, clarify the location and description of the easement described in the Easement Agreement and to ratify the Easement Agreement.

D. In addition, the parties desire to effectuate a quitclaim of certain rights to a portion of the Billboard Property, to reflect the removal of a billboard previously located on the Billboard Property.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and promises of the parties hereto, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Section 2. Section 2 of the Easement Agreement shall be amended by adding the following language at the end of Section 2:

"Without limiting the foregoing, Grantee shall be entitled to access GRANTEE'S Billboard from Sterling Avenue, and shall be entitled to vehicular ingress and egress contemplated herein from Sterling Avenue."

2. Ratification. The Partnership, as successor-in-interest to Grantee with respect to the Billboard Property, shall have all rights and privileges conferred upon Grantee under the Easement Agreement. The Easement Agreement, as amended by this First Amendment, is hereby ratified by the parties to this First Amendment.

3. Quitclaim. Partnership has removed one of its two billboards from a portion of the "Billboard Property" described on Exhibit "B," depicted on Exhibit "C" of the Easement Agreement. Pursuant to Section 6 of the Easement Agreement, the Partnership hereby quitclaims to SAWPA any and all of its right, title and interest in and to that certain portion of the Billboard property described in Exhibit "A" and depicted on Exhibit "2," which exhibits are attached hereto and incorporated herein by this reference.

4. Non-Obstruction. SAWPA agrees that it, its tenants, agents, employees, or any other persons acting in its behalf, shall not place or maintain any object on GRANTOR'S Property which would in any way wholly or partially obstruct the view from State Highway 91, of certain sign structures located on property adjacent to GRANTOR'S Property.

5. Effectiveness. Except as amended by this First Amendment, the Easement Agreement shall remain in full force and effect upon all the terms and provisions set forth therein.

IN WITNESS WHEREOF, the parties have duly executed this First Amendment as of the day and year first above written.

"Partnership"

MC PARTNERS, a
California general partnership

By: Thomas B. Martin III
Thomas B. Martin III,
General Partner

"SAWPA"

SANTA ANA WATERSHED PROJECT
AUTHORITY, a joint powers
public agency

By: Richard Smith

Acknowledged and Agreed as of
May 7th, 1996

Joseph Cubeiro
JOSEPH CUBEIRO

**PROPERTY BEING QUITCLAIMED
TO SAWPA**

A parcel of land being a portion of Lot 8 in Block 46 of the lands of the Riverside Land & Irrigating Company, as shown by Map recorded in Book 1, Page 70 of Maps, Records of San Bernardino County, California, being more particularly described as follows:

Commencing at the northeasterly corner of Parcel 6 of Parcel Map 12957 as shown by Map recorded in Book 73, Pages 91 through 93, Records of Riverside County, California, said point also being on a curve, concave southerly, having a tangent bearing of North 89°22'35" East and a radius of 500.00 feet, said curve being the southerly right-of-way line of a freeway (State Highway 91) as conveyed to the State of California recorded July 31, 1958 as Instrument No. 54927, Records of Riverside County, California;

Thence easterly along said curve, through a central angle of 03°10'27", an arc distance of 27.70 feet;

Thence South 87°26'58" East, along the southerly right-of-way line of said freeway, a distance of 192.33 feet to the beginning of a tangent curve, concave northerly, having a radius of 4,000.00 feet;

Thence easterly along said curve, also being along the southerly right-of-way line of said freeway, through a central angle of 4°10'51", an arc distance of 291.88 feet;

Thence South 01°33'32" East, a distance of 1.00 feet to the TRUE POINT OF BEGINNING;

Thence South 1°33'32" East, a distance of 44.84 feet;

Thence North 87°28'05" East, a distance of 63.68 feet,

Thence North 2°27'40" West, a distance of 44 17 feet to a point on a non-tangent curve, concave northerly, having a radius of 4001.00 feet,

Thence westerly along said curve, also being distant 1.00 foot and concentric to the southerly right-of-way line of said freeway, through a central angle of 0°54'08", an arc distance of 63.00 feet, more or less, to the TRUE POINT OF BEGINNING.

Contains 0 065 acres, more or less.

EXHIBIT "A"

BLK. 43

LOT 12

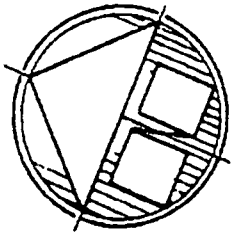
LOT 5

RIVERSIDE
LAND &
IRRIGATING
COMPANY
MA 1705863

Billboard site

Fillmore (VACATED)

Magnolia Avenue



RADIUS	DELTA	LENGTH
60 00'	28°52'17"	30 23'
80 00'	137°21'18"	143 84'
80 00'	83°46'28"	56 31'
92 24'	20°00'00"	18 24'
200 00'	37°38'58"	131 42'
400 00'	0°06'41"	557'

STATE HIGHWAY
Billboard site

ROUTE 91

Grantor's Property

COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

A. T. & S. F. RAILROAD

Quitclaimed Property

LOT 1

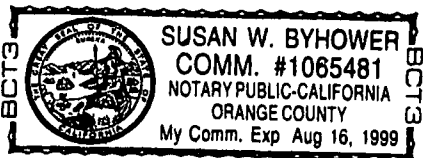
State of California

County of Orange

On May 7, 1997 before me, Susan W. Byhower
Date Name and Title of Officer (e.g. "Jane Doe, Notary Public")

personally appeared Joseph Cubeiro
Name(s) of Signer(s)

personally known to me - OR - proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



WITNESS my hand and official seal.

Susan W. Byhower
Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document

Description of Attached Document

Title or Type of Document: First Amendment to Grant of Easement and Quitclaim Deed

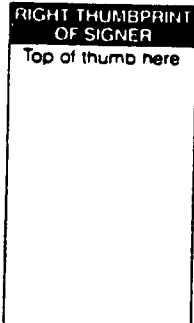
Document Date: 9/29/97 Number of Pages: _____

Signer(s) Other Than Named Above: None

Capacity(ies) Claimed by Signer(s)

Signer's Name: Joseph Cubeiro

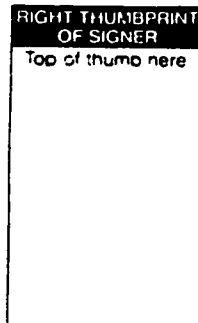
- Individual
- Corporate Officer
Title(s): _____
- Partner — Limited General
- Attorney-in-Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing:
Self

Signer's Name: _____

- Individual
- Corporate Officer
Title(s): _____
- Partner — Limited General
- Attorney-in-Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing:

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Los Angeles

On April 29, 1997 before me, Laura V. Leszt, Notary Public

personally appeared _____ Name(s) of Signer(s)

personally known to me OR proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument



WITNESS my hand and official seal

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document

Description of Attached Document

Title or Type of Document 1st Amendment to Grant of Easement to quit claim deed

Document Date April 4, 1997 Number of Pages 3 no exhibits

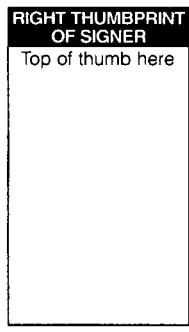
Signer(s) Other Than Named Above Santa Ana Watershed Project Authority, a joint powers public agency by the chairman of the Commission

Capacity(ies) Claimed by Signer(s) 1) Thomas B. Maranti 2) Joseph Cubelro

Signer's Name. Thomas B. Maranti

- Individual
Corporate Officer
Title(s)
Partner - Limited General
Attorney-in-Fact
Trustee
Guardian or Conservator
Other

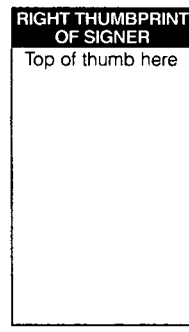
Signer Is Representing
M/C Partners, a
Calif gen. pshp



Signer's Name. _____

- Individual
Corporate Officer
Title(s)
Partner - Limited General
Attorney-in-Fact
Trustee
Guardian or Conservator
Other

Signer Is Representing.



ACCEPTANCE

This is to certify that the SANTA ANA WATERSHED PROJECT AUTHORITY, a joint powers public agency, the GRANTEE herein, hereby accepts for public purposes the real property conveyed by the within Quitclaim Deed and consents to the recordation thereof.

IN WITNESS WHEREOF, I have hereunto set my hand this 5th day of May, 1997.

SANTA ANA WATERSHED PROJECT AUTHORITY

By J. Richard Smith
J. RICHARD SMITH

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

No 5907

State of California

County of Riverside

On 5/5/97 before me, Carol Angier, Notary Public

personally appeared J. Richard Smith

personally known to me - OR - proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



WITNESS my hand and official seal.

Carol Angier
SIGNATURE OF NOTARY

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER

- INDIVIDUAL
- CORPORATE OFFICER
Deputy Manager
TITLE(S)
- PARTNER(S)
- LIMITED
- GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN/CONSERVATOR
- OTHER _____

DESCRIPTION OF ATTACHED DOCUMENT

Quitclaim Deed
TITLE OR TYPE OF DOCUMENT

5
NUMBER OF PAGES

5/5/97
DATE OF DOCUMENT

SIGNER IS REPRESENTING:
NAME OF PERSON(S) OR ENTITY(IES)
SAWPA

n/a
SIGNER(S) OTHER THAN NAMED ABOVE

COMMISSION MEMORANDUM NO. 2020.19

DATE: March 17, 2020
TO: SAWPA Commission
SUBJECT: SAWPA Building Renovations | Phase 2
PREPARED BY: Carlos Quintero, Operations Manager

RECOMMENDATION

That the Commission approve the use of \$120,000 from the Building Reserve Fund to continue Phase 2 of the SAWPA Building Renovation effort.

DISCUSSION

The SAWPA Commission approved the use of \$376,500 of funds from Building Reserve for Phase 1 of the SAWPA Building Renovation project. The improvements consisted of replacing the carpet, painting, and providing new furniture for the Board Room, the OWOW Conference Room, the downstairs and upstairs kitchens, conversion of the library into a multipurpose conference room, and parking lot improvements. As of January 31, 2020, approximately \$345,000 have been spent. A total of \$30,000 was allocated for the parking lot improvements and has not been spent to date.

Phase 2 of the Building Renovation Project will consist of installing carpet and painting on the upstairs and IT offices, installation of vinyl tile in the upstairs document room, conversion of an existing office into a conference room, and renovation of the upstairs restrooms.

The estimated budget is approximately \$120,000:

Concept	Estimated Budget
Flooring – Remaining offices, document room	\$37,927.54
Department displays, wall art/photos	\$5,054.26
Painting	\$14,895.00
Renovate upstairs restrooms, including partitions	\$28,000.00
Second floor conference room furniture, monitor	\$16,797.02
Document room – re-laminate cabinets	\$8,276.85
Window shades	\$9,000
TOTAL	\$119,950.67

RESOURCE IMPACTS

Funds available in the Building Reserve Fund as of February 29, 2020 are approximately \$756,000.

Attachments:

1. PowerPoint presentation

SAWPA Building Renovation

Phase 2

Carlos Quintero, Operations Manager
SAWPA Commission | March 17, 2020
Item No. 6.C.

Recommendation

- Approve the use of \$120,000 from the Building Reserve Fund to continue Phase 2 of the SAWPA Building Renovation effort.

Building Renovations – Phase 1

Concept	Amount	Notes
Budget Approved	\$376,500	
Amount Spent	\$345,000	
Pending	\$30,000	Parking Lot

Building Renovations – Phase 2

Concept	Estimated Cost (\$)
Flooring	\$37,927.54
Department displays, wall art/photos	\$5,054.26
Painting	\$14,895
2 nd floor restroom renovations	\$28,000
2 nd floor conference room	\$16,797.02
2 nd floor document room	\$8,276.85
Window shades	\$9,000
TOTAL	\$119,950.67

Recommendation

- Approve the use of \$120,000 from the Building Reserve Fund to continue Phase 2 of the SAWPA Building Renovation effort.

COMMISSION MEMORANDUM NO. 2020.21

DATE: March 17, 2020
TO: SAWPA Commission
SUBJECT: Strategic Plan Facilitator Consultant Services Award of Contract
PREPARED BY: Rich Haller, General Manager

RECOMMENDATION

It is recommended that the Commission direct the General Manager to execute an agreement for services with Water Systems Consulting, Inc. for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.00.

DISCUSSION

In December 2019, the Commission authorized the release of a request for proposals (RFP) for strategic plan facilitator services. The RFP was released on January 27th. On February 14th seven proposals were received. The following four firms were interviewed on March 2nd and 3rd:

- MIG
- PlaceWorks Inc.
- Raftelis
- Water Systems Consulting Inc. (WSC)

The interview panel results ranked Water Systems Consulting Inc. as the most qualified and it is proposed to award a consulting agreement to this firm.

The agreement scope of work consists of the following tasks:

1. Identify and provide required information; develop detailed implementation plan and schedule.
2. Conduct interviews and preliminary workshops with member agencies, OWOW Steering Committee members, several Brine Line customers and key watershed stakeholders.
3. Meet with key SAWPA staff to identify goals to facilitate internal changes needed to support the final strategic plan.
4. Conduct subsequent workshops with key stakeholders as necessary.
5. Conduct initial workshop with the Commission.
6. Draft initial strategic plan.
7. Conduct second workshop with the Commission.
8. Finalize strategic plan.
9. Present final plan to the Commission.

Time period to complete the plan is approximately four months.

Desired plan outcomes: confirm the vision, values and priorities for SAWPA to meet the needs of the member agencies and watershed stakeholders now and into the future. The document will be in a user-friendly format and will define the goals in each of the three business lines: Brine Line, OWOW, and

Roundtables. The goals will be developed after input from stakeholders, OWOW Steering Committee, member agency GMs and the Commission.

Background. It is proposed to update the Strategic Plan, most recently completed in 2016. The 2016 Strategic Plan consisted of Goals and Objective, Critical Success Factors (CSFs), and Processes, Activities and Tasks (PATs) prepared for each of the three SAWPA business lines – OWOW, Roundtables, Brine Line. The effort in 2016 was facilitated by Paul Brown during which he interviewed Commissioners and conducted several workshops.

RESOURCE IMPACTS

This effort is budgeted under Fund 100 with support from the Roundtables, OWOW, and the Brine Line (Fund 240).

Attachments:

1. PowerPoint Presentation
2. Proposal from Water Systems Consulting Inc.

Strategic Plan Facilitator Consultant Services | Award of Agreement

Rich Haller, P.E., General Manager
Item No. 6.D. | March 17, 2020



RECOMMENDATION

It is recommended that the Commission direct the General Manager to execute an agreement for services with Water Systems Consulting, Inc. for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.

Background

- The 2016 Strategic Plan evaluated three business lines:
 - Brine Line
 - Roundtables
 - OWOW
- For each business line, the 2016 Strategic Plan consisted of:
 - Goals and Objectives
 - Critical Success Factors (CSFs)
 - Process, Activities, and Tasks (PATs)
- 2016 process inclusive of workshops and Commissioner interviews.

Request for Proposals (RFP)

- December 2019 - RFP for Strategic Plan Facilitator Consultant Services was approved by the Commission.
- January 2020 - release of RFP; seven proposals were received.
- March 2020 - top four firms interviewed:
 - MIG
 - PlaceWorks Inc.
 - Raftelis
 - Water Systems Consulting Inc. (WSC)

SCOPE OF WORK

- Identify and provide required information; develop detailed implementation plan and schedule (set workshop dates).
- Conduct interviews and preliminary workshops with member agency GMs, OWOW Steering Committee, several Bine Line customers, and key watershed stakeholders.
- Meet with key SAWPA staff to identify goals to facilitate internal changes needed to support the final strategic plan.
- Conduct initial Commission workshop.
- Draft strategic plan.
- Conduct second workshops with agency GMs, Commission.
- Finalize strategic plan.
- Present final plan to the Commission.

2020 STRATEGIC PLAN | Desired Results

- Confirm vision, values, and priorities for SAWPA to meet the present and future needs of member agencies and watershed stakeholders.
- Seek input from stakeholders, the OWOW Steering Committee, General Managers, and Commissioners to define the goals for each of the three SAWPA business lines.
- Target completion period of approximately four months.

RECOMMENDATION

It is recommended that the Commission direct the General Manager to execute an agreement for services with Water Systems Consulting, Inc. for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.



QUESTIONS

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ORIGINAL SUBMITTAL: FEBRUARY 14, 2020
REVISED SUBMITTAL: MARCH 9, 2020



FACILITATION OF A **STRATEGIC PLAN**

PROPOSAL FOR SANTA ANA WATERSHED PROJECT AUTHORITY



ENVISION / ENGAGE / DELIVER

KAREN WILLIAMS

Deputy General Manager,
CFO
kwilliams@sawpa.org

PROPOSAL FOR

Santa Ana Watershed Project
Authority
for the facilitation of a
Strategic Plan

**WATER SYSTEMS
CONSULTING, INC.**

9375 Archibald Ave., Suite 200
Rancho Cucamonga, CA 91730
(909) 483-3200
Expectwsc.com

DEAR MS. KAREN WILLIAMS,

The Santa Ana Watershed Project Authority (SAWPA) has a high standard for collaborative and integrated watershed management solutions that address the complex water needs across the Santa Ana River Watershed. Programs such as One Water One Watershed (OWOW) and the Inland Empire Brine Line are defining examples of the vital leadership SAWPA provides to achieve watershed-scale water quality and supply results that can't be accomplished by a single agency alone.

This standard for stakeholder collaboration, transparency and integration across the watershed sets the stage for the SAWPA Strategic Plan, which will involve staff, Commissioners, Member Agency General Managers and stakeholder partners (roundtable representatives). The effort will improve upon the 2016 Strategic Plan to further address issues such as climate change, drought, Colorado River demand, Delta conveyance vulnerabilities and other forward-looking threats. The update will achieve better results than previous plans by providing a workable framework for priorities, actions and measurable success factors while providing a document that is accessible, user friendly, and tailored to fit the needs of SAWPA and its stakeholders.

Water Systems Consulting (WSC) offers a unique approach to strategic planning as a result of: our in-depth knowledge and leadership on California (CA) water solutions; development of innovative water supply programs across the West; award-winning strategic communications results; and, importantly, our in-depth knowledge of the Santa Ana River Watershed, existing Member Agency relationships and success delivering projects that benefit the watershed. Additionally, we have an in-depth knowledge of your initiatives and direct involvement by some of our staff in roundtable initiatives. WSC will help build alignment among your commissioners, stakeholders and staff to clarify and strengthen SAWPA's role in the region.

Our approach to the SAWPA Strategic Plan is summarized here and detailed within:



Envision. WSC will provide an integrated team that understands the changing CA water landscape. Seeking to understand stakeholder perspectives, and building from an inspiring vision, we set the stage for an efficient and engaging process.



Engage. WSC will lead timely and productive involvement through the workshops, which is essential in creating trust as well as building a plan that is functional.



Deliver. WSC will create a well-organized, expertly designed, and actionable Strategic Plan that will offer efficiency to guide annual and long-term investments and support decision making.

The Strategic Plan should demonstrate SAWPA's important leadership role in innovative water management for the watershed and should serve as a model for the state.

The final Strategic Plan will be publicly accessible on the SAWPA website. WSC will work with you to ensure the document meets Americans with Disabilities (ADA) requirements for online documents.

The WSC Team is excited about the opportunity to continue our years of value-added service to the SAWPA with this strategic planning effort. Thank you for your consideration, and we look forward to your response.

SINCERELY,

.....
JEFFERY SZYTEL, PE, MS, MBA
PRINCIPAL IN CHARGE

.....
HOLLY TICHENOR
PROJECT MANAGER

WSC OVERVIEW

WSC IS A RECOGNIZED ONE WATER LEADER

WSC is an engineering firm that specializes in the planning, design, construction, and optimization of municipal drinking water, recycled water, wastewater, and integrated water supply solutions. We offer a uniquely integrated team that combines deep technical knowledge of local conditions, a One Water philosophy, and strategic communications leadership to deliver a process and product that gains buy-in and identifies clear paths to achieving goals. WSC's approach to strategic planning is designed to identify our client's mission, values, and goals and guide their teams through successful delivery of large water programs.

WSC was founded in 2007 by Jeffery Szytel with a mission to provide high-quality and responsive engineering services to water and wastewater agencies and municipalities throughout the west coast. The company has since grown to 60 professionals including engineers, planners, inspectors, operators, hydrogeologists, and communications professionals operating out of eight offices in: San Luis Obispo, San Diego, Inland Empire, Temecula Valley, Orange County, Sacramento, Camarillo, and Portland, Oregon. From these offices we serve more than 120 communities in California, Oregon, and Washington.

WSC has served clients in the Santa Ana River Watershed (watershed) for nearly a decade. Drawing from this experience (detailed more on the following pages), we bring a deep working knowledge of the unique water resources that SAWPA, your member agencies, and regional partners. Our team members are dedicated, and have the experience and professional licenses and certifications, to be a valuable, long-term partner to SAWPA.

“What I appreciate about WSC is that they perform like they are part of our staff team. Their approach brings a level of transparency, collaboration, and true partnership that is extraordinary among firms. We're currently partnering with WSC's integrated technical and communications team to develop our first strategic plan—they're building synergy and trust between the board, staff and constituents that is producing alignment on what is truly important for the continued success of our agency.”

Bob Tincher, Deputy General Manager – Resources
San Bernardino Valley Municipal Water District



FOUNDED IN 2007 IN SAN LUIS OBISPO, CA

Served nearly **30** agencies in Central California, nearly **80** statewide



60 PROFESSIONALS

8 office locations

8 IN CALIFORNIA AND OREGON



3X WINNER of Inc. Magazine's fastest growing companies & best places to work

Leading award-winning stakeholder engagement and outreach for **California** water projects

RECIPIENT OF NATIONAL **WATEREUSE COMMUNICATIONS AWARD**

OUTREACH LEADERSHIP has helped win more than **\$400M** in project funding

Leadership positions in



regional and national water associations

A TRUSTED SANTA ANA RIVER PARTNER

WSC works with multiple SAWPA Member Agencies as well as SAWPA, providing support on numerous regional studies, groundwater initiatives, reuse programs, and strategic plans.

From our local offices in Rancho Cucamonga, Laguna Hills and Temecula Valley, WSC has supported numerous projects, plans, initiatives and programs across the watershed over the last decade. We've worked with nearly all SAWPA Member Agencies on important water supply and quality programs. Additionally, we have worked directly with SAWPA on strategic programs including SARCCUP, ambient water quality recomputation and the Prop 1 IRWMP grant program.

This existing trust built with SAWPA and Member Agencies translates to added value in SAWPA's Strategic Plan development. This detailed knowledge of the basin and existing trust with stakeholders promotes our ability to:

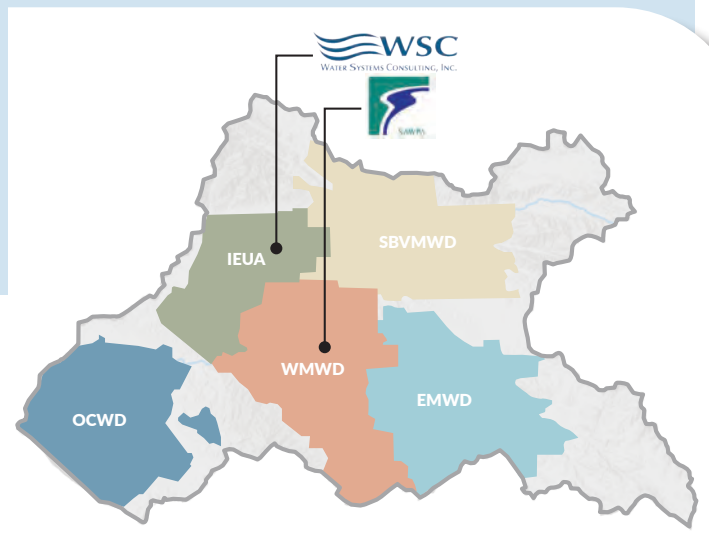
- Engage stakeholders quickly in relevant discussions that support the strategic plan update.
- Drive fact-based conversations that get at the real issues that need attention.
- Foster big-idea and visionary thinking to imagine what is possible by looking at needs from different, yet relevant perspectives.
- Build on appreciation and understanding of community/customer values to ensure the strategic plan drives value-added and supported results.

Our experience across the basin is highlighted below, and some relevant project highlights include:

- Strategic Planning and Communications for Replenish Big Bear, led by a multi-agency team including Big Bear Area Regional Wastewater Agency to gain community and stakeholder support.
- Strategic Planning for the San Bernardino Valley Water Management District (SBVMWD).
- SBVMWD Regional Recycled Water Concept Study to identify recycled water priorities.
- Inland Empire Utilities Agency Chino Basin Program Strategic Communications and Preliminary Design support to advance this innovative water sharing program.
- Santa Ana River Conservation and Conjunctive Use Project for SAWPA, noted above.
- Proposition 1 IRWMP Grant Support for SBVMWD to prepare the project proponents for the SAWPA OWOW process.
- Recomputation of Ambient Water Quality for the Basin Monitoring Program Task Force.

Throughout our work we have developed meaningful relationships with our clients and a strong understanding for the challenges that agencies and special districts are facing. We have worked with many of the local water leaders who are inspiring change within the watershed and advancing SAWPA's mission.

In the Santa Ana River Basin and beyond, WSC is leading some of California's most strategic planning and supply projects that require a high level of strategy and stakeholder engagement.



WSC's team will be available throughout the course of the project and can provide support out of our Inland Empire office, only 20 miles away from SAWPA's offices.

KEY STAFF

We are facilitators, innovators, and water resources experts who excel at building functional strategic plans for forward-thinking water agencies.

HOW WE WORK TOGETHER.

WSC's team is functionally organized to take advantage of the strengths of our expert staff within a streamlined structure to provide a high level of responsiveness, efficiency, and quality. Jeffery Szytel, WSC's proposed Principal in Charge and Facilitator, leads WSC's fully integrated team of strategic planning and water resources engineering professionals. Jeff is supported by Project Manager and Facilitator, Holly Tichenor, who is an expert in guiding and aligning large, complex stakeholder groups in strategic planning discussions. WSC's strategic planning team works daily alongside WSC's engineers, planners, hydrogeologists, and construction managers to provide lasting water solutions to clients throughout the Santa Ana River Watershed and throughout California and Oregon.

Details about the skills and experience of key and supporting team members are described below. Resumes for key staff are included in the Appendix. Resumes for supporting staff are available upon request.



JEFF SZYTEL, PE, MS, MBA

PRINCIPAL IN CHARGE AND FACILITATOR

Jeff is a One Water leader, program manager, and facilitator whose in-depth technical knowledge of the State's water resources enables him to effectively lead agencies in achieving functional strategic plans. Jeff has worked within the watershed for nearly a decade and is currently working with two of SAWPA's member agencies in addition to serving as an on-call consultant for Eastern Municipal Water District.

Jeff recognizes the value of stakeholder collaboration, transparency, trust development and integration to achieve the most complex water solutions required to meet the demands of our regulatory, community growth, climate change and other critical impacts on our water health today. He has a passion for ensuring all voices are heard in strategic planning processes and that the results effectively serve multiple stakeholders well.

Jeff and Holly have collaborated on numerous strategic communications and planning projects across the West.



HOLLY TICHENOR

PROJECT MANAGER AND FACILITATOR

Holly is a facilitation expert with over 20 years of experience in the water resources communications, including working with diverse and large-scale regional agencies to advance critical water quality and supply programs. Holly works closely with water agency internal stakeholders to create strategic communications plans that gain external stakeholder support.

She brings a unique combination of facilitation, strategic planning, communications, and leadership education / training backgrounds to her work. Holly is leading facilitation efforts for two of SAWPA's member agencies including IEUA's Chino Basin Program and SBVMWD's Strategic Plan.

Holly serves as WSC's Strategic Communications Director overseeing all related work across the West.

See resumes for additional project experience.

SUPPORTING STAFF



NINA HEINTZ GRAPHIC DESIGN

Nina is a graphic designer experienced in conveying technical information to a variety of audiences. She designs approachable, audience specific presentations, infographics, and stakeholder-focused brands. Nina is the lead graphic designer for several strategic communications projects including, the Chino Basin Program, Replenish Big Bear, and VenturaWaterPure. *Nina will provide graphics and design support on this project.*



AMANDA PEBLER FACILITATION AND STRATEGIC PLAN SUPPORT

Amanda is a communications and content development professional with experience supporting public communications. Amanda has provided content development, planning, and presentation support for the Chino Basin Program, Replenish Big Bear, and VenturaWaterPure. *Amanda will provide scheduling and content support on this project.*



TIFFANY MEYER STRATEGIC PLANNING REVIEW SUPPORT

Tiffany is a communications expert, with over 20 years of industry experience, whose insight allows her to craft user-friendly communications plans and strategic plans. She is supporting facilitation efforts for SBVMWD's Strategic Plan and the City of Santa Barbara's Enhanced Urban Water Management Plan. *Tiffany will provide as-needed review and advisory support on this project.*



LAINÉ CARLSON TECHNICAL ADVISOR, ENGINEERING

Laine is an engineer with over 15 years of experience working for a public utility and as a consulting engineer and brings local expertise working in the watershed. Laine led the Regional Recycled Water Concept Study and the Regional Urban Water Management Plan for Valley District. She is also leading the Replenish Big Bear Project. *Laine will provide as-needed technical input based on her years of work in the watershed.*



MICHAEL CRUIKSHANK TECHNICAL ADVISOR, HYDROGEOLOGY

Michael is a certified hydrogeologist and engineer who has technical expertise working in the Santa Ana River Watershed. Michael has worked directly with SAWPA on the Ambient Water Quality Re-computation Project, Basin Monitoring Program Task Force since 2006. *Michael will provide as-needed review and advisory support on this project.*

PROJECT UNDERSTANDING

The Strategic Planning update is an opportunity to engage stakeholders in building on a history of watershed success, addressing the complex issues ahead, and creating a functional integrated watershed action plan.

The Santa Ana River Watershed is facing complex impacts to water supply and quality--from continued drought and climate change to demands on the Colorado River and the vulnerability of the Delta. The Strategic Plan update provides a timely opportunity to address these impacts by bringing together staff, the Commission, General Managers of Member Agencies and key SAWPA teams for open and engaging dialogue that leads to functional and integrated action plans. WSC will lead a strategic planning process that builds on existing trust, encourages open discussion on critical issues and needs, promotes bigger picture thinking, and guides goal setting leading to a useful strategic plan.

Throughout the years, WSC has worked with many of the SAWPA Member Agencies. We bring in-depth experience and understanding of the needed balance required to achieve water quality, supply, environmental and future resiliency water goals within the watershed. We cover the full one water gamut from groundwater quality and supply solutions to the future water reuse and new water supply results to the strategic overarching stakeholder alignment to support agency success.

WSC will deliver these key success factors:

- Create a plan that is robust enough to capture and distill the vision, priorities, and values of a diverse stakeholders while being functional and cost effective.
- Provide expert facilitation that will keep the process on-track by reinforcing the facts, staying results oriented, and making the best use of the team's time.
- Sustain engagement by the staff and the Commission throughout the process to achieve buy-in for the final Strategic Plan.
- Create a final Strategic Plan that is concise, effective, engaging, and user-friendly through use of the latest communications and graphics techniques.

WSC utilizes a multi-disciplinary water-focused team for strategic planning. We incorporate water management knowledge with engaging facilitation to bring functional strategic plans to life.



ENVISION

Create a Shared **Vision** of Success for the Strategic Plan and for SAWPA

WSC differentiation:

We bring a history of successful planning within the watershed and first-hand experience with the quickly evolving California water management landscape.



ENGAGE

Understand **Gaps** and Barriers as well as Individual Perspectives

WSC differentiation:

Our combination of technical and creative expertise will help us keep the process on-track by reinforcing facts, staying results oriented, and focusing on building enthusiastic buy-in amongst your team.



DELIVER

Facilitate a Well-Crafted and **Designed** Strategic Plan

WSC differentiation:

Our communications team is award-winning in water communications and utilizes proven design techniques to create plans that are functional and attractive, supporting wide-spread use.

PROJECT APPROACH

TASK 0.0 Project Management & Administration

We intend to keep the project moving at a smooth pace and have planned for a three-month schedule.

0.1 GENERAL ADMINISTRATION

- » Project setup and invoicing.
- » Client communications, meeting coordination.

0.2 KICKOFF MEETING

- » WSC's Project Manager and co-facilitator will facilitate an on-site kickoff meeting with SAWPA to confirm scope, approach, and project timeline.

DELIVERABLES:

- » Meeting agenda, materials and notes.

ASSUMPTIONS:

To achieve the 4-month schedule shown on the following page, we will need to work closely with SAWPA to ensure all necessary participants are in the scheduled workshops. The availability of participants can impact the 4-month project duration. WSC will work closely with you to ensure adjustments to the schedule are considered, as needed, to have appropriate attendance.

TASK 1.0 Discovery & Preparation

The discovery and preparation stage allows the team to create a baseline understanding of prioritized water management impacts and needs from environmental, regulatory, and administrative challenges; evolving stakeholder expectations; and the past successes that already positioned SAWPA as a state leader in innovative water management.

1.1 REVIEW BACKGROUND DOCUMENTS AND MATERIALS

- » Request relevant documents and/or background materials from SAWPA.
- » Conduct a thorough review of existing documents and planning materials to inform our approach.

1.2 REPRESENTATIVE GROUP INTERVIEWS

- » Meet with SAWPA staff to develop questions and understand issues for discussion. Estimate a two-hour discovery meeting.
- » Schedule and conduct one-on-one interviews with three representatives from each of the three groups (General Managers, Commissioners, and Business Line Partners). *Estimate 30-minute discovery / interview calls; 9 conference calls.*

DELIVERABLES:

- » Sample interview questions; Overview / report out of findings from interviews.

OPTIONAL TASK (OT)

OT - 1.1 STAFF INTERVIEWS. Schedule and conduct one-on-one interviews with approximately three staff representatives. Estimate 30-minute discovery / interviews; 3 conference calls.

TASK 2.0 Workshops

Our interactive workshops will be led by Jeffery Szytel and Holly Tichenor. This joint leadership will bring different listening styles and voices to the process. This interactive workshop process promotes all participants having the opportunity to contribute, and reveals ideas, barriers, and opportunities that siloed processes simply do not catch. Finally, we set goals that are ambitious yet achievable. Immediately following the workshop sessions, WSC will consolidate the session results into a summary and framework that will serve as foundation for final Strategic Plan.

Workshops will be held with the following groups: Member Agency GMs; SAWPA Partners representing Business Lines; Commissioners.

2.1 STRATEGIC PLAN WORKSHOP DESIGN

- » Develop approach and agenda for productive Workshop sessions that achieve objectives and needs identification discovered in Task 1. The Workshop plan for each group will likely vary slightly, this will be discussed in Task 1 activities.

2.2 PRE-WORKSHOP SCHEDULING AND COMMUNICATIONS

- » Provide a preview of the workshop objectives, agenda and support material and/or pre-workshop action items.
- » Develop needed workshop presentation slides.

2.3 WORKSHOP FACILITATION

- » Pre-workshop meeting, as deemed necessary, with SAWPA Director.
- » Facilitation by two (2) experienced Workshop facilitators to provide engaging and productive Workshops. *Estimate Workshop duration to be approximately three (3) hours each for three (3) Workshops.*

2.4 WORKSHOP REPORT OUTS

- » Summary of discussion after each session. Demonstrate how the input and work advances the Strategic Plan development.
- » Strategic Plan framework master information graphic that can be built upon during the process. This will establish what is set in the content and what is still in creation. The framework graphic can be a simple measure for completion and provide a holistic view of direction / content.

DELIVERABLES:

- » Pre-Workshop Communications; Workshop Presentations and Agendas; Email summary post workshop; Strategic Plan Framework Graphic.

OPTIONAL TASK (OT) - WORKSHOP 2

OT - 2.1 WORKSHOP DESIGN, SCHEDULING, COMMUNICATIONS, FACILITATION AND REPORT OUTS. This represents the work toward a second workshop with each of the three (3) stakeholder groups covering all of the main tasks represented above for Workshop No. 1. Facilitation by two (2) Workshop facilitators; estimate Workshops to be approximately three (3) hours each for each Stakeholder Group. **Tasks and deliverables are the same as stated in the main Tasks (2.1-2.4) above.*

OT - 2.2 STAFF WORKSHOP. Propose an all-staff designed Workshop that addresses vision, mission, values and goals. **Tasks and deliverables are the same as stated in the main Tasks (2.1-2.4) above.*

TASK 3.0 Strategic Plan Development

To create a Strategic Plan that is used effectively, WSC will provide the latest in compelling and creative document design. The WSC Strategic Communications Team are skilled in effective messaging and design that draws in broad audiences. An artfully designed, concise and easy to read Strategic Plan is essential for use and effective showcasing of the SAWPA's stewardship, leadership and strategic priorities.

3.1 DRAFT FINDINGS AND CONTENTS

- » Meeting with staff to discuss draft findings, strategic plan contents including template, brand style, imagery, and any needed graphics (in addition to the SP Framework graphic described in Task 2).

3.2 COMMISSION MEETING SP REVIEW

- » Prepare agenda / visual aids and/or presentation for Commission Meeting #2.
- » Facilitate Meeting review and completion of input.

3.3 FINALIZE STRATEGIC PLAN

- » Draft review, followed by changes.
- » Final review; final PDF and Word or InDesign document.

DELIVERABLES:

- » Staff Meeting Content Review Material; Agenda and Commissioner Meeting #2 Material; Draft Strategic Plan and Final Strategic Plan.

PROJECT SCHEDULE

WSC's approach builds awareness, trust, and support.

We will focus on understanding perceptions and issues. Through the process, we will ensure participants understand the vision and 'why' for SAWPA's priorities ahead, and have meaningful roles in the process of Strategic Plan development.

WSC's approach promotes collaboration and action.

We will focus on strategic planning collaboration and action. Messaging and effective plan design will provide a functional framework. SAWPA will appreciate the concise, compelling and value-added Strategic Plan design.

Note: The schedule shown here includes four months for the baseline work and optional tasks. The fee for the baseline schedule is based on three months. The fee including optional tasks is four months. This is a preliminary schedule contingent on availability of stakeholders.

	MARCH	APRIL	MAY	JUNE			
Discovery and Preparation: Review background documents and material	Notice to Proceed	Kick Off Meeting	Workshop Prep w/ Staff	Optional Task (OT) PROJECT MANAGEMENT			
		Interviews	Report Out				
Workshops: Strategic Plan input from groups		OT: SAWPA Staff Workshop & Report Out	Commissioner Workshop 1 & Report Out	OT: Commissioner Workshop 2 & Report Out			
		SAWPA Round Table Teams Workshop 1 & Report Out	General Mgr. Workshop 1 & Report Out	OT: SAWPA Round Table Teams Workshop 2 & Report Out	OT: General Mgr. Workshop & Report Out		
Strategic Plan Development: Commission and staff review and draft/final				Meeting to Review	Draft #1	Commissioner Meeting to Review	Strategic Plan Final Review



RECENT EXPERIENCE

WSC's team supports a broad spectrum of facilitation and communications services for critical water supply projects along the west coast. This work includes branding, stakeholder evaluation, presentation support, and more. Through our work we are helping our clients align around monumental water initiatives by engaging stakeholders and building trust along the way.

Strategic Plan

San Bernardino Valley Municipal Water District

The San Bernardino Valley Water Municipal District (Valley District) hired WSC to help develop its first Strategic Plan to assist with an impending General Manager transition and to prioritize decision making for staff and the Board. The plan will drive focused investment in the region's evolving water needs, increased regulatory requirements, and risks associated with climate change and community growth. The plan will be robust enough to capture and distill their vision, while driving actionable, fiscally responsible priority setting. WSC's multi-disciplinary, water-focused team designed an engagement experience that helped articulate broad stakeholder interests, while building shared understanding to drive results. WSC put special emphasis on the participant's experience within each workshop, as well as in designing follow-up deliverables. The workshops have achieved multiple outcomes: the experiences broke down barriers and built shared trust; the follow-up deliverables summarized achievements and articulated actions in a manner that kept the project moving; and each workshop has built on the last to create the Strategic Plan, which is currently in development.

(Documents shown here are samples, not yet complete.)

Relevant Results:

- Completed interviews with all Board members.
- Facilitated two successful staff workshops and one Board workshop to build consensus on the mission, values, vision, and shared agreement on success metrics for the Strategic Planning process.
- Facilitated a successful constituent group workshop to surface opportunities for successful partnership in achieving the mission and goals.
- WSC will continue to work directly with the new General Manager; build consensus on priority goals and actions; and deliver an actionable plan that supports accountability, positive public support, and prioritization of investments.



Key Staff:

Jeffery Szytel | Project Manager/Principal in Charge

Holly Tichenor | Facilitation Lead

Tiffany Meyer | Communications and Co-Facilitator

Nina Heintz | Graphic Designer





Water Supply Strategic Communications/Facilitation Support

Ventura Water

Ventura Water has historically relied on local resources for 100 percent of the water supply needs for the City of Ventura—yet shifting demand has put the City at risk of outpacing its local supply by 2035. After in-depth study and a 2016 pilot demonstration project, Ventura Water is moving forward with two proposed supply solutions and is working with WSC’s communications team to earn critical stakeholder support at key project milestones.

Our support blends ongoing advisement with execution support, including translating complex technical messaging into accessible public meeting presentations, collateral, talking points, op eds, website content, and informational videos to appeal to distinct stakeholder audiences. WSC’s facilitation and strategic planning support has resulted in unanimous passage by City Council of the project’s Environmental Impact Report. We continue to advise elected officials and project leaders on effective education strategies and goals to achieve timely outreach on key issues.

Relevant Results:

- Supported unanimous passage by City Council of the project’s Environmental Impact Report.
- Facilitated meetings with City leaders to gain alignment around project cost and expectations.
- Guiding polling and workshop educational sessions for officials and the public.

Key Staff:

Holly Tichenor | *Project Manager, Communications Lead*

Tiffany Meyer | *Content Lead*

Amanda Pebler | *Content Support*

Nina Heintz | *Graphic Designer*

Jeffery Szytel | *Technical Support*

Chino Basin Program

Inland Empire Utilities Agency

Inland Empire Utilities Agency (IEUA) is leading a regional water supply development program—called the Chino Basin Program—aimed at creating a new recycled water resource for its 875,000-resident service area. The project represents one of the state’s first efforts to create statewide water resource sharing, while also addressing local water quality, supply, safety, and environmental needs.

Since 2018, WSC’s integrated team has been providing strategic communications advisement to drive interagency and regulator support for this uniquely complex project. Our team has also supported preliminary design engineering. Project success relies on securing member agency agreements, addressing regional rate impacts, and engineering decisions in close coordination with member agencies and other regional partners, including the Chino Basin Watermaster, State Water Project contractors, and the Department of Fish and Wildlife.

Relevant Results:

- Assessed stakeholder perceptions (workshops) and integrated them into program branding, master messaging, communications plan, and collateral to support key project milestones.
- Provided messaging and presentation coaching for four stakeholder workshops.
- Designed Council educational sessions that gained project support.
- Ongoing, supporting strategic communications and education based on project timelines and milestone approvals in coming months.

Key Staff:

Jeff Szytel | *Principal in Charge*

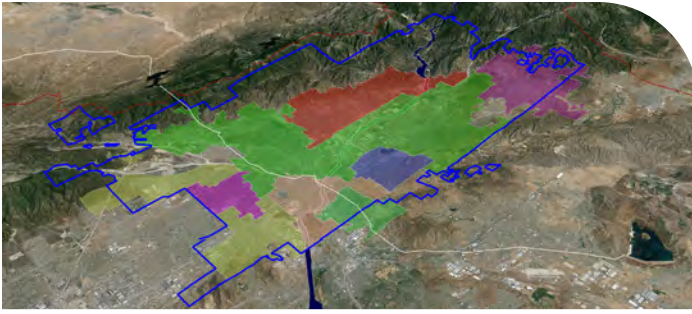
Holly Tichenor | *Communications Lead*

Nina Heintz | *Graphic Designer*

Michael Cruikshank | *Preliminary Design Task Lead*

Laine Carlson | *Preliminary Design Support*

Amanda Pebler | *Content Support*



Regional Recycled Water Concept Study

San Bernardino Valley Municipal Water District

With ongoing drought and impacted water supplies in California, the Valley District recognized the need to plan for local water supply reliability and sustainability. The Valley District expects the demand for recycled water will grow over the coming years and chose WSC to develop a recycled water strategy that would prioritize and plan for projects to supplement regional water supplies. For a plan like this to be successful, it required collaboration between several partner agencies with differing points of view and goals.

WSC envisioned and led a strategic process to align local agencies with a common vision in order to identify potential regional water projects to improve local water supply reliability and sustainability. A total of 11 conceptual projects were analyzed, and the project was completed in collaboration with 10 active stakeholders. The study resulted in a shared vision and actionable strategic plan for the District to execute on critical recycled water supply projects, including the Sterling Natural Resource\Center which was identified as a priority in the study and is now under construction.

Relevant Results:

- Strategic facilitation promoted the team’s ability to identify the best possible outcomes through recycled water collaboration.
- Plan achieved regional buy-in with 10 different agencies on nearly a dozen conceptual projects.
- WSC delivered a clear and actionable list of local water supply projects for beneficial use.

Key Staff:

Jeff Szytel | *Principal in Charge*

Laine Carlson | *Project Manager*

Strategic Communications Support

Clean Water Services, OR

Like many Oregon and Pacific Northwest utilities, CWS recognized the necessity of recycled water programs to offset impacts from climate change, population growth, regulatory changes, and the inherent need for more sustainable use of natural resources. CWS is positioned to not only demonstrate the potential for larger-scale recycled water use with a program of its own, but also to demonstrate one water leadership at the regional, state, and national levels. The CWS recycled water strategic plan will serve as model for Oregon recycled water program implementation.

WSC is providing project management, workshop facilitation, and strategic plan framework development for the Reuse Roadmap. There is an emphasis on internal collaboration to bring multiple departments – watershed management, water reclamation, resource recovery, and regulatory compliance/policy – together to build the plan, remove any internal operational barriers, and identify capital program investments for execution. WSC is utilizing an integrated technical and communications team approach and is effectively leveraging our California recycled water program experience.

Relevant Results:

- Strategic facilitation promoted the team’s ability to identify the best possible outcomes through recycled water collaboration.
- Strategic planning process will support removing operational barriers and create alignment on priorities.
- A water reuse roadmap developed by WSC is serving as a guide to implementation of the program as well as all CWS strategic plan initiatives across the agency.

Key Staff:

Jeff Szytel | *Principal in Charge*

Holly Tichenor | *Project Manager and Communications Lead*

Tiffany Meyer | *Communications Support/Logistics*



Strategic Plan

Northern Cities Management Area Technical Group

When seawater intrusion in the coastal aquifer was detected in 2009, the Northern Cities Management Area (NCMA) Technical Group needed help navigating drought-related impacts and preventing further degradation of groundwater and surface water supplies.

WSC developed a Strategic Plan to help the NCMA Technical Group most effectively manage their vulnerable water supplies and ensure continued service of high-quality water to their customers. The Strategic Plan was developed over a series of workshops, planning sessions, and NCMA Technical Group Meetings. The plan includes a mission statement to guide future initiatives; a clear framework for communicating water resource goals; and an actionable workplan to guide water resources management in the NCMA for the next decade.

WSC's services include meeting planning and facilitation, water resources engineering support, and special project development and management.

Relevant Results:

- Initiatives and projects outlined in the plan go beyond meeting current legal/regulatory groundwater management requirements.
- Developed a comprehensive understanding of the issues, fostered stakeholder collaboration, and produced a plan each agency could justify to their governing boards.
- A majority of the initiatives outlined in the Strategic Plan have been implemented or are in the process of being implemented since the plan's adoption, including an indirect potable reuse project that will increase the area's groundwater supplies by more than 40 percent.

Key Staff:

Jeff Szytel | *Principal in Charge*

Holly Tichenor | *Communications Lead*



Enhanced Urban Water Management Plan

City of Santa Barbara

The City of Santa Barbara has one of the most diverse water supply portfolios in California, matched with a unique set of supply challenges. WSC is leading the City to navigate uncertainty and build broad stakeholder support in its future water supply plan via a comprehensive, enhanced Urban Water Management Plan process that achieves triple bottom line benefits.

WSC's integrated technical and strategic communication team will work in partnership throughout the process. Strategic engagement of stakeholders will empower them to support critical water supply management decisions, building support as the plans are developed. The stakeholder workshops will appropriately address complex set of challenges and desired benefits in a way that is approachable and productive. Further, our customized approach to stakeholder engagement fosters deep public trust at every stage of the process, while empowering critical decisions that keep the project moving forward.

Relevant Results:

- Interview primary stakeholders including Board members.
- Leading a collaborative, transparent stakeholder engagement process that will engage 16 community leaders representing the City's critical water customers.
- Providing proven best-practice workshop design builds alignment and empowers critical decisions for the project team.

Key Staff:

Jeff Szytel | *Project Manager/Principal in Charge*

Tiffany Meyer | *Lead Facilitator*

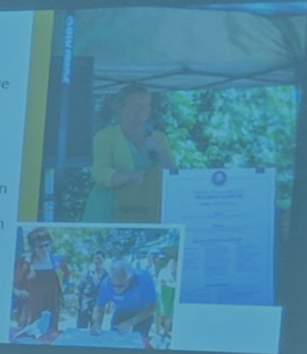
Holly Tichenor | *Advisor*

Nina Heintz | *Graphic Designer*

Michael Cruikshank | *Groundwater Technical Lead*

PROGRAM CHARTER:

- Road map to achieve vision through implementation
- Opportunity to align around common goals, mission, vision
- Resource for decision making and collaboration at all stages of the program



RESUMES



JEFFERY SZYTEL PE, MS, MBA

AN EXPERIENCED PROGRAM MANAGER WITH PRACTICAL EXPERIENCE IMPLEMENTING ONE WATER SOLUTIONS AND PROMOTING ONE WATER PRINCIPLES THROUGHOUT WEST

PROFESSIONAL EXPERIENCE

Mr. Szytel has more than 20 years of experience in the water, wastewater, and recycled water industry. He is a Professional Engineer, experienced program manager, and strategic planning expert. Since founding WSC 11 years ago, Jeff envisioned providing strategic communications and outreach support to the same clients working toward implementing critical water resources projects. His passion is finding the alignment between creative and technical ideas, bridging the communications gap within the industry, and forging the path to make these services an essential component to the technical work that we do. As a strategic planning leader, he brings passion for listening to needs, distilling them down into actionable tasks, and delivering high quality results in strategic planning, communications, and engineering services.

RECENT PROJECTS

Project Manager and Principal in Charge. Strategic Plan, San Bernardino Valley Municipal Water District, San Bernardino Municipal Water District, San Bernardino, CA. Leading creative production of an accessible, digestible Strategic Plan document that supports decision making and addresses priority needs for the future. Facilitating workshops to build consensus on the mission, values, vision, and shared agreement on goals and measures of success.

Project Manager and Principal in Charge. Enhanced Urban Water Management Plan, City of Santa Barbara, CA. Providing strategic communications support for the development of an Enhanced Urban Water Management Plan that navigates uncertainty and builds broad stakeholder support in its future water supply. The team is conducting a collaborative, transparent stakeholder engagement process that will engage 16 community leaders representing the City’s critical water customers.

Principal in Charge. Regional Recycled Water Concept Study San Bernardino Valley Municipal Water District, San Bernardino, CA. Collaborated with 10 local agencies to identify regional projects to improve water supply reliability and sustainability. The project included leading stakeholder workshops to create alignment behind a unified vision. The Study is still being used and projects identified in it are currently being implemented.

EDUCATION

- MBA, UCLA
- MS, Civil and Environmental Engineering, UCLA
- BS, Civil and Environmental Engineering, UC Davis

REGISTRATIONS

- Civil Engineer, CA #63004

PROFESSIONAL AFFILIATIONS

- American Water Works Association
- American Public Works
- Association American Society of Civil Engineers
- Association of California Water Agencies
- Association of Clean Water Administrators
- California Water Environment Association
- Water Environment Federation
- WaterReuse (founded Central Coast Chapter)
- Dale Carnegie Course: Effective Communications & Humans Relations Skills for Success

Principal in Charge. Chino Basin Project, Inland Empire Utilities Agency, Ontario, CA. Key advisor and participant to an innovative project which addresses regional capacity and water quality needs with a network of recycled water treatment, distribution, and storage investments. He has supported the program team with strategic goal setting and action plan development for the program. And, he has supported the strategic communications action plan.

Program Manager. Water Resource Recovery Facility Upgrade, City of San Luis Obispo, CA. Managing a \$145 million treatment facility upgrade, the largest capital improvement project in City history. Developed the Program Charter which fosters the guiding principles that all decisions about the project are filtered through. The Program Charter is a program-specific strategic plan that is still being used and guiding the project nearly five years later.

Principal in Charge. Central Coast Blue, Multiple Agencies, Pismo Beach, CA. Oversaw stakeholder collaboration to arrive at a regional water supply solution. Advisor to WSC's Program Management Team leading the implementation of the Central Coast Blue Program. Served as an advisor to the communications strategy for a \$30 million program that included the participation of five separate agencies.

Principal in Charge. Cayucos Sustainable Water Project, Cayucos Sanitary District, Cayucos, CA. Provided program management services, which include schedule management; stakeholder outreach coordination; meeting coordination and facilitation; action item/data request/project decision tracking; and subconsultant management, to assist the Cayucos Sanitary District in evaluating and identifying alternatives for the development of a Water Resource Recovery Facility to treat sewage from its collection system and provide a beneficial use for the treated wastewater. Additionally, completed the Phase 1 initial tasks for the Cayucos Sustainable Water Project. These initial tasks include project chartering, beneficial use analysis, wastewater characterization,

siting analysis, funding and financial strategy, and wastewater collection system evaluation.

Project Manager. Recycled Water Master Plan, West Valley Water District, Rialto, CA. Facilitated stakeholder workshops to establish goals and objectives for the recycled water program. Facilitated outreach to potential stakeholders for jurisdictional analysis and cooperation, as well as to develop potential partnerships. Developed demand analysis of potential recycled water markets and customers in the District's current and future service areas. Analyzed jurisdictional and regulatory context for implementation of a recycled water program.

Program Manager. San Clemente Dam Removal and Carmel River-Reroute, California American Water, Carmel Valley, CA. Responsible for the management of the high-profile, largest dam removal ever completed in California. Program included website development and management, extensive stakeholder outreach between public and private entities to gain buy-in, conducted numerous public and technical presentations that included messaging practices, on- and off-site workshops, press release development, and print and video interviews.

Session Facilitator. One Water Workshop at CWEA's 2017 Conference, California Water and Environment Association, Palm Springs, CA. Led and organized a panel discussion followed by an interactive table discussion to expand understanding of One Water as part of the 2017 annual conference program. Provided direction on the event, coordinated content of supporting material, helped to facilitate workshop, and provided hands-on training for all lead participants.



HOLLY TICHENOR

A LEADER IN WATER COMMUNICATIONS AND EXPERT AT BRINGING DIVERSE IDEAS AND TEAMS TOGETHER TO FORM COMMON VISIONS AND DELIVER NEW WATER MANAGEMENT RESULTS

PROFESSIONAL EXPERIENCE

Ms. Tichenor has 23 years of strategic planning and communications experience in the water and wastewater industry. She focuses on the value of effective communication and is an advocate, creator, and supporter of communications which advance water-related organizations, programs, projects, and initiatives. Her work has taken her across the United States to support, guide, and train clients, engineers, and other communications professionals in the best practices of presentation, information graphics, and written communications. Her passion for effective communications led to serving in key roles for industry-leading professional organizations, and leading the development of WSC Strategic Communications offerings.

EDUCATION

BA, Journalism, University of Texas at Austin

PROFESSIONAL AFFILIATIONS

Oregon Association of Clean Water Services – Chair of Education and Outreach Committee; Taskforce Leader for Website Rebuild

California Water Environment Association

WaterReuse

Water Environment Federation of Texas, WEAT – former Chair of Government Affairs Committee

PNCWA – Government Affairs Committee

TRAINING

Say What You Mean Communications Training / Oren Jay Sofer

Plan To Win / Sales Positioning Process (trainer)

Client Development Program (co-leader trainer)

Duarte’s Visual Storytelling (participant and trainer)

Dag Knudsen (participant and trainer)

Strategic Selling and Conceptual Selling Workshop, Miller Heiman

RECENT PROJECTS

Facilitator. Strategic Plan, San Bernardino Valley Municipal Water District, San Bernardino Municipal Water District, San Bernardino, CA. Leading creative production of an accessible, digestible Strategic Plan document that supports day-to-day decision making and communication with affected staff. Facilitating workshops to build consensus on the mission, values, vision, and shared agreement on success metrics.

Strategic Communications Advisor. Enhanced Urban Water Management Plan, City of Santa Barbara, CA. Providing strategic communications support for the development of an Enhanced Urban Water Management Plan to navigate uncertainty and build broad stakeholder support in its future water supply. The team is conducting a collaborative, transparent stakeholder engagement process that will engage 16 community leaders representing the City’s critical water customers.

Project Manager. Utilities Department Strategic Plan, City of San Luis Obispo, San Luis Obispo, CA. Facilitated the update of a strategic plan across all utility sections. Led more than 20 staff in creation of a clear, concise, and well-designed strategic plan that can be actively used to improve community value and water stewardship results. The collaborative effort promoted alignment of visions, goals, and performance measures at all levels.

Project Manager of Strategic Communications. Chino Basin Program, Inland Empire Utilities Agency, Ontario, CA. Leading strategic communications and planning support for an regional water treatment, storage, and recharge program. Leadership in coordination with multiple internal departments, meeting facilitation, stakeholder strategy and communications, workshop material and presentation development, and website development. Led the brand development for the program including establishing messaging and brand guidelines that reach a diverse stakeholder base.

Communications and Outreach Lead. Central Coast Blue, Multiple Agencies, Pismo Beach, CA. Oversaw a full-scale rebranding effort and communications strategy for a \$30 million program that included the participation of five separate agencies. Supported identifying key messages that will resonate with stakeholders, community members, and regulatory agencies to build support for the project. The phased workplan includes: community and stakeholder research, website update and messaging, content development, design, and implementation; renaming the program; developing and implementing a new logo and brand package; development of City Council presentations; messaging support for press releases; and educational posters, brochures and more for advanced water treatment demonstration facility and grand opening event.

Project Manager. Ventura Water Pure Branding and Strategic Communications Support, City of Ventura, Ventura, California. Leading a full-scale rebranding effort and communications strategy for this innovative potable water reuse program. Support includes development of a strategic communications framework and branding strategy to reach a variety of audiences and increase understanding of the program, an internal communications plan to build support and alignment among departments within the City's organization, stakeholder coordination and communication, and public outreach and education.

Project Manager. Strategic Communications Support, Clean Water Services, Washington County, Oregon. Supporting the development of a water reuse strategy for implementation of a new program to meet regulatory, cost control and community needs. Working with all departments to align around the roadmap implementation and integrate this into the existing CWS agency strategic plan, recognized at national levels for its best practices in utility leadership and management.

Agency Rebrand Support. Clackamas Water Environment Services, Clackamas, Oregon. Worked with an integrated multi-department team to rebrand the agency to promote its water resource innovation and leadership. Led multiple workshops that included assessment of staff values, customer perceptions and values and visioning for the future. Supported research in agency branding across U.S. and arrived at an adopted new brand that will be rolled out in 2020.

Project Manager. On-Call Strategic Communications, San Elijo Joint Powers Authority, Cardiff by the Sea, CA. Leading on-call communications and outreach support to San Elijo Joint Powers Authority (SEJPA), a progressive wastewater and recycled water provider that serves multiple coastal communities in the San Diego area. WSC is currently supporting SEJPA in one of their largest capital expansions that will broaden community participation, understanding and education, as well as stakeholder partner involvement in the recycled water journey.

Communications & Outreach Lead. Replenish Big Bear, Big Bear Area Regional Wastewater Agency, Big Bear Lake, CA. Leading communications and outreach efforts for four agencies within the Big Bear Valley to implement and gain funding for a regional One Water solution. Supported multi-agency workshops that promoted alignment and support for the program.

EXHIBIT A

EXHIBIT A

REFERENCES

Proposer shall provide a **minimum of three (3)** Customer References for whom comparable services have been performed within the last five (5) years. Local and similar size contract references are preferred.

REFERENCE #1

NAME OF FIRM	San Bernardino Valley Water Management District
ADDRESS	380 E Vanderbilt Way
CITY, STATE, ZIP CODE	San Bernardino, CA, 92408
TELEPHONE #	(909) 387-9211
E-MAIL ADDRESS	bobt@sbvmwd.com
CONTACT	Robert Tincher
PROJECT NAME	Strategic Plan
COMPLETION DATE	Expected to be completed June 2020
APPROX. COST	\$106,100

REFERENCE #2

NAME OF FIRM	City of San Luis Obispo
ADDRESS	879 Morro Street
CITY, STATE, ZIP CODE	San Luis Obispo, CA
TELEPHONE #	(805) 781-7237
E-MAIL ADDRESS	afloyd@slocity.org
CONTACT	Aaron Floyd
PROJECT NAME	San Luis Obispo Water Resource Recovery Facility
COMPLETION DATE	Expected to be completed 2023
APPROX. COST	\$2,620,938

REFERENCE #3

NAME OF FIRM	Ventura Water
ADDRESS	336 Sanjon Road
CITY, STATE, ZIP CODE	Ventura, CA, 93001
TELEPHONE #	(805) 654-7526
E-MAIL ADDRESS	cajones@cityofventura.ca.gov
CONTACT	Craig Jones
PROJECT NAME	VenturaWaterPure
COMPLETION DATE	Ongoing
APPROX. COST	\$381,864

EXHIBIT C

**EXHIBIT C
SANTA ANA WATERSHED PROJECT AUTHORITY
PRICE FORM**

TASK		
1	Task 0.0 Project Management and Administration <i>Estimated 19 hours</i>	\$5,065
2	Task 1.0 Discovery and Preparation <i>Estimated 32.5 hours</i>	\$7,325
3	Task 2.0 Workshops <i>Estimated 77 hours</i>	\$20,435
4	Task 3.0 Strategic Plan Development <i>Estimated 72 hours</i>	\$16,665
	TOTAL	\$49,490
5	Optional Tasks (OT)	
6	OT 1.0 Project Management and Administration <i>Estimated 5 hours</i>	\$765
7	OT 2.0 Staff Interviews <i>Estimated 5 hours</i>	\$2,410
8	OT 3.0 Stakeholder Workshops #2 <i>Estimated 77 hours</i>	\$20,435
9	OT 4.0 Staff Workshop <i>Estimated 23 hours</i>	\$6,230
	TOTAL OT	\$29,840
TOTAL	BASELINE SCOPE + OPTIONAL TASKS	\$79,330

The Project shall begin immediately upon receipt of order or notice to proceed.

Price(s) shall include **all** labor, equipment, materials, transportation, overhead, travel, profit, insurance, sales and other taxes, licenses, incidentals, and all other related costs necessary to meet the work requirements. Note SAWPA will not pay for travel time.

SAWPA encourages a discount for early payment and will include such offers in the evaluation criteria. If a discount is offered, terms are: 5% discount if paid in full within 15 days.

PROPOSERS:

Your signature on this document, should you be awarded a contract as defined in this RFQ, signifies that you have fully read and understood this proposal and will comply with all specifications, conditions, unit prices, terms, and delivery of the proposal unless otherwise noted in the "exceptions" portion of the proposal.

Name of Firm:	Water Systems Consulting, Inc.	Title:	Principal in Charge
Authorized Signature:		Date:	February 14, 2020
Printed/Typed Name:	Jeffery Szytel	Mailing Address:	805 Aerovista Place, Suite 201 San Luis Obispo, CA 93401

EXHIBIT D

EXHIBIT D

PROPOSER'S BUSINESS INFORMATION

All proposers shall submit the information as requested below.

1. Length of time your firm has been in business: 12 years
2. Length of time at current location: 4 years
3. List types and business license number(s): City of Rancho Cucamonga No. 070102
City of Wildomar No. 3940
4. California State Contractor's License number: N/A
5. Names and titles of all officers of the firm: Jeffery Szytel (President), Joshua Reynolds (Vice President), Jeroen Olthof (Chief Operating Office), Dylan Wade (Vice President), Laine Carlson (Vice President), Scott Duren (Vice President), Kirsten Plonka (Vice President), and Holly Tichenor (Vice President).
6. Is your firm a sole proprietorship doing business under a different name?
YES or NO
7. If yes, please indicate sole proprietorship name and the name you are doing business under:

8. Please indicate your Federal Tax Number: 26-1507694
9. Is your firm incorporated? YES or NO
10. Name and remittance address that will appear on invoices: _____
Water Systems Consulting, Inc.
11. Physical Address: 9375 Archibald Avenue, Suite 200
Rancho Cucamonga, CA 91730

EXHIBIT E

ADDITIONS, DELETIONS AND/OR EXCEPTIONS

ARTICLE IV- CONSULTANT OBLIGATIONS

4.03 All such insurance policy or policies shall be issued by a responsible insurance company with a minimum A. M. Best Rating of "A-" Financial Category "X", and authorized and admitted to do business in, and regulated by, the State of California. If the insurance company is not admitted in the State of California, it must be on the List of Eligible Surplus Line Insurers (LESLI), shall have a minimum A.M. Best Rating of "A", Financial Category "X", and shall be domiciled in the United States, unless otherwise approved by SAWPA in writing. Each such policy of insurance shall expressly provide that it shall be primary and non-contributory with any policies carried by SAWPA and, to the extent obtainable, such coverage shall be payable notwithstanding any act of negligence of SAWPA that might otherwise result in forfeiture of coverage. Evidence of all insurance coverage shall be provided to SAWPA prior to issuance of the first Task Order. Such policies shall provide that they shall not be canceled or amended without 30 day prior written notice to SAWPA. Consultant acknowledges and agrees that such insurance is in addition to Consultant's obligation to **fully** indemnify and hold SAWPA free and harmless from and against **any and all third-party** claims arising out of an injury or damage to property or persons **to the extent** caused by the negligence, recklessness, or willful misconduct of Consultant in performing services assigned by SAWPA.

4.04 **Consultant hereby covenants and agrees that SAWPA, its officers, employees, and agents shall not be liable for any** claims, liabilities, penalties, fines or any damage to property, whether real or personal, nor for any personal injury or death caused by, or resulting from, or claimed to have been caused by or resulting from, any negligence, recklessness, or willful misconduct of Consultant. Consultant shall hold harmless, defend and indemnify SAWPA and its officers, employees, agents and volunteers from and against any and all liability, loss, damage, fines, penalties, expense and costs, including, without limitation, **reasonable** attorneys' fees and litigation expenses and costs, **of every nature** arising out of **third-party claims to or related to the extent caused by** Consultant's negligence, **recklessness** or willful misconduct related to or arising from the performance of the work required under this Agreement and any related Task Order or Consultant's failure to comply with any of its obligations contained in this Agreement and any related Task Order, except as to such loss or damage which was caused by the active negligence or willful misconduct of SAWPA. **For professional liability claims, defense costs will be reimbursed by Consultant in proportion to fault as ultimately determined by a court of competent jurisdiction.**

4.05 In the event that SAWPA requests that specific employees or agents of Consultant supervise or otherwise perform the services specified in each Task Order, Consultant shall ensure that such individual(s) shall be appointed and assigned the responsibility of performing the services **unless such assignment is impossible due to circumstances beyond Consultant's control.**

ARTICLE IX- CONSULTANT STATUS

9.02 Consultant hereby specifically represents **and warrants** to SAWPA that the services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional consulting organization rendering the same or similar services. Furthermore, Consultant represents and warrants that the individual signing this Agreement on behalf of Consultant has the full authority to bind Consultant to this Agreement.

ARTICLE X- AUDIT AND OWNERSHIP OF DOCUMENTS

10.01 All draft and final reports, plans, drawings, specifications, data, notes, and all other documents of any kind or nature prepared or developed by Consultant in connection with the performance of services assigned to it by SAWPA (**the "Instruments of Service"**) are the sole property of SAWPA, and Consultant shall promptly deliver all such materials to SAWPA, **provided Consultant has received all undisputed amounts owed for its services.** Consultant may retain copies of the original documents, at its option and expense. Use of such documents by SAWPA for project(s) not the subject of this Agreement shall be at SAWPA's sole risk without legal liability or exposure to Consultant. SAWPA agrees to not release any software "code" without prior written approval from the Consultant.

EXHIBIT E CONT.

ADDITIONS, DELETIONS AND/OR EXCEPTIONS

ARTICLE XI- MISCELLANEOUS PROVISIONS

11.04 **Consultant acknowledges that Time time** is of **the-essence critical importance** in the performance of services required hereunder **and shall provide its services as expeditiously as possible, consistent with the orderly progress of the project.** Extensions of time within which to perform services may be granted by SAWPA if requested by Consultant and agreed to in writing by SAWPA. All such requests must be documented and substantiated and will only be granted as the result of unforeseeable and unavoidable delays not caused by the lack of foresight on the part of Consultant.

11.06 SAWPA expects that Consultant will devote its **full professional** energies, interest, abilities and productive time to the performance of its duties and obligations under this Agreement, and shall not engage in any other consulting activity that would interfere with the performance of Consultant's duties under this Agreement or create any conflicts of interest. If required by law, Consultant shall file a Conflict of Interest Statement with SAWPA.



RANCHO CUCAMONGA OFFICE

9375 Archibald Avenue, Suite 200
Rancho Cucamonga, CA
P: (909) 483-3200
F: (909) 345-3482

expectWSC.com

Santa Ana Watershed Project Authority
Cash Transaction Report
Month of January 2020

Below is a summary of cash transactions completed during the month in the Authority's checking account with US Bank. Attached are summaries by major revenue and expense classifications.

Cash Receipts and Deposits to Account	\$	5,052,345.47
Net Investment Transfers		2,014,301.83
Cash Disbursements		<u>(6,648,971.08)</u>
Net Change for Month	\$	417,676.22
Balance at Beginning of Month		<u>1,608,948.48</u>
Balance at End of Month per General Ledger	\$	<u><u>2,026,624.70</u></u>
Collected Balance per Bank Statement	\$	5,217,307.79

ACCOUNTS PAYABLE RECONCILIATION

Accounts Payable Balance @ 12/31/19	\$	23,695,017.39
Invoices Received for January 2020		3,888,613.50
Invoices Paid by check/wire during January 2020 (see attached register)		<u>(6,299,913.65)</u>
Accounts Payable Balance @ 01/31/2020	\$	<u><u>21,283,717.24</u></u>

CASH RECEIPTS

Brine Line Operating Revenues	\$ 1,669,233.67
Member Agency Contributions	75,000.00
LESJWA Admin Reimbursement	4,913.61
Grant Proceeds - Prop 84	171,031.40
Grant Proceeds - Prop 84 Pass-throughs	3,132,108.46
Other	<u>58.33</u>
Total Receipts and Deposits	\$ 5,052,345.47

INVESTMENT TRANSFERS

Transfer of Funds:	
From (to) LAIF	\$ 2,000,000.00
From (to) Legal Defense Fund	-
From (to) LESJWA	-
From (to) Investments	<u>14,301.83</u>
Total Investment Transfers	\$ 2,014,301.83

CASH DISBURSEMENTS

By Check:	
Payroll	\$ -
Operations	<u>6,299,913.65</u>
Total Checks Drawn	\$ 6,299,913.65
By Cash Transfer:	
Payroll	\$ 229,408.06
Payroll Taxes	118,490.91
Take Care (AFLAC)	<u>1,158.46</u>
Total Cash Transfers	\$ 349,057.43
Total Cash Disbursements	<u><u>\$ 6,648,971.08</u></u>

Santa Ana Watershed Project Authority
Check Detail
Jan-20

Category	Check #	Check Date	Type	Vendor	Check Amount
Asset Clearing	4087	1/9/2020	CHK	Dell EMC	\$ 21,888.37
Asset Clearing	4101	1/17/2020	CHK	Dell EMC	\$ 867.99
Asset Clearing	EFT03130	1/17/2020	CHK	Custom Coatings and Construction	\$ 1,590.00
Asset Clearing Total					\$ 24,346.36
Auto Expenses	4073	1/6/2020	CHK	Riverside Transmission Center	\$ 289.44
Auto Expenses	4074	1/6/2020	CHK	County of Riverside/Transportation	\$ 405.28
Auto Expenses	4124	1/31/2020	CHK	County of Riverside	\$ 779.33
Auto Expenses Total					\$ 1,474.05
Benefits	4068	1/6/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4081	1/9/2020	CHK	ACWA/JPIA	\$ 45,394.05
Benefits	4092	1/17/2020	CHK	AFLAC	\$ 639.92
Benefits	4094	1/17/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4098	1/17/2020	CHK	WageWorks	\$ 140.00
Benefits	4119	1/31/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4125	1/31/2020	CHK	Mutual Of Omaha	\$ 2,854.61
Benefits	EFT03104	1/6/2020	CHK	Vantagepoint Transfer Agents	\$ 3,328.85
Benefits	EFT03109	1/6/2020	CHK	Vantagepoint Transfer Agents	\$ 392.83
Benefits	EFT03126	1/17/2020	CHK	Vantagepoint Transfer Agents	\$ 3,678.85
Benefits	EFT03134	1/17/2020	CHK	Vantagepoint Transfer Agents	\$ 392.83
Benefits	EFT03158	1/31/2020	CHK	Vantagepoint Transfer Agents	\$ 3,678.85
Benefits	EFT03160	1/31/2020	CHK	Vantagepoint Transfer Agents	\$ 392.83
Benefits	P037837	1/3/2020	WDL	Public Employees' Retirement	\$ 18,385.79
Benefits	P037838	1/3/2020	WDL	Public Employees' Retirement	\$ 112.32
Benefits	P037839	1/3/2020	WDL	CalPERS Supplemental Income	\$ 7,118.54
Benefits	P037935	1/17/2020	WDL	CalPERS Supplemental Income	\$ 7,118.54
Benefits	P037936	1/17/2020	WDL	Public Employees' Retirement	\$ 14,597.24
Benefits	P037937	1/17/2020	WDL	Public Employees' Retirement	\$ 20,243.25
Benefits	P037938	1/17/2020	WDL	Public Employees' Retirement	\$ 2,551,673.00
Benefits	P038088	1/31/2020	WDL	CalPERS Supplemental Income	\$ 7,126.36
Benefits	P038089	1/31/2020	WDL	Public Employees' Retirement	\$ 20,545.98
Benefits	WDL000005036	1/7/2020	WDL	Takecare	\$ 192.30
Benefits	WDL000005037	1/9/2020	WDL	Takecare	\$ 100.00
Benefits	WDL000005044	1/14/2020	WDL	Takecare	\$ 250.86
Benefits	WDL000005045	1/15/2020	WDL	Takecare	\$ 423.00
Benefits	WDL000005048	1/22/2020	WDL	Takecare	\$ 192.30
Benefits Total					\$ 2,709,429.22
Building Lease	4127	1/31/2020	CHK	Wilson Property Services, Inc	\$ 1,650.00
Building Lease	4128	1/31/2020	CHK	Wilson Property Services, Inc	\$ 1,745.92
Building Lease Total					\$ 3,395.92
Consulting	4075	1/6/2020	CHK	The Technology Depot	\$ 82.50
Consulting	4089	1/9/2020	CHK	Somach Simmons & Dunn	\$ 3,822.35
Consulting	4099	1/17/2020	CHK	The Technology Depot	\$ 165.00
Consulting	4109	1/23/2020	CHK	Teaman, Ramirez & Smith, Inc	\$ 15,319.00
Consulting	4123	1/31/2020	CHK	Carollo Engineers	\$ 6,146.51
Consulting	EFT03110	1/6/2020	CHK	Integrated Systems Solutions	\$ 412.50
Consulting	EFT03120	1/9/2020	CHK	CDM Smith, Inc.	\$ 33,329.18
Consulting	EFT03122	1/9/2020	CHK	GeoScience Support Services	\$ 1,800.00
Consulting	EFT03123	1/9/2020	CHK	GEI Consultants	\$ 50,342.60
Consulting	EFT03131	1/17/2020	CHK	West Coast Advisors	\$ 9,750.00
Consulting	EFT03135	1/17/2020	CHK	Integrated Systems Solutions	\$ 115.50
Consulting	EFT03136	1/17/2020	CHK	Woodard & Curran Inc.	\$ 15,203.07
Consulting	EFT03139	1/17/2020	CHK	Water Systems Consulting	\$ 36,389.06
Consulting	EFT03141	1/23/2020	CHK	Risk Sciences	\$ 19,048.25
Consulting	EFT03147	1/23/2020	CHK	Integrated Systems Solutions	\$ 33.00
Consulting	EFT03148	1/23/2020	CHK	Accent Computer Solutions Inc	\$ 3,492.40
Consulting	EFT03149	1/23/2020	CHK	Dudek	\$ 5,662.50
Consulting	EFT03152	1/23/2020	CHK	DeGrave Communications	\$ 2,963.75
Consulting	EFT03161	1/31/2020	CHK	Integrated Systems Solutions	\$ 437.50
Consulting	EFT03162	1/31/2020	CHK	Accent Computer Solutions Inc	\$ 875.00
Consulting	EFT03163	1/31/2020	CHK	Trussell Technologies, Inc.	\$ 1,240.67
Consulting Total					\$ 206,630.34

Santa Ana Watershed Project Authority
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Category	Check #	Check Date	Type	Vendor	Check Amount
Contributions	4126	1/31/2020	CHK	UC Riverside Foundation	\$ 2,500.00
Contributions	EFT03142	1/23/2020	CHK	Water Education Foundation	\$ 3,750.00
Contributions Total					\$ 6,250.00
Credit Cards	P037939	1/9/2020	WDL	US Bank	\$ 12,733.57
Credit Cards Total					\$ 12,733.57
Director Costs	4091	1/17/2020	CHK	San Bernardino Valley Municipal Water	\$ 466.40
Director Costs	EFT03103	1/6/2020	CHK	Denis R Bilodeau	\$ 26.68
Director Costs	EFT03106	1/6/2020	CHK	Western Municipal Water District	\$ 254.08
Director Costs	EFT03113	1/6/2020	CHK	Kati Parker	\$ 31.32
Director Costs	EFT03114	1/6/2020	CHK	June Hayes	\$ 25.52
Director Costs	EFT03115	1/6/2020	CHK	T. Milford Harrison	\$ 52.20
Director Costs	EFT03125	1/17/2020	CHK	Eastern Municipal Water District	\$ 252.92
Director Costs	EFT03127	1/17/2020	CHK	Orange County Water District	\$ 508.16
Director Costs Total					\$ 1,617.28
Dues	4072	1/6/2020	CHK	American Water Resources Association	\$ 179.00
Dues	4080	1/9/2020	CHK	ACWA/JPIA	\$ 23,010.00
Dues	4084	1/9/2020	CHK	WESTCAS	\$ 1,650.00
Dues	4102	1/17/2020	CHK	California Water Efficiency Partnership	\$ 875.00
Dues	EFT03111	1/6/2020	CHK	Southern Calif Salinity Coal	\$ 10,000.00
Dues Total					\$ 35,714.00
Employee Reimbursement	EFT03137	1/17/2020	CHK	Ian Achimore	\$ 59.57
Employee Reimbursement	EFT03140	1/17/2020	CHK	Haley Mullay	\$ 487.68
Employee Reimbursement	EFT03150	1/23/2020	CHK	Scott Mebust	\$ 163.11
Employee Reimbursement	EFT03155	1/23/2020	CHK	Bonnie Gallagher	\$ 14.99
Employee Reimbursement Total					\$ 725.35
Employment Recruitment	4110	1/23/2020	CHK	Kaiser Foundation Health Plan	\$ 90.00
Employment Recruitment Total					\$ 90.00
Equipment Leased	4093	1/17/2020	CHK	Pitney Bowes Global Financial	\$ 351.63
Equipment Leased Total					\$ 351.63
Facility Repair & Maintenance	4085	1/9/2020	CHK	TNT Elevator Inc	\$ 250.00
Facility Repair & Maintenance	4086	1/9/2020	CHK	Tripac Marketing Inc.	\$ 45.68
Facility Repair & Maintenance	4096	1/17/2020	CHK	Innerline Engineering	\$ 8,574.75
Facility Repair & Maintenance	4100	1/17/2020	CHK	RivCo Mechanical Services	\$ 1,867.02
Facility Repair & Maintenance	4113	1/23/2020	CHK	Heating & Air Conditioning Service	\$ 1,093.16
Facility Repair & Maintenance	EFT03129	1/17/2020	CHK	Western Exterminator Co.	\$ 123.00
Facility Repair & Maintenance	EFT03138	1/17/2020	CHK	Riverside Cleaning	\$ 1,500.00
Facility Repair & Maintenance	EFT03143	1/23/2020	CHK	Custom Coatings and Construction	\$ 700.00
Facility Repair & Maintenance	EFT03145	1/23/2020	CHK	Green Meadows Landscape	\$ 625.00
Facility Repair & Maintenance	EFT03146	1/23/2020	CHK	Golden State Fire Protection	\$ 650.00
Facility Repair & Maintenance	EFT03151	1/23/2020	CHK	Douglas Environmental Group	\$ 3,380.00
Facility Repair & Maintenance	EFT03164	1/31/2020	CHK	Hamm's Tree Service	\$ 600.00
Facility Repair & Maintenance Total					\$ 19,408.61
Insurance Expense	4088	1/9/2020	CHK	Zenith Insurance Company	\$ 4,263.00
Insurance Expense Total					\$ 4,263.00
Lab Costs	EFT03119	1/9/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 605.00
Lab Costs	EFT03132	1/17/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 750.00
Lab Costs	EFT03144	1/23/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 2,206.00
Lab Costs	EFT03159	1/31/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 563.00
Lab Costs Total					\$ 4,124.00
Legal	4079	1/6/2020	CHK	Payne & Fears	\$ 2,856.00
Legal	4112	1/23/2020	CHK	Varner & Brandt	\$ 250.00
Legal	4132	1/31/2020	CHK	Payne & Fears	\$ 2,405.00
Legal	EFT03116	1/6/2020	CHK	Lagerlof Senecal Gosney & Kruse	\$ 10,552.50
Legal	EFT03156	1/23/2020	CHK	Lagerlof Senecal Gosney & Kruse	\$ 5,008.25
Legal Total					\$ 21,071.75
Materials & Supplies	EFT03108	1/6/2020	CHK	Calolympic Safety	\$ 416.90

Santa Ana Watershed Project Authority
Check Detail
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Category	Check #	Check Date	Type	Vendor	Check Amount
Materials & Supplies Total					\$ 416.90
Office Expense	4070	1/6/2020	CHK	Staples Business Advantage	\$ 624.21
Office Expense	4095	1/17/2020	CHK	Awards & Specialties	\$ 13.05
Office Expense	4105	1/23/2020	CHK	Aramark Corporation Refreshments	\$ 86.80
Office Expense	4108	1/23/2020	CHK	Awards & Specialties	\$ 202.28
Office Expense	4121	1/31/2020	CHK	Staples Business Advantage	\$ 570.77
Office Expense	4122	1/31/2020	CHK	Awards & Specialties	\$ 8.70
Office Expense	EFT03133	1/17/2020	CHK	Iron Mountain	\$ 216.25
Office Expense Total					\$ 1,722.06
Other Contract Services	EFT03117	1/6/2020	CHK	Jimmyfu-tography	\$ 1,750.00
Other Contract Services	EFT03118	1/9/2020	CHK	Western Municipal Water District	\$ 6,587.83
Other Contract Services	EFT03121	1/9/2020	CHK	Local Government Commission	\$ 4,706.76
Other Contract Services	EFT03128	1/17/2020	CHK	Western Municipal Water District	\$ 8,149.60
Other Contract Services	EFT03153	1/23/2020	CHK	Local Government Commission	\$ 4,636.36
Other Contract Services	EFT03166	1/31/2020	CHK	Larry Walker Associates	\$ 119.50
Other Contract Services	EFT03167	1/31/2020	CHK	World Language Communication	\$ 275.04
Other Contract Services Total					\$ 26,225.09
Payroll	WDL000005024	1/3/2020	WDL	Direct Deposit 1/3/2020	\$ 71,641.60
Payroll	WDL000005025	1/3/2020	WDL	PR Tax - Federal	\$ 30,815.66
Payroll	WDL000005026	1/3/2020	WDL	PR Tax - State	\$ 6,590.74
Payroll	WDL000005041	1/17/2020	WDL	Direct Deposit 1/17/2020	\$ 76,186.85
Payroll	WDL000005042	1/17/2020	WDL	PR Tax - Federal	\$ 32,332.64
Payroll	WDL000005043	1/17/2020	WDL	PR Tax - State	\$ 6,902.30
Payroll	WDL000005049	1/31/2020	WDL	Direct Deposit 1/31/2020	\$ 81,579.61
Payroll	WDL000005050	1/31/2020	WDL	PR Tax - Federal	\$ 34,435.20
Payroll	WDL000005051	1/31/2020	WDL	PR Tax - State	\$ 7,414.37
Payroll Total					\$ 347,898.97
Prepaid	4090	1/9/2020	CHK	Zoom Video Communications, Inc.	\$ 28,708.20
Prepaid Total					\$ 28,708.20
Prop84	4115	1/31/2020	CHK	San Bernardino Valley Municipal Water	\$ 745,649.10
Prop84	4133	1/31/2020	CHK	Miller Spatial Services Inc	\$ 8,995.22
Prop84	EFT03157	1/31/2020	CHK	Eastern Municipal Water District	\$ 1,612,406.51
Prop84	EFT03168	1/31/2020	CHK	Orange County Water District	\$ 778,936.68
Prop84 Total					\$ 3,145,987.51
Safety	EFT03107	1/6/2020	CHK	Underground Service Alert	\$ 362.89
Safety Total					\$ 362.89
Security	4097	1/17/2020	CHK	SafeT	\$ 350.55
Security Total					\$ 350.55
Shipping/Postage	4062	1/6/2020	CHK	General Logistics Systems US	\$ 6.52
Shipping/Postage	4106	1/23/2020	CHK	General Logistics Systems US	\$ 26.08
Shipping/Postage Total					\$ 32.60
Software	4111	1/23/2020	CHK	Geophex Ltd	\$ 300.00
Software	EFT03105	1/6/2020	CHK	Konica Minolta Business Solutions	\$ 20,991.16
Software	EFT03112	1/6/2020	CHK	Accent Computer Solutions Inc	\$ 326.44
Software	EFT03148	1/23/2020	CHK	Accent Computer Solutions Inc	\$ 897.63
Software	EFT03165	1/31/2020	CHK	Adobe Systems Inc	\$ 112.52
Software Total					\$ 22,627.75
Telephone	4090	1/9/2020	CHK	Zoom Video Communications, Inc.	\$ 5,741.64
Telephone Total					\$ 5,741.64
Temporary Services	EFT03124	1/9/2020	CHK	Mantek Solutions, Inc.	\$ 1,216.00
Temporary Services	EFT03154	1/23/2020	CHK	Mantek Solutions, Inc.	\$ 1,352.80
Temporary Services Total					\$ 2,568.80
Training	4103	1/17/2020	CHK	Maureen Kane & Associates Inc	\$ 1,550.00
Training	4104	1/17/2020	CHK	Maureen Kane & Associates Inc	\$ 1,600.00
Training Total					\$ 3,150.00

Santa Ana Watershed Project Authority
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Category	Check #	Check Date	Type	Vendor	Check Amount
Utilities	4061	1/6/2020	CHK	Riverside, City of	\$ 80.37
Utilities	4063	1/6/2020	CHK	AT&T	\$ 886.70
Utilities	4064	1/6/2020	CHK	AT&T	\$ 8.06
Utilities	4065	1/6/2020	CHK	AT&T	\$ 1,018.26
Utilities	4066	1/6/2020	CHK	AT&T	\$ 811.95
Utilities	4067	1/6/2020	CHK	AT&T	\$ 203.50
Utilities	4069	1/6/2020	CHK	Southern California Edison	\$ 28.14
Utilities	4071	1/6/2020	CHK	Burrtec Waste Industries Inc	\$ 83.92
Utilities	4076	1/6/2020	CHK	Verizon Wireless	\$ 130.61
Utilities	4077	1/6/2020	CHK	Verizon Wireless	\$ 268.80
Utilities	4078	1/6/2020	CHK	Verizon Wireless	\$ 1,205.77
Utilities	4082	1/9/2020	CHK	Riverside, City of	\$ 1,982.75
Utilities	4083	1/9/2020	CHK	Southern California Edison	\$ 91.72
Utilities	4107	1/23/2020	CHK	AT&T	\$ 978.34
Utilities	4114	1/23/2020	CHK	DIRECTV	\$ 66.99
Utilities	4116	1/31/2020	CHK	AT&T	\$ 801.11
Utilities	4117	1/31/2020	CHK	AT&T	\$ 1,018.26
Utilities	4118	1/31/2020	CHK	AT&T	\$ 175.01
Utilities	4120	1/31/2020	CHK	Southern California Edison	\$ 43.60
Utilities	4129	1/31/2020	CHK	Verizon Wireless	\$ 1,269.77
Utilities	4130	1/31/2020	CHK	Verizon Wireless	\$ 268.80
Utilities	4131	1/31/2020	CHK	Verizon Wireless	\$ 130.61
Utilities Total					\$ 11,553.04
Grand Total					\$ 6,648,971.08

	Accounts Payable	
Checks	\$	3,640,259.06
Wire Transfers	\$	2,659,654.59
	\$	6,299,913.65
Take Care	\$	1,158.46
Other		
Payroll	\$	347,898.97
	\$	6,648,971.08

Total Disbursements for January 2020

Santa Ana Watershed Project Authority
 Consulting
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Check #	Check Date	Task #	Task Description	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT03148	1/23/2020	ACS100-11	IT Support	Accent Computer Solutions	\$ 186,800.00	\$ 3,492.40	\$ 82,674.74	
EFT03162	1/31/2020	ACS100-11	IT Support	Accent Computer Solutions	\$ 186,800.00	\$ 875.00	\$ 82,674.74	
4123	1/31/2020	CARO320-03-01	Alcoa Dike - Brine Line Protection/Relocation	Carollo Engineers	\$ 6,275.00	\$ 6,146.51	\$ 128.49	
EFT03120	1/9/2020	CDM386-14	SAR Bacteria Monitoring Program	CDM Smith	\$ 373,715.00	\$ 33,329.18	\$ 127,898.56	
EFT03152	1/23/2020	DEGR392-05	Social Media Support	DeGrave Communications	\$ 30,000.00	\$ 2,963.75	\$ 8,887.81	
EFT03149	1/23/2020	DUDK320-03-01	Reach 4D Maintenance Acc Rehabilitation	Dudek	\$ 38,530.00	\$ 5,662.50	\$ 29,695.00	
EFT03123	1/9/2020	GEI384-01	MSAR TMDL Synoptic Study	GEI Consultants	\$ 200,000.00	\$ 50,342.60	\$ 58,659.92	
EFT03122	1/9/2020	GEOS374-01	SAR WLA Model Update	GeoScience Support Services	\$ 361,216.00	\$ 1,800.00	\$ 19.75	
EFT03110	1/6/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 412.50	\$ 371.50	
EFT03135	1/17/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 115.50	\$ 371.50	
EFT03147	1/23/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 33.00	\$ 371.50	
EFT03161	1/31/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 437.50	\$ 371.50	
EFT03141	1/23/2020	RISK374-08	Basin Monitoring TF Regulatory Support	Risk Sciences	\$ 74,400.00	\$ 7,829.72	\$ 31,861.31	
EFT03141	1/23/2020	RISK392-05	Emerging Constituents Sampling Program	Risk Sciences	\$ 28,250.00	\$ 6,755.70	\$ 12,500.26	
EFT03141	1/23/2020	RISK384-09	MSAR TMDL Task Force	Risk Sciences	\$ 49,340.00	\$ 4,462.83	\$ 10,734.55	
4089	1/9/2020	SOMA384-01	MSAR TMDL Task Force	Somach, Simmons & Dunn	\$ 119,790.00	\$ 793.50	\$ 115,926.00	
4089	1/9/2020	SOMA374-01	Basin Monitoring TF Regulatory Support	Somach, Simmons & Dunn	\$ 112,380.00	\$ 3,028.85	\$ 99,590.00	
4109	1/23/2020	TEAM100-07	Auditing Services	Teaman, Ramirez, & Smith	\$ 79,500.00	\$ 15,319.00	\$ 30,112.00	
4075	1/6/2020	TTD100-05	Phone Support	The Technology Depot	\$ 5,000.00	\$ 82.50	\$ 4,025.00	
4099	1/17/2020	TTD100-05	Phone Support	The Technology Depot	\$ 5,000.00	\$ 165.00	\$ 4,025.00	

Santa Ana Watershed Project Authority
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Check #	Check Date	Task #	Task Description	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT03163	1/31/2020	TRU240-24	<i>BL Sampling Support</i>	Trussell Technologies	\$ 23,590.00	\$ 1,240.67	\$ 19,489.53	
EFT03139	1/17/2020	WSC374-01	<i>Recomputation of Ambient Water Quality</i>	Water Systems Consulting	\$ 373,973.00	\$ 36,389.06	\$ 142,931.33	
EFT03131	1/17/2020	WCA100-03-03	<i>State Legislative Consulting Services</i>	West Coast Advisors	\$ 235,000.00	\$ 9,750.00	\$ 108,250.00	
EFT03136	1/17/2020	RMC504-401-05	<i>Technical Writing and Outreach Support</i>	Woodard & Curran	\$ 37,411.00	\$ 4,532.75	\$ 10,232.30	
EFT03136	1/17/2020	RMC504-401-06	<i>SARCCUP Program Management Services</i>	Woodard & Curran	\$ 229,046.00	\$ 10,670.32	\$ 170,029.20	
						<u>\$ 206,630.34</u>		

COMMISSION MEMORANDUM NO. 2020.16

DATE: March 17, 2020
TO: SAWPA Commission
SUBJECT: Inter-Fund Borrowing – January 2020
PREPARED BY: Karen Williams, DGM/CFO

RECOMMENDATION

It is recommended that the Commission receive and file the informational report on short-term, cash-flow inter-fund borrowing.

DISCUSSION

On December 13, 2005, the Commission approved Resolution No. 452, Inter-Fund and Inter-Project Loan Policy. Staff was directed to bring back an accounting of the loans each month for review when the total exceeded \$250,000 in aggregate.

The following projects, with negative cash flow, are listed below with the amounts borrowed from SAWPA General Fund Reserves in January 2020. The total amount borrowed is over the aggregate \$250,000 amount recommended in Resolution No. 452, Inter-Fund and Inter-Project Loan Policy. The Commission has requested that this item be brought back each month as an informational item when the loan amount is over the \$250,000 aggregate amount.

Fund	Fund Name	12/31/19 Balance	Loan Receipts	New Charges	01/31/20 Balance
130	Proposition 84 Admin R1	\$45,134.26	(\$0.00)	\$0.00	\$45,134.26
135	Proposition 84 Admin R2	95,633.04	(0.00)	7,268.22	102,901.26
140	Proposition 84 Admin R3	130,761.99	(87,283.47)	8,528.92	52,007.44
145	Proposition 84 Admin R4	187,564.12	(0.00)	13,499.62	201,063.74
398	Proposition 1 – DACI Grant	252,322.23	(0.00)	41,580.35	293,902.58
477	LESJWA Administration	3,582.52	(4,913.61)	16,286.70	14,955.61
504	Prop 84 - Drought Projects	175,278.51	(58,747.92)	17,103.88	133,634.47
	Total Funds Borrowed	\$890,276.67	(\$150,945.00)	\$104,267.69	\$843,599.36
	General Fund Reserves Balance		\$1,601,105.49		
	Less Amount Borrowed		<u>843,599.36</u>		
	Balance of General Fund Reserves		\$ 757,506.13		

The following table lists each fund that has a negative cash flow, the source of funding for the fund, how often the fund is billed, and the projected rate of payment for the fund.

NEGATIVE CASH-FLOW FUNDS

Fund No.	Source of Funding	Billing Frequency	Projected Payment Time
130,135,140, 145 – Proposition 84 Admin	DWR – Prop 84 Grant	Monthly/Quarterly	Up to 4 months
398 – Proposition 1 – DACI Grant	DWR – Prop 1 Grant	Monthly	Up to 4 months
477 – LESJWA Admin	Reimbursement from LESJWA	Monthly	2 to 4 weeks
504 - Proposition 84 Drought Projects	DWR – Prop 84 Grant	Monthly	Up to 4 months
504 – Proposition 84 SARCCUP Projects	DWR – Prop 84 Grant	Monthly/Quarterly	Up to 4 months

Fund 130

The outstanding balance of the funds due from DWR is the mandatory 10% retention from each invoice billed. Retention funds will not be released until the Proposition 84 Round I contract is completed. Retention should be released within the next few months.

Fund 135

This fund is for the administration of Proposition 84 Round II grant funds. These funds will be billed quarterly and 10% will be withheld for retention.

Fund 140

This fund is for the administration of Proposition 84 Drought Round grant funds. These funds will be billed monthly and 10% will be withheld for retention.

Fund 145

This fund is for the administration of Proposition 84 Round 2015 grant funds. These funds will be billed quarterly and 10% will be withheld for retention.

Fund 398

This fund is for the Proposition 1 DACI grant project. These funds will be billed monthly once the contracts with DWR have been signed.

Fund 477

Each month LESJWA is billed the cost for administering the JPA. Once the bill is received, LESJWA submits payment within two weeks.

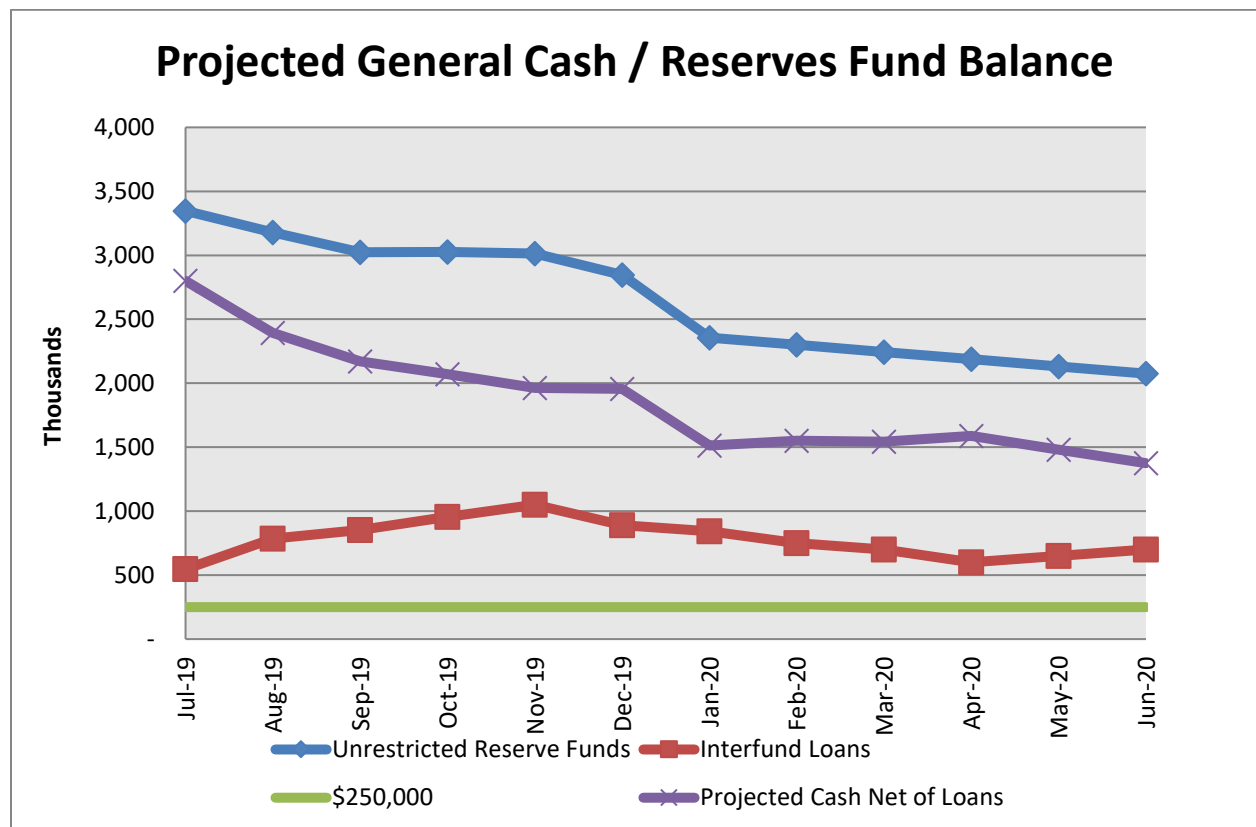
Fund 504

This fund is for the implementation of drought related projects and SARCCUP projects which are administered through PA22 and PA23.

The following graph shows the total budget, total project costs to date, and the amount remaining on each grant.

Fund	Fund Name	Total Budget	Costs Through 01/31/2020	Remaining Grant Budget
130	Proposition 84 Admin R1	\$660,004	(\$571,491)	\$88,513
135	Proposition 84 Admin R2	627,405	(536,677)	90,728
140	Proposition 84 Admin R3	887,860	(810,687)	77,173
145	Proposition 84 Admin R4	3,213,384	(724,494)	2,488,890
398	Proposition 1 – DACI Grant	6,300,000	(2,929,440)	3,370,560
504	Prop 84 - Drought Projects	5,547,816	(3,482,114)	2,065,702
504	Prop 84 – 2015 Round (SARCCUP)	1,543,810	(535,531)	1,008,279
Totals		\$18,780,279	(\$9,590,434)	\$9,189,845

The following graph shows projected inter-fund loan balances, total unrestricted General Fund Reserves available for loans, and projected cash net of loans through June 2020. The projected loan balance is expected to remain over the \$250,000 aggregate limit through June 2020 because of Proposition 1 and 84 grants but can be covered by General Fund Reserves without a major impact on cash flow.



RESOURCE IMPACTS

The funds borrowed from the General Fund Reserves will be paid back with interest when the funding is received. Interfund loans for grants are not charged interest unless the grant contracts specifically states

that interest is eligible for reimbursement. There is sufficient cash available to cover proposed borrowings and to pay budgeted expenditures for the General Fund.

Attachments:

1. Resolution No. 452 | Amending the Inter-Fund, Inter-Project and Inter-Agency Loan Policy

RESOLUTION NO. 452

A RESOLUTION OF THE COMMISSION OF THE SANTA ANA WATERSHED PROJECT AUTHORITY AMENDING THE INTER-FUND, INTER-PROJECT AND INTER-AGENCY LOAN POLICY

WHEREAS, the Commission of the Santa Ana Watershed Project Authority (hereafter "SAWPA") previously adopted, by minute action taken on August 3, 1996, an "Inter-Fund/Inter-Project Loan Policy" to regulate loans from one SAWPA Fund or Project to another SAWPA Fund or Project; and

WHEREAS, the Commission desires to amend the "Inter-Fund Fund/Project Loan Policy" by formally adopting such Policy, by way of this Resolution, regulating how and in what manner such inter-fund or inter-project loans are to take place and mandating that all such loans require Commission approval in advance as contemplated by the policy adopted on August 3, 1996.

NOW, THEREFORE, BE IT RESOLVED that the Commission of the Santa Ana Watershed Project Authority hereby amends the following Loan Policy for any loan from one SAWPA Fund or Project to another SAWPA Fund or Project:

1. Loans from any SAWPA Fund or Project to another SAWPA Fund, Project or another public agency shall be approved in advance by the SAWPA Commission. The approval shall be in written format and include documentation of the specifics of the transaction. The approval shall include a finding that the loan will not expose the lending SAWPA Fund or Project to significant financial or operational risk.
2. Unless otherwise provided for by the Commission, the borrowing Fund, Project or public agency shall be required to repay the loan within a specific period of time and at a rate of interest as determined by the Commission. For the purposes of this policy, SAWPA's calculated quarterly rate of return may be used as the basis for interest payable on the outstanding principal for any loan. The period for repayment of the loan shall be determined by the Commission, but shall be no longer than the life of the lending Fund or Project.
3. The borrowing Fund's, Project's or public agency's repayment source shall be identified and included in the approval action by the Commission and the "loan documentation". The "loan documentation" shall include a written agreement, resolution or other document approved by the Commission setting forth all of the foregoing terms and conditions.

4. Loans to reimbursable SAWPA grant contract projects and related efforts for short-term (i.e., current fiscal year) operating cash flow purposes may be borrowed from the SAWPA General Fund Reserve without prior Commission approval. But all such loans shall be reported to the Commission within 30 days of each such loan. Such loans shall be paid off on a continuous basis. The total funds loaned for all such grant contract projects and related efforts shall not exceed \$250,000.00 in the aggregate for each fiscal year, without prior written approval by the Commission. Payment of interest will be based on the actual interest that would have been earned by the SAWPA General Fund Reserve had those funds not been borrowed. Cash flow and receivables will be reported at least quarterly to forecast needs and demonstrate compliance.
5. Prior to June 30th of each year, staff shall provide to the Commission an annual written report of all such Inter-fund, Inter-project or Inter-agency loans, amounts repaid and any outstanding loan balances.

ADOPTED this 13th day of December 2005.

SANTA ANA WATERSHED PROJECT AUTHORITY

By: *Mark W. Bulot*
Mark Bulot, Chair



COMMISSION MEMORANDUM NO. 2020.17

DATE: March 17, 2020
TO: SAWPA Commission
SUBJECT: Performance Indicators and Financial Reporting – January 2020
PREPARED BY: Karen Williams, DGM/CFO

RECOMMENDATION

It is recommended that the Commission receive and file staff's report.

DISCUSSION

The attached reports have been developed to keep the Commission informed as to SAWPA's business and budget performance. These reports are categorized into the following groups: financial reporting, cash and investments, and performance indicators. They are explained in detail below. As new reports are developed, they will be added for the Commission's review.

Financial Reporting

Balance Sheet by Fund Type	Lists total assets, liabilities, and equity by fund type for a given period.
Revenue & Expense by Fund Type	Lists total revenue and expenses by fund type for a given period.
Receivables Management	Shows total outstanding accounts receivable by age.
Open Task Order Schedule	Shows SAWPA's total outstanding obligation for open task orders.
List of SAWPA Funds	Shows each SAWPA Fund with the fund description and fund group.
Debt Service Funding Analysis	Shows total annual income by source used to make debt service payments through debt maturity at FYE 2048.
Debt Service Payment Schedule	Shows total debt service interest and principal payments through debt maturity at FYE 2048.

Cash and Investments

Total Cash and Investments (chart)	Shows the changes in cash and investments balance for the last twelve months.
Cash Balance & Source of Funds	Shows total cash and investments for all SAWPA funds and the types of investments held for each fund.
Cash & Investments (pie chart)	Shows total cash and investments for all SAWPA funds and the percentage of each investment type.
Reserve Account Analysis	Shows changes to each reserve account for the year and projected ending balance for each.
Twelve Month Security Schedule (chart)	Shows the maturity dates for securities held and percentage of securities in each category.

Treasurer's Report	Shows book and market value for both Treasury strips and securities held by the Agency.
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Performance Indicators

Average Daily Flow by Month	Shows total flow in the Brine Line System by month compared to total treatment capacity owned. This is an indicator of the available capacity in the line. As we add yearly flows, it will show trends in flow throughout the year.
Summary of Labor Multipliers	Summarizes the information generated from the following two reports and compares the actual benefit and Indirect Cost Allocation rates to the total budgeted rates.
General Fund Costs	Lists total Fund No. 100 costs to date and the amount of those costs recovered through the Indirect Cost Allocation and member contributions.
Benefit Summary	Lists total employee benefit costs actual to budget and projects them through the end of the year. This report compares how the actual benefit rate compares to the budgeted rate.
Labor Hours Budget vs. Actual	Shows total budgeted hours for each project and compares them to the actual hours charged to each.

RESOURCE IMPACTS

Staff expects minimal impacts to SAWPA or its member agencies related to this effort.

Attachments:

- | | |
|---------------------------------------|---|
| 1. Balance Sheet by Fund Type | 10. Reserve Account Analysis |
| 2. Revenue & Expense by Fund Type | 11. Twelve-Month Maturity Schedule - Securities |
| 3. Accounts Receivable Aging Report | 12. Treasurer's Report |
| 4. Open Task Order Schedule | 13. Average Daily Flow by Month |
| 5. List of SAWPA Funds | 14. Summary of Labor Multipliers |
| 6. Debt Service Funding Analysis | 15. General Fund Costs |
| 7. Debt Service Payment Schedule | 16. Benefits |
| 8. Total Cash and Investments (chart) | 17. Labor Hours Budgeted vs. Actual |
| 9. Cash Balance & Source of Funds | |

Santa Ana Watershed Project Authority
Balance Sheet by Fund Type
For the Six Months Ending Tuesday, December 31, 2019

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
Assets						
Current Assets						
Cash and Investments	\$3,597,293.30	\$52,177,125.61	(\$138,385.21)	\$496,331.79	\$2,628,028.23	\$58,760,393.72
Accounts Receivable	30.95	2,586,139.21	0.00	25,211,398.35	127,616.61	27,925,185.12
Prepays and Deposits	52,993.86	111,272.76	0.00	0.00	0.00	164,266.62
Total Current Assets	<u>3,650,318.11</u>	<u>54,874,537.58</u>	<u>(138,385.21)</u>	<u>25,707,730.14</u>	<u>2,755,644.84</u>	<u>86,849,845.46</u>
Fixed Assets						
Property, Plant & Equipment less accum depreciation	1,111,167.02	82,875,776.56	0.00	0.00	0.00	83,986,943.58
Work In Process	0.00	0.00	389,251.35	0.00	0.00	389,251.35
Total fixed assets	<u>1,111,167.02</u>	<u>82,875,776.56</u>	<u>389,251.35</u>	<u>0.00</u>	<u>0.00</u>	<u>84,376,194.93</u>
Other Assets						
Wastewater treatment/disposal rights, net of amortization	320,809.50	25,581,534.45	0.00	0.00	0.00	25,902,343.95
Inventory - Mitigation Credits	0.00	0.00	0.00	0.00	1,910,560.00	1,910,560.00
Total Other Assets	<u>320,809.50</u>	<u>25,581,534.45</u>	<u>0.00</u>	<u>0.00</u>	<u>1,910,560.00</u>	<u>27,812,903.95</u>
Total Assets	<u>\$5,082,294.63</u>	<u>\$163,331,848.59</u>	<u>\$250,866.14</u>	<u>\$25,707,730.14</u>	<u>\$4,666,204.84</u>	<u>\$199,038,944.34</u>
Liabilities and Fund Equity						
Current Liabilities						
Accounts Payable/Accrued Expenses	\$879,596.78	\$688,975.75	\$48,061.32	\$24,251,586.79	\$198,138.71	\$26,066,359.35
Accrued Interest Payable	0.00	287,504.12	0.00	0.00	0.00	287,504.12
Customer Deposits	0.00	8,825.59	0.00	0.00	458,596.40	467,421.99
Noncurrent Liabilities						
Long-term Debt	4,195,263.00	28,072,332.50	0.00	0.00	0.00	32,267,595.50
Deferred Revenue	0.00	67,698,979.50	0.00	0.00	0.00	67,698,979.50
Total Liabilities	<u>5,074,859.78</u>	<u>96,756,617.46</u>	<u>48,061.32</u>	<u>24,251,586.79</u>	<u>656,735.11</u>	<u>126,787,860.46</u>
Fund Equity						
Contributed Capital	0.00	20,920,507.03	0.00	0.00	0.00	20,920,507.03
Retained Earnings	1,262,226.64	44,876,099.57	296,366.31	1,088,747.36	3,613,861.29	51,137,301.17
Revenue Over/Under Expenditures	(1,254,791.79)	778,624.53	(93,561.49)	367,395.99	395,608.44	193,275.68
Total Fund Equity	<u>7,434.85</u>	<u>66,575,231.13</u>	<u>202,804.82</u>	<u>1,456,143.35</u>	<u>4,009,469.73</u>	<u>72,251,083.88</u>
Total Liabilities & Fund Equity	<u>\$5,082,294.63</u>	<u>\$163,331,848.59</u>	<u>\$250,866.14</u>	<u>\$25,707,730.14</u>	<u>\$4,666,204.84</u>	<u>\$199,038,944.34</u>

Santa Ana Watershed Project Authority
Revenue & Expenses by Fund Type
For the Six Months Ending Tuesday, December 31, 2019

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
Operating Revenue						
Discharge Fees	\$0.00	\$5,868,287.76	\$0.00	\$0.00	\$0.00	\$5,868,287.76
Grant Proceeds	0.00	0.00	0.00	206,655.48	0.00	206,655.48
Financing Proceeds	0.00	0.00	0.00	0.00	78,512.51	78,512.51
Total Operating Revenue	0.00	5,868,287.76	0.00	206,655.48	78,512.51	6,153,455.75
Operating Expenses						
Labor	963,336.07	480,473.68	10,732.83	267,513.47	53,400.17	1,775,456.22
Benefits	330,836.13	219,096.00	4,894.17	121,986.16	24,350.50	701,162.96
Indirect Costs	0.00	723,112.87	16,152.90	402,607.78	80,367.28	1,222,240.83
Education & Training	12,507.02	1,891.62	0.00	34.89	0.00	14,433.53
Consulting & Professional Services	160,216.29	62,190.19	33,656.01	1,020,820.74	628,362.89	1,905,246.12
Operating Costs	5,505.43	1,329,307.78	0.00	0.00	0.00	1,334,813.21
Repair & Maintenance	45,197.54	53,536.92	0.00	0.00	0.00	98,734.46
Phone & Utilities	35,302.67	3,704.47	0.00	0.00	0.00	39,007.14
Equipment & Computers	148,462.93	35,482.77	0.00	322.54	0.00	184,268.24
Meeting & Travel	18,778.56	1,538.05	0.00	4,238.23	347.52	24,902.36
Other Administrative Costs	84,663.68	33,840.44	225.27	16,767.92	10,340.80	145,838.11
Benefits Applied	120,415.14	0.00	0.00	0.00	0.00	120,415.14
Indirect Costs Applied	(1,223,201.97)	0.00	0.00	0.00	0.00	(1,223,201.97)
Other Expenses	21,367.32	75,590.01	27,900.31	0.00	0.00	124,857.64
Construction	0.00	0.00	0.00	(1,099,993.63)	0.00	(1,099,993.63)
Total Operating Expenses	723,386.81	3,019,764.80	93,561.49	734,298.10	797,169.16	5,368,180.36
Operating Income (Loss)	(723,386.81)	2,848,522.96	(93,561.49)	(527,642.62)	(718,656.65)	785,275.39
Nonoperating Income (Expense)						
Member Contributions	676,965.00	0.00	0.00	905,000.00	20,000.00	1,601,965.00
Other Agency Contributions	0.00	0.00	0.00	(15,905.53)	1,083,568.00	1,067,662.47
Interest Income	19,052.69	343,758.29	0.00	5,944.14	10,697.09	379,452.21
Interest Expense - Debt Service	0.00	(395,403.39)	0.00	0.00	0.00	(395,403.39)
Other Income	1,175.75	200.29	0.00	0.00	0.00	1,376.04
Use of Reserves	(52,461.65)	0.00	0.00	0.00	0.00	(52,461.65)
Total Nonoperating Income (Expense)	644,731.79	(51,444.81)	0.00	895,038.61	1,114,265.09	2,602,590.68
Excess Rev over (under) Exp	(\$78,655.02)	\$2,797,078.15	(\$93,561.49)	\$367,395.99	\$395,608.44	\$3,387,866.07

Aging Report
Santa Ana Watershed Project Authority
Receivables as of January 31, 2020

Customer Name	Project	Total	0-30 Days	31-60 Days	61 and Over
Chino Basin Desalter Authority	Brine Line	437,018.22	230,371.76	206,646.46	
Corona, City of	Emerging Constituents	3,077.00		3,077.00	
Department of Water Resources	Prop 84, Prop 1	21,869,452.15	36,193.66	680,347.13	21,152,911.36
Eastern Municipal Water District	Brine Line	303,265.96	147,925.12	155,340.84	
Inland Empire Utilities Agency	Brine Line	187,388.48	93,636.87	93,751.61	
Irvine Ranch Water District	Emerging Constituents	3,077.00		3,077.00	
Jurupa Community Services District	Emerging Constituents	3,077.00		3,077.00	
Redlands, City of	Emerging Constituents	3,077.00		3,077.00	
Riverside County Flood Control	RWQ Monitoring	118,703.00			118,703.00
RIX	Emerging Constituents	3,077.00		3,077.00	
San Bernardino Valley Municipal Water District	Brine Line	206,538.21	105,611.51	100,926.70	
Western Municipal Water District	Brine Line	767,927.93	376,872.95	391,054.98	
Total Accounts Receivable		23,905,678.95	990,611.87	1,643,452.72	21,271,614.36

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Jan-20
(Reflects Invoices Received as of 02/13/20)

Task Order No. Project Contracts	Fund No.	Vendor Name	Task Description	Begin Date	End Date	Original Contract	Change Orders	Total Contract	Billed To Date	Contract Balance	SAWPA Manager	Comments
ACS100-11	100-00	Accent Computer Solutions	IT Support	08/08/2018	06/30/2020	\$ 186,800.00	\$ -	\$ 186,800.00	\$ 104,125.26	\$ 82,674.74	Dean Unger	
ACS100-13	100-00	Accent Computer Solutions	Enhanced Network Security	12/11/2019	06/30/2020	\$ 4,378.50	\$ -	\$ 4,378.50	\$ 1,200.00	\$ 3,178.50	Dean Unger	
INSOL100-14	100-00	Integrated Systems Solutions	Great Plains & Journyx Tech Support	07/01/2019	06/30/2020	\$ 4,200.00	\$ 550.00	\$ 4,750.00	\$ 4,345.50	\$ 404.50	Dean Unger	
JRE100-01	100-00	J. Richard Eichman	FPPC Reporting	01/01/2020	01/31/2021	\$ 1,200.00	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00	Karen Williams	
LSGK100-01	100-00	Lagerlof Senecal Gosney & Kruse	Update Procurement Policies	10/14/2019	06/30/2020	\$ 9,313.00	\$ -	\$ 9,313.00	\$ 6,968.00	\$ 2,345.00	Rich Haller	
LSGK100-02	100-00	Lagerlof Senecal Gosney & Kruse	Update Employee Handbook/Personnel Policies	10/10/2019	06/30/2020	\$ 9,380.00	\$ -	\$ 9,380.00	\$ 8,174.00	\$ 1,206.00	Rich Haller	
LSGK100-03	100-00	Lagerlof Senecal Gosney & Kruse	Miscellaneous Legal Tasks	11/12/2019	06/30/2020	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 5,008.25	\$ 4,991.75	Rich Haller	
MANT100-01	100-00	Mantek Solutions	Temporary Services - OnBase Scanning	05/30/2019	06/30/2020	\$ 7,000.00	\$ 19,000.00	\$ 26,000.00	\$ 20,124.80	\$ 5,875.20	Dean Unger	
TEAM100-07	100-00	Teaman, Ramirez, & Smith	Auditing Services	06/05/2018	06/30/2021	\$ 79,500.00	\$ -	\$ 79,500.00	\$ 49,388.00	\$ 30,112.00	Karen Williams	
TTD100-05	100-00	The Technology Depot	Phone Support	07/01/2019	06/30/2020	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 975.00	\$ 4,025.00	Dean Unger	
WCA100-03-03	100-03	West Coast Advisors	State Legislative Consulting FY19-20	01/01/2019	12/31/2020	\$ 235,000.00	\$ -	\$ 235,000.00	\$ 136,500.00	\$ 98,500.00	Rich Haller	
CALV240-03	240	Calvada Surveying	BL On-Call Land Surveying Services	06/05/2018	06/30/2020	\$ 28,970.00	\$ -	\$ 28,970.00	\$ -	\$ 28,970.00	Carlos Quintero	On-Call
WO2020-37	240	Camet Research	Water Quality Analysis	09/16/2019	06/30/2020	\$ 5,430.00	\$ -	\$ 5,430.00	\$ 2,715.00	\$ 2,715.00	Carlos Quintero	
DOUG240-03	240	Douglas Environmental	Brine Line Meter Calibration	07/01/2018	06/30/2020	\$ 25,620.00	\$ -	\$ 25,620.00	\$ 25,271.06	\$ 348.94	Carlos Quintero	On-Call
WO2020-02	240	E S Babcock	Brine Line Sample Collection & Analysis	07/01/2019	06/30/2020	\$ 91,949.00	\$ -	\$ 91,949.00	\$ 31,908.00	\$ 60,041.00	Carols Quintero	
HAZ240-09	240	Haz Mat Trans Inc	On-Call Draining & Emergency Clean Up	07/01/2018	06/30/2020	\$ 96,665.00	\$ -	\$ 96,665.00	\$ 2,714.01	\$ 93,950.99	Carlos Quintero	On-Call
HAZ240-10	240	Haz Mat Trans Inc	BL Debris Hauling & Disposal Services	07/01/2018	06/30/2020	\$ 34,800.00	\$ -	\$ 34,800.00	\$ 7,120.00	\$ 27,680.00	Carlos Quintero	On-Call
HOU240-04	240	Houston Harris PCS Inc	Brine Line On-Call Inspection Services	07/01/2018	06/30/2020	\$ 96,448.00	\$ -	\$ 96,448.00	\$ 2,131.50	\$ 94,316.50	Carlos Quintero	On-Call
WO2020-31	240	Inland Empire Utilities Agency	Reach 4A Upper - BL Maintenance	07/01/2019	06/30/2020	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	Carlos Quintero	
INN240-03	240	Innerline Engineering Inc	Brine Line On-Call Line Cleaning	07/01/2018	06/30/2020	\$ 151,020.00	\$ -	\$ 151,020.00	\$ 71,880.75	\$ 79,139.25	Carlos Quintero	On-Call
LGSK240-01	240	Lagerlof Senecal Gosney & Kruse	Review & Update Brine Line Ordinance No. 9	11/22/2019	12/31/2020	\$ 8,710.00	\$ -	\$ 8,710.00	\$ 2,730.25	\$ 5,979.75	Rich Haller	
LWA240-01	240	Larry Walker Associates	Pretreatment Program Support Services	08/19/2019	06/30/2020	\$ 25,506.00	\$ -	\$ 25,506.00	\$ 5,791.25	\$ 19,714.75	David Ruhl	
PRO240-01	240	Project Partners	Pretreatment Program Support Services	07/30/2019	06/30/2020	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 2,583.82	\$ 2,416.18	David Ruhl	
TRU240-24	240	Trussell Technologies	BL Sampling Support	09/12/2019	06/30/2021	\$ 23,590.00	\$ -	\$ 23,590.00	\$ 5,564.51	\$ 18,025.49	Carlos Quintero	
VACE240-01	240	V&A Consulting Engineers	MAS 4A-0180 Condition Assessment	11/21/2019	06/30/2020	\$ 13,252.00	\$ -	\$ 13,252.00	\$ 12,732.50	\$ 519.50	Carlos Quintero	136
WO2020-01	240	WMWD	Sample Collection & Analysis	07/01/2019	06/30/2020	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 38,383.20	\$ 36,616.80	David Ruhl	

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Jan-20
(Reflects Invoices Received as of 02/13/20)

Task Order No. Project Contracts	Fund No.	Vendor Name	Task Description	Begin Date	End Date	Original Contract	Change Orders	Total Contract	Billed To Date	Contract Balance	SAWPA Manager	Comments
WO2020-03	240	WMWD	Brine Line Operations & Maintenance	07/01/2019	06/30/2020	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 6,339.51	\$ 18,660.49	Carlos Quintero	
DUDK320-03-01	320	Dudek	Reach 4D Maintenance Acc Rehabilitation	05/30/2019	06/30/2020	\$ 38,530.00	\$ -	\$ 38,530.00	\$ 8,835.00	\$ 29,695.00	David Ruhl	
STAN320-03	320	Stantec	Alcoa Dike - Brine Line Protection/Relocation - Design	11/04/2019	06/30/2020	\$ 49,378.00	\$ -	\$ 49,378.00	\$ 18,019.00	\$ 31,359.00	David Ruhl	
BLAIS370-02	370-01	Blais & Associates	Grant Needs Assessment & Grant Monitoring	10/01/2018	12/31/2020	\$ 24,700.00	\$ -	\$ 24,700.00	\$ 8,918.47	\$ 15,781.53	Ian Achimore	
NAWC370-01	370-01	North American Weather Consultants	Weather Modification Feasibility Study	01/01/2020	12/31/2020	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00	Mark Norton	
RMC504-401-05	370-01	Woodard & Curran	General Consulting	11/22/2019	06/30/2020	\$ 4,551.00	\$ -	\$ 4,551.00	\$ -	\$ 4,551.00	Mark Norton	
SWWG373-01	373	Sierra Water Workgroup	Roundtable of Regions Network Coordinator	04/01/2019	06/30/2020	\$ 84,454.00	\$ -	\$ 84,454.00	\$ 29,766.50	\$ 54,687.50	Ian Achimore	
RMC504-401-05	373	Woodard & Curran	General Consulting	11/22/2019	06/30/2020	\$ 4,551.00	\$ -	\$ 4,551.00	\$ -	\$ 4,551.00	Mark Norton	
GEI374-01	374	GEI Consultants	CEQA Compliance Documentation	12/01/2019	12/31/2020	\$ 31,900.00	\$ -	\$ 31,900.00	\$ -	\$ 31,900.00	Mark Norton	
RISK374-08	374	Risk Sciences	Basin Monitoring TF Regulatory Support	03/21/2019	06/30/2020	\$ 74,400.00	\$ -	\$ 74,400.00	\$ 42,538.69	\$ 31,861.31	Mark Norton	
SOMA374-01	374	Somach, Simmons, & Dunn	Basin Monitoring TF Regulatory Support	08/06/2019	07/01/2021	\$ 112,380.00	\$ -	\$ 112,380.00	\$ 12,790.00	\$ 99,590.00	Mark Norton	
WSC374-01	374	Water Systems Consulting	Recomputation of Ambient Water Quality	04/02/2019	06/30/2020	\$ 373,973.00	\$ -	\$ 373,973.00	\$ 249,842.01	\$ 124,130.99	Mark Norton	
SAWA381-01	381	Santa Ana Watershed Association	Van Buren Bridge Sucker Restoration	09/26/2018	12/31/2019	\$ 15,130.20	\$ -	\$ 15,130.20	\$ 7,653.44	\$ 7,476.76	Ian Achimore	Waiting for Time Extensi
SCH381-01	381	Scheevel Engineering	S.A. Sucker - Beneficial Use Project	04/18/2017	06/30/2020	\$ 96,725.00	\$ 7,275.00	\$ 104,000.00	\$ 99,529.00	\$ 4,471.00	Ian Achimore	
GEI384-01	384-01	GEI Consultants	MSAR TMDL Synoptic Study	05/21/2019	06/30/2020	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 141,340.08	\$ 58,659.92	Rick Whetsel	
RISK384-09	384-01	Risk Sciences	MSAR TMDL Task Force	07/01/2018	06/30/2020	\$ 49,340.00	\$ -	\$ 49,340.00	\$ 38,605.45	\$ 10,734.55	Rick Whetsel	
SOMA384-01	384-01	Somach, Simmons & Dunn	MSAR TMDL Regulatory Support	08/06/2019	07/01/2021	\$ 119,790.00	\$ -	\$ 119,790.00	\$ 3,864.00	\$ 115,926.00	Rick Whetsel	
CDM386-14	386	CDM Smith	SAR Bacteria Monitoring Program	02/27/2019	06/30/2020	\$ 362,865.00	\$ 10,850.00	\$ 373,715.00	\$ 245,816.44	\$ 127,898.56	Rick Whetsel	
RISK386-10	386	Risk Sciences	Compliance Expert - RWQM TF	07/01/2018	06/30/2020	\$ 46,820.00	\$ -	\$ 46,820.00	\$ 14,038.73	\$ 32,781.27	Rick Whetsel	
SAWA387-06	387	Santa Ana Watershed Association	Arundo Surveying	07/17/2018	08/31/2021	\$ 23,000.00	\$ -	\$ 23,000.00	\$ -	\$ 23,000.00	Ian Achimore	
DEGR392-05	392	DeGrave Communications	Social Media Support - EC TF	07/01/2019	06/30/2020	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 21,112.19	\$ 8,887.81	Mark Norton	
RISK392-05	392	Risk Sciences	Emerging Constituents Sampling Program 2019	02/20/2019	06/30/2020	\$ 28,250.00	\$ -	\$ 28,250.00	\$ 15,749.74	\$ 12,500.26	Mark Norton	
PO3466	398	California Rural Water Association	Disadvantaged Communities Grant	07/19/2017	04/30/2020	\$ 240,000.00	\$ -	\$ 240,000.00	\$ 211,930.73	\$ 28,069.27	Rick Whetsel	
FOX398-01	398	Fox Translation Services	On-Call Translation Services	12/17/2019	12/31/2020	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 8,247.44	\$ 1,752.56	Rick Whetsel	
GEI398-01	398	GEI Consultants	Assess Homelessness Impacts on Water Quality	02/05/2019	06/30/2020	\$ 74,441.00	\$ -	\$ 74,441.00	\$ 26,539.26	\$ 47,901.74	Rick Whetsel	137

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Jan-20
(Reflects Invoices Received as of 02/13/20)

Task Order No. Project Contracts	Fund No.	Vendor Name	Task Description	Begin Date	End Date	Original Contract	Change Orders	Total Contract	Billed To Date	Contract Balance	SAWPA Manager	Comments
IEW398-03	398	Inland Empire Waterkeeper	Disadvantaged Communities Grant	09/03/2018	04/30/2021	\$ 7,200.00	\$ -	\$ 7,200.00	\$ 6,584.75	\$ 615.25	Rick Whetsel	
IUG398-01	398	IU Group	On-Call Translation Services	04/18/2019	04/30/2020	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 1,968.09	\$ 8,031.91	Rick Whetsel	
LTI398-01	398	Lazar Translating & Interpreting	On-Call Translation Services	04/16/2019	06/30/2020	\$ 10,000.00	\$ 40,000.00	\$ 50,000.00	\$ 49,442.60	\$ 557.40	Rick Whetsel	
PO3463	398	Local Government Commission	Disadvantaged Communities Grant	07/19/2017	04/30/2020	\$ 442,000.00	\$ -	\$ 442,000.00	\$ 405,120.75	\$ 36,879.25	Rick Whetsel	
PO3551	398	UC Irvine	Disadvantaged Communities Grant	11/06/2017	04/30/2020	\$ 105,000.00	\$ 277,000.00	\$ 382,000.00	\$ 380,614.26	\$ 1,385.74	Rick Whetsel	
PO3465	398	University Enterprises Corporation	Disadvantaged Communities Grant	07/19/2017	04/30/2020	\$ 1,290,500.00	\$ -	\$ 1,290,500.00	\$ 682,573.39	\$ 607,926.61	Rick Whetsel	
PO3464	398	Water Education Foundation	Disadvantaged Communities Grant	07/19/2017	04/30/2020	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 101,509.19	\$ 48,490.81	Rick Whetsel	
WLC398-01	398	World Language Communications	On-Call Translation Services	12/16/2019	12/31/2020	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 4,860.54	\$ 5,139.46	Rick Whetsel	
RMC504-401-06	504-04	Woodard & Curran	SARCCUP Program Mgmt. Services	07/01/2019	06/30/2020	\$ 229,046.00	\$ -	\$ 229,046.00	\$ 70,764.39	\$ 158,281.61	Ian Achimore	
										<u>\$ 2,584,082.40</u>		

LIST OF SAWPA FUNDS

Fund No.	Fund Description	Fund Group
100-00	General Fund	General
100-03	State Lobbying	General
100-04	Federal Lobbying	General
100-05	Grant Applications	General
130	Proposition 84 – Program Management - Round 1	OWOW
135	Proposition 84 – Program Management – Round 2	OWOW
140	Proposition 84 – Program Management – Drought Round	OWOW
145	Proposition 84 – Program Management – 2015 Round	OWOW
240	Brine Line Enterprise	Brine Line
320-01	Brine Line Protection – Downstream Prado	Capital Projects
320-03	Brine Line Protection Above Prado	Capital Projects
320-04	Brine Line Protection D/S Prado in Riverside County	Capital Projects
326	Reach V Capital Repairs	Capital Projects
327	Reach IV-D Corrosion Repair	Capital Projects
370-01	Basin Planning General	OWOW
370-02	USBR Partnership Studies	OWOW
372	Imported Water Recharge Work Group	Roundtable
373	Watershed Management (OWOW)	OWOW
374	Basin Monitoring Program Task Force	Roundtable
381	Santa Ana River Fish Conservation	Roundtable
384-01	MSAR TMDL Task Force	Roundtable
386	Regional Water Quality Monitoring Task Force	Roundtable
387	Arundo Management & Habitat Restoration	Roundtable
392	Emerging Constituents Task Force	Roundtable
396	Forest First	Roundtable
397	Energy – Water DAC Grant Project	OWOW
398	Proposition 1 - DACI	OWOW
477	LESJWA Administration	Roundtable
504-01	Proposition 84 – Capital Projects Round 1 & 2	OWOW
504-00	Proposition 84 – Drought Capital Projects	OWOW
504-04	Proposition 84 – Final Round SARCCUP	OWOW

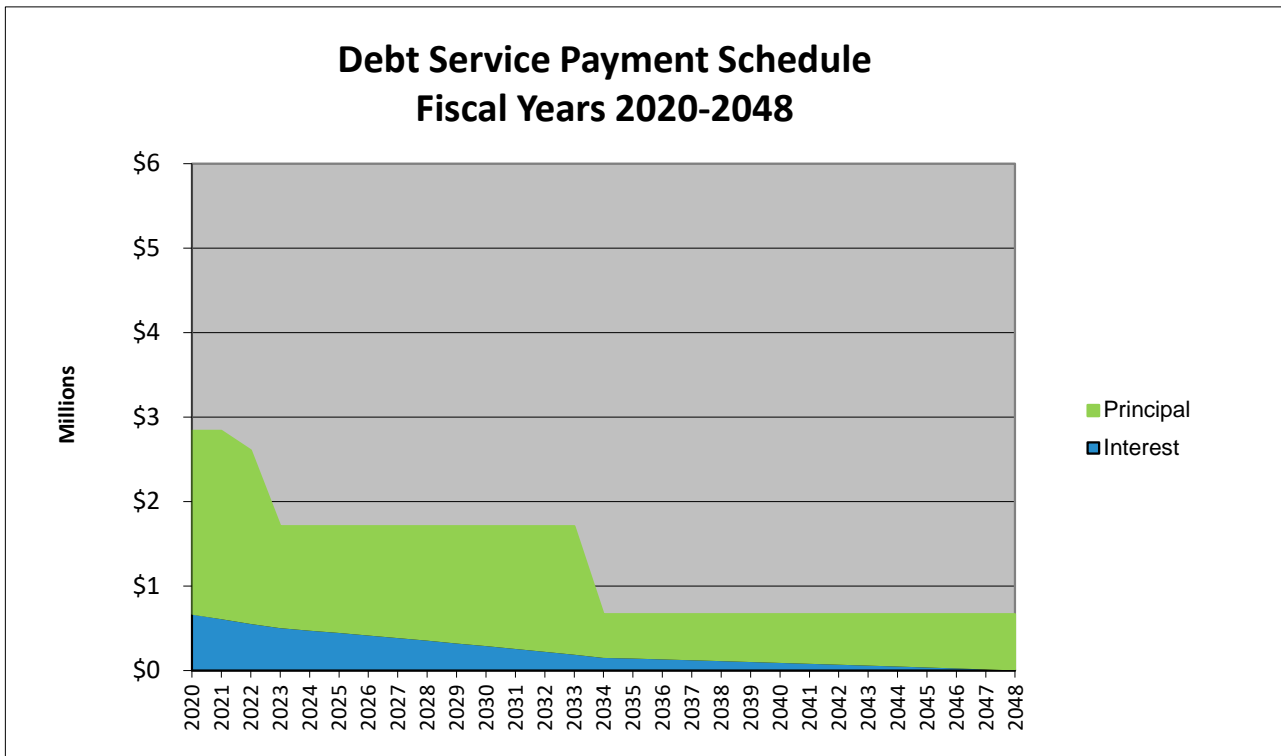
Santa Ana Watershed Project Authority
 Brine Line Debt Service Funding Analysis
 January 31, 2020

FYE	T-Strip Maturity	Capacity Loan Receipts	Rates	Loan Pymts	Interest Earned *	Excess Cash	Ending Cash Balance
	Beginning Balance						4,808,151
2020	395,000	-	1,709,476	(2,835,753)	96,163	(635,115)	4,173,037
2021	-	-	1,709,476	(2,835,753)	83,461	(1,042,817)	3,130,220
2022	-	-	1,709,476	(2,608,439)	62,604	(836,359)	2,293,861
2023	-	-	1,709,476	(1,709,476)	45,877	45,877	2,339,738
2024	-	-	1,709,476	(1,709,476)	46,795	46,795	2,386,533
2025	-	-	1,709,476	(1,709,476)	47,731	47,731	2,434,264
2026	-	-	1,709,476	(1,709,476)	48,685	48,685	2,482,949
2027	-	-	1,709,476	(1,709,476)	49,659	49,659	2,532,608
2028	-	-	1,709,476	(1,709,476)	50,652	50,652	2,583,260
2029	-	-	1,709,476	(1,709,476)	51,665	51,665	2,634,925
2030	-	-	1,709,476	(1,709,476)	52,699	52,699	2,687,624
2031	-	-	1,709,476	(1,709,476)	53,752	53,752	2,741,376
2032	-	-	1,709,476	(1,709,476)	54,828	54,828	2,796,204
2033	-	-	1,709,476	(1,709,476)	55,924	55,924	2,852,128
2034	-	-	665,203	(665,203)	57,043	57,043	2,909,171
2035	-	-	665,203	(665,203)	58,183	58,183	2,967,355
2036	-	-	665,203	(665,203)	59,347	59,347	3,026,701
2037	-	-	665,203	(665,203)	60,534	60,534	3,087,236
2038	-	-	665,203	(665,203)	61,745	61,745	3,148,980
2039	-	-	665,203	(665,203)	62,980	62,980	3,211,959
2040	-	-	665,203	(665,203)	64,239	64,239	3,276,199
2041	-	-	665,203	(665,203)	65,524	65,524	3,341,723
2042	-	-	665,203	(665,203)	66,834	66,834	3,408,557
2043	-	-	665,203	(665,203)	68,171	68,171	3,476,728
2044	-	-	665,203	(665,203)	69,535	69,535	3,546,263
2045	-	-	665,203	(665,203)	70,925	70,925	3,617,188
2046	-	-	665,203	(665,203)	72,344	72,344	3,689,532
2047	-	-	665,203	(665,203)	73,791	73,791	3,763,322
2048	-	-	665,203	(665,203)	75,266	75,266	3,838,589
	395,000	-	33,910,698	(37,062,216)	1,786,956	(969,562)	-

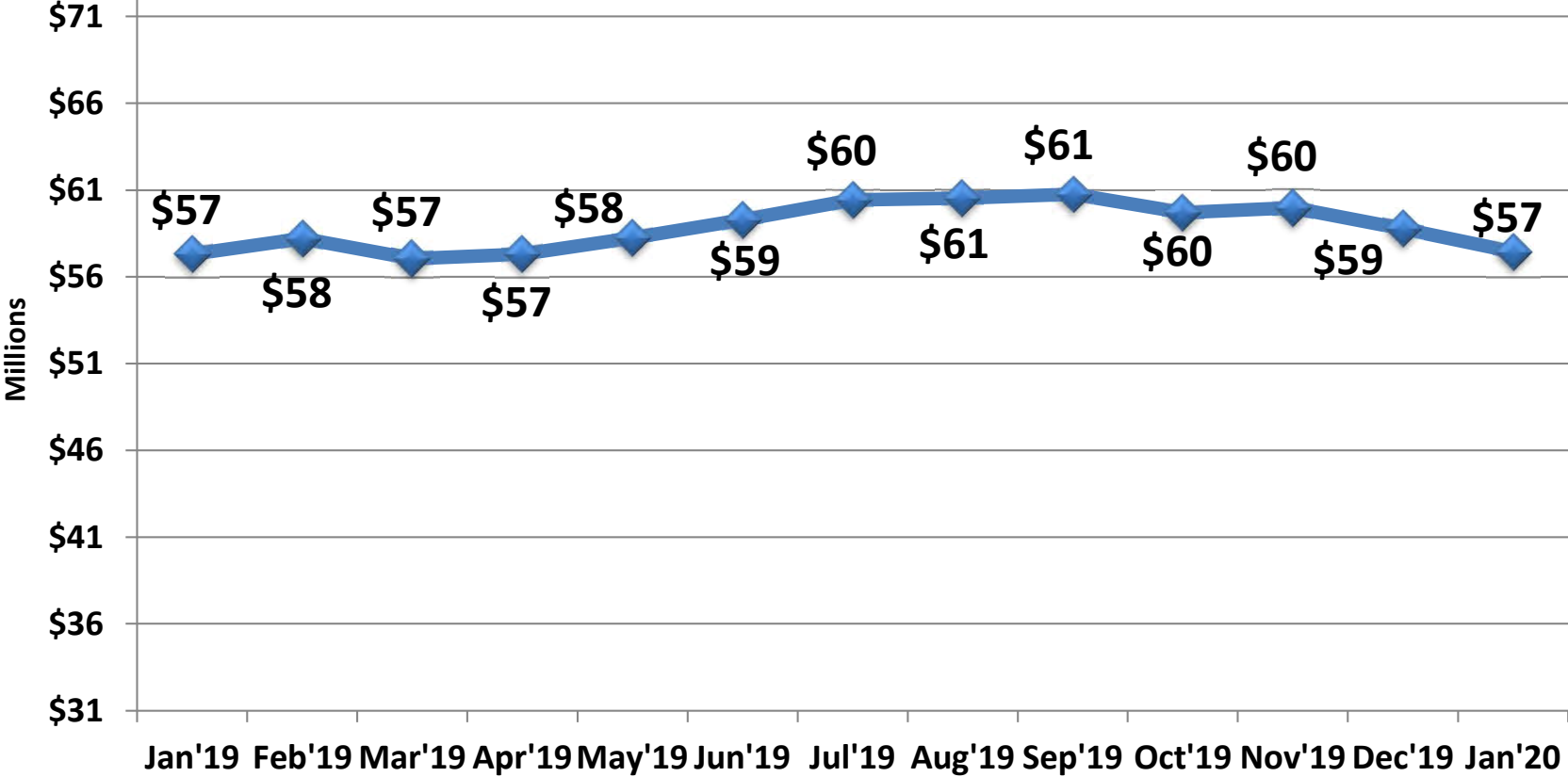
*Interest earned is based on a conservative 2.00% average return over the period

Santa Ana Watershed Project Authority
 Brine Line Debt Service Payment Schedule
 January 31, 2020

FYE	Interest	Principal	Total Payment	New SRF Loan	Remaining Principal
2019	673,477	2,162,276	2,835,753	-	29,847,480
2020	675,214	2,160,539	2,835,753	-	27,686,941
2021	620,782	2,214,971	2,835,753	-	25,471,969
2022	564,959	2,043,480	2,608,439	-	23,428,489
2023	514,301	1,195,175	1,709,476	-	22,233,314
2024	486,080	1,223,395	1,709,476	-	21,009,919
2025	457,181	1,252,295	1,709,476	-	19,757,624
2026	427,585	1,281,891	1,709,476	-	18,475,734
2027	397,276	1,312,199	1,709,476	-	17,163,534
2028	366,237	1,343,239	1,709,476	-	15,820,295
2029	334,449	1,375,027	1,709,476	-	14,445,268
2030	301,894	1,407,582	1,709,476	-	13,037,686
2031	268,553	1,440,923	1,709,476	-	11,596,763
2032	234,407	1,475,068	1,709,476	-	10,121,695
2033	199,437	1,510,039	1,709,476	-	8,611,656
2034	163,621	501,581	665,203	-	8,110,075
2035	154,091	511,111	665,203	-	7,598,964
2036	144,380	520,822	665,203	-	7,078,142
2037	134,485	530,718	665,203	-	6,547,424
2038	124,401	540,801	665,203	-	6,006,622
2039	114,126	551,077	665,203	-	5,455,546
2040	103,655	561,547	665,203	-	4,893,999
2041	92,986	572,217	665,203	-	4,321,782
2042	82,114	583,089	665,203	-	3,738,693
2043	71,035	594,167	665,203	-	3,144,526
2044	59,746	605,457	665,203	-	2,539,069
2045	48,242	616,960	665,203	-	1,922,109
2046	36,520	628,682	665,203	-	1,293,427
2047	24,575	640,627	665,203	-	652,799
2048	12,403	652,799	665,203	-	0



Total Cash & Investments





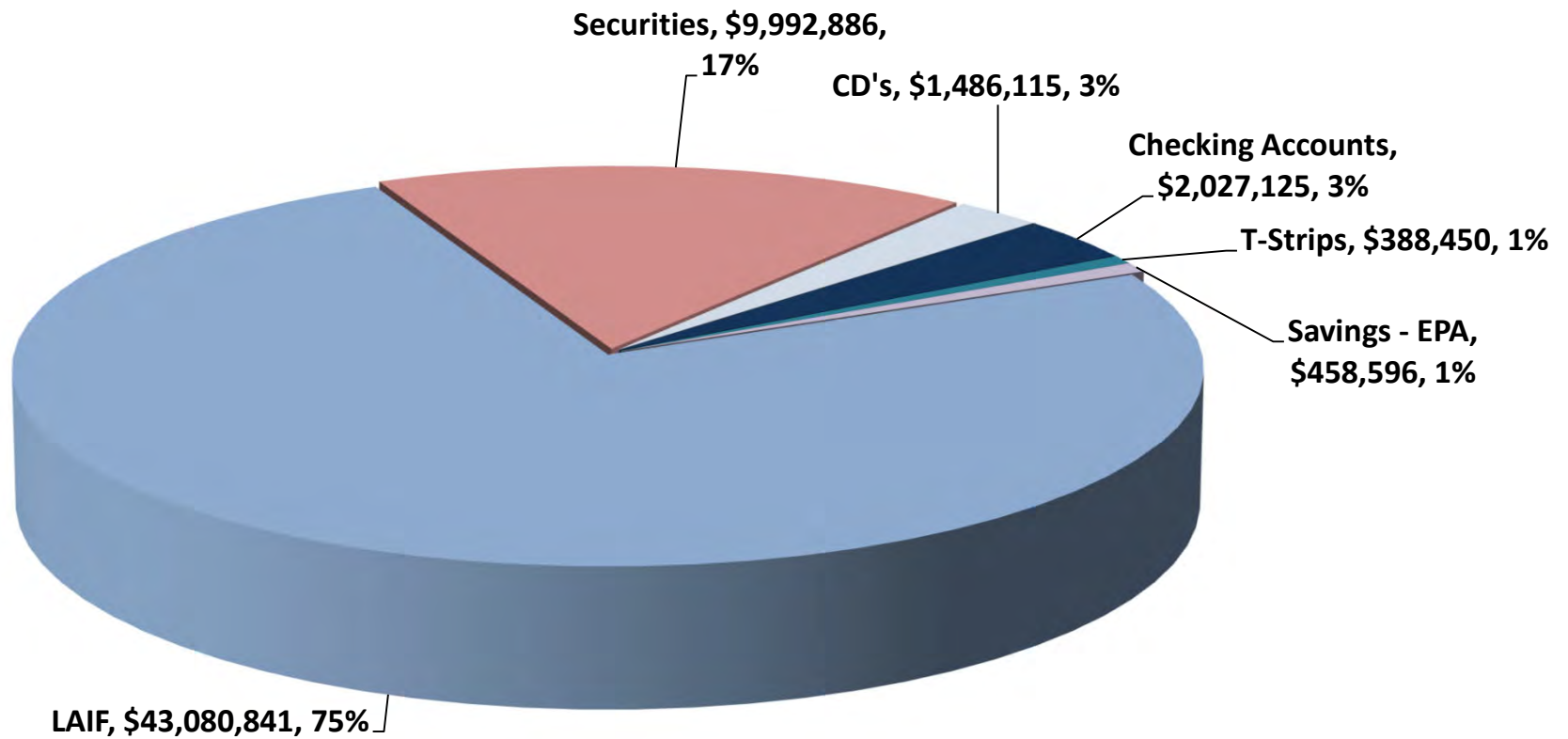
CASH BALANCE & SOURCE OF FUNDS

January 31, 2020

Reserve Accounts		Cash and Investments							
	Total	Checking (Cash)	LAIF Account	Savings EPA	Investment Securities	Certificates of Deposit	Treasury Strips	Total	
100	General Fund	\$ 757,506	757,506	-	-	-	-	\$ 757,506	
100	Building Reserve	\$ 756,096	-	756,096	-	-	-	\$ 756,096	
370	Basin Planning General	\$ 461,455	-	461,455	-	-	-	\$ 461,455	
370	USBR Partnership Studies	\$ 54,330	-	54,330	-	-	-	\$ 54,330	
373	Watershed Management Plan	\$ 469,870	-	469,870	-	-	-	\$ 469,870	
240	Self Insurance Reserve	\$ 4,295,114	-	4,295,114	-	-	-	\$ 4,295,114	
240	Brine Line Debt Retirement	\$ 3,697,721	-	3,309,271	-	-	388,450	\$ 3,697,721	
240	Brine Line - Pipeline Replacement	\$ 21,974,033	-	10,495,032	-	9,992,886	1,486,115	\$ 21,974,033	
240	Brine Line - OCSD Rehabilitation	\$ 3,690,111	-	3,690,111	-	-	-	\$ 3,690,111	
240	Brine Line - Capacity Management	\$ 11,817,079	-	11,817,079	-	-	-	\$ 11,817,079	
240	Brine Line - OCSD Future Capacity	\$ 1,809,234	-	1,809,234	-	-	-	\$ 1,809,234	
240	Brine Line - Flow Imbalance Reserve	\$ 87,444	-	87,444	-	-	-	\$ 87,444	
240	Brine Line - Rate Stabilization Reserve	\$ 1,013,845	-	1,013,845	-	-	-	\$ 1,013,845	
240	Brine Line - Operating Reserve	\$ 3,650,014	1,269,619	2,380,395	-	-	-	\$ 3,650,014	
401	Legal Defense Fund	\$ 458,596	-	-	458,596	-	-	\$ 458,596	
374	Basin Monitoring Program TF	\$ 364,650	-	364,650	-	-	-	\$ 364,650	
381	SAR Fish Conservation	\$ 131,135	-	131,135	-	-	-	\$ 131,135	
384	Middle SAR TMDL TF	\$ 264,787	-	264,787	-	-	-	\$ 264,787	
386	RWQ Monitoring TF	\$ 284,937	-	284,937	-	-	-	\$ 284,937	
387	Mitigation Bank Credits	\$ 965,018	-	965,018	-	-	-	\$ 965,018	
392	Emerging Constituents TF	\$ 13,443	-	13,443	-	-	-	\$ 13,443	
397	Energy - Water DAC Grant	\$ 39,483	-	39,483	-	-	-	\$ 39,483	
504	Prop 84 - SARCCUP Projects	\$ 378,112	-	378,112	-	-	-	\$ 378,112	
		\$ 57,434,013	\$ 2,027,125	\$ 43,080,841	\$ 458,596	\$ 9,992,886	\$ 1,486,115	\$ 388,450	\$ 57,434,013

Cash & Investments - January 2020

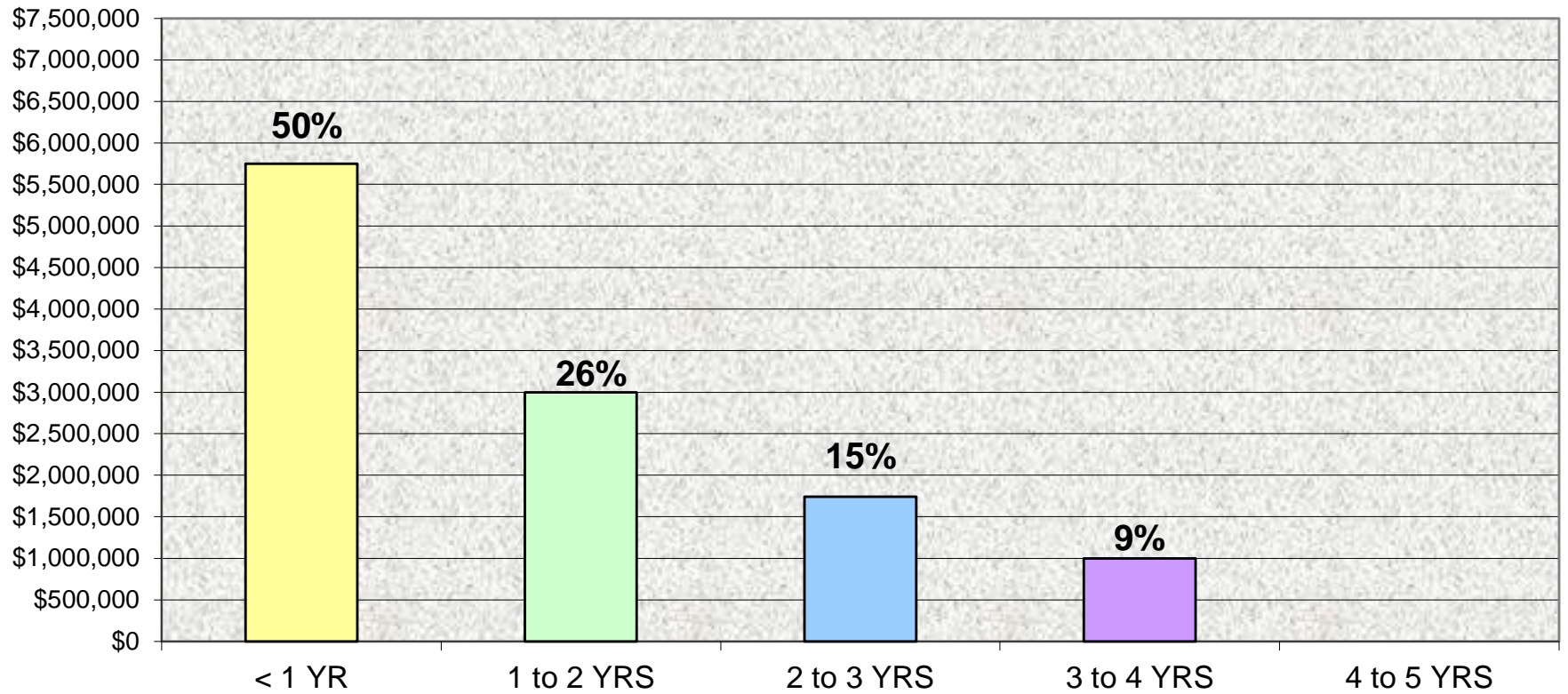
\$57,434,013



Santa Ana Watershed Project Authority
Reserve Account Analysis
January 31, 2020

Reserve Account	Balance @ 6/30/2019	Interest Earned	Fund Receipts/ Contributions	Loan/T-Strip Receipts	Debt Service Payments	Inter-Fund Loans	Fund Expenses	Balance @ 1/31/2020	Estimated Fund Changes	Balance @ 6/30/2020
Brine Line Operating Reserve	4,512,993	45,591	6,972,718				(7,881,288)	3,650,014	-	3,650,014
Flow Imbalance Reserve	85,989	1,455						87,444	-	87,444
OCSD Future Capacity	1,779,127	30,106						1,809,234	-	1,809,234
Capacity Management	11,620,440	196,639						11,817,079	-	11,817,079
Rate Stabilization Reserve	1,000,000	13,845						1,013,845	-	1,013,845
Pipeline Replacement	21,015,512	274,637	837,362				(153,477)	21,974,033	(4,366,541)	17,607,492
OCSD Rehabilitation	3,628,707	61,404						3,690,111	-	3,690,111
Debt Retirement	4,413,151	69,900	996,771		(2,170,551)			3,309,271	2,812,630	6,121,902
Self Insurance	4,166,085	70,696	58,333					4,295,114	41,667	4,336,781
General Fund	2,418,254	47,861	678,251			(843,599)	(1,543,261)	757,506	-	757,506
Building Reserve	684,110	12,848	100,000				(40,862)	756,096	-	756,096
	55,324,368	824,981	9,643,436	-	(2,170,551)	(843,599)	(9,618,888)	53,159,747	(1,512,244)	51,647,503

Twelve Month Maturity Schedule Securities



SAWPA
TREASURER'S REPORT
As of January 31, 2020

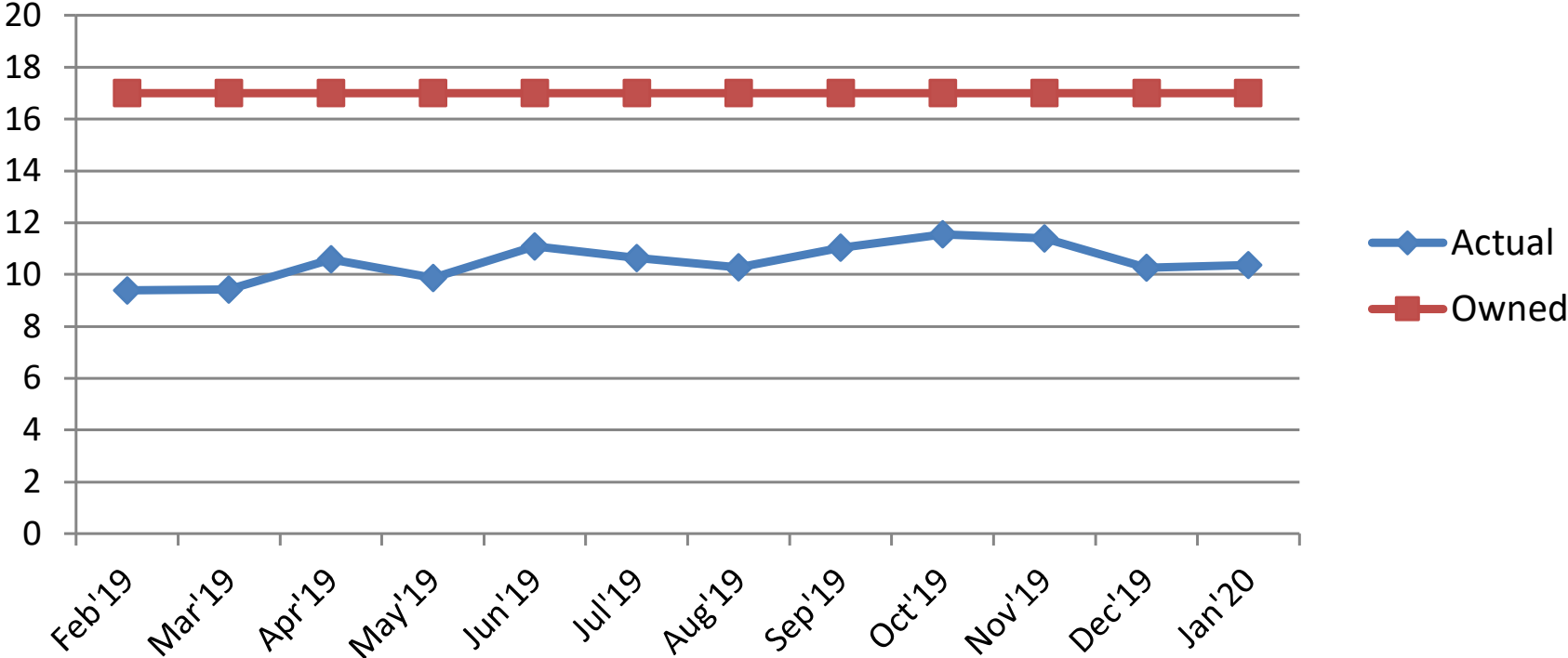
Investment T-Strips
Safekeeping US Bank

T-STRIPS	Debt	Purchase Date	Maturity Date	PAR	Cost	Initial Discount	Current Discount	Book Value	Market Value	Interest Rate
USB	TVRI	02/11/2000	05/15/2020	395,000.00	111,030.55	283,969.45	40,451.91	354,548.09	393,087.41	6.36%
				\$ 395,000.00	\$ 111,030.55	\$ 283,969.45	\$ 40,451.91	354,548.09	\$ 393,087.41	6.36%

Investment Commercial
Safekeeping US Bank

Type	Security	Purchase Date	Maturity Date	Unit Cost	Cost	Principal	Current Value	Market Value	Interest Rate
Agency	FHLMC	9/16/2016	8/12/2021	100.00	\$ 990,060.00	\$ 1,000,000.00	\$ 1,000,000.00	996,396.00	1.125%
Agency	FHLMC	4/17/2017	1/13/2022	102.55	\$ 512,767.00	\$ 500,000.00	\$ 500,000.00	509,008.00	2.375%
Agency	FHLB	6/16/2016	6/12/2020	102.61	\$ 1,026,088.00	\$ 1,000,000.00	\$ 1,000,000.00	1,000,574.00	1.750%
Agency	FHLB	12/14/2017	6/10/2022	99.89	\$ 998,930.00	\$ 1,000,000.00	\$ 1,000,000.00	1,016,394.00	2.125%
Agency	FNMA	12/28/2015	12/28/2020	100.21	\$ 1,002,140.00	\$ 1,000,000.00	\$ 1,000,000.00	1,003,322.00	1.875%
Agency	FNMA	6/16/2016	11/30/2020	101.52	\$ 1,015,157.00	\$ 1,000,000.00	\$ 1,000,000.00	999,703.00	1.500%
Agency	USTN	11/17/2015	10/31/2020	100.00	\$ 1,005,312.50	\$ 1,000,000.00	\$ 1,000,000.00	1,001,289.00	1.750%
Agency	USTN	6/17/2016	8/31/2020	101.13	\$ 507,070.31	\$ 500,000.00	\$ 500,000.00	499,414.00	1.375%
Agency	USTN	6/16/2016	9/30/2020	101.12	\$ 506,992.19	\$ 500,000.00	\$ 500,000.00	499,355.50	1.375%
Agency	USTN	6/16/2016	10/31/2020	101.12	\$ 506,914.06	\$ 500,000.00	\$ 500,000.00	499,316.50	1.375%
Agency	USTN	12/14/2017	7/31/2021	96.91	\$ 969,062.50	\$ 1,000,000.00	\$ 1,000,000.00	995,820.00	1.125%
CORP	Apple Inc.	10/15/2018	5/3/2023	95.98	\$ 479,898.50	\$ 500,000.00	\$ 500,000.00	511,750.50	2.400%
CORP	Toyota Motor Credit Corp.	10/15/2018	9/20/2023	99.55	\$ 497,747.50	\$ 500,000.00	\$ 500,000.00	529,868.00	3.450%
CD	Ally Bank	4/20/2017	4/20/2020	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,235.07	1.800%
CD	American Exp Centurion	4/19/2017	4/19/2021	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.250%
CD	American Express BK FSB	5/10/2017	5/10/2021	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.200%
CD	Sallie Mae BK SLT	7/1/2019	6/27/2022	100.00	\$ 247,000.00	\$ 247,000.00	\$ 247,000.00	247,000.00	2.250%
CD	Morgan Stanley Bank NA	7/5/2019	7/5/2022	100.00	\$ 247,000.00	\$ 247,000.00	\$ 247,000.00	247,000.00	2.200%
CD	Goldman Sachs Bank USA	12/20/2017	12/20/2022	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.500%
					\$11,504,139.56	\$ 11,486,000.00	\$11,486,000.00	11,548,445.57	1.937%

Average Daily Flow by Month





SUMMARY OF LABOR MULTIPLIERS

		Benefit Rate
Total Employee Benefits	852,381	0.395
Total Payroll	2,157,896	
Gross Indirect Costs	2,227,612	
Less: Member Contributions & Other Revenue	(450,000)	
Indirect Costs for Distribution	1,777,612	
		Indirect Rate
Direct Labor	1,051,642	1.690
Indirect Costs	1,777,612	

FY 2019-20 Labor multiplier - thru 01/31/20	2.085
FY 2019-20 Budgeted Labor multiplier	<u>1.961</u>
FY 2018-19 Labor multiplier	<u>2.059</u>
FY 2017-18 Labor multiplier	<u>1.990</u>
FY 2016-17 Labor multiplier	<u>1.901</u>
FY 2015-16 Labor multiplier	<u>2.073</u>



INDIRECT COSTS

(to be Distributed)

<u>G/L Acct.</u>	<u>Description</u>	<u>Actual thru 1/31/20</u>
51000	Salaries - Regular	\$ 1,106,253
52000	Benefits	\$ 504,452
60111	Tuition Reimbursement	\$ 390
60112	Training	\$ 7,872
60113	Education	\$ 805
60114	Other Training & Education	\$ 6,589
60120	Audit Fees	\$ 22,819
60121	Consulting	\$ 41,827
60126	Temporary Services	\$ 11,144
60128	Other Professional Services	\$ 700
60129	Other Contract Services	\$ 1,400
60130	Legal Fees	\$ 51,940
60133	Employment Recruitment	\$ 1,076
60153	Materials & Supplies	\$ -
60154	Safety	\$ 5,669
60155	Security	\$ 2,068
60156	Custodial Contract Services	\$ 10,101
60157	Landscaping Maintenance	\$ 10,685
60158	HVAC	\$ 6,735
60159	Facility Repair & Maintenance	\$ 16,830
60160	Telephone	\$ 15,389
60161	Cellular Services	\$ 6,842
60163	Electricity	\$ 10,251
60164	Water Services	\$ 4,877
60170	Equipment Expensed	\$ 5,158
60171	Equipment Rented	\$ 23,082

(Continued - next column)

<u>G/L Acct.</u>	<u>Description</u>	<u>Actual thru 1/31/20</u>
60172	Equipment Repair / Maintenance	\$ 2,043
60180	Computer Hardware	\$ 3,972
60181	Software / Updates / Licensing	\$ 80,512
60182	Internet Services	\$ 7,975
60183	Computer Supplies	\$ 2,789
60184	Computer Repair / Maintenance	\$ 100
60190	Offsite Meeting / Travel Expense	\$ 884
60191	In House Meetings	\$ 1,526
60192	Conference Expense	\$ 16,653
60193	Car, Repair, Maint	\$ -
60200	Dues	\$ 28,754
60202	Subscriptions	\$ 5,266
60203	Contributions	\$ 17,250
60210	Bank Charges	\$ -
60211	Shipping / Postage	\$ 320
60212	Office Supplies	\$ 7,310
60213	Offsite Storage	\$ 1,857
60220	Commission Fees	\$ 17,010
60221	Commission Mileage Reimb.	\$ 2,626
60222	Other Commission Expense	\$ 226
60230	Other Expense	\$ 6,888
60240	Building Lease	\$ 5,415
81010	Retiree Medical Expense	\$ 60,056
80001	Insurance Expense	\$ 24,892
80000	Building Repair/Replacement Reserve	\$ 58,333
13005	Fixed Assets	\$ -

Total Costs \$ 2,227,612

Direct Costs Paid by Projects	\$ 1,479,198
Member Contribution Offset	\$ 450,000
	\$ 1,929,198

Over (Under) Allocation %	-16.8%
Over (Under) Allocation of General Fund Costs	\$ (298,414)



BENEFITS SUMMARY

(Distributed based on Actual Labor)

<u>G/L Acct</u>	<u>Description</u>	<u>Budget</u>	<u>Actual @ 1/31/20</u>	<u>Projected FYE 2020</u>
70101	FICA Expense	200,498 \$	91,720 \$	157,234
70102	Medicare Expense	56,208 \$	29,548 \$	50,654
70103	State Unemployment Insurance	4,900 \$	646 \$	3,500
70104	Worker's Compensation Insurance	43,068 \$	32,310 \$	43,068
70105	State Disability Insurance	29,183 \$	12,824 \$	21,984
70106	PERS Pension Plan	701,014 \$	357,066 \$	612,113
70111	Medical Expense	578,078 \$	253,963 \$	435,365
70112	Dental Expense	34,765 \$	15,437 \$	26,463
70113	Vision Insurance	8,268 \$	4,117 \$	7,058
70114	Life Insurance Expense	15,871 \$	8,430 \$	14,451
70115	Long Term Disability	18,502 \$	9,515 \$	16,311
70116	Wellness Program Expense	3,500 \$	1,055 \$	3,500
70117	401a Profit Sharing - Employers Contribution	-	6,500 \$	6,500
70120	Car Allowance	51,000 \$	29,250 \$	50,143
	Total Benefits	1,744,854	852,381	1,448,345
	Total Payroll	3,825,402 \$	2,157,896 \$	3,699,250
	Benefits Rate	45.6%	39.5%	39.2%

Santa Ana Watershed Project Authority
 Labor Hours Budget vs Actual
 Month Ending January 31, 2020

	Fund	Budget	Actual	%
100	General & Administrative	25,622	18,100	70.64%
135	Prop 84 Round 2 Administration	320	273	85.23%
140	Prop 84 2014 Drought Administration	685	729	106.35%
145	Prop 84 Final Round Administration	2,020	422	20.89%
240	Brine Line Enterprise	21,925	9,287	42.36%
320	Brine Line Protection	695	148	21.26%
327	Reach IV-D Corrosion Repairs	320	7	2.19%
370-01	General Basin Planning	1,715	649	37.81%
370-02	USBR Partnership Studies	90	37	41.11%
373	Watershed Management Plan	1,945	726	37.30%
374	Basin Monitoring Program	443	237	53.44%
381	SAR Fish Conservation	220	99	45.00%
384-01	Chino TMDL Facilitation	175	83	47.29%
386MONIT	Storm Water Quality Standards TF	155	52	33.23%
387	Arundo Removal & Habitat Restoration	175	9	4.86%
392	Emerging Constituents	45	107	236.67%
397EXPAN	Water-Energy WVWD Administration	-	7	100.00%
398ADMIN	DACI Grant	3,650	1,183	32.42%
477-02	LESJWA - Administration	320	213	66.41%
477TMDL	LESJWA - TMDL Task Force	625	306	48.96%
504-301A	Prop 84 2014 Drought Implementation	100	58	57.75%
504-301C	Prop 84 2014 Drought Implementation	110	195	177.27%
504-4011	Prop 84 Final Round Implementation	335	56	16.64%
504-401PA23	Prop 84 Final Round Implementation	660	57	8.64%
504-401WUEAMDIN	Prop 84 Final Round Implementation	295	-	0.00%
504-402RATES	Prop 84 Final Round Implementation	-	-	0.00%
504-402SMART	Prop 84 Final Round Implementation	395	-	0.00%
		63,040	33,032	52.40%

Note: Should be at 58.33% of budget for 7 months



General Manager's Report

March 2020

Santa Ana Watershed Project Authority | 11615 Sterling Avenue, Riverside, CA 92503 | www.sawpa.org

INSIDE THE MARCH REPORT

- 1 Inland Empire Infrastructure Report Card
- 2 Rock Removal Project
- 3 First Aid CPR AED Training



Inland Empire Infrastructure Report Card

On February 18th, the 2020 ASCE Riverside and San Bernardino Counties Inland Empire Infrastructure Report Card was released to the public. Staff from Riverside County Flood Control and Water Conservation District, San Bernardino Valley Municipal Water District, SAWPA and many other local agencies served on planning committees for the development of this report card. Grades for the various infrastructure were shared as shown. Efforts are underway by SAWPA and other water agencies to support continued funding for water related infrastructure and Integrated Regional Water Management Programs for \$1B statewide under a proposed Climate Resilience Bond under development by the State Legislature set for the November 2020 ballot.



INLAND EMPIRE GRADE



Aviation: **C**



Drinking Water: **C**



Solid Waste: **B-**



Flood Control: **C**



Wastewater: **C+**



Parks, Open Space and Recreation: **C**



Urban Runoff: **B**



Local Streets: **C-**



Rock Removal Project

Orange County Sanitation District's contractor, Griffith Company, completed rock removal from 13 locations within the Santa Ana River below Prado Dam. Rocks that were removed are stock piled at the contractor's yard where they are weighed and hauled away. To date, about 6,000 tons of rock have been hauled from the contractor's yard. The contractor will continue weighing and hauling rocks from their yard over the next two months. SAWPA staff will continue to represent SAWPA's interests during the implementation of the Rock Removal Project which will continue through June 2020.




First Aid CPR AED Training

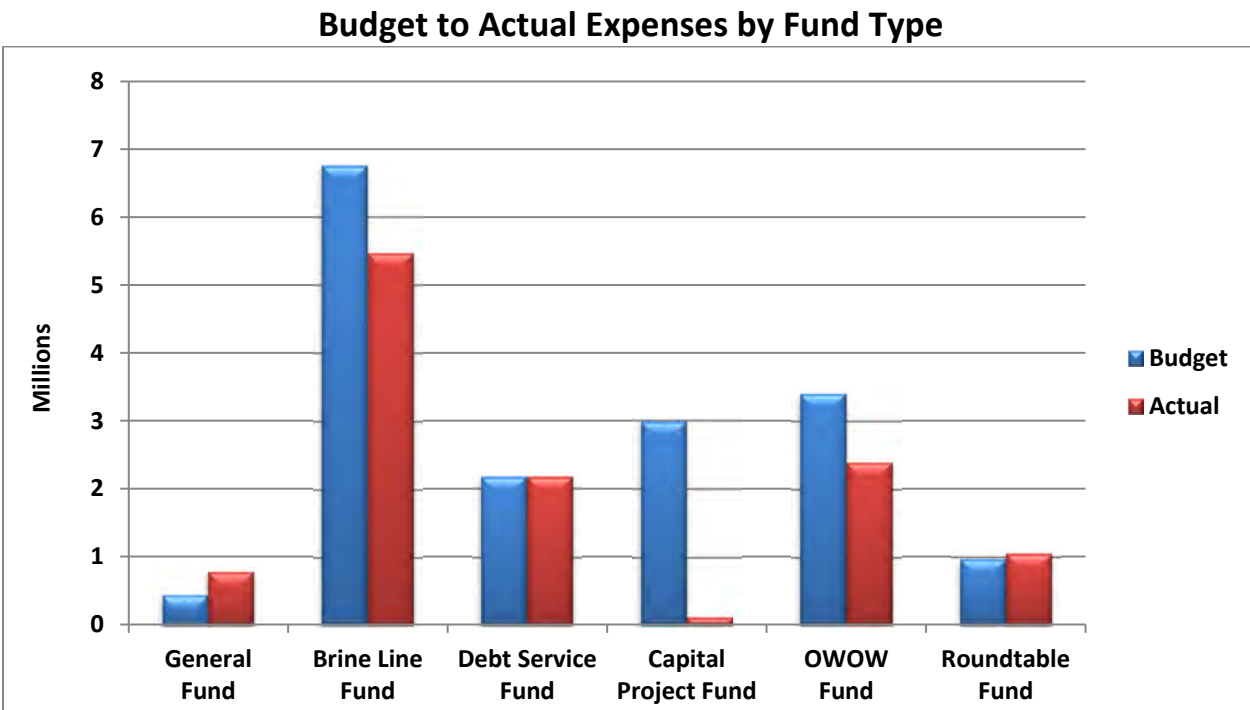
Several SAWPA staff members recently successfully completed the American Safety Association First Aid CPR AED training. SAWPA provides this training every two years in accordance with its Injury and Illness Prevention Program. SAWPA currently maintains one automated external defibrillator (AED) onsite.

**Santa Ana Watershed Project Authority
Executive Financial Information Report
January 2020**

Staff comments provided on the last page are an integral part of this report.

Overview	This report highlights the agency's key financial indicators for the Fiscal Year-to-Date (FYTD) through January 2020 unless otherwise noted.
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Budget to Actual Expenses by Fund Type				 Favorable
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
General Fund	\$676,966	\$436,565	\$773,328	(\$336,763)
Brine Line Enterprise	11,532,103	6,752,060	5,465,234	1,286,826
Debt Service Fund	2,835,027	2,170,850	2,170,551	299
Capital Project Fund	5,118,134	2,985,578	121,480	2,864,098
OWOW Fund	6,121,416	3,401,581	2,393,179	1,008,402
Roundtable Fund	1,563,457	967,159	1,047,829	(80,670)
Total	\$27,847,103	\$16,713,793	\$11,971,601	\$4,742,192



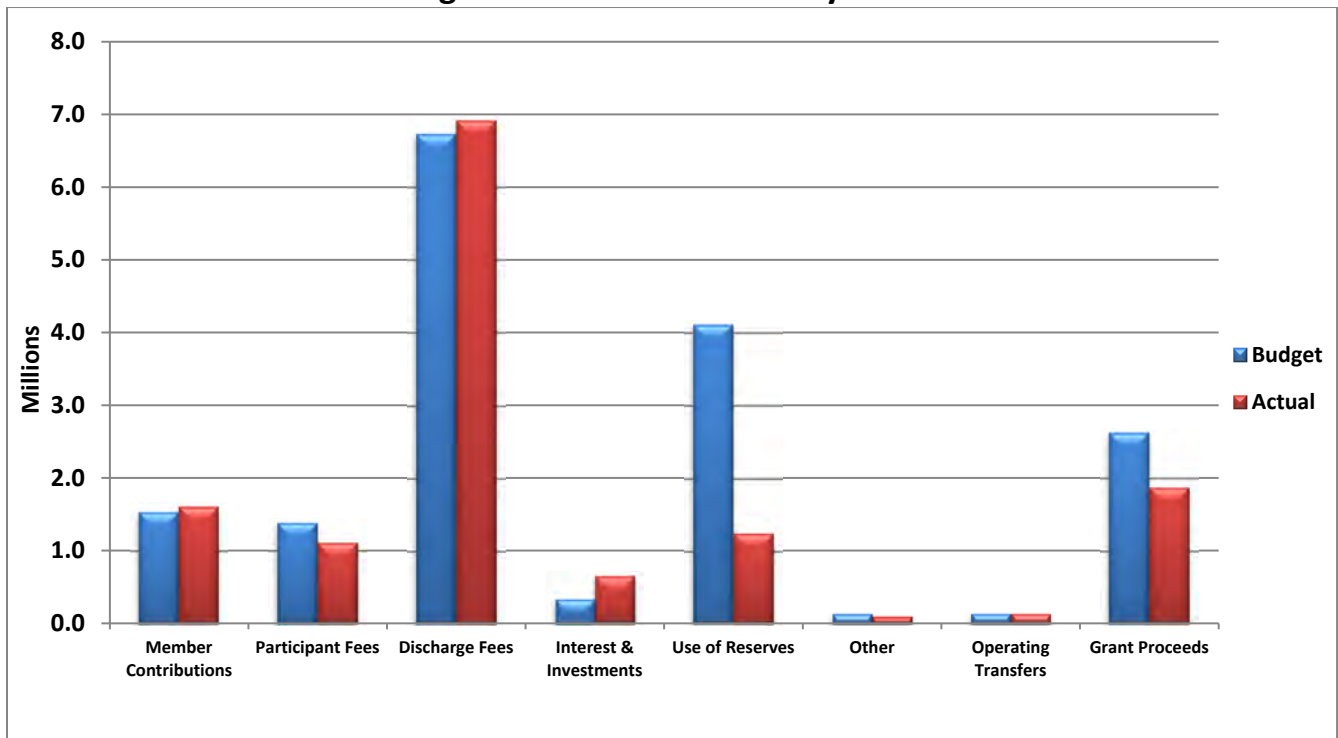
Budget to Actual Revenues by Source



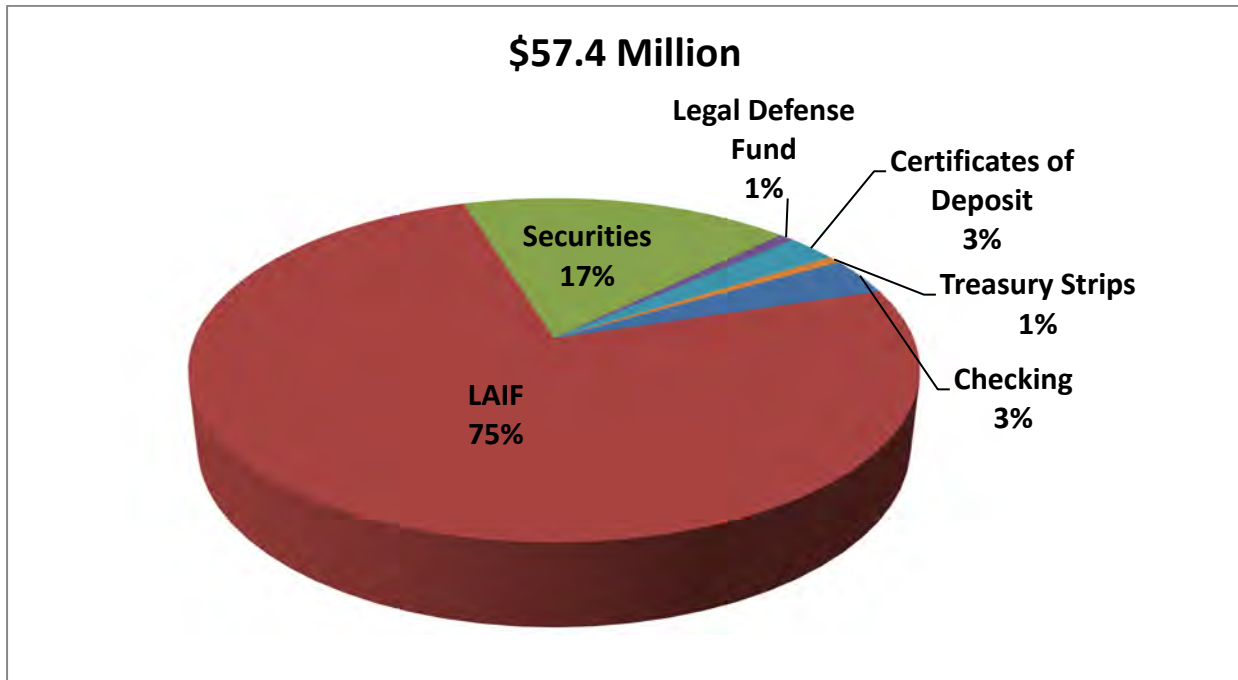
Concern

	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Member Contributions	\$1,526,966	\$1,526,966	\$1,601,966	\$75,000
Participant Fees	1,751,232	1,380,569	1,107,663	(272,906)
Discharge Fees	11,532,103	6,727,060	6,915,050	187,990
Interest & Investments	1,045,000	337,500	649,856	312,356
Use of Reserves	6,908,161	4,111,428	1,247,330	(2,864,098)
Other	205,186	129,692	96,103	(33,589)
Operating Transfers	132,344	132,344	132,344	-
Grant Proceeds	4,658,908	2,623,125	1,869,810	(753,315)
Total	\$27,759,900	\$16,968,684	\$13,620,122	(\$3,348,562)

Budget to Actual Revenues by Source



Total Cash & Investments - January







Reserve Fund Balance - January

	Amount
General Fund	\$757,506
Building Fund	756,096
OWOW Fund	1,403,250
Roundtable Fund	2,482,566
Self Insurance	4,295,114
Debt Retirement	3,697,721
Pipeline Replacement	21,974,033
OCSD Rehabilitation	3,690,111
Capacity Management	11,817,079
Future Capacity	1,809,234
Rate Stabilization	1,013,845
Flow Imbalance	87,444
Brine Line Operating	3,650,014
Total Reserves	\$57,434,013

Legend

Compared to Budget

	Ahead or Favorable	Above +5% Favorable Revenue or Expense Variance
	On Track	+5% to -2% Variance
	Behind	-3% to -5% Variance
	Concern	Below -5% Variance

Staff Comments

For this month's report, the item(s) explained below are either "behind", a "concern", or have changed significantly from the prior month.

Total revenues are 20% below budget. Proposition 84 Projects invoices from the project proponents will probably not be received until later in the year, but it's anticipated that we will be on track at the end of the year. The OCSD Rock Removal Project should also be on track at the end of the year. The rocks have been removed from the river and need to be hauled away. We have not been billed by OCSD for the majority of the costs yet.

Expenses are also down by 28% from the budget because of those projects as well.



March 9, 2020

To: Santa Ana Watershed Project Authority

From: Michael Boccadoro
Beth Olhasso
Maddie Munson

RE: February Report

Overview:

While the year started off with significant precipitation, a very dry January and February has led to water managers crossing their fingers for a “miracle March” to help augment the snowpack moving into Spring. In December, the snowpack was at 109 percent of normal. Currently, the statewide snowpack has dropped to just 40 percent of normal.

Governor Newsom and President Trump are playing a risky game of chess over water that could end with disastrous consequences for the proposed Voluntary Agreements. Newsom followed through on his promise that he would challenge the federal government’s plan on the grounds that it will not adequately protect Endangered Species Act listed fish in the Sacramento-San Joaquin Delta. While litigation surrounding the biological opinions is not new in California, the specific legal question of whether or not California has authority over federal project operations has not been tested.

CA Independent System Operator (CAISO) CEO Steve Berberich warned that the grid might not be able to handle the demands of the evening ramp. The CAISO noted that the state faces reliability concerns in coming years caused by an influx of intermittent solar generation—highlighting the major challenge of solar availability on cloudy days.

The state’s investor owned utilities have recently filed their wildfire mitigation plans which will guide utility wildfire resilience through 2022. They include a mix of strategies including system inspections, vegetation management, upgrading and strengthening infrastructure in high fire-risk areas, and executing public safety power shut-offs. SCE’s plan builds on previous wildfire mitigation efforts, as they plan to set up 700 circuit miles of covered conductor in 2020, compared to 372 miles in 2019. They also plan to have annual inspections of high-risk infrastructure.

State officials and lawmakers recently had a discussion about how the state will reach the ambitious GHG reduction goals of 40 percent below 1990 levels by 2030 and a separate “carbon neutrality” goal for 2045. There was a general consensus that the state’s Cap and Trade program will not deliver the needed emissions reductions and that significant gains will have to be made in the transportation sector if the state intends to reach its emissions reduction goals.

Bill introduction deadline has come and over 2,500 NEW bills have been introduced, in addition to the thousand or so two-years bills still active from 2019. Bills must be in print for 30 days before they can be acted upon, so look for policy committees to start to schedule hearings for mid-March. Budget sub committees are starting to meet and discuss the Governor’s proposed budget.

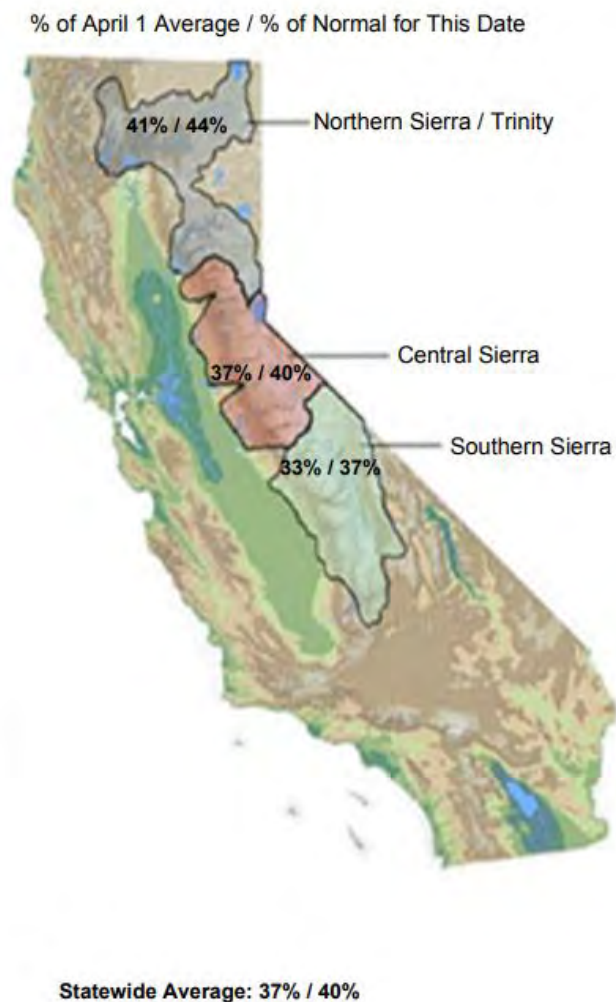
Santa Ana Watershed Project Authority Status Report – February 2020

Water Supply Conditions

After a relatively dry late-fall, December renewed faith that a robust snowpack would once again grace the state. However, recent dry conditions have seen the average snowpack levels drop. In December, the snowpack was at 109 percent of normal. Currently, the statewide snowpack has dropped to just 40 percent of normal. Forecasters are not predicting any significant storms in the next several weeks, leaving water managers hoping for a “miracle March” to help boost the state’s water supplies going into the summer.

Drought conditions have also worsened with the lack of precipitation. At the start of the year, only 97 percent of the state was free from any drought conditions. Today, close to 70 percent of the state is experiencing abnormally dry conditions, with 23 percent of those in moderate drought conditions.

Good news is that most of California’s reservoirs remain in fairly good shape resulting from a wet 2019. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at 80 percent of average and 68 percent capacity for this time of the year. Oroville is at 90 percent of average and 64 percent capacity.



SWRCB Issues New Response Level for PFOA and PFOS

The State Water Resources Control Board issued updated drinking water response levels of 10 parts per trillion for perfluorooctanoic acid (PFOA) and 40 parts per trillion for perfluorooctane sulfonic acid (PFOS) based on a running four-quarter average. The previous RL was 70 ppt for the total concentration of the two contaminants combined, a level that mirrored EPA's health advisory level—which many states have seen as too high and are lowering on a state by state basis. This action follows the SWRCB's August 2019 action reducing the notification levels for the two chemicals from 14 to 5.1 ppt for PFOA and from 13 to 6.5 ppt for PFOS. When source water is above the prescribed RL, DDW recommends taking the source of water off-line.

By law, if a water system finds that they exceed the levels established, the system is required to take the source water out of service, provide treatment, or notify their customers in writing.

State Water Board establishment of a notification level or response level is not subject to the Administrative Procedures Act.

The SWRCB is also seeking to establish a public health goal (PHG) for the two chemicals followed by establishing a maximum contaminant level (MCL), as data permits. Seven additional PFAS chemicals have been detected in multiple wells in the state. The SWRCB has requested the Office of Environmental Health Hazard Assessment's (OEHHA) recommendation in developing notification levels for these chemicals as well.

There were a number of bills introduced at the bill introduction deadline concerning PFOA/PFOS and other CECs.

AB 2560 (Quirk): Sponsored by Orange County Water District and the CA Municipal Utilities Assn (CMUA): Sets requirements on the public notice and participation requirements before the SWRCB can issue a notification or response level change.

SB 996 (Portantino): Sponsored by MWD and CMUA: creates a science advisory panel to research and develop recommendations for the SWRCB regarding constituents of emerging concern (CECs).

ACWA has also indicated that they have a "spot bill" that they intend to use to again try to get more time for agencies to comply with SWRCB set PHGs, MCLs, NL & RLs. ACWA's AB 1204 (Rubio) attempted the same last year but failed. They have been working with the SWRCB to come to an agreement on language.

Delta Update

Earlier this month, President Trump visited Bakersfield to finalize the Biological Opinions released several months ago by the federal government that will dictate the operations of the Central Valley Project under the Endangered Species Act. Historically, the state has aligned and closely coordinated their own permitting processes and resulting operation of the State Water Project. However, as tensions continue to escalate between the Newsom and Trump administrations, the state has taken the unprecedented steps of diverging from the federal government's operational rules and environmental permitting.

Moments before Trump formalized the Biological Opinions, Newsom followed through on his promise that he would challenge the federal government's plan on the grounds that it will not adequately protect Endangered Species Act listed fish in the Sacramento-San Joaquin Delta. While litigation surrounding the biological opinions is not new in California, the specific legal question of whether or

not California has authority over federal project operations has not been tested. The state's recent actions have created tremendous uncertainty over how both the Central Valley Project and State Water Project will be operated, as well as the fate of the Voluntary Agreements.

Multiple parties have been negotiating voluntary agreements that would supplant the water quality control plans from the State Water Resources Control Board. While the finite details of these plans are not clear, the agreements would provide significant levels of additional water and funding for environmental purposes in the Delta and the rivers that feed into it. With the confusion caused by the biological opinion lawsuit and diverging permitting processes, some parties have indicated that they will pull out of the agreements. This would be a significant loss for Governor Newsom who has advocated for comprehensive agreements even before he was inaugurated.

As a reminder, the VA process was started when the SWRCB initiated their unimpaired flows proceeding. Water users throughout the state came together with state regulators to create an adaptive management program that would leverage multiple tools like habitat management and restoration to better manage the Delta.

CAISO CEO Warns of Reliability Problems Due to Solar and Evening Ramping

CA Independent System Operator (CAISO) CEO Steve Berberich warned recently that the grid might not be able to handle the demands of the evening ramp. The CAISO noted that the state faces reliability concerns in coming years caused by an influx of intermittent solar generation—highlighting the major challenge of solar availability on cloudy days. Berberich said “we believe there are additional significant reliability challenges that have to be addressed in the coming months and years. First, the ramping challenge is becoming more and more pronounced each year. That ramp and the subsequent net peak is now met with mostly natural gas-based generation which is not consistent with policy objectives to decarbonize the grid.”

The concern has translated into an effort to retain a number of “once through cooling” natural gas fired power plants (mostly in Southern California) that are scheduled to cease operation in December of 2020. The CPUC and the CAISO initiated a process to extend the life of these plants by three years to ensure grid reliability. The CPUC has recommended the extension to the State Water Resources Control Board who has the ultimate jurisdiction on the issue because of the ocean water intakes. The matter is due for a final vote in the coming months.

New standards and laws requiring rooftop solar on all newly constructed homes are also causing concerns about grid reliability and operation. The more solar that is added, the more exacerbated the ramping problems can get. On May 15, 2019, 80.3 percent of electricity was sourced from renewable sources- the highest renewable peak of the year. A recent analysis published by the National Renewable Energy Laboratory shows that embracing storage is a key to enabling greater integration of renewables in California.

Utilities File Wildfire Mitigation Plans

The state's investor owned utilities have recently filed their wildfire mitigation plans which will guide utility wildfire resilience through 2022. They include a mix of strategies including system inspections, vegetation management, upgrading and strengthening infrastructure in high fire-risk areas, and executing public safety power shut-offs.

SCE's plan builds on previous wildfire mitigation efforts, as they plan to set up 700 circuit miles of covered conductor in 2020, compared to 372 miles in 2019. They also plan to have annual inspections of high-risk infrastructure.

SCE is planning expenditures of \$3.8 billion. Costs include reimbursement for mitigation efforts undertaken in 2017-2019. Many experts believe SCE (as well as PG&E) will need to spend billions to shore up their aging infrastructure potentially adding significant additional costs over the next decade.

How Can CA Meet the State's Climate Goals?

State officials and lawmakers recently had a discussion about how the state will reach the ambitious GHG reduction goals of 40 percent below 1990 levels by 2030 and a separate “carbon neutrality” goal for 2045. The conversation between lawmakers and California Air Resources Board (CARB) Chair Mary Nichols, veered into a discussion of the floor price of carbon allowances in the state’s Cap and Trade program. Both lawmakers and Nichols acknowledged that the state’s floor price of about \$16 per ton is well below the “social cost of carbon” which is at \$65 or higher per ton today.

Nichols noted that CARB is beginning to hold informal workshops on a scoping plan update that could address the floor price, but noted that there is a declining pool of Cap and Trade participants. With only about 700 participants in the program, Nichols pointed to other measures that could help the state meet its goals, such as a carbon tax. Nichols also noted that one of the most important elements in achieving the state’s 2030 and 2045 goals is widespread electrification of vehicles. All new car sales should be zero-emission by 2035 and all passenger vehicles on the road should be zero emission by 2045, she stated.

Lawmakers also heard about a recent report by Lawrence Livermore National Lab about California’s options to make up an estimated shortfall of 125 million tons per year of GHG emissions to achieve its 2045 carbon neutrality target. The report noted that a vast majority of the emissions reductions would come from converting waste biomass into clean transportation fuels and permanently sequestering carbon.

Legislative Update

Over 2,500 new bills have been introduced since the legislature returned to Sacramento in January. With the bill introduction deadline passed, members will use the next 30 days to fine tune their proposals and meet with stakeholders before policy committees start to meet and hear bills ahead of the April 24 policy committee deadline.

Climate Resilience Bond Update

Right before the bill introduction deadline, Assemblymember Eduardo Garcia, chair of the Water, Parks and Wildlife Committee, introduced AB 3256 as a spot bill/placeholder for the Assembly version of the climate resilience bond. With the Governor’s proposal, SB 45 (Allen) coming out of the Senate, and now Assemblymember Garcia’s placeholder, it seems quite clear that the Legislature and the Governor are serious about passing some sort of climate/water/wildfire bond for the November ballot. The three initial proposals are between \$4 and \$5.75 billion, but indications are that the final amount will likely be higher. It is important to remember that this bond, unlike Proposition 1, is not just a water bond. A significant portion of the bond will go to wildfire resilience and other climate goals.

The full Senate Budget Committee met recently to discuss all of the Governor’s climate proposals, including the bond. While most of the hearing was focused on other climate-related matters such as the Greenhouse Gas Reduction Fund, there was discussion of the bond. Members were not particularly focused on the water aspect of the bond, instead focusing on the wildfire and climate portions. The Senate Budget Sub Committee on Resources, Environmental Protection, Energy and Transportation will not take up the bond until late April, while the Assembly Budget Sub Committee on Resources

and Transportation had their first hearing scheduled for February 26, it was cancelled at the last minute for unknown reasons. It will be rescheduled for a later date.

The technical deadline for the bond to be passed by the legislature is June 25. With the Legislature going on their month-long summer recess July 2, it is likely that the June 25 date is an accurate target for when final action can be expected on the bond. With the budget deadline of June 15, it is very likely the final bond negotiations will be wrapped up along with the final budget negotiations between the Governor, the Speaker and the pro Tem.

GENERAL MANAGERS MEETING NOTES

TUESDAY, March 10, 2020

PARTICIPANTS PRESENT

Shivaji Deshmukh
Craig Miller
Michael Markus
Heather Dyer
Rich Haller
Mark Norton
David Ruhl
Carlos Quintero
Zyanya Ramirez

REPRESENTING

Inland Empire Utilities Agency
Western Municipal Water District
Orange County Water District
San Bernardino Valley Municipal Water District
Santa Ana Watershed Project Authority
Santa Ana Watershed Project Authority
Santa Ana Watershed Project Authority
Santa Ana Watershed Project Authority
Santa Ana Watershed Project Authority

PARTICIPANTS ABSENT

Paul Jones

Eastern Municipal Water District

1. CALL TO ORDER

Rich Haller called the meeting to order at 7:33 a.m. at SAWPA, 11615 Sterling Avenue, Riverside, California.

2. FUTURE SAWPA COMMISSION AND COMMITTEE AGENDA ITEMS

Rich Haller provided and reviewed the Agenda Planning Matrix (SAWPA Commission, PA 22, PA 23, PA 24, and OWOW Steering Committee). Haller highlighted the following:

- The Employee Handbook Update is currently being postponed.
- The General Managers will be invited to participate in the Strategic Plan Workshop.
- There has been discussion on possibly having only one SAWPA Commission meeting a month.

3. OWOW UPDATE

Mark Norton reported that SAWPA awaits results from the Department of Water Resources (DWR) regarding Proposition 1 Grant funding.

On March 5, SAWPA staff coordinated a tour for DWR of the agencies within the Santa Ana River Watershed receiving Technical Assistance (TA) funding through the Disadvantaged Community Involvement Program. Craig Miller asked if the TA provided could address Per- and Polyfluoroalkyl substances (PFAS). Norton said that funding will be available in the next round to assist with PFAS.

4. ROUNDTABLES/TASK FORCES UPDATE

Mark Norton highlighted the following Roundtables/Task Forces major efforts:

- Emerging Constituents Program Task Force: The 2019 Emerging Constituents Sampling Program performed in August is currently going through a QA/QC process. Upon finalizing a report for this program, SAWPA will distribute to its EC stakeholders and upload to SAWPA website.
- Basin Monitoring Program Task Force: Currently going through a Basin Plan Amendment in order to incorporate the most recent Wasteload Allocation Model.
- Lake Elsinore and Canyon Lake TMDL and the Middle Santa Ana River TMDL Task Forces are finalizing their Regional Water Quality Monitoring Programs.

- SAWPA and the Roundtable of Regions stakeholders are supporting continued funding for water related infrastructure and Integrated Regional Water Management Program through a Climate Resilience Bond expected to be on the November 2020 ballot.

5. STRATEGIC PLAN

Rich Haller reiterated that the General Managers will be invited to participate in the Strategic Plan Workshop.

6. BRINE LINE UPDATE

David Ruhl provided updates on the following:

- a. Pretreatment Program Update –
 - Ordinance: SAWPA staff is scheduled to meet with Orange County Sanitation District (OCSD) on March 10th to discuss OCSD's comment letter regarding infrequent dischargers referenced in the Ordinance Revision Update.
 - Self-Audit: SAWPA is planning to work with Jerry Evangelista, P.E. to set up a self-audit of SAWPA's Pretreatment Program. Prior to retiring to the Philippines, Mr. Evangelista ran the pretreatment program at OCSD.
- b. Treatment Capacity – SAWPA is currently working on a draft Agreement to utilize unused capacity. At this point, no agencies are in need of capacity.
- c. OCSD Rock Removal Project – Rocks that were removed from within the Santa Ana River below Prado Dam continue to be stocked piled at the Griffith Company's (contractor) yard where they are weighed and hauled away.
- d. Alcoa Dike Brine Line Protection/Relocation (Alcoa Project) – Stantec, contractor for the Alcoa Project, is updating the plans and specifications and is expected to provide to SAWPA by end of March.
- e. Brine Line Treatment and Disposal Capacity – Item was discussed in Section 6.b.
- f. Tours – The next tour is scheduled at the Inland Empire Utilities Agency on April 28, 2020.
- g. Marketing Plan – SAWPA is working on a marketing plan to increase the number of Brine Line customers.
- h. Business Plan – SAWPA is working on a business plan to maintain the integrity of the system into the future.
- i. Joint Policy Committee – SAWPA is coordinating a Joint Policy Committee meeting for some time in May or June. David J. Slawson and T. Milford Harrison represent SAWPA on the Committee.

7. OPERATIONS UPDATE

Carlos Quintero provided updates on the following:

- a. Brine Line O&M Activities –
 - Various maintenance repairs were made to the Corona Lateral.
 - Operations will focus on Maintenance Access Structures in the City of Rialto next month.
 - Operations will inspect the Mission Tunnel by CCTV. This tunnel is inspected every two years for repairs.

- SAWPA is working with an electrician to install the newly acquired portable generator. A transfer switch will need to be installed resulting in possibly having to purchase circuit panels. Installing the circuit panels may disrupt SAWPA business; staff is researching how to minimize impact.
- b. Parking Lot Status – SAWPA needs a grant deed from Western Municipal Water District for the portion of land in question between the billboard and the SAWPA parking lot in order to receive a Certificate of Compliance. The City will then allow SAWPA to allot adjustments to the parking lot.

8. SCHEDULING – NEXT GM MEETING | APRIL 14, 2020

The next General Managers meeting is scheduled for April 14, 2020, at 7:30 a.m. at SAWPA. The meeting adjourned at 8:13 a.m.

COMMISSION REVIEW: March 17, 2020

2020-3-10 GM Mtg Notes