



# S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

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

## SPECIAL NOTICE REGARDING CORONAVIRUS DISEASE 2019 (COVID-19) AND PARTICIPATION IN PUBLIC MEETINGS

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. Governor Newsom issued Executive Order N-25-20 (3-12-20) and Executive Order N-29-20 (3-17-20) which temporarily suspend portions of the Brown Act relative to conducting of public meetings. Subsequent thereto, Governor Newsom issued Executive Order N-33-20 (3-19-20) ordering all individuals to stay at home or at their place of residence. Accordingly, it has been determined that all Board and Committee meetings of the Santa Ana Watershed Project Authority held pursuant to the Brown Act will be conducted virtually, including meetings of the:

- SAWPA Commission
- PA 22, PA 23, and PA 24 Committees
- OWOW Steering Committee

## REGULAR MEETING OF THE COMMISSION TUESDAY, APRIL 21, 2020 – 9:30 A.M.

### PUBLIC PARTICIPATION

Public participation is welcome and encouraged. You may participate in the April 21, 2020 meeting of the SAWPA Commission by telephone\* and virtually through the Zoom app as follows:

Meeting Access Via Computer (Zoom):	Meeting Access Via Telephone*:
<ul style="list-style-type: none"> <li>• <a href="https://sawpa.zoom.us/j/97989604760">https://sawpa.zoom.us/j/97989604760</a></li> </ul>	<ul style="list-style-type: none"> <li>• 1 (669) 900-6833</li> </ul>
<ul style="list-style-type: none"> <li>• Meeting ID: 979 8960 4760</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting ID: 979 8960 4760</li> </ul>

If you are unable to participate by telephone\* or virtually, you may also submit your comments and questions in writing for the Commission’s consideration by sending them to [publiccomment@sawpa.org](mailto:publiccomment@sawpa.org) with the subject line “Public Comment Item #” (insert the agenda item number relevant to your comment) or “Public Comment Non-Agenda Item”. Submit your written comments by 6:00 p.m. on Monday, April 20, 2020. All public comments will be provided to the Chair and may be read into the record or compiled as part of the record.

**\*IMPORTANT PRIVACY NOTE: Participation in the meeting via the Zoom app is strongly encouraged. Please keep in mind: (1) This is a public meeting; as such, the virtual meeting information is published on the World Wide Web and available to everyone. (2) Should you participate remotely via telephone, your telephone number will be your “identifier” during the meeting and available to all meeting participants. Participation in the meeting via the Zoom app is strongly encouraged; there is no way to protect your privacy if you elect to call in to the meeting. The Zoom app is a free download.**

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# S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

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

**PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER N-25-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 12, 2020, AND EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, ANY COMMISSION MEMBER MAY CALL INTO THE COMMISSION MEETING WITHOUT OTHERWISE COMPLYING WITH THE BROWN ACT'S TELECONFERENCING REQUIREMENTS.**

## **VIRTUAL ACCESSIBILITY FOR THE GENERAL PUBLIC:**

**Due to the spread of COVID-19, and until further notice, the Santa Ana Watershed Project Authority will be holding all upcoming Board and Committee meetings by teleconferencing and virtually through Zoom.**

**This meeting will be accessible as follows:**

<b>Meeting Access Via Computer (Zoom)*:</b>	<b>Meeting Access Via Telephone*:</b>
<ul style="list-style-type: none"> <li><a href="https://sawpa.zoom.us/j/97989604760">https://sawpa.zoom.us/j/97989604760</a></li> </ul>	<ul style="list-style-type: none"> <li>1 (669) 900-6833</li> </ul>
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<p><b>*Participation in the meeting via the Zoom app (a free download) is strongly encouraged; there is no way to protect your privacy if you elect to call in by phone to the meeting.</b></p>	

**All votes taken during this meeting will be conducted by oral roll call.**

## **REGULAR COMMISSION MEETING TUESDAY, APRIL 21, 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. ITEMS TO BE ADDED OR DELETED**

Pursuant to Government Code §54954.2(b), items may be added on which there is a need to take immediate action and the need for action came to the attention of the Santa Ana Watershed Project Authority subsequent to the posting of the agenda.

**5. 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: APRIL 7, 2020](#)..... 9  
**Recommendation:** Approve as posted.

**6. NEW BUSINESS**

- A. [PROPOSITION 84 ROUND 2 IMPLEMENTATION GRANT AGREEMENT AMENDMENT \(CM#2020.27\)](#)..... 13  
**Presenter:** Marie Jauregui  
**Recommendation:** Direct staff to execute an amendment to the Grant Agreement between SAWPA and the Department of Water Resources.
- B. [PROPOSITION 1 ROUND 1 INTEGRATED WATER MANAGEMENT \(IRWM\) DRAFT FUNDING AWARD \(CM#2020.28\)](#)..... 21  
**Presenter:** Ian Achimore  
**Recommendation:** Receive and file.
- C. [STRATEGIC PLAN FACILITATOR CONSULTANT SERVICES AWARD OF CONTRACT \[continued from March 17, 2020\] \(CM#2020.29\)](#)..... 33  
**Presenter:** Rich Haller  
**Recommendation:** Consider the following two options: (1) continue this item until June 2, 2020 when the Strategic Plan implementation steps can be better defined given the Governor’s Executive Orders for COVID-19, or (2) direct the General Manager to execute an agreement for services with Water Systems Consulting for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.00.
- D. [COVID-19 EMERGENCY DECLARATION | STATUS UPDATE](#)  
**Presenter:** Rich Haller  
**Recommendation:** Receive and file.

**7. INFORMATIONAL REPORTS**

**Recommendation:** Receive for information.

- A. [CASH TRANSACTIONS REPORT – FEBRUARY 2020](#)..... 121  
**Presenter:** Karen Williams
- B. [INTER-FUND BORROWING – FEBRUARY 2020 \(CM#2020.24\)](#)..... 129  
**Presenter:** Karen Williams
- C. [PERFORMANCE INDICATORS/FINANCIAL REPORTING – FEBRUARY 2020 \(CM#2020.25\)](#)..... 135  
**Presenter:** Karen Williams
- D. [BUDGET VS ACTUAL VARIANCE REPORT – FYE 2020 SECOND QUARTER – ENDING DECEMBER 31, 2019 \(CM#2020.26\)](#)..... 157  
**Presenter:** Karen Williams

E. **SECOND QUARTER FYE 2020 EXPENSE REPORTS** ..... 165

- General Manager
- Staff

**Presenter:** Karen Williams

F. **FINANCIAL REPORT FOR THE SECOND QUARTER ENDING DECEMBER 31, 2019** ... 169

- Inland Empire Brine Line
- SAWPA

**Presenter:** Karen Williams

G. **OWOW QUARTERLY STATUS REPORT: JANUARY 1, 2020 – MARCH 31, 2020** ..... 189

**Presenter:** Mark Norton

H. **ROUNDTABLES QUARTERLY STATUS REPORT: JANUARY 1, 2020 – MARCH 31, 2020** ..... 195

**Presenter:** Mark Norton

I. **GENERAL MANAGER REPORT** ..... 207

J. **STATE LEGISLATIVE REPORT** ..... 213

**Presenter:** Rich Haller

K. **CHAIR’S COMMENTS/REPORT**

L. **COMMISSIONERS’ COMMENTS**

M. **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](mailto: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](http://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 April 14, 2020, a copy of this agenda has been uploaded to the SAWPA website at [www.sawpa.org](http://www.sawpa.org) and posted at the SAWPA office, 11615 Sterling Avenue, Riverside, California.

/s/

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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.)

<b>January</b>	<b>February</b>
1/7/20 <del>Commission Workshop</del> [cancelled] 1/21/20 Regular Commission Meeting	2/4/20 Commission Workshop 2/18/20 Regular Commission Meeting
<b>March</b>	<b>April</b>
3/3/20 Commission Workshop 3/17/20 Regular Commission Meeting	4/7/20 Commission Workshop 4/21/20 Regular Commission Meeting
<b>May</b>	<b>June</b>
5/5/20 Commission Workshop 5/19/20 Regular Commission Meeting	6/2/20 Commission Workshop 6/16/20 Regular Commission Meeting
<b>July</b>	<b>August</b>
7/7/20 Commission Workshop 7/21/20 Regular Commission Meeting 7/28 – 7/31/20 ACWA Spring Conference, Monterey	8/4/20 Commission Workshop 8/18/20 Regular Commission Meeting
<b>September</b>	<b>October</b>
9/1/20 Commission Workshop 9/15/20 Regular Commission Meeting	10/6/20 Commission Workshop 10/20/20 Regular Commission Meeting
<b>November</b>	<b>December</b>
11/3/20 Commission Workshop 11/17/20 Regular Commission Meeting	12/1/20 Commission Workshop 12/1 – 12/4/20 ACWA Fall Conference, Indian Wells 12/15/20 Regular Commission Meeting

# SAWPA COMPENSABLE MEETINGS

**IMPORTANT NOTE:** Due to the spread of COVID-19, and until further notice, the Santa Ana Watershed Project Authority will be holding all upcoming meetings by teleconferencing. Participation information will be included on each posted agenda or meeting notice.

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: April 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
4/7/20	8:30 AM	PA 23 Committee Mtg	CANCELLED
4/7/20	10:00 AM	PA 24 Committee Mtg	VIRTUAL/TELEPHONICALLY
4/14/20	8:30 AM	PA 22 Committee Mtg	CANCELLED
4/16/20	4:00 PM	LESJWA Board of Directors Mtg	VIRTUAL/TELEPHONICALLY
4/21/20	1:30 PM	Lake Elsinore/Canyon Lake TMDL Task Force Mtg	VIRTUAL/TELEPHONICALLY
4/22/20	9:00 AM	MSAR TMDL/Regional WQ Monitoring Task Force	VIRTUAL/TELEPHONICALLY
4/22/20	1:30 PM	Basin Monitoring Program Task Force Mtg	VIRTUAL/TELEPHONICALLY

## MONTH OF: May 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
5/5/20	10:00 AM	PA 24 Committee Mtg	VIRTUAL/TELEPHONICALLY
5/12/20	8:30 AM	PA 22 Committee Mtg	VIRTUAL/TELEPHONICALLY
5/28/20	11:00 AM	OWOW Steering Committee Mtg	VIRTUAL/TELEPHONICALLY

*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.

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**SAWPA COMMISSION  
REGULAR MEETING MINUTES  
APRIL 7, 2020**

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

None.

**ALTERNATE COMMISSIONERS  
PRESENT; NON-VOTING**

June D. Hayes, 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

The Regular Commission meeting of the Santa Ana Watershed Project Authority was called to order at 9:32 a.m. by Chair Slawson at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Pursuant to the provisions of Executive Order N-25-30 issued by Governor Gavin Newsom on March 12, 2020, and Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, any Commission member may call into the Commission meeting without otherwise complying with the Brown Act's teleconferencing requirements.

Executive Order N-33-20 issued by Governor Gavin Newsom on March 19, 2020, ordered all individuals to stay at home or at their place of residence. In concert with state and local efforts to prevent the spread of COVID-19, and until further notice, the Santa Ana Watershed Project Authority will be holding all Board and Committee meetings by teleconference and virtually through the Zoom app.

As set forth on the posted meeting agenda, this Commission meeting was accessible to the public by teleconference and through Zoom. Members of the public who were unable to participate by teleconference or virtually were invited to submit comments and questions in writing via email for the Commission's consideration. All votes taken during this meeting were conducted via oral roll call.

**2. ROLL CALL**

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

**3. PUBLIC COMMENTS**

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

**4. ITEMS TO BE ADDED OR DELETED**

There were no added or deleted items.

**5. CONSENT CALENDAR**

**A. APPROVAL OF MEETING MINUTES: MARCH 17, 2020**

**Recommendation:** Approve as posted.

**B. TREASURER'S REPORT – FEBRUARY 2020**

**Recommendation:** Approve as posted.

**MOVED**, approve the Consent Calendar.

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

**6. NEW BUSINESS**

**A. COVID-19 EMERGENCY DECLARATION | STATUS UPDATE**

Rich Haller provided an oral status update on SAWPA's response to the COVID-19 emergency declaration. Staff are primarily working remotely with the rotation of minimal staffing into the office based on the needs of SAWPA. Meetings are conducted virtually. Guidelines are in place and observed as issued by the Centers for Disease Control and Prevention (CDC), California Division of Occupational Safety and Health (Cal/OSHA), and the Riverside County Public Health Department, including operations and pretreatment staff conducting field tasks during this time.

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

**B. COVID-19 EMERGENCY DECLARATION | REQUEST FOR PUBLIC ASSISTANCE (CM#2020.23)**

Carlos Quintero provided the PowerPoint presentation contained in the agenda packet on pages 20 – 24, noting that the disaster declaration had been updated slightly to include DR-4482 in addition to EM-3428. Submission is due April 8; eligible expenses include management efforts to control immediate threats to public health and safety (remote staffing; purchase of personal protective equipment; policy implementation related to COVID-19). As of March 27, SAWPA has incurred approximately \$49,700 in eligible expenses. The reimbursement percentage has not yet been set; in the past it was approximately 93% of eligible expenses. Commissioner Rowe encouraged staff to seek other avenues of reimbursement in addition to FEMA.

**MOVED**, direct the General Manager to submit a Request for Public Assistance as a result of Disaster Declaration EM-3428/DR-4482 and provide all the required supporting and close-out documentation as required by the California Office of Emergency Services (CalOES) to accept Disaster Recovery funds under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended.

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

**C. REGULATORY SUPPORT | BASIN MONITORING PROGRAM TASK FORCE | MIDDLE SANTA ANA RIVER PATHOGEN TMDL TASK FORCE | EMERGING CONSTITUENTS PROGRAM TASK FORCE (CM#2020.22)**

Mark Norton provided the PowerPoint presentation contained in the agenda packet on pages 32 – 45. Tess Dunham, Somach Simmons & Dunn, recently advised SAWPA staff she was transitioning from Somach Simmons & Dunn to a new firm, Kahn Soares & Conway, effective March 31, 2020. Dunham has supported both the Basin Monitoring Program Task Force and the Middle Santa Ana River Pathogen TMDL Task Force as the regulatory advisor since the August 14, 2019 Commission approval of an Agreement for Services and supporting task orders. Tess Dunham and Kahn Soares & Conway have agreed that all her fees/hour will remain the same as in the original contract with Somach Simmons & Dunn. Accordingly, a new Agreement for Services and supporting task orders with Kahn Soares & Conway were prepared for consideration and approval by the Commission. Commissioner Dennstedt asked of SAWPA has received a release from Somach Simmons & Dunn. Norton advised SAWPA received correspondence from Somach Simmons & Dunn releasing Tess Dunham from her role and sharing all file materials with Kahn Soares & Conway.

Commissioner Rowe asked about the synoptic watershed study findings submitted to the Regional Board which recommended a special study regarding release of naturalized E. coli in the Santa Ana River bottom. Norton advised that in the past there had been some reemergence of E. coli on the lake bottoms and the current discussion is whether this is causing the resurgence in E. coli detected in sampling. The study would determine the source – whether it has collected on the lake bottom and is re-suspended into the waterways or is released by dischargers.

**MOVED**, authorize the General Manager to execute the following:

1. Agreement for Services by and between Kahn Soares & Conway and SAWPA; and,
2. Task Order KSC374-01 with Kahn Soares & Conway in the amount not to exceed \$93,293.60 for the remainder of FY19-20 and for FY 20-21, to provide strategic and regulatory support for the Basin Monitoring Program Task Force; and,
3. Task Order KSC384-01 with Kahn Soares & Conway in the amount not to exceed \$108,156.50 for the remainder of FY 19-20 and for FY 20-21, to provide strategic and regulatory support for the Middle Santa Ana River Pathogen TMDL Task Force; and,
4. Task Order KSC392-01 with Kahn Soares & Conway in the amount not to exceed \$46,410.00 for the remainder of FY19-20 and for FY20-21 to provide strategic and regulatory support for the Emerging Constituents Program Task Force.

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

**7. INFORMATIONAL REPORTS**

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

**A. CHAIR'S COMMENTS/REPORT**

There were no comments/reports from the Chair.

**B. COMMISSIONERS' COMMENTS**

There were no Commissioner comments.

**C. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS**

There were no Commissioner requests for future agenda items.

**8. CLOSED SESSION**

There was no Closed Session.

**9. ADJOURNMENT**

There being no further business for review, Chair Slawson adjourned the meeting at 10:07 a.m.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday,  
April 21, 2020.**

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David J. Slawson, Chair

Attest:

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Kelly Berry, CMC  
Clerk of the Board

## COMMISSION MEMORANDUM NO. 2020.27

**DATE:** April 21, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Proposition 84 Round 2 Implementation Grant Agreement Amendment  
**PREPARED BY:** Marie Jauregui, Project Manager

### RECOMMENDATION

Direct staff to execute an amendment to the Grant Agreement between SAWPA and the Department of Water Resources.

### DISCUSSION

The Recycled Water Project Phase I project by the City of Riverside Public Utilities (RPU) Department is receiving grant funding under Proposition 84 Round 2. RPU has requested changes to the project's scope, budget, and schedule.

This project was split into two phases – Phase 1A and Phase 1B. \$500,000 of grant funds were allocated to each Phase, giving RPU a total of \$1M in grant funding. The Phase 1A project includes installation of approximately 14,600 linear feet of recycled water pipeline and is complete. RPU is currently working to complete approximately 17 customer conversions. Anticipated completion of the customer conversions is September 2020. The Phase 1A project will offset approximately 600 AFY of landscape irrigation. The total project cost for Phase 1A is approximately \$11.9M

Phase 1B would install approximately 11,000 linear feet of recycled water pipeline and a booster pump station. It also would offset approximately 8,000 AFY of potable water as follows:

- 400 AFY of landscape irrigation;
- Provide Western Municipal Water District (WMWD) approximately 2,600 AFY of new recycled water supply which will offset existing groundwater production;
- Provide WMWD with an additional 2,500 AFY of new recycled water supply to be used for groundwater recharge in their service area; and
- WMWD will provide approximately 2,500 AFY of new diluted water supply to be blended with the 2,500 AFY of new recycled water supply for groundwater recharge.

Phase 1B will not be completed before the grant termination date of December 2020. Furthermore, the final rate increase package that was approved by the Riverside City Council was smaller than originally presented. As a result, Phase 1B of the project was not included in the approved rate increase package. The total project cost for this phase is approximately \$9.8M. RPU has requested that Phase 1B be removed from the project scope, budget, and schedule and replaced with another project with comparable benefits.

The project that will replace Phase 1B of the Recycled Water Pipeline Phase I project is the RPU Groundwater Well Rehabilitation Project. This project would rehabilitate two (2) groundwater production wells for a total project cost of \$767,000. RPU has a wheeling agreement with WMWD which includes a 5,208 AFY obligation. Within that agreement, there also is a surplus obligation of 2,000 AFY. Furthermore, RPU also has a five-year surplus agreement with the City of Norco which includes a

1,000 AFY obligation. Rehabilitating these wells would allow RPU to meet these obligations. During peak demand, RPU does not have enough water to supply their contractual volume obligations to the City of Norco and WMWD. If these obligations cannot be met, imported water would have to be purchased from Metropolitan Water District (MWD) resulting in a loss of revenue for all parties involved. The Well Rehabilitation Project increases water supply reliability, increases the capacity of the two wells, and reduces the amount of imported water purchased from MWD by 8,208 AFY, which is slightly higher than the 8,000 AFY of new recycled water supply from Phase 1B. Additionally, Well Rehabilitation Project will be completed within the timeline of the grant.

### **CRITICAL SUCCESS FACTORS**

The following OWOW critical success factors are addressed by this action:

1. Administration of the OWOW process and plan in a highly efficient and cost-effective manner.
2. Data and information needed for decision-making is available to all.

### **RESOURCE IMPACTS**

The changes proposed to the project will result in a DWR amendment and modifications to the sub-agreements. The SAWPA labor time associated with these changes will be charged to SAWPA's grant administration budget for Prop 84 Round 2 grant program and sufficient funding has been budgeted for such changes.

Attachments:

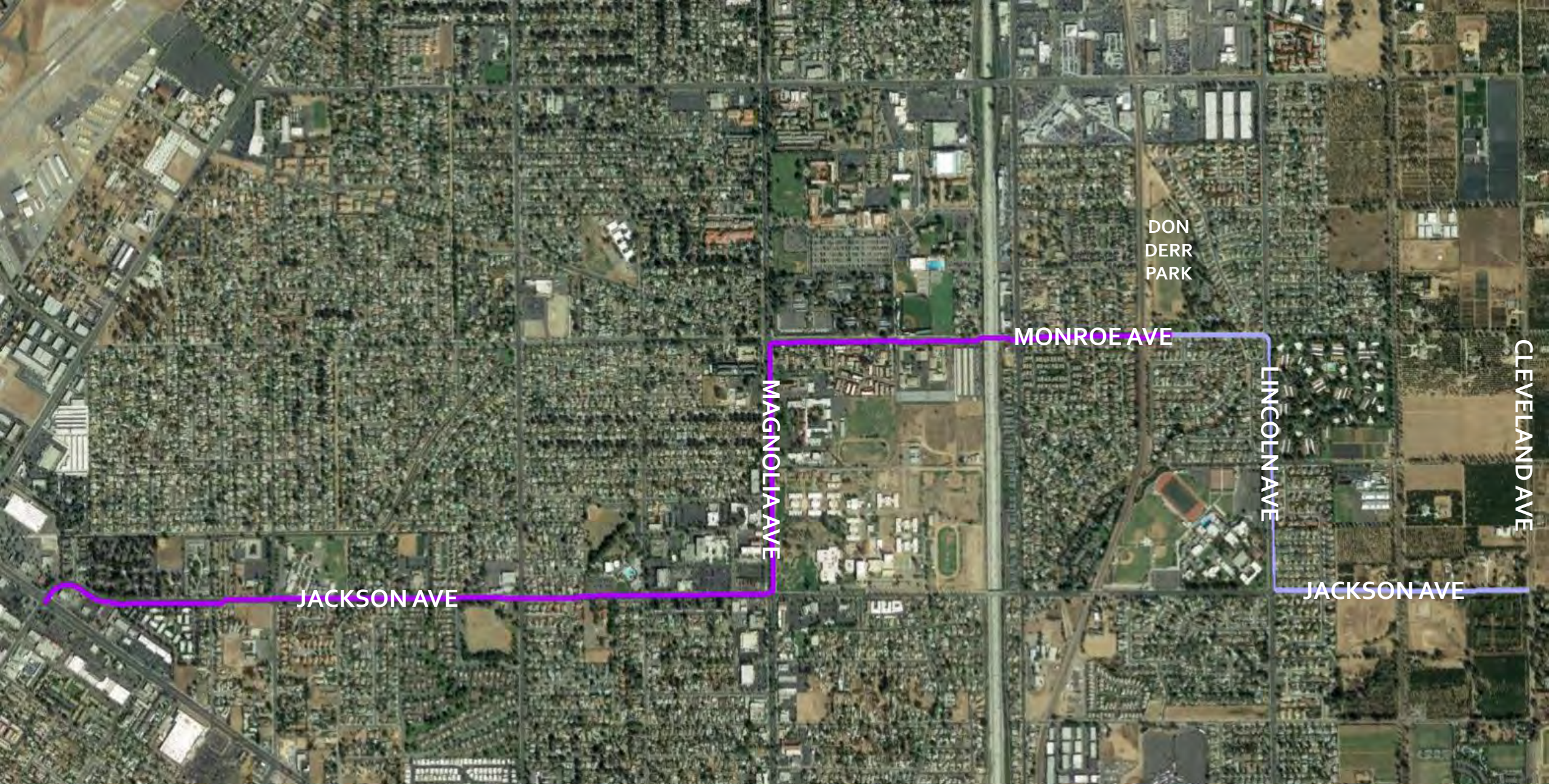
1. PowerPoint Presentation

# Proposition 84 Round 2 Project 19 Amendment

April 21, 2020  
Commission Meeting  
Item No. 6.A.



Marie Jauregui  
Project Manager



DON  
DERR  
PARK

MONROE AVE


LINCOLN AVE


CLEVELAND AVE

MAGNOLIA AVE

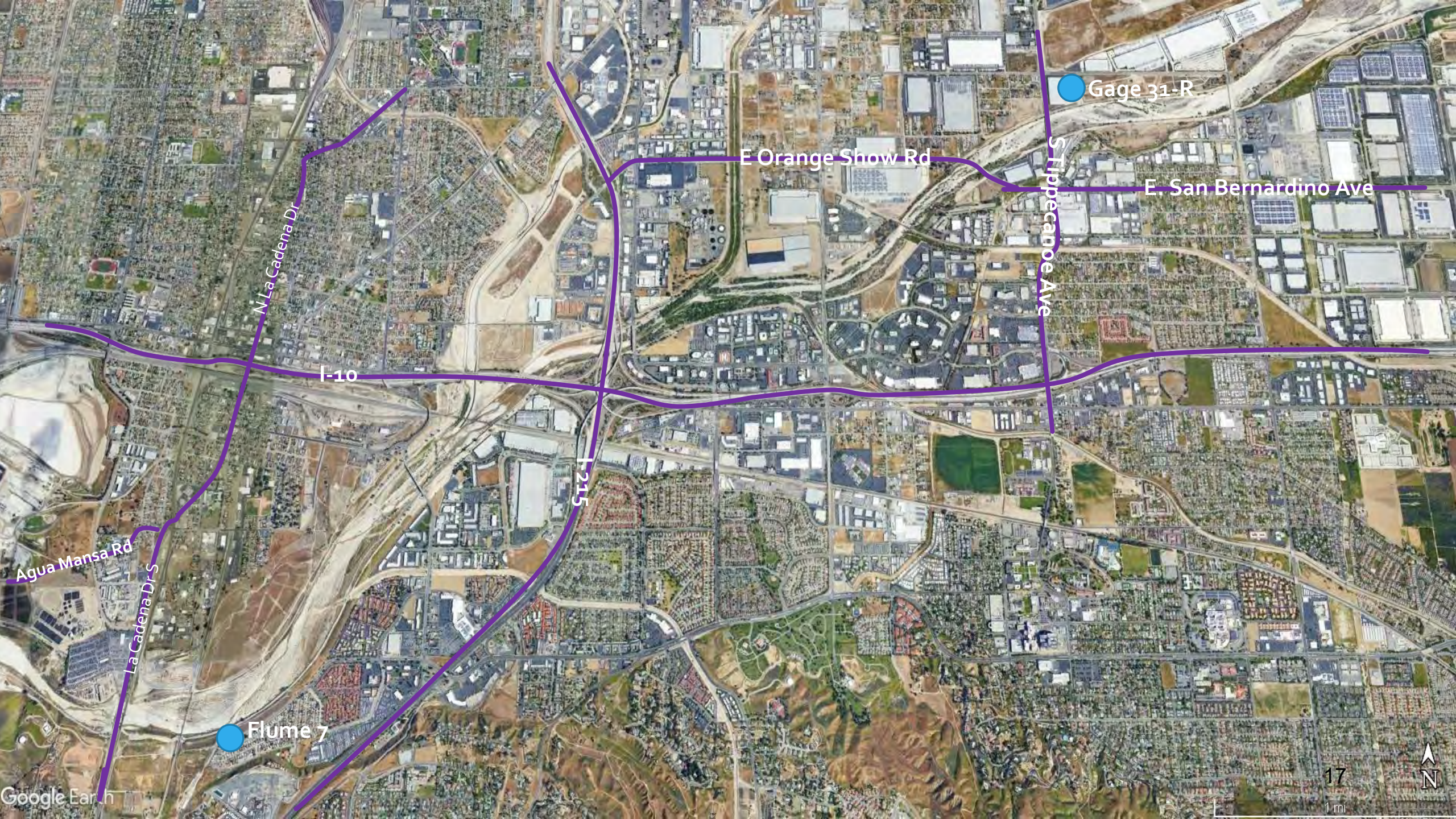
JACKSON AVE

JACKSON AVE

 = Phase 1A

 = Phase 1B





Gage 31-R

E Orange Show Rd

E. San Bernardino Ave

N La Cadena Dr

S Tippecanoe Ave

I-10

I-215

Agua Mansa Rd

La Cadena Dr S

Flume 7





# Recommendation

Direct staff to execute an amendment to the Grant Agreement between SAWPA and the Department of Water Resources



Questions?

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**COMMISSION MEMORANDUM NO. 2020.28**

**DATE:** April 21, 2020

**TO:** SAWPA Commission

**SUBJECT:** Proposition 1 Round 1 Integrated Regional Water Management (IRWM) Draft Funding Award

**PREPARED BY:** Ian Achimore, Senior Watershed Manager

**RECOMMENDATION**

Receive and file.

**DISCUSSION**

On April 2, 2020 the Department of Water Resources (DWR) released their draft funding awards for the Santa Ana River Watershed in response to SAWPA’s November 1, 2019 submittal of the Proposition 1 Round 1 IRWM grant application. The application includes 10 projects for a total grant request of \$23,091,428. The draft award fully funded the eight general implementation projects but requested additional information from the two disadvantaged community (DAC) implementation projects before they can be fully funded.

<b>Proposition 1 Round 1 IRWM Project</b>	<b>Project Lead</b>	<b>Requested Grant</b>
Replenish Big Bear*	Big Bear Area Regional Wastewater Agency	\$4,563,338
Evans Lake Tributary Restoration and Camp Evans Recreation	San Bernardino Valley Municipal Water District	\$2,000,000
Well 30 Wellhead Treatment Project	Monte Vista Water District	\$3,431,225
Regional Comprehensive Landscape Rebate Program	Municipal Water District of OC	\$2,767,344
Physical Harvesting of Algal Biomass in Lake Elsinore – Pilot Program*	City of Lake Elsinore	\$297,000
Santa Ana Mountains Watershed Protection Project	Cleveland National Forest	\$497,998
Enhancements to Watershed-Wide Water Budget Decision Support Tool	SAWPA	\$500,000
Joint IEUA-JCSD Regional Water Recycling Program	Inland Empire Utilities Agency	\$2,617,970
Groundwater Replenishment System Final Expansion	Orange County Water District	\$3,589,553
Raitt & Myrtle Park	City of Santa Ana	\$1,670,000
Grant Management	SAWPA	\$1,157,000
<b>Grant Total</b>		<b>\$23,091,428</b>

\*DAC Implementation Project

SAWPA discussed the additional information needed for the two projects with DWR’s management on April 3. DWR stressed that the issues can be resolved with additional narrative from the two project

proponents that describes how the projects directly benefit residents of DACs. SAWPA and its consultant, Dudek, are working with the two project proponents to draft additional narrative needed.

In the grant application, the Replenish Big Bear project was anticipated to be funded using DAC Implementation funding as well as General Implementation funding, while the Physical Harvesting of Algal Biomass in Lake Elsinore Pilot Project was anticipated to be funded solely by the DAC Implementation portion of the grant. In each Proposition 1 funding round, there is a portion of funding, DAC Implementation funding, available for projects that directly benefit disadvantaged communities with an annual median household income that is less than 80 percent of the Statewide annual median household income.

SAWPA plans to submit the additional narrative to DWR by April 21, 2020. Thereafter, DWR will make their final funding award announcement for the Santa Ana River Watershed in late spring 2020.

After the final funding award, SAWPA will work with DWR to draft a grant agreement that allows DWR to reimburse SAWPA, and the 10 project proponents, for expenses as well as track completion of their projects. DWR staff has also preliminarily shared that they will begin drafting the Proposition 1 Round 2 Implementation grant guidelines documents in 2021. There is estimated to be \$27,058,572 in grant funding available in Round 2 for the Santa Ana River Watershed as shown in the table below.

**Proposition 1 IRWM Grant Funding Available in the Santa Ana River Watershed**

<u>IRWM Funding Round</u>	<u>General Implementation</u>	<u>DAC Implementation</u>	<u>Total</u>
Round 1	\$ 20,996,678	\$ 2,094,750	\$ 23,091,428
Round 2	\$ 22,853,322	\$ 4,205,250	\$ 27,058,572
<b>Total</b>	<b>\$ 43,850,000</b>	<b>\$ 6,300,000</b>	<b>\$ 50,150,000</b>

**BACKGROUND**

When the California Legislature and voters make funding available to the IRWM Program, SAWPA's One Water One Watershed (OWOW) Program is responsible for identifying appropriate expenditures in the Santa Ana River Watershed IRWM region. DWR is the lead State agency for releasing grant guidelines and managing funding contracts with the 48 IRWM regions throughout the State. The OWOW Steering Committee adopted and the SAWPA Commission ratified funding policies for the Proposition 1 Round 1 IRWM Implementation grant that SAWPA used to incentivize innovative projects as well as projects that are small in both benefit and cost. Following the OWOW Steering Committee and SAWPA Commission's approval, SAWPA initiated the Proposition 1 Round 1 IRWM Implementation Grant process in November 2018. Eventually eight projects were successful through this OWOW process and included in the final application to DWR on November 1, 2019.

Concurrent with the Proposition 1 Round 1 IRWM Implementation grant preparations, a funding allocation MOU was developed and executed between SAWPA and North Orange County IRWM lead agencies. In accordance with the MOU between SAWPA and the North OC IRWM agencies, staff incorporated two additional IRWM projects from the North OC call for projects managed by the County of Orange's Department of Public Works.

Attachment:

1. PowerPoint Presentation

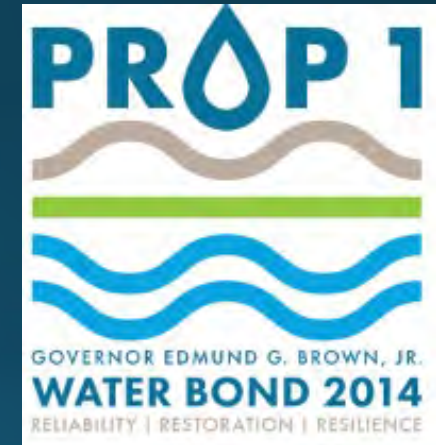
# Proposition 1 Round 1 Integrated Regional Water Management Draft Funding Award

Ian Achimore, Senior Watershed Manager  
SAWPA Commission | April 21, 2020  
Item No. 6.B.



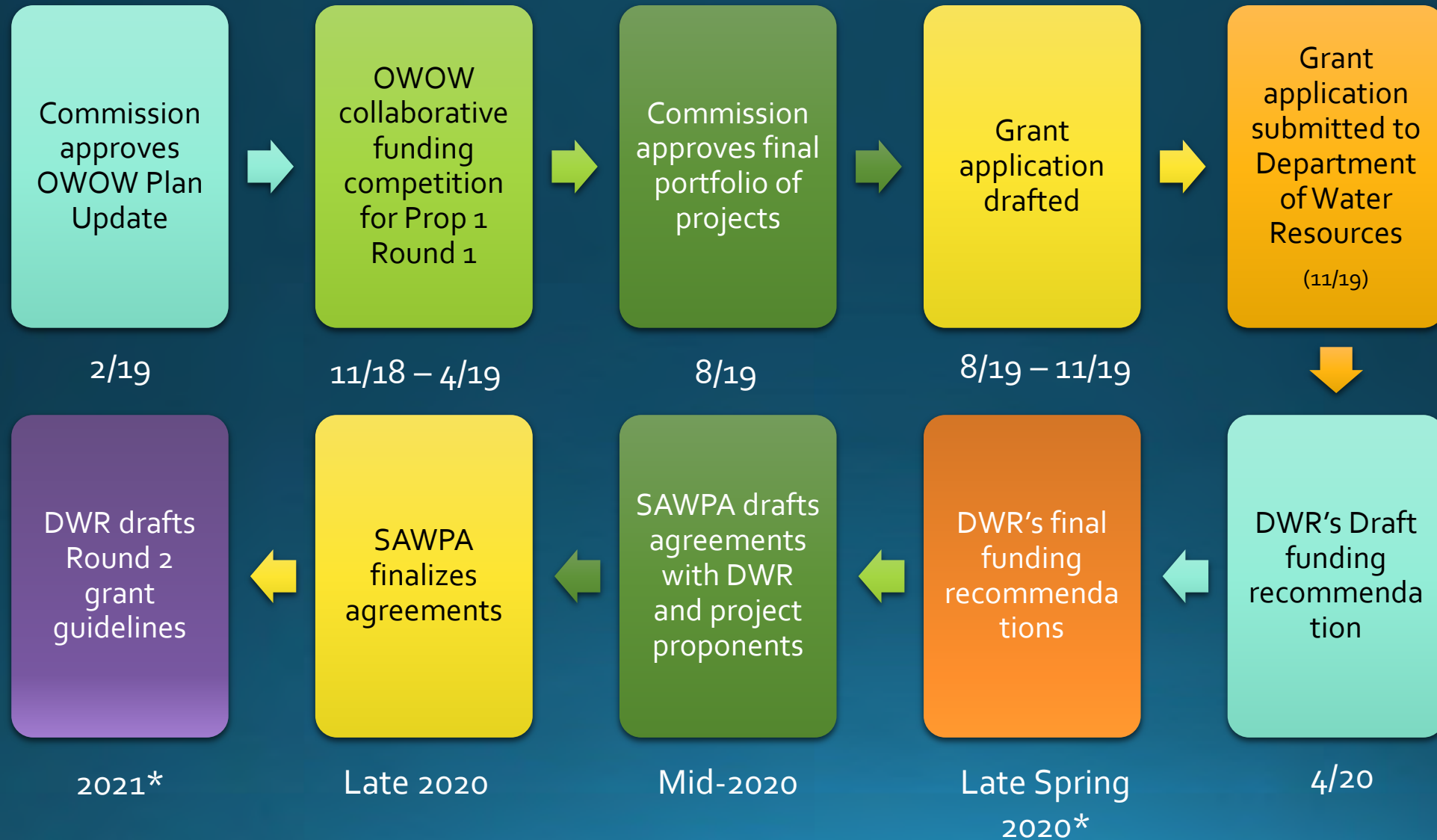
# Prop 1 IRWM Requirements

- **All overall project proposals must:**
  - Respond to climate change, and
  - Contribute to regional water self-reliance.
- **All individual projects must:**
  - Address the most critical needs of the IRWM region,
  - Be consistent with Statewide Priorities,
  - Have an expected useful life, and
  - Have CEQA/permits acquired within 12 months of final grant award.





# Prop 1 IRWM Schedule



\*Preliminary dates shared by DWR

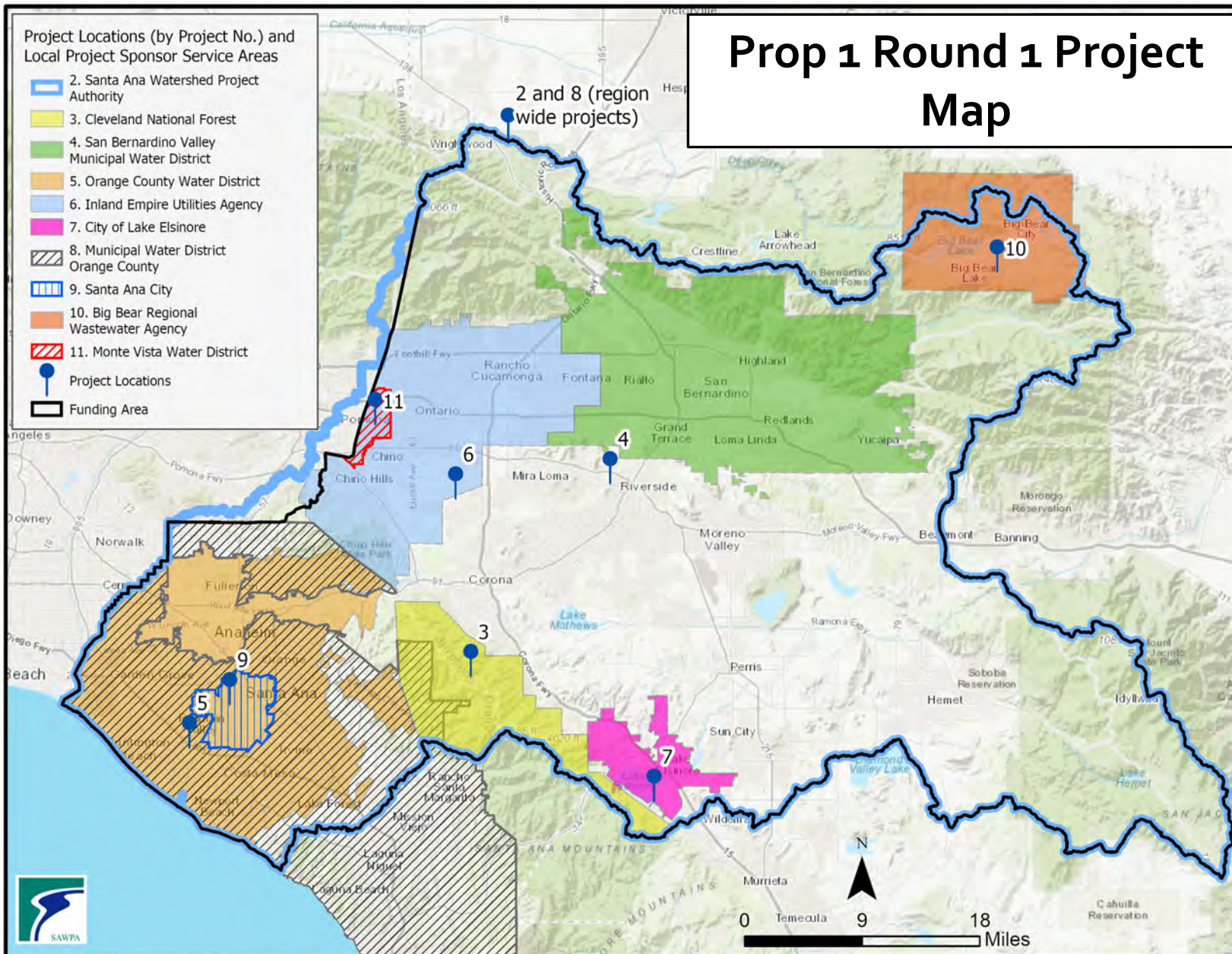
# Prop 1 IRWM Round 1 Final Project List

IRWM Solicitation	Project	Project Lead	Requested Grant
One Water One Watershed	Replenish Big Bear*	Big Bear Area Regional Wastewater Agency	\$4,563,338
	Evans Lake Tributary Restoration and Camp Evans Recreation	San Bernardino Valley Municipal Water District	\$2,000,000
	Well 30 Wellhead Treatment Project	Monte Vista Water District	\$3,431,225
	Regional Comprehensive Landscape Rebate Program	Municipal Water District of OC and Project Partners**	\$2,767,344
	Physical Harvesting of Algal Biomass in Lake Elsinore – Pilot Program*	City of Lake Elsinore	\$297,000
	Santa Ana Mountains Watershed Protection Project	Cleveland National Forest	\$497,998
	Enhancements to Watershed-Wide Water Budget Decision Support Tool	Santa Ana Watershed Project Authority	\$500,000
	Joint IEUA-JCSD Regional Water Recycling Program	Inland Empire Utilities Agency	\$2,617,970
North Orange County	Groundwater Replenishment System Final Expansion	Orange County Water District	\$3,589,553
	Raitt & Myrtle Park	City of Santa Ana	\$1,670,000
N/A	Grant Management (5% of Total Grant Award)	Santa Ana Watershed Project Authority	\$1,157,000
<b>Total</b>			<b>\$23,091,428</b>

\*DAC Project

\*\*Eastern MWD, Inland Empire Utilities Agency, San Bernardino Valley MWD, Western MWD and Big Bear Lake Department of Water and Power.

# Prop 1 Round 1 Project Map



P:\projects\lan\Prop1Rnd1Maps\ProjectSponsors\ProjectSponsors.aprx LO\_ProjectProponents SW-2929

Note: Project 1 is identified in the DWR application as grant management and is thus not shown on this project map.

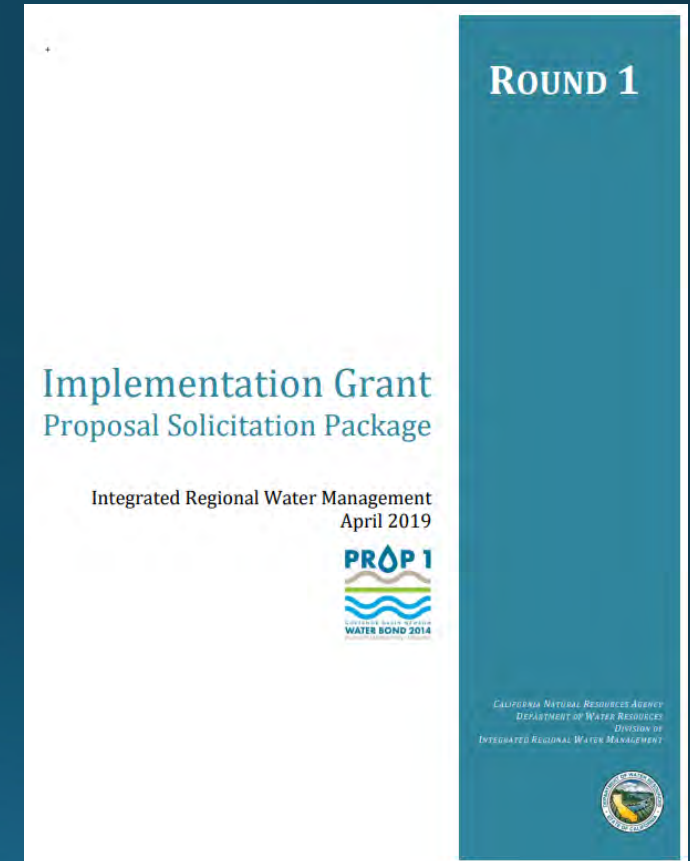
# DWR's Draft Funding Award

- Fully funded 8 general implementation projects;
- DWR commented on 2 disadvantaged community (DAC) projects requesting additional language regarding the direct link of the project to DAC residents;
  - DWR-SAWPA meeting held on April 3 to discuss comments.
  - DWR stressed issues can be worked out so DAC projects are fully funded.
- SAWPA working with 2 DAC project proponents by adding additional narrative.
  - Additional narrative will highlight direct benefits of the proposed projects to disadvantaged communities .

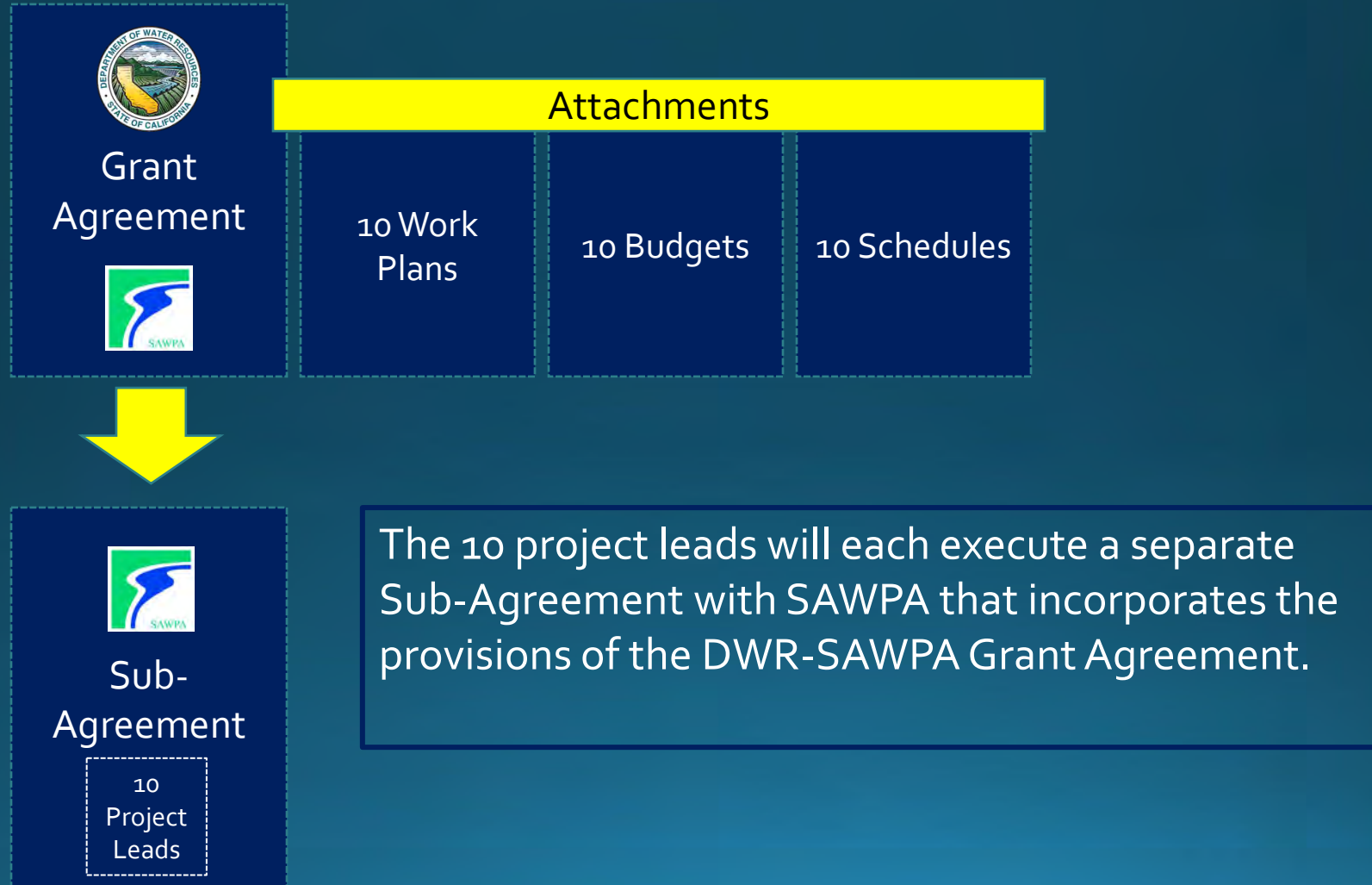
DAC Project	Project Lead	Grant Requested
Replenish Big Bear	Big Bear Area Regional Wastewater Agency	\$4,563,338
Physical Harvesting of Algal Biomass in Lake Elsinore – Pilot Program	City of Lake Elsinore	\$297,000
<b>Total</b>		<b>\$4,860,338</b>

# Next Steps

- Submit narrative and any materials to DWR by April 21.
- DWR to then make final award announcement by late spring.
- SAWPA-DWR grant agreement and SAWPA sub-agreements with project proponents to be developed mid-year 2020.



# Agreements to Be Executed



# Prop 1 Round 2 Funding

	Round 1 Implementation	Round 1 DAC Implementation	Total
Round 1	\$ 20,996,678	\$ 2,094,750	\$ 23,091,428
Round 2	\$ 22,853,322	\$ 4,205,250	\$ 27,058,572
<b>Total</b>	<b>\$ 43,850,000</b>	<b>\$ 6,300,000</b>	<b>\$ 50,150,000</b>



Round 2 grant guidelines likely be drafted by DWR by in 2021.

# Questions



## COMMISSION MEMORANDUM NO. 2020.29

**DATE:** April 21, 2020

**TO:** SAWPA Commission

**SUBJECT:** Strategic Plan Facilitator Consultant Services Award of Contract (Continued from March 17, 2020)

**PREPARED BY:** Rich Haller, General Manager

### RECOMMENDATION

It is recommended that the Commission consider the following two options: (1) continue this item until June 2, 2020 when the Strategic Plan implementation steps can be better defined given the Governor's Executive Orders for COVID-19, or (2) direct the General Manager to execute an agreement for services with Water Systems Consulting for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.00.

### DISCUSSION

At the March 17, 2020 meeting, the Commission continued this item to April 21, 2020 to better understand the COVID-19 timeline as in-person workshops are preferred over virtual workshops for the development of the Strategic Plan. Further information on the RFP process was requested to be included in the staff report.

Option 1 – Continue this item until June 2<sup>nd</sup>. The timeline for “stay at home” directives is uncertain but could last until at least the end of May. Therefore, delaying contract award to June 2, 2020 potentially allows for a better defined approach and timeline based on in-person workshops.

Option 2 – award the contract to Water Systems Consulting (WSC) now. This would allow for start of the Strategic Plan now especially stakeholder interviews but would require use of virtual workshops. Virtual workshops would be designed differently than in-person workshops to maximize participant engagement in this setting. Agencies and individuals are getting more comfortable with virtual meetings however it is still early in the “learning curve”.

#### RFP Process

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 27, 2020. On February 14, 2020 seven proposals were received from the following firms:

- Hammons Strategies
- **MIG**
- Pacific Oak Partnership and the Capitol Core Group
- **PlaceWorks Inc.**
- **Raftelis**
- Strategica, Inc.
- **Water Systems Consulting (WSC)**

(**Bold** text indicates firms selected to be interviewed).

The three firms not selected generally had less experience facilitating strategic plans, and less knowledge of SAWPA and the Santa Ana River watershed. Written proposals were evaluated based upon the criteria contained in the RFP:

1. Approach to development of Strategic Plan.
2. Qualification and Experience (Firm and Personnel) - Consultant and consultant's primary representative(s) shall have demonstrated experience in Strategic Plan facilitation or related experience, by the references provided and resumes of key people to address experience and qualifications, educational background, and skills.
3. References
4. Price & Payment Terms
5. Exceptions Taken to Agreement
6. Quality of Submittal (Firm provided all information requested in the RFP, submittal is well-organized and clear).

The following four firms were interviewed on March 2<sup>nd</sup> and 3<sup>rd</sup>:

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

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

The following represents the panel's scores and proposed fees for the four firms:

Rank	Firm	Score	Fee
1	WSC	287.5	\$49,490 (*)
2	Raftelis	261.3	\$72,734
3	MIG	220	\$57,510
4	PlaceWorks Inc.	195	\$86,239

(\*) Additional optional scope of work was added by WSC at SAWPA's request increasing the number of stakeholder workshops and adding coordination with staff on organizational changes required to maximize future efficiencies. The number of workshops was doubled to allow for two meetings per stakeholder group. Staff interviews and a workshop with staff was added. Revised fee is \$79,330.

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 Bine 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.

Additional optional scope of work was added by WSC at SAWPA's request increasing the number of stakeholder workshops and adding coordination with staff on organizational changes required to maximize future efficiencies. The number of workshops was doubled to allow for two meetings per stakeholder group. Staff interviews and a workshop with staff was added. Revised fee is \$79,330.

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 including OCSD, and the RWQCB, OWOW Steering Committee, member agency GMs and the Commission.

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.
3. "2016 Strategic Plan," consisting of:
  - a. Commission Memo 2019.57, June 4, 2019 (with attachments)
    - Paul Brown Strategic Assessment Slides, July 19, 2016
    - Paul Brown SAWPA Business Line Evaluation, June 28, 2016
    - Status of Critical Success Factors June 2019

# Strategic Plan Facilitator Consultant Services | Award of Agreement

Rich Haller, P.E., General Manager  
Item No. 6.C. | April 21, 2020



# RECOMMENDATION

It is recommended that the Commission consider the following two options: (1) continue this item until June 2, 2020 when the Strategic Plan implementation steps can be better defined given the Governor's Executive Orders for COVID-19, or (2) direct the General Manager to execute an agreement for services with Water Systems Consulting for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.

# Commission Action March 17<sup>th</sup>

- Direction given to staff:
  - Next meeting provide additional information on the RFP process
  - Continue until April 21, 2020

# Firms Submitting Proposals

- Hammons Strategies
- **MIG**
- Pacific Oak Partnership and the Capital Core Group
- **PlaceWorks Inc.**
- **Raftelis**
- Strategica, Inc.
- **Water Systems Consulting (WSC)**

(Bold text = selected for interview)

Not selected firms: less knowledge of SAWPA and SAR Watershed, less experience with Strategic Plans and facilitator role

# Interview Results

	Firm	Score	Cost
1	WSC	287.5	\$49,490 (*)
2	Raftelis	261.3	\$72,734
3	MIG	220	\$57,510
4	PlaceWorks Inc.	195	\$86,239

(\*) Optional scope of work added at SAWPA's request, increasing the number of stakeholder workshops, adding staff interviews and staff workshop. Revised fee with optional scope \$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.

# 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.

# Suggested Schedule Based on April NTP

	APRIL	MAY	JUNE	JULY
<b>Discovery and Preparation:</b> Review background documents and material	<i>Optional Task (OT)</i>			
	<b>PROJECT MANAGEMENT</b>			
	Notice to Proceed Kick Off Meeting Workshop Prep w/ Staff	Interviews Report Out		
<b>Workshops:</b> 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	
<b>Strategic Plan Development:</b> Commission and staff review and draft/final				Meeting to Review Draft #1 Commissioner Meeting to Review Strategic Plan Final



# 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 consider the following two options: (1) continue this item until June 2, 2020 when the Strategic Plan implementation steps can be better defined given the Governor's Executive Orders for COVID-19, or (2) direct the General Manager to execute an agreement for services with Water Systems Consulting for Strategic Plan Facilitator Consultant Services in an amount not to exceed \$79,330.



# QUESTIONS



**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 Tinch**, 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:

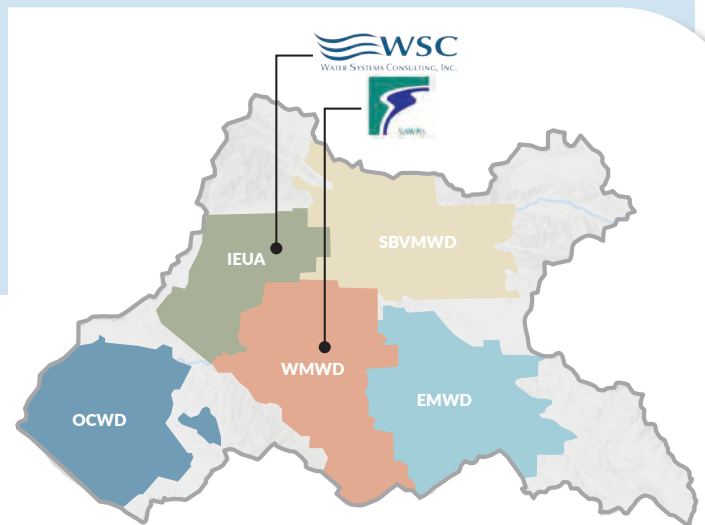
- Engage stakeholders quickly in relevant discussions that support the strategic plan update.
- Drive fact-based conversations that get at the real issues that need attention.
- Foster big-idea and visionary thinking to imagine what is possible by looking at needs from different, yet relevant perspectives.
- 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.*

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## **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.*

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## **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.*

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## **LAINE 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.*

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



# 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*

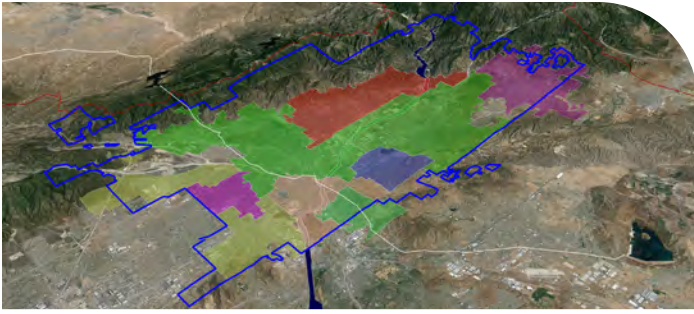
**Holly Tichenor** | *Communications Lead*

**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*

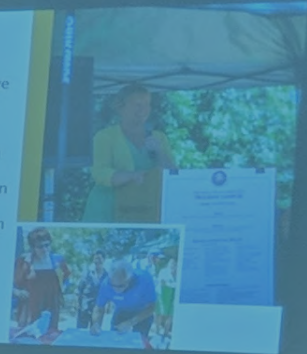
**Holly Tichenor** | *Advisor*

**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@sbumwd.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 B

## EXHIBIT B LIST OF SUBCONTRACTORS

NAME UNDER WHICH SUBCONTRACT IS LICENSED	LICENSE NUMBER	ADDRESS AND PHONE NUMBER OF OFFICE, MILL OR SHOP	SPECIFIC DESCRIPTION SUBCONTRACT

**NONE**


# EXHIBIT C

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

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

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](http://expectWSC.com)

**COMMISSION MEMORANDUM NO. 2019.57**

**DATE:** June 4, 2019  
**TO:** SAWPA Commission  
**SUBJECT:** Strategic Plan Update  
**PREPARED BY:** Rich Haller, General Manager

**RECOMMENDATION**

Receive a report on the 2016 SAWPA strategic planning efforts, determine if an update is needed in 2019, and if so direct staff to develop an approach for Commission consideration.

**DISCUSSION**

This item is being presented as background information on SAWPA’s strategic planning efforts completed in 2016. Based on this background, the Commission is being asked to consider preparing an update to the 2016 effort. If directed, Staff will prepare an approach for the strategic planning effort and present it for Commission consideration at a future meeting, likely the July 16<sup>th</sup> meeting. The effort in 2016 was facilitated by Paul Brown during which he interviewed Commissioners and conducted several workshops. Attachments 1 and 2 contain the briefing slides and report prepared by Paul Brown. Attachment 3 contains the current status of the Critical Success Factors developed in 2016.

Commission Motion 7/19/16

***Receive and file this strategic assessment final report and the Critical Success Factors (CSFs) and Processes, Activities or Tasks (PATs) for each of the three SAWPA business lines (Brine Line, OWOW, Roundtables), and direct staff to provide a status update in six (6) months relative to accomplishing these CSFs and PATs, with continuing periodic status updates thereafter.***

It is expected the 2019 strategic planning process would be streamlined to identify common interests, desired outcomes, and focus on corresponding factors needed to achieve success.


**RESOURCE IMPACTS**

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

**.Attachments:**

1. Paul Brown Strategic Assessment Slides 7/19/16
2. Paul Brown SAWPA Business Line Evaluation 6/28/16
3. Status of Critical Success Factors June 2019






SAWPA

# Strategic Assessment

July 19, 2016

## Conclusions and Final Recommendations



1

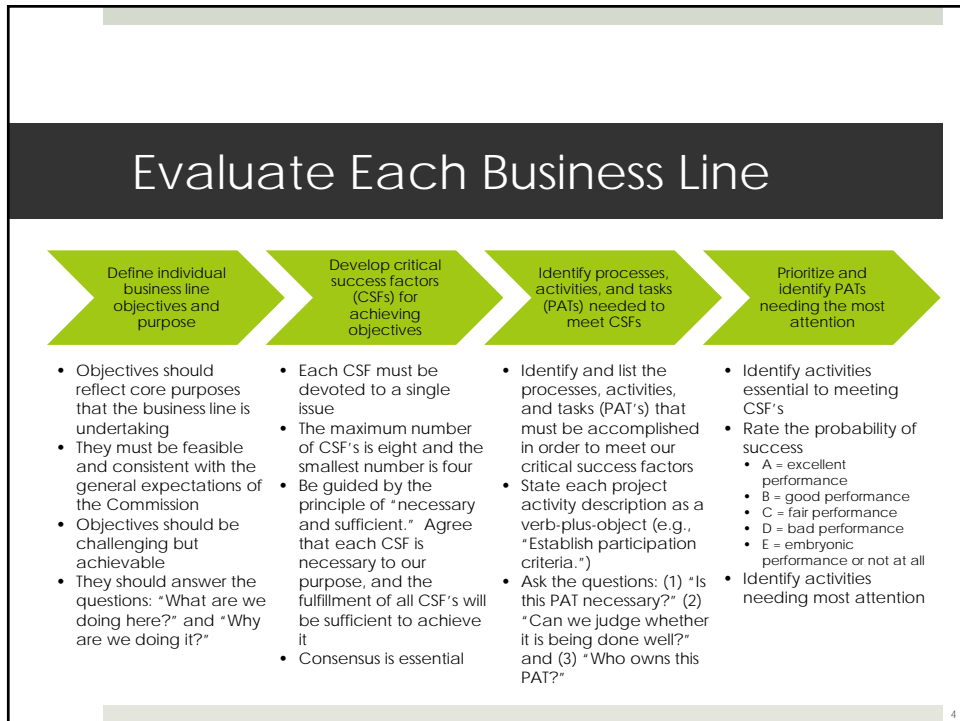
# Where will the future lead?

- SAWPA's challenges are an outgrowth of its success in many different roles over more than four decades
- Continued success depends on addressing issues at every level including:
  - Achieving better alignment around mission and purpose
  - Clarifying governance roles and decision-making responsibilities and process
  - Providing resources appropriate to current and future commitments
- Because these issues are interdependent, the path forward should embrace all of them

2



3



4



## Roundtables Purpose and Objectives

- Through collaborative processes (1) where SAWPA serves as an administering and participating member; (2) that are formed with member agency participants; or (3) where SAWPA is retained as an administrative facilitator by others, SAWPA will:
  1. Create value by building relationships among regulators, SAWPA members, regulated parties that allow for economies of scale, reduced costs, or increased benefits in addressing water related issues;
  2. Provide regional capacity and neutral venue for supporting multi-agency forum(s) to address the water resources challenges in the Santa Ana River Watershed; and
  3. Assist in the establishment and on-going facilitation of stakeholder processes to address watershed-specific issues.

5



## Roundtables Critical Success Factors

1. SAWPA has a strong reputation as a watershed-wide, knowledgeable, neutral and trusted facilitator, leader, and administrator of contracted activities.
2. Goals, scope, costs, resources, timelines, and the contract term are approved by the Commission before executing an agreement to participate in a roundtable group.
3. Clear upfront criteria and terms for completing or transitioning efforts that have been successfully established or completed.
4. Report and use results of roundtable's work, leverage information and involvement for the benefit of SAWPA, its members, and other stakeholders.
5. Annual reviews of workplans and budgets for each task force activity.
6. Adequate professional staff and resources to effectively provide facilitation, management, administrative and technical support to collaborative work efforts.

6



## Brineline Purpose and Objectives

- Support the achievement of a long-term, watershed-wide salinity balance through:
  1. Water quality maintenance, enhancement, and protection in the Santa Ana River and groundwater basins;
  2. Water resources management, including imported water recharge;
  3. Disposal of emergency discharges from local wastewater treatment plants;
  4. Supporting industries limited by salt in their effluent, including energy production facilities; and
  5. Providing existing and future public agencies and private industry with a cost-effective salinity management option.

7



## Brineline Critical Success Factors

1. Minimize disruptions to customers.
2. Ensure that Brine Line value and benefits are known to economic development agencies and others.
3. Maintain sufficient funding and reserves for current and future Capital and O&M costs through a stable, predictable, and affordable rates and charges.
4. Provide professional and highly-trained staff across planning, administration, engineering and field operations.
5. Protect and preserve the useful life of Brine Line assets through strategic maintenance, repair, and capital improvements.
6. Conduct proactive capital and O&M planning to improve efficiency and maintain needed capacity in the long and medium terms.
7. Maintain strong relationships with OCSD and regulatory agencies.
8. Operate the Brine Line to: (1) protect the OCSD treatment plant and the environment from non-compliant dischargers, and (2) eliminate any uncontrolled pipeline releases.

8



## OWOW Purpose and Objectives

- Fulfill SAWPA's role as a CA IRWM Program Regional Water Management Group and provide for a process of determining IRWM funding that meets statutory requirements.
- Prepare a credible integrated watershed-wide water management plan that is updated regularly, meets regional needs and DWR IRWM plan requirements, and provides safe, clean, reliable and affordable water for the Santa Ana River Watershed.
- Facilitate the discovery and development of new watershed solutions.
- Maximize funding opportunities and policy influence by uniting efforts watershed wide.

9



## OWOW Critical Success Factors

1. Continued support from SAWPA commission of OWOW Steering Committee's decision making authority as a means of ensuring trust, transparency, and external communications.
2. Active participation of a diverse group of stakeholders representing counties, cities, and water districts, as well as the private sector and the regulatory, environmental, and environmental justice communities who integrate the different interests in the watershed beyond political boundaries. Ensuring all perspectives are heard and valued.
3. Distribution of benefits from the implementation of all integrated water resources management activities across the watershed in a fair and equitable fashion. Recognition that upstream conditions affect downstream water quality and quantity.
4. OWOW criteria and values are transparent to watershed-wide stakeholders.

10



## OWOW Critical Success Factors

5. A strong reputation and sufficient capacity within SAWPA staff for strategic facilitation, planning, communication, leadership and community engagement.
6. Administration of the OWOW process and plan in a highly efficient and cost-effective manner.
7. Successful implementation of an integrated regional water resource plan that reflects the watershed management needs of the public and the environment.
8. Annual review the accomplishments and implementation performance of the plan with the Commission and the Steering Committee.
9. Data and information needed for decision-making is available to all.

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## Processes, Activities, and Tasks (PATs)

Business Line	Number of PATs	Total Estimated Hours Needed	Estimated Annual Hours Budgeted	Difference Between Needed and Budgeted
Brine Line	41	18,408	14,360	4,048
Roundtables	35	4,540	2,825	1,715
OWOW	21	13,190	9,590	3,600
Totals	97	36,138	26,775	9,363
Full-Time Equivalents*		17.4	12.9	4.5

\*Based on 2,080 hours/year

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## Observations

- There is an apparent gap between proposed resource needs and estimates of what is currently budgeted
- That said, this specific exercise shouldn't be viewed as a budgeting activity
- The value of the PATs is in identification of specific priorities and areas where increased focus can help ensure success
- Additional effort could be focused on prioritization activities and the resources needed to accomplish them (differentiating "must-haves" and "nice-to-haves")
- Overlapping and cross-cutting activities can probably be consolidated
- Results of the effort should inform the budget process

13

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## SAWPA "Business Lines"



14

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# SAWPA Business Line Evaluation

*Business Line:* **Inland Empire Brine Line (Brine Line)**

## Purpose and Objectives

Support the achievement of a long-term, watershed-wide salinity balance through:

1. Water quality maintenance, enhancement, and protection in the Santa Ana River and groundwater basins;
2. Water resources management, including imported water recharge;
3. Disposal of emergency discharges from local wastewater treatment plants;
4. Supporting industries limited by salt in their effluent, including energy production facilities; and
5. Providing existing and future public agencies and private industry with a cost-effective salinity management option.

## Critical Success Factors

1. Minimize disruptions to customers.
2. Ensure that Brine Line value and benefits are known to economic development agencies and others.
3. Maintain sufficient funding and reserves for current and future Capital and O&M costs through a stable, predictable, and affordable rates and charges.
4. Provide professional and highly-trained staff across planning, administration, engineering and field operations.
5. Protect and preserve the useful life of Brine Line assets through strategic maintenance, repair, and capital improvements.
6. Conduct proactive capital and O&M planning to improve efficiency and maintain needed capacity in the long and medium terms.
7. Maintain strong relationships with OCSD and regulatory agencies.
8. Operate the Brine Line to: (1) protect the OCSD treatment plant and the environment from non-compliant dischargers, and (2) eliminate any uncontrolled pipeline releases.

## Processes, Activities, and Tasks

\*Colors represent position on Priority Matrix (see page 5)

## Grading of PAT Implementation

Ratings:

- A = excellent probability of success
- B = good probability of success
- C = fair probability of success
- D = unlikely probability of success
- E = embryonic performance or not previously attempted



Process, Activity, or Task		Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
<b>Marketing Plan</b>					<b>1,040</b>	<b>200</b>	<b>840</b>
1.	Prepare plan – ID target audiences.	SAWPA	2-3	E	208	0	208
2.	Implement plan	SAWPA	2-3	E	312	80	232
3.	Identify potential customers and promote	SAWPA	2-3	E	208	40	168
4.	Help capacity holders market their unused capacity in the Brine Line.	SAWPA	2-3	E	156	40	116
5.	Streamline information exchange, application, permit issuance process, complete physical connection.	SAWPA	2-3	B	156	40	116
<b>Business Plan</b>					<b>1,040</b>	<b>440</b>	<b>600</b>
6.	Update Plan.	SAWPA	1-8	B	260	0	260
7.	Investigate financing options for customer capacity investment, physical connection cost for Commission consideration.	SAWPA	1,5-6,8	E	104	20	84
8.	Investigate financing options for the protection and/or relocation of the Brine Line.	SAWPA	1,5-6,8	A	104	60	44
9.	Evaluate options for streamlining Collection Station operations and minimizing source control risk.	SAWPA	2-3,5-6	B	208	120	88
10.	Conduct workshop to review forecasted costs for operations and maintenance.	SAWPA	3,6	B	52	0	52

11.	Evaluate all aspects of the Brine Line rate and TSS Formation Billing Formula.	SAWPA	3,6	In work	260	220	40
12.	Establish and maintain repair and replacement reserve targets.	SAWPA	3,6	A	52	20	32
<b>Sewer System Management Plan</b>					<b>15,288</b>	<b>13,100</b>	<b>2,188</b>
13.	Continue to update, implement & audit a comprehensive maintenance management program.	SAWPA	1,4-8	A	312	240	72
14.	Update Overflow Emergency Response Plan. Conduct response team training.	SAWPA	1,6,8	A	104	104	0
15.	Ensure availability of Emergency Response resources.	SAWPA	1	B	52	40	12
16.	Implement spill prevention measures as part of system maintenance practices.	SAWPA	1,6,8	A	52	52	0
17.	Implement a source control program as the Delegated Control Authority. Prepare and approve an Ordinance, Enforcement Response Plan, Policies and Procedures Manual, SOPs consistent with Federal requirements and OCSD standards.	SAWPA	1,7-8	A	1,040	1,040	0
18.	Implement the four components of a Source Control Program: permitting, monitoring, enforcement, reporting.	SAWPA	1,7-8	A	3,120	2,720	400
19.	Water Quality Sampling - Database maintenance.	SAWPA	1,7-8	A	520	480	40
20.	Operations – perform monthly flow meter readings, monitor/record data on operations performance.	SAWPA	5-6	A	208	208	0
21.	Maintenance – perform activities – line cleaning, CCTV pipe inspection, MAS inspection, R/W maintenance, valve	SAWPA	5-6	A	1,040	900	140


	exercising, etc. Prepare bid documents, scope of work, bid, evaluate, recommend contract award, manage performance.						
22.	Repair – perform one time and recurring repairs – T-Lok liner, erosion, sink holes.	SAWPA	5-6	B	1,040	900	140
23.	Repair – recurring, a/v valves, high frequency to reduce SSOs.	SAWPA	5-6,8	B	1,040	900	140
24.	Repair – recurring – MASs, raise lid, erosion.	SAWPA	5-6	A	520	520	0
25.	Utility locating and marking – perform as required by state law, document.	SAWPA	5-6	A	1,040	1,040	0
26.	Potholing - As-built drawing update.	SAWPA	5-6	C	520	320	200
27.	MAS inspection.	SAWPA	5-6	A	520	520	0
28.	Storm inspection.	SAWPA	5-6	A	156	156	0
29.	Safety meetings, equipment maintenance/calibration.	SAWPA	4	A	104	104	0
30.	Construction in proximity to pipe – review plans for adequate spacing/ protection, observe construction.	SAWPA	5	A	520	520	0
31.	Automate system operations, data collection, and use of remote sensing.	SAWPA	5-6	E	520	120	400
32.	Implement a prioritized repair and capital improvement program.	SAWPA	6	B	1,560	1,200	360
33.	Prepare design/construction docs for minor relocations, addition of MASs, etc. Bid/present results to Commission for award, manage construction.	SAWPA	3,5-6	B	520	400	120
34.	Maintain computer based hydraulic model of system, confirm calibration,	SAWPA	6	A	312	312	0


	run scenarios.						
35.	Evaluate other export concepts and opportunities.	SAWPA	6	B	312	200	112
36.	Develop comprehensive risk management program.	SAWPA	3, 5-6	A	104	104	0
37.	Establish personnel positions to allow for career progression while recognizing the diverse skill set required.	SAWPA	4	B	52	0	52
	<b>Communications</b>				<b>1,040</b>	<b>620</b>	<b>420</b>
38.	Survey customer satisfaction regarding all aspects of customer interface - notifications and scheduling of maintenance, permit requirements, water quality monitoring, reporting, costs/billing.	SAWPA	1,8	E	104	0	104
39.	Establish and maintain Brine Line performance metrics and indicators. Present to Commission and agencies.	SAWPA	3,5-6	B	156	120	36
40.	Meet regularly with OCS (Joint Policy Committee, Joint Operations Committee) to exchange information, discuss planning, budgeting, and costs.	SAWPA	3, 6-8	A	260	260	0
41.	Develop/use web-based tools for discharge permit applications, permit management, and billing.	SAWPA	1,7	E	520	240	280
TOTALS					18,408	14,360	4,048

Brine Line PAT Priority Matrix (Numbers in matrix correspond to specific PATs on table)

Number of CSFs Impacted	Rating				
	E	D	C	B	A
8				6	
7					
6					13
5					
4	7			9	8,40
3				18,23,39	14,16,17,19 33,36
2	1,2,3,4,31 38,41		26	5,10	11,12,20,21 24,25,27,28
1				15,32,35 37	29,30,34

Low Concern 

More Attention 

High Focus 

# SAWPA Business Line Evaluation

Business Line: **OWOW**

## Purpose and Objectives

1. Fulfill SAWPA's role as a CA IRWM Program Regional Water Management Group and provide for a process of determining IRWM funding that meets statutory requirements.
2. Prepare a credible integrated watershed-wide water management plan that is updated regularly, meets regional needs and DWR IRWM plan requirements, and provides safe, clean, reliable and affordable water for the Santa Ana River Watershed.
3. Facilitate the discovery and development of new watershed solutions.
4. Maximize funding opportunities and policy influence by uniting efforts watershed wide.

## Critical Success Factors

1. Continued support from SAWPA commission of OWOW Steering Committee's decision making authority as a means of ensuring trust, transparency, and external communications.
2. Active participation of a diverse group of stakeholders representing counties, cities, and water districts, as well as the private sector and the regulatory, environmental, and environmental justice communities who integrate the different interests in the watershed beyond political boundaries. Ensuring all perspectives are heard and valued.
3. Distribution of benefits from the implementation of all integrated water resources management activities across the watershed in a fair and equitable fashion. Recognition that upstream conditions affect downstream water quality and quantity.
4. OWOW criteria and values are transparent to watershed-wide stakeholders.
5. A strong reputation and sufficient capacity within SAWPA staff for strategic facilitation, planning, communication, leadership and community engagement.
6. Administration of the OWOW process and plan in a highly efficient and cost-effective manner.
7. Successful implementation of an integrated regional water resource plan that reflects the watershed management needs of the public and the environment.
8. Annual review the accomplishments and implementation performance of the plan with the Commission and the Steering Committee.
9. Data and information needed for decision-making is available to all.

Processes, Activities, and Tasks

	Process, Activity, or Task	Owner	Impact on CSFs	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
1.	Prepare standard progress reporting on scope, schedule, deliverables, and budget.	SAWPA	8,9	B	80	40	40
2.	Implement a regular process (bi-annually) for confirming or adjusting priorities and resources.	SAWPA	1,6,8	B	80	40	40
3.	Engage with stakeholders at key milestones to assess group results towards achievement of objectives.	SAWPA	2,6	C	80	20	60
4.	Distribute information to OWOW stakeholders including use of regional GIS functionality and social media.	SAWPA	2,4,9	A	200	100	100
5.	Assess and report the Watershed’s progress toward sustainability and resiliency.	SAWPA	4,7,8,9	C	160	40	120

	Process, Activity, or Task	Owner	Impact on CSFs	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
6.	Update the OWOW Plan every 3-4 years or more frequently as needed to reflect current regional water resource needs, knowledge, data, or policy.	SAWPA	2,5,6,7	A	800	800	0
7.	Retain and strengthen staff and consultants with capacity to conduct integrated water resource management including administrative, accounting, planning, implementation, and communication functions.	SAWPA	5,8	C	240	100	140
8.	Exercise SAWPA’s fiduciary responsibility in administering and overseeing the appropriate use of all grant funds awarded to the DWR RAP accepted region, SAWPA, and to OWOW project proponents	SAWPA	3,6,7	A	5,570**	5570	0
9.	Manage funding through dedicated, interest bearing accounts.	SAWPA	6	A	40	40	0



	Process, Activity, or Task	Owner	Impact on CSFs	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
10.	Provide support to OWOW governance (Steering Committee and SAWPA Commission) to ensure successful administration and approval of OWOW planning and project implementation	SAWPA	1,2	C	280	100	180
11.	Successfully apply for, receive, and administer all available State grant funding under IRWM programs designated for the Santa Ana River Watershed	SAWPA	6,7	A	320	320	0
12.	Identify, pursue, secure and administer additional funding for integrated water resources management	SAWPA	6,7	C	120	60	60
13.	Establish and maintain effective and state-of-the-art communication and meeting facilitation systems at SAWPA.	SAWPA	2,5,6	C	120	40	80

	Process, Activity, or Task	Owner	Impact on CSFs	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
14.	Develop standard data capture, storage and distribution protocols to improve regional utilization of data and information generated in the watershed.	SAWPA	2,5,6	B	160	80	80
15.	Institute and administer OWOW Calls for Projects and Project Selection with criteria that reflects a systems approach, that encourages multi-benefit, multi-jurisdictional integrated regional projects and programs	SAWPA	1,2,3,4	A	480	480	0
16.	Produce communications strategy, plan and outreach to describe SAWPA’s successes and capabilities under OWOW.	SAWPA	2,5,6	E	120	0	120
17.	Evaluate Calls for Projects and Project Selection efforts for future process improvement	SAWPA	4,6,7,8	C	120	30	90

	Process, Activity, or Task	Owner	Impact on CSFs	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
18.	Conduct post assessment of past OWOW Plan and scoping for next OWOW plan update in order to learn from past OWOW planning and to improve processes	SAWPA	6,7,8	C	80	20	60
19.	Convene Pillars, arrange regular workshops and serve as liaison, facilitator, presenter and coordinator during OWOW planning phase, OWOW funding and selection criteria and OWOW project implementation support.	SAWPA	2,5,6	A	580	580	0
20.	Engage with watershed stakeholders with education programs and listening sessions about the benefits of watershed wide thinking and planning.	SAWPA	2,3,4,5	A	580	580	0
21.	Implement SAWPA programs and projects identified by the OWOW Plan	SAWPA	2,5,6,7	B	2,980	550	2430
	Total Annual OWOW Staff Hours				13,190	9590	3600

\*Colors represent position on Priority Matrix (see page 5)

\*\*Item 8 reflects all SAWPA annual budget to administer approved IRWM grants.

### Grading of PAT Implementation

#### Ratings:

A = excellent probability of success

B = good probability of success




C = fair probability of success

D = unlikely probability of success

E = embryonic performance or not previously attempted

OWOW PAT Priority Matrix (Numbers in matrix correspond to specific PATs on table)

Number of CSFs Impacted	Rating				
	E	D	C	B	A
9					
8					
7					
6					
5					
4			5,17	21	6,15,20
3	16		13,18	2,14	4,8,19
2			3,7,10,12	1	11
1					9

Low Concern 
 More Attention 
 High Focus 

# SAWPA Business Line Evaluation

*Business Line:*     **Roundtables**

## Purpose and Objectives

Through collaborative processes (1) where SAWPA serves as an administering and participating member; (2) that are formed with member agency participants; or (3) where SAWPA is retained as an administrative facilitator by others, SAWPA will:

1. Create value by building relationships among regulators, SAWPA members, regulated parties that allow for economies of scale, reduced costs, or increased benefits in addressing water related issues;
2. Provide regional capacity and neutral venue for supporting multi-agency forum(s) to address the water resources challenges in the Santa Ana River Watershed; and
3. Assist in the establishment and on-going facilitation of stakeholder processes to address watershed-specific issues.

## Critical Success Factors

1. SAWPA has a strong reputation as a watershed-wide, knowledgeable, neutral and trusted facilitator, leader, and administrator of contracted activities.
2. Goals, scope, costs, resources, timelines, and the contract term are approved by the Commission before executing an agreement to participate in a roundtable group.
3. Clear upfront criteria and terms for completing or transitioning efforts that have been successfully established or completed.
4. Report and use results of roundtable's work, leverage information and involvement for the benefit of SAWPA, its members, and other stakeholders.
5. Annual reviews of workplans and budgets for each task force activity.
6. Adequate professional staff and resources to effectively provide facilitation, management, administrative and technical support to collaborative work efforts.

Processes, Activities, and Tasks

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
1.	Prepare standard progress reporting on scope, schedule, deliverables, and budget for each Roundtable agreement.	SAWPA	2,4-5	B	160	80	80
2.	Implement a regular process (bi-annually) for confirming or adjusting priorities and resources.	SAWPA	3	B	20	5	15
3.	Engage with stakeholders at key milestones to assess group results towards achievement of objectives.	SAWPA	3,4,5	E	80	0	80
4.	Distribute information collected and developed under Roundtable efforts available to other stakeholders and Roundtables to avoid duplication and improve efficiency.	SAWPA	4	A	40	40	0
5.	Track the implementation of identified solution(s) resulting from each Roundtable.	SAWPA	4,5	C	80	10	70

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
6.	Prepare standard criteria, review, and approval process for accepting new potential Roundtable activities.	SAWPA	2	C	20	10	10
7.	Retain and strengthen capacity of staff and consultants to conduct integrated water resource management including administrative, accounting, planning, implementation, and communication functions.	SAWPA	1,6	C	120	40	80
8.	Prepare and manage Roundtable annual budgets showing cost breakdown of study costs by agency, revenue needs and obtain Roundtable approval. Include budgets into annual SAWPA budget.	SAWPA	1,4,5	A	240	240	0
9.	Manage funding through dedicated, interest bearing accounts for each Roundtable.	SAWPA	1,4,5	A	120	120	0



	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
10.	Provide project management and transparent accounting for shared funds on joint projects and activities.	SAWPA	1,4,5	A	160	160	0
11.	Produce video describing SAWPA’s successes and capabilities in collaboration.	SAWPA	1,4,5	E	120	0	120
12.	Maintain and/or upgrade SAWPA facilities and virtual meeting capabilities.	SAWPA	1,4,6	D	120	10	110
13.	Work directly with other agencies to obtain or provide water resource planning data related to a specific Roundtable; receive updated data from a variety of sources; screen, filter, and prepare data to ensure compatibility with Agency computer systems. Develop standard data protocols to improve regional utilization of data and information generated in the watershed.	SAWPA	1,4	C	120	40	80

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
14.	Prepare newsletter articles, brochures, fact sheets and project and program descriptions for distribution.	SAWPA	1,4,5	D	200	10	190
15.	Serve as leader, facilitator and in some cases, Chair, of the Roundtable meetings to ensure consensus.	SAWPA	1,4,5	A	120	120	0
16.	Conduct independent studies, research or analyses including data, maps, charts, tables, diagrams, reports and fact sheets as requested by Roundtable members and SAWPA related to specific Roundtable activities.	SAWPA	1,4,5	B	120	40	80
17.	Manage and coordinate the Roundtable project or program to ensure compliance with environmental requirements, established standards, specifications, Agency policies, and cost and schedule limitations.	SAWPA	1,4,5	B	40	20	20

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
18.	Prepare RFPs and RFQs for consultant services. Evaluate and assist in the selection of consultants; provide administration of all contracts for assigned projects and programs; evaluate and critique work products of consultants including technical reports, memoranda, power point presentations and environmental documents; respond to correspondence as needed	SAWPA	1,4,5	A	240	240	0
19.	Manage Roundtable projects and programs per Agency policies and procedures with particular emphasis on obtaining maximum job quality, accurate cost control, compliance with schedules, and satisfactory project relations.	SAWPA	1,4,5	B	240	100	140

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
20.	Compile and develop environmental documentation as needed for Roundtable projects and programs; manage the work of environmental consultants in their provision of documentation and mitigation monitoring activities to meet the requirements and regulations of State and Federal agencies.	SAWPA	1,4,5	C	80	20	60
21.	Attend Regional Board and State Board meetings as needed to provide oral status report of Roundtable studies prior to consultant presentations.	SAWPA	1,4,5	B	40	20	20

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
22.	Work directly with other agencies to obtain or provide water resource planning data related to a specific Roundtable; receive updated data from a variety of sources; screen, filter, and prepare data to ensure compatibility with Agency computer systems.	SAWPA	1,4,5	A	40	40	0
23.	Perform liaison and coordination activities with government and public agencies, NGOs, research and regulatory organizations, universities and the public related to each Roundtable	SAWPA	1,4,5	B	120	60	60
24.	Prepare all Roundtable formation Agreements, Funding Agreements, Consultant Agreements, Task Orders and Amendments	SAWPA	1,4,5	A	160	160	0

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
25.	Direct and forecast any additional funding needed for staffing, equipment, materials, and supplies; direct the monitoring of and approve expenditures; recommend adjustments as necessary.	SAWPA	1,4,5	B	120	80	40
26.	Facilitate related Scoping Committee meetings, Technical Review Committee meetings, and Consultant coordination meetings	SAWPA	1,4,5	A	400	400	0

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
27.	Respond to information requests and make presentations to the SAWPA Commission, Committees, other agencies, and public interest groups; participate in and represent the Agency in meetings with the public, citizen groups, NGOs, professional associations, private firms, and other agencies; make recommendations to executive staff and the Commission.	SAWPA	1,4,5	B	240	180	60
28.	Coordinate and integrate Roundtable activities with other SAWPA departments, consultants, engineers, and outside planning and water resource agencies	SAWPA	1,4,5	B	80	40	40
29.	Prepare grant applications to supplement project/ program funding	SAWPA	1,4,5,6	C	460	100	360

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
30.	Provide access to project database for consultant use upon approval of impacted Roundtable members.	SAWPA	1,4,5	A	40	40	0
31.	Discuss, develop and coordinate meetings, handouts, and general study progress with Consultants	SAWPA	1,4,5	A	40	40	0
32.	Post all handouts, presentations, reports and other resource material related to Roundtable to respective Roundtable webpages.	SAWPA	1,4,5	A	160	160	0
33.	Inform Roundtable parties of OWOW activities including Call for Projects under OWOW, State and Federal grant programs and application process	SAWPA	1,4,5	A	40	40	0
34.	Provide written quarterly status reports about study to SAWPA Commission and Santa Ana River Dischargers Association.	SAWPA	1,4,5	A	40	40	0



	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours
35.	Prepare and administer Roundtable meeting agendas, meeting notes or minutes, meeting location and audio-visual setup, review minutes and receive and respond to comments from Roundtable members	SAWPA	1,4,5	A	120	120	0
	Total Annual Roundtable hours Totals				4540	2825	1715

\*Colors represent position on Priority Matrix (see page 7)




### Grading of PAT Implementation

Rating:

- A = excellent probability of success
- B = good probability of success
- C = fair probability of success
- D = Unlikely probability of success
- E = embryonic performance or not yet attempted

Roundtables PAT Priority Matrix (Numbers in matrix correspond to specific PATs on table)

Number of Responses	Rating				
	E	D	C	B	A
6					
5					
4			29		
3	3,11	12,14	20	1,16,17,19 21,23,25 27,28	8,9,10,15 18,22,24 26
2			5,7,13		30,31,32,33 34,35
1			6	2	4

Low Concern 
    
 More Attention 
    
 High Focus 

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## OWOW

BL #	OWOW Process, Activity, or Task	Impact on CSFs	5-21-19 Status
<b>OWOW Plan Development</b>			
3	Engage with stakeholders at key milestones to assess group results towards achievement of objectives.	2,6	OWOW Plan Update 2018 was successfully adopted on Feb. 19, 2019 reflecting successful engagement
4	Distribute information to OWOW stakeholders including use of regional GIS functionality and social media.	2,4,9	Info was successfully provided through Pillars to populate and use GIS tools and social media.
5	Assess and report the Watershed's progress toward sustainability and resiliency.	4,7,8,9	A watershed sustainability assessment tool was developed and included with adopted plan to allow future annual assessments.
6	Update the OWOW Plan every 3-4 years or more frequently as needed to reflect current regional water resource needs, knowledge, data, or policy.	2,5,6,7	OWOW Plan Update 2018 was successfully completed four years after the OWOW 2.0 Plan adoption in 2014.
14	Develop standard data capture, storage and distribution protocols to improve regional utilization of data and information generated in the watershed.	2,5,6	Data was captured, stored and distributed to Pillars for plan development and future data use utilization such as for WUE.
18	Conduct post assessment of past OWOW Plan and scoping for next OWOW plan update in order to learn from past OWOW planning and to improve processes	6,7,8	Assessment was conducted of OWOW 2.0 Plan to determine what could be done to improve in order to complete the OWOW Plan Update 2018.
19	Convene Pillars, arrange regular workshops and serve as liaison, facilitator, presenter and coordinator during OWOW planning phase, OWOW funding and selection criteria and OWOW project implementation support.	2,5,6	All work regarding convening pillars, workshops and facilitating OWOW planning went well and successfully. Ongoing work on OWOW funding and selection criteria for Prop 1 IRWM Round 1 has been cited by many as the best process ever conducted by SAWPA for grant funding.
20	Engage with watershed stakeholders with education programs and listening sessions about the benefits of watershed wide thinking and planning.	2,3,4,5	Through pillars and DCI program, tremendous planning, education and listening programs have been implemented to support regional planning and thinking.
<b>OWOW Administration</b>			
1	Prepare standard progress reporting on scope, schedule, deliverables, and budget.	8,9	Overall, all work on the IRWM grant administration has been meeting scope deliverables on time and within budget.
2	Implement a regular process (bi-annually) for confirming or adjusting priorities and resources.	1,6,8	Through the successful SAWPA budget process, priorities and resources were confirmed and adjusted as needed.
7	Retain and strengthen staff and consultants with capacity to conduct integrated water resource management including administrative, accounting, planning, implementation, and communication functions.	5,8	Planning Dept. lost one sr. watershed manager due to another career advancement opportunity. However, his position has now been filled. All other staff remain effective in all functions associated with the grant administration.
9	Manage funding through dedicated, interest bearing accounts.	6	All dedicated funding for OWOW grant administration is used to reimburse projects for project expenses.
10	Provide support to OWOW governance (Steering Committee and SAWPA Commission) to ensure successful administration and approval of OWOW planning and project implementation	1,2	Regular updates and financial reporting are provided to OWOW Governance to ensure project work is implemented effectively.

## OWOW

BL #	OWOW Process, Activity, or Task	Impact on CSFs	5-21-19 Status
13	Establish and maintain effective and state-of-the-art communication and meeting facilitation systems at SAWPA.	2,5,6	Through recent acquisitions for SAWPA Board room, the audio visual systems have improved significantly.
15	Institute and administer OWOW Calls for Projects and Project Selection with criteria that reflects a systems approach, that encourages multi-benefit, multi-jurisdictional integrated regional projects and programs	1,2,3,4	With the exception of the OC funding breakaway, the OWOW Call for Projects and Project Selection has gone very well. For all participants involved, comments received reflect compliments to staff that the recent approach reflected a fair, open and competitive process.
16	Produce communications strategy, plan and outreach to describe SAWPA's successes and capabilities under OWOW.	2,5,6	Brochures regarding the past OWOW Prop 84 IRWM funding Rounds results and the recent OWOW Plan and Program have been produced and shared with stakeholders and decision makers.
17	Evaluate Calls for Projects and Project Selection efforts for future process improvement	4,6,7,8	Upon completion of the Call for Projects and Project Selection process anticipated by this Fall, an evaluation will be undertaken to see if stakeholders felt that the process had improved in being more effective, fair, open and transparent.
<b>OWOW Grant Application and Implementation</b>			
11	Successfully apply for, receive, and administer all available State grant funding under IRWM programs designated for the Santa Ana River Watershed	6,7	Work is ongoing to respond to the Prop 1 IRWM Round 1 Proposal Solicitation Package though selection of a list of projects and funding allocation. Final application to State will occur in fall of 2019.
12	Identify, pursue, secure and administer additional funding for integrated water resources management	6,7	Efforts are underway to secure US Bureau of Reclamation funding to help support an IRWM project proposed by SAWPA to enhance a decision support tool for improved water use efficiency.
21	Implement SAWPA programs and projects identified by the OWOW Plan	2,5,6,7	Work is underway to still implement past Prop 84 projects and programs including the largest IRWM in the State, SARCCUP.
<b>OWOW SAWPA Grant Administration</b>			
8	Exercise SAWPA's fiduciary responsibility in administering and overseeing the appropriate use of all grant funds awarded to the DWR RAP accepted region, SAWPA, and to OWOW project proponents	3,6,7	SAWPA staff is fully accountable and tracks all grant funds awarded to SAWPA to implement the Prop 84 IRWM and Prop 1 projects and program.
<b>TOTALS</b>			

## ROUNDTABLE

BL #	Roundtable Process, Activity, or Task	Impact on CSFs	Status 5-21-19
	<b>Roundtable Administration</b>		
2	Implement a regular process (bi-annually) for confirming or adjusting priorities and resources.	3	Roundtables priorities and resources were reviewed and adjusted as part of the recent SAWPA FY 20-21 Budget process
5	Track the implementation of identified solution(s) resulting from each Roundtable.	4,5	Work in most Roundtables are tracked by regular annual reports provided to the Regional Board. In all cases, the solutions proposed and implemented have been successful overall as demonstrated in recent Roundtables brochure material.
6	Prepare standard criteria, review, and approval process for accepting new potential Roundtable activities.	2	No new Roundtables have been proposed over the past year. However, efficiencies have improved with current efforts to fold the Imported Water Recharge Workgroup under the Basin Monitoring Program Task Force
7	Retain and strengthen capacity of staff and consultants to conduct integrated water resource management including administrative, accounting, planning, implementation, and communication functions.	1,6	Work has commenced on succession plan for the regulatory advisor and facilitator, Risk Sciences, and an RFQ has been prepared. Staff levels to support Roundtables have been evaluated and deemed adequate now with the filling of a watershed manager to replace a recently departed sr. watershed manager.
8	Prepare and manage Roundtable annual budgets showing cost breakdown of study costs by agency, revenue needs and obtain Roundtable approval. Include budgets into annual SAWPA budget.	1,4,5	Budgets have been effectively prepared and approved for all Roundtables except the LE/CL TMDL Roundtable. All budgets prepared have folded into the approved SAWPA FY 20-21 Budget.
9	Manage funding through dedicated, interest bearing accounts for each Roundtable.	1,4,5	Funding for all Roundtables are kept in separate dedicated, interest bearing accounts for each Roundtable and managed by Planning and Finance staff.
10	Provide project management and transparent accounting for shared funds on joint projects and activities.	1,4,5	Regular quarterly reports for each an every Roundtable is prepared by the Planning Dept. and shared with upper mgt, SAWPA member agency GMs, and SAWPA Commission to ensure effective project management and transparency. All accounting of shared funding among Roundtables is conducted by the SAWPA Finance Dept. in coordination with the SAWPA Planning Dept.
12	Maintain and/or upgrade SAWPA facilities and virtual meeting capabilities.	1,4,6	The recent acquisition of the SAWPA Boardroom high definition screen has improved effectiveness of presentations and meetings. Future capabilities to utilize virtual meetings through this hardware will be utilized soon.
17	Manage and coordinate the Roundtable project or program to ensure compliance with environmental requirements, established standards, specifications, Agency policies, and cost and schedule limitations.	1,4,5	All Roundtable projects and programs are meeting required environmental requirements, standards, specifications, agency policies, cost and schedule limitations. This is evidenced through the successful SAR fish habitat project and the LE/CL TMDL Update.
19	Manage Roundtable projects and programs per Agency policies and procedures with particular emphasis on obtaining maximum job quality, accurate cost control, compliance with schedules, and satisfactory project relations.	1,4,5	All Roundtable projects are reflecting SAWPA's policies and procedures with effective quality and cost control measures implemented.
25	Direct and forecast any additional funding needed for staffing, equipment, materials, and supplies; direct the monitoring of and approve expenditures; recommend adjustments as necessary.	1,4,5	Long term funding needs to support the Roundtable have been effectively planned for and is included in the approved 2020-2021 FYE SAWPA Budget.

## ROUNDTABLE

BL #	Roundtable Process, Activity, or Task	Impact on CSFs	Status 5-21-19
29	Prepare grant applications to supplement project/ program funding	1,4,5,6	Grant applications to support Roundtable efforts have been sought and supported by staff. The grant applications include both the Bureau of Reclamation grants and other State grant programs.
<b>Roundtable Communication &amp; Outreach</b>			
1	Prepare standard progress reporting on scope, schedule, deliverables, and budget for each Roundtable agreement.	2,4-5	Regular quarterly reports for each an every Roundtable reflecting progress on scope, schedule, deliverables and budget are prepared by the Planning Dept. and shared with SAWPA upper mgt, SARDA SAWPA member agency GMs, and SAWPA Commission.
3	Engage with stakeholders at key milestones to assess group results towards achievement of objectives.	3,4,5	With the assistance of our regulatory advisor, progress towards key milestones especially for TMDL compliance are provided to the Regional Board and reported in staff's quarterly reports.
4	Distribute information collected and developed under Roundtable efforts available to other stakeholders and Roundtables to avoid duplication and improve efficiency.	4	Brochures that reflect the work, progress and results of each Roundtable have now been prepared and have been distributed to Roundtable participants, SAWPA member agency GMs and SAWPA Commission.
11	Produce video describing SAWPA's successes and capabilities in collaboration.	1,4,5	Work on an overall video describing successes and capabilities of collaboration has not been produced yet. Wall displays for SAWPA office to reflect success of OWOW and Roundtable are under development by Planning Dept.
13	Work directly with other agencies to obtain or provide water resource planning data related to a specific Roundtable; receive updated data from a variety of sources; screen, filter, and prepare data to ensure compatibility with Agency computer systems. Develop standard data protocols to improve regional utilization of data and information generated in the watershed.	1,4	Work is ongoing with Roundtables to ensure that all data is shared with all Roundtable agencies and that standard protocols for sharing that data is generated. An example is the agreed upon approach to obtain TDS and nitrogen data for groundwater basins through the Basin Monitoring Program Task Force.
14	Prepare newsletter articles, brochures, fact sheets and project and program descriptions for distribution.	1,4,5	Newsletter articles under the SAWPA blog, brochure and fact sheets have been completed for all OWOW and Roundtable efforts.
15	Serve as leader, facilitator and in some cases, Chair, of the Roundtable meetings to ensure consensus.	1,4,5	SAWPA staff serves as the leader, chair and facilitator for many of the Roundtables and works effectively to obtain consensus.
20	Compile and develop environmental documentation as needed for Roundtable projects and programs; manage the work of environmental consultants in their provision of documentation and mitigation monitoring activities to meet the requirements and regulations of State and Federal agencies.	1,4,5	All work associated with obtaining the necessary environmental documentation and permits has been obtained and is managed well. An example has been the successful CEQA and permits obtained for the Santa Ana Sucker habitat restoration project.
22	Work directly with other agencies to obtain or provide water resource planning data related to a specific Roundtable; receive updated data from a variety of sources; screen, filter, and prepare data to ensure compatibility with Agency computer systems.	1,4,5	Under Roundtables, all data collected for planning development is conducted in close coordination with the IT department of SAWPA and member agencies to ensure compatibility and effectiveness.
27	Respond to information requests and make presentations to the SAWPA Commission, Committees, other agencies, and public interest groups; participate in and represent the Agency in meetings with the public, citizen groups, NGOs, professional associations, private firms, and other agencies; make recommendations to executive staff and the Commission.	1,4,5	SAWPA staff has been very responsive in information requests and presentations for various agencies and public interest groups throughout the watershed. For example, an informational presentation about watershed management was provided to a citizen group interested in Riverside development and multiple water agencies about WUE tools developed using grant funding.

## ROUNDTABLE

BL #	Roundtable Process, Activity, or Task	Impact on CSFs	Status 5-21-19
31	Discuss, develop and coordinate meetings, handouts, and general study progress with Consultants	1,4,5	SAWPA staff works closely with Roundtable consultants to ensure handouts and study progress reports are provided prior to meetings.
32	Post all handouts, presentations, reports and other resource material related to Roundtable to respective Roundtable webpages.	1,4,5	All resource material produced in a Roundtable effort are posted on the SAWPA webpages corresponding to each respective Roundtable.
33	Inform Roundtable parties of OWOW activities including Call for Projects under OWOW, State and Federal grant programs and application process	1,4,5	Information about the OWOW Conference and OWOW Call for Projects for grant funding was shared with all Roundtable parties.
34	Provide written quarterly status reports about study to SAWPA Commission and Santa Ana River Dischargers Association.	1,4,5	SAWPA staff regularly prepares quarterly status reports for the SAWPA Commission, SAWPA member agency GMs and Santa Ana River Dischargers Association.
35	Prepare and administer Roundtable meeting agendas, meeting notes or minutes, meeting location and audio-visual setup, review minutes and receive and respond to comments from Roundtable members	1,4,5	All Roundtable agencies receive Outlook invites for future meetings and all necessary resource materials including agendas, meeting notes, meeting location info, etc a week prior to the scheduled meetings.
<b>Roundtable Facilitation</b>			
21	Attend Regional Board and State Board meetings as needed to provide oral status report of Roundtable studies prior to consultant presentations.	1,4,5	SAWPA staff often attends and makes presentations to the Regional Board. This was recently done in association with the Lake Elsinore and Canyon Lake TMDL Revision and Update Workshop.
23	Perform liaison and coordination activities with government and public agencies, NGOs, research and regulatory organizations, universities and the public related to each Roundtable	1,4,5	SAWPA staff regularly conducts liaison and coordination activities with multiple types of organizations across the watershed. An example is the outreach conducted to support water use efficiency tools created by SAWPA and shared with water agencies throughout the watershed.
26	Facilitate related Scoping Committee meetings, Technical Review Committee meetings, and Consultant coordination meetings	1,4,5	SAWPA has administered and supported Scoping Committees, Technical Review Committees and Consultant coordination meetings for several of Roundtables over the past nine months. This was evidenced in the Basin Monitoring Program Task Force in the scoping and consultant selection for the triennial ambient water quality update.
28	Coordinate and integrate Roundtable activities with other SAWPA departments, consultants, engineers, and outside planning and water resource agencies	1,4,5	Information regarding sampling under the upcoming Emerging Contaminants Program Task Force will be shared to also benefit the Middle SAR TMDL Task Force.
<b>Roundtable Implementation</b>			
16	Conduct independent studies, research or analyses including data, maps, charts, tables, diagrams, reports and fact sheets as requested by Roundtable members and SAWPA related to specific Roundtable activities.	1,4,5	An independent study was requested by the SAWPA Commission to look at the water quality, riparian and ecosystem impacts of homelessness. This study will be undertaken this fall and will reflect coordination and data sharing of several of the Roundtables focused on bacteria data collection.
18	Prepare RFPs and RFQs for consultant services. Evaluate and assist in the selection of consultants; provide administration of all contracts for assigned projects and programs; evaluate and critique work products of consultants including technical reports, memoranda, power point presentations and environmental documents; respond to correspondence as needed	1,4,5	RFPs and RFQs have been prepared as needed by Roundtables. RFPs were conducted for several of the Roundtable to acquire consultant support and an RFQ for technical writing and grant writing support as well as for regulatory/facilitator support.



## ROUNDTABLE

BL #	Roundtable Process, Activity, or Task	Impact on CSFs	Status 5-21-19
24	Prepare all Roundtable formation Agreements, Funding Agreements, Consultant Agreements, Task Orders and Amendments	1,4,5	Staff prepared all Roundtable Agreement for Services, Funding Partnerships, Task Orders and Amendments working closely with other SAWPA departments.
30	Provide access to project database for consultant use upon approval of impacted Roundtable members.	1,4,5	Consultants may request data from SAWPA for data only after permission is granted from the local agencies impacted. An example is the nitrogen and TDS and groundwater level data provided as prepared by the Basin Monitoring Program Task Force.
<b>TOTALS</b>			

## IT

IT Effort	Supporting CSFs	Rating	Status
<b>Office Support</b>			
Email - User Account Management			Office 365 - Continuous upgrades with occasional addition or subtraction of accounts
Word / Excel / Powerpoint			
Phone System - Replacement			RFP writing under way for October replacement
File Recovery			On Request
OnBase Document Management / Workflow			Adding more Workflows / adding search menus and providing support
Time Sheet Software and support			Supporting current software while about to move to cloud based time sheet software
Desktops			Refresh under way along with new hire support
<b>Website Support</b>			
New Pages			Working with departments on page content and structure
User Account Management			Adding users and issuing new passwords
User Support			working with users on new site
Interaction with Webmaster			Working with webmaster on capabilities
<b>Data</b>			
Database			Managing multiple databases
Data Capture Projects and support			Working with Planning on Landscape data project
Reports			Reports generated from most databases
<b>GIS</b>			
Applications such as DigAlert, OWOW Project Applications etc.			Ongoing Support
Data Collection and reporting (Aerial Photos, NAICS codes etc)			Working with SCAG and OWOW project Team
Map and Display Generation			Support for Task forces and ongoing projects
<b>Meeting Room Support</b>			
New interactive Displays			Support new Building refresh
New Presentation Software / Hardware			
New Conference Abilities			
Upgrade Infrastructure - Floor and wall monuments			

**BRINE LINE**

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours	Status
	<b>Marketing Plan</b>				<b>1,040</b>	<b>200</b>	<b>840</b>	
1	Prepare plan – ID target audiences.	SAWPA	3-Feb	E	208	0	208	Update to the website to include more customer friendly search and information. Includes information on what is the Brine Line and how to connect to the Brine Line. Key Pretreatment documents included. Brine Line brochure has been developed and distributed to potential customers. Staff is in the process of updating the Brine Line brochure. Lease Capacity Pool Agreement was prepared and signed by Member Agencies to help capacity holders utilize their unused capacity and as a mechanism to allow smaller industries to connect to the Brine Line.
2	Implement plan	SAWPA	3-Feb	E	312	80	232	
3	Identify potential customers and promote	SAWPA	3-Feb	E	208	40	168	
4	Help capacity holders market their unused capacity in the Brine Line.	SAWPA	3-Feb	E	156	40	116	
5	Streamline information exchange, application, permit issuance process,	SAWPA	3-Feb	B	156	40	116	
	<b>Business Plan</b>				<b>1,040</b>	<b>440</b>	<b>600</b>	
6	Update Plan.	SAWPA	8-Jan	B	260	0	260	Staff is in the process of updating the Brine Line Business Plan.
7	Investigate financing options for customer capacity investment, physical connection cost for Commission consideration.	SAWPA	1,5-6,8	E	104	20	84	A Brine Line lease rate and Lease Capacity Pool agreement has been developed to assist those industrial customers with limited capital resources.
8	Investigate financing options for the protection and/or relocation of the Brine Line.	SAWPA	1,5-6,8	A	104	60	44	Financing options have typically utilized SRF loans and reserves designated for Brine Line replacement. As major capital improvement projects are identified a financing plan will be prepared.
9	Evaluate options for streamlining Collection Station operations and minimizing source control risk.	SAWPA	2-3,5-6	B	208	120	88	SAWPA Staff is working with OCS staff to streamline the operation of the Collection stations through depermitting the stations and approving their use through other mechanism such as a multi-agency MOU or letter to discharge. Discussions with OCS are on-going.
10	Conduct workshop to review forecasted costs for operations and maintenance.	SAWPA	3,6	B	52	0	52	Operations
11	Evaluate all aspects of the Brine Line rate and TSS Formation Billing Formula.	SAWPA	3,6	In work	260	220	40	Operations
12	Establish and maintain repair and replacement reserve targets.	SAWPA	3,6	A	52	20	32	Staff will hire Consultant/Contractor to assess the value of the brine line and cost for catastrophic repair. Values will be used to determine reserve targets.
	<b>Sewer System Management Plan</b>				<b>15,288</b>	<b>13,100</b>	<b>2,188</b>	
13	Continue to update, implement & audit a comprehensive maintenance management program.	SAWPA	1,4-8	A	312	240	72	Operations
14	Update Overflow Emergency Response Plan. Conduct response team training.	SAWPA	1,6,8	A	104	104	0	Operations
15	Ensure availability of Emergency Response resources.	SAWPA	1	B	52	40	12	Operations
16	Implement spill prevention measures as part of system maintenance practices.	SAWPA	1,6,8	A	52	52	0	Operations

**BRINE LINE**

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours	Status
17	Implement a source control program as the Delegated Control Authority. Prepare and approve an Ordinance, Enforcement Response Plan, Policies and Procedures Manual, SOPs consistent with Federal requirements and OCSD standards.	SAWPA	1,7-8	A	1,040	1,040	0	Ordinance was updated and adopted in September 2017. Update to Enforcement Response Plan, Policies and Procedures Manual and SOPs consistent with Federal requirements and OCSD standards was completed in April 2018 and submitted to OCSD. Comments were received by OCSD in February 2019. Staff is reviewing comments and editing the Contract Documents as appropriate. A 1st draft response is anticipated in July 2019.
18	Implement the four components of a Source Control Program: permitting, monitoring, enforcement, reporting.	SAWPA	1,7-8	A	3,120	2,720	400	SAWPA continues to implement the four components of a Source Control Program. Metrics? # of permits, monitoring, enforcement and reports?
19	Water Quality Sampling - Database maintenance.	SAWPA	1,7-8	A	520	480	40	SAWPA continues to perform water quality sampling and overseas sampling of Member/contract Agencies.
20	Operations – perform monthly flow meter readings, monitor/record data on operations performance.	SAWPA	6-May	A	208	208	0	Operations
21	Maintenance – perform activities – line cleaning, CCTV pipe inspection, MAS inspection, R/W maintenance, valve exercising, etc. Prepare bid documents, scope of work, bid, evaluate, recommend contract award, manage performance.	SAWPA	6-May	A	1,040	900	140	Operations
22	Repair – perform one time and recurring repairs – T-Lok liner, erosion, sink holes.	SAWPA	6-May	B	1,040	900	140	Operations
23	Repair – recurring, a/v valves, high frequency to reduce SSOs.	SAWPA	5-6,8	B	1,040	900	140	Operations
24	Repair – recurring – MASs, raise lid, erosion.	SAWPA	6-May	A	520	520	0	Operations
25	Utility locating and marking – perform as required by state law, document.	SAWPA	6-May	A	1,040	1,040	0	Operations
26	Potholing - As-built drawing update.	SAWPA	6-May	C	520	320	200	Operations
27	MAS inspection.	SAWPA	6-May	A	520	520	0	Operations
28	Storm inspection.	SAWPA	6-May	A	156	156	0	Operations
29	Safety meetings, equipment maintenance/calibration.	SAWPA	4	A	104	104	0	Operations
30	Construction in proximity to pipe – review plans for adequate spacing/ protection, observe construction.	SAWPA	5	A	520	520	0	SAWPA staff continues to review plans from others to determine impact to the Brine Line.
31	Automate system operations, data collection, and use of remote sensing.	SAWPA	6-May	E	520	120	400	Operations

**BRINE LINE**

	Process, Activity, or Task	Owner	Impact on CSFs*	Rating (likelihood of success)	Estimated Annual Hours – Need for “A” Level	Estimated Annual Budgeted Hours	Difference between Need and Budgeted Hours	Status
32	Implement a prioritized repair and capital improvement program.	SAWPA	6	B	1,560	1,200	360	Short Tern Repair and CIP have been prioritized and included in FY 20 and 21 Budget. Cost estimate and schedule developed for long term CIP (4D repairs). Continued coordination with OCSD on their CIP program.
33	Prepare design/construction docs for minor relocations, addition of MASs, etc. Bid/present results to Commission for award, manage construction.	SAWPA	3,5-6	B	520	400	120	Design/Construction are presented to Commision as they are developed.
34	Maintain computer based hydraulic model of system, confirm calibration, run scenarios.	SAWPA	6	A	312	312	0	Operations
35	Evaluate other export concepts and opportunities.	SAWPA	6	B	312	200	112	
36	Develop comprehensive risk management program.	SAWPA	3, 5-6	A	104	104	0	
37	Establish personnel positions to allow for career progression while recognizing the diverse skill set required.	SAWPA	4	B	52	0	52	An Pretreatment Program Apprentice position has been included in the FY 20 budget.
	<b>Communications</b>				<b>1,040</b>	<b>620</b>	<b>420</b>	
38	Survey customer satisfaction regarding all aspects of customer interface - notifications and scheduling of maintenance, permit requirements, water quality monitoring, reporting, costs/billing.	SAWPA	1,8	E	104	0	104	Staff is developing a customer satisfaction survey to distribute to Brine Line Permit holders.
39	Establish and maintain Brine Line performance metrics and indicators. Present to Commission and agencies.	SAWPA	3,5-6	B	156	120	36	
40	Meet regularly with OCSD (Joint Policy Committee, Joint Operations Committee) to exchange information, discuss planning, budgeting, and costs.	SAWPA	3, 6-8	A	260	260	0	SAWPA staff continues to meet regularly with OCSD.
41	Develop/use web-based tools for discharge permit applications, permit management, and billing.	SAWPA	1,7	E	520	240	280	Tool to allow dischargers to view their permit and water quality data has been developed and is under review.
	<b>TOTALS</b>				<b>18,408</b>	<b>14,360</b>	<b>4,048</b>	

## OPERATIONS

Process, Activity, or Task		Owner	CSFs	Grade	FTE	Note	Update
	<b>Marketing Plan</b>				<b>0.5</b>	1	
1	Prepare plan – ID target audiences.	SAWPA	3-Feb	E	0.1		
2	Implement plan	SAWPA	3-Feb	E	0.15		
3	Identify potential customers and promote	SAWPA	3-Feb	E	0.1		
4	Help capacity holders market their unused capacity in the Brine Line.	SAWPA	3-Feb	E	0.075		
5	Streamline information exchange, application, permit issuance process, complete physical connection	SAWPA	3-Feb	B	0.075		
	<b>Business Plan</b>				<b>0.5</b>	2	
6	Update Plan.	SAWPA	8-Jan	B	0.125		
7	Investigate financing options for customer capacity investment, physical connection cost for Commission consideration	SAWPA	1,5-6,8	E	0.05		
8	Investigate financing options for the protection and/or relocation of the Brine Line.	SAWPA	1,5-6,8	A	0.05		
9	Evaluate options for streamlining Collection Station operations and minimizing source control risk.	SAWPA	2-3,5-6	B	0.1		
10	Conduct workshop to review forecasted costs for operations and maintenance.	SAWPA	3,6	B	0.025		Part of budgeting process (budget workshop with Member Agencies).
11	Evaluate all aspects of the Brine Line rate and TSS Formation Billing Formula	SAWPA	3,6	In work	0.125		On-going.
12	Establish and maintain repair and replacement reserve targets.	SAWPA	3,6	A	0.025		
	<b>Sewer System Management Plan</b>				<b>7.5</b>	3	
13	Continue to update, implement & audit a comprehensive maintenance management program.	SAWPA	1,4-8	A	0.15		Completed successfully and on-going as required.
14	Update Overflow Emergency Response Plan. Conduct response team training.	SAWPA	1,6,8	A	0.05		Completed successfully and on-going on an annual basis.
15	Ensure availability of Emergency Response resources	SAWPA	1	B	0.025		Available through on-call contracts, WMWD, IEUA, and EMWD.
16	Implement spill prevention measures as part of system maintenance practices.	SAWPA	1,6,8	A	0.025		On-going AV maintenance has significantly reduced SSOs. DigAlert response and contractor coordination has reduced contractor caused SSOs.
17	Implement a source control program as the Delegated Control Authority. Prepare and approve an Ordinance, Enforcement Response Plan, Policies and Procedures Manual,	SAWPA	1,7-8	A	0.5		
18	Implement the four components of a Source Control Program: permitting, monitoring, enforcement, reporting	SAWPA	1,7-8	B	2		
19	Water Quality Sampling - Database updates	SAWPA	1,7-8	A	0.25		iPacs was implemented, training provided.
20	Operations – perform monthly flow meter readings, monitor/record data on operations performance.	SAWPA	6-May	A	0.1		Completed successfully and on-going on an annual basis.
21	Maintenance – perform activities – line cleaning, CCTV pipe inspection, MAS inspection, R/W maintenance, valve exercising, etc. Prepare bid documents, scope of	SAWPA	6-May	A	0.5		Completed successfully and on-going on an annual basis.
22	Repair – perform one time and recurring repairs – T-Lok liner, erosion, sink holes	SAWPA	42496	B	0.5		Completed successfully and on-going on an annual basis.

## OPERATIONS

Process, Activity, or Task		Owner	CSFs	Grade	FTE	Note	Update
23	Repair – recurring, a/v valves, high frequency to reduce SSOs	SAWPA	5-6,8	B	0.5		Completed successfully and on-going on an annual basis.
24	Repair – recurring – MASs, raise lid, erosion	SAWPA	6-May	A	0.25		Completed successfully and on-going on an annual basis.
25	Utility locating and marking – perform as required by state law, document.	SAWPA	6-May	A	0.5		Completed successfully and on-going on an annual basis.
26	Potholing - As-built drawing update	SAWPA	6-May	C	0.25		Completed successfully and on-going on an annual basis.
27	MAS inspection	SAWPA	6-May	A	0.25		Completed successfully and on-going on an annual basis.
28	Storm inspection	SAWPA	6-May	A	0.075		Completed successfully and on-going on an annual basis.
29	Safety meetings, equipment maintenance/calibration	SAWPA	4	A	0.05		Completed successfully and on-going on an annual basis.
30	Construction in proximity to pipe – review plans for adequate spacing/ protection, observe construction	SAWPA	5	A	0.25		
31	Automate system operations, data collection, and use of remote sensing	SAWPA	6-May	E	0.25		Pending
32	Implement a prioritized repair and capital improvement program.	SAWPA	6	B	0.75		
33	Prepare design/construction docs for minor relocations, addition of MASs, etc. Bid/present results to Commission for award, manage construction	SAWPA	3,5-6	A	0.25		
34	Maintain computer based hydraulic model of system, confirm calibration, run scenarios	SAWPA	6	A	0.15		Completed successfully and on-going on an annual basis.
35	Evaluate other export concepts and opportunities.	SAWPA	6	B	0.15		
36	Develop comprehensive risk management program.	SAWPA	3, 5-6	A	0.05		
37	Establish personnel positions to allow for career progression while recognizing the diverse skill set required.	SAWPA	4	B	0.025		
	<b>Communications</b>				<b>0.5</b>	4	
38	Survey customer satisfaction regarding all aspects of customer interface - notifications and scheduling of maintenance, permit requirements, water quality	SAWPA	1,8	E	0.05		
39	Establish and maintain Brine Line performance metrics and indicators. Present to Commission and agencies.	SAWPA	3,5-6	B	0.075		Activity breakdown analysis performed, including cost per activity.
40	Meet regularly with OCS D (Jt Policy Comm, Jt Operations Comm) to exchange information, discuss planning, budgeting, and costs.	SAWPA	3, 6-8	A	0.125		
41	Develop/use web-based tools for discharge permit applications, permit management, and billing.	SAWPA	1,7	E	0.25		

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Santa Ana Watershed Project Authority  
Cash Transaction Report  
Month of February 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	\$ 1,027,232.76
Net Investment Transfers	(1,033,494.59)
Cash Disbursements	<u>(607,490.52)</u>
Net Change for Month	\$ (613,752.35)
Balance at Beginning of Month	<u>2,026,624.70</u>
Balance at End of Month per General Ledger	<u>\$ 1,412,872.35</u>
Collected Balance per Bank Statement	\$ 1,506,756.84

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**ACCOUNTS PAYABLE RECONCILIATION**

Accounts Payable Balance @ 01/31/2020	\$ 21,283,717.24
Invoices Received for February 2020	1,867,100.27
Invoices Paid by check/wire during February 2020 (see attached register)	<u>(373,481.96)</u>
Accounts Payable Balance @ 02/29/2020	<u>\$ 22,777,335.55</u>

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**CASH RECEIPTS**

Brine Line Operating Revenues	\$ 978,569.02
Participant Fees	31,693.00
LESJWA Admin Reimbursement	16,286.70
Other	<u>684.04</u>
Total Receipts and Deposits	\$ 1,027,232.76

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**INVESTMENT TRANSFERS**

Transfer of Funds:	
From (to) LAIF	\$ -
From (to) Legal Defense Fund	-
From (to) LESJWA	-
From (to) Investments	<u>(1,033,494.59)</u>
Total Investment Transfers	\$ (1,033,494.59)

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**CASH DISBURSEMENTS**

By Check:	
Payroll	\$ -
Operations	<u>373,481.96</u>
Total Checks Drawn	\$ 373,481.96
By Cash Transfer:	
Payroll	\$ 152,790.36
Payroll Taxes	78,284.39
Take Care (AFLAC)	<u>2,933.81</u>
Total Cash Transfers	\$ 234,008.56
Total Cash Disbursements	<u><u>\$ 607,490.52</u></u>

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Feb-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Auto Expenses	4151	2/20/2020	CHK	County of Riverside	\$ 173.54
Auto Expenses	4154	2/20/2020	CHK	Riverside Transmission Center	\$ 1,701.00
Auto Expenses	4155	2/20/2020	CHK	County of Riverside/Transportation	\$ 512.28
<b>Auto Expenses Total</b>					<b>\$ 2,386.82</b>
Benefits	4143	2/13/2020	CHK	ACWA/JPIA	\$ 49,642.72
Benefits	4145	2/13/2020	CHK	AFLAC	\$ 639.92
Benefits	4148	2/13/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4153	2/20/2020	CHK	WageWorks	\$ 140.00
Benefits	4164	2/28/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	EFT03185	2/13/2020	CHK	Vantagepoint Transfer Agents	\$ 3,678.85
Benefits	EFT03192	2/13/2020	CHK	Vantagepoint Transfer Agents	\$ 392.83
Benefits	EFT03210	2/28/2020	CHK	Vantagepoint Transfer Agents	\$ 3,770.68
Benefits	EFT03215	2/28/2020	CHK	Vantagepoint Transfer Agents	\$ 392.83
Benefits	P038314	2/14/2020	WDL	CalPERS Supplemental Income	\$ 6,774.92
Benefits	P038315	2/14/2020	WDL	Public Employees' Retirement	\$ 20,543.93
Benefits	P038316	2/14/2020	WDL	Public Employees' Retirement	\$ 387.54
Benefits	P038410	2/28/2020	WDL	Public Employees' Retirement	\$ 20,543.93
Benefits	P038411	2/28/2020	WDL	CalPERS Supplemental Income	\$ 6,819.92
Benefits	WDL000005056	2/4/2020	WDL	Takecare	\$ 192.30
Benefits	WDL000005057	2/6/2020	WDL	Takecare	\$ 245.00
Benefits	WDL000005061	2/11/2020	WDL	Takecare	\$ 535.00
Benefits	WDL000005064	2/13/2020	WDL	Takecare	\$ 1,256.60
Benefits	WDL000005065	2/14/2020	WDL	Takecare	\$ 112.24
Benefits	WDL000005066	2/19/2020	WDL	Takecare	\$ 192.30
Benefits	WDL000005067	2/21/2020	WDL	Takecare	\$ 130.00
Benefits	WDL000005073	2/20/2020	WDL	Takecare	\$ 270.37
<b>Benefits Total</b>					<b>\$ 116,965.96</b>
Building Lease	4166	2/28/2020	CHK	Wilson Property Services, Inc	\$ 1,530.00
Building Lease	4167	2/28/2020	CHK	Wilson Property Services, Inc	\$ 1,745.92
<b>Building Lease Total</b>					<b>\$ 3,275.92</b>
Consulting	4150	2/13/2020	CHK	The Technology Depot	\$ 206.25
Consulting	4161	2/28/2020	CHK	Konica Minolta Business Solutions	\$ 10,500.00
Consulting	EFT03172	2/6/2020	CHK	Santa Ana Watershed Association	\$ 1,692.04
Consulting	EFT03175	2/6/2020	CHK	Woodard & Curran Inc.	\$ 11,747.59
Consulting	EFT03177	2/6/2020	CHK	Sol Media	\$ 6,800.00
Consulting	EFT03178	2/6/2020	CHK	GEI Consultants	\$ 21,362.26
Consulting	EFT03181	2/6/2020	CHK	Somach Simmons & Dunn	\$ 1,722.19
Consulting	EFT03182	2/6/2020	CHK	V&A Consulting Engineers	\$ 2,102.50
Consulting	EFT03191	2/13/2020	CHK	CDM Smith, Inc.	\$ 6,811.00
Consulting	EFT03194	2/13/2020	CHK	Integrated Systems Solutions	\$ 700.00
Consulting	EFT03195	2/13/2020	CHK	Trussell Technologies, Inc.	\$ 1,464.04
Consulting	EFT03198	2/13/2020	CHK	Water Systems Consulting	\$ 18,800.34
Consulting	EFT03204	2/20/2020	CHK	Integrated Systems Solutions	\$ 33.00
Consulting	EFT03205	2/20/2020	CHK	Accent Computer Solutions Inc	\$ 3,575.51
Consulting	EFT03211	2/28/2020	CHK	Risk Sciences	\$ 8,560.85
Consulting	EFT03213	2/28/2020	CHK	J. Richard Eichman, CPA	\$ 280.70
Consulting	EFT03216	2/28/2020	CHK	Woodard & Curran Inc.	\$ 1,114.50
Consulting	EFT03217	2/28/2020	CHK	DeGrave Communications	\$ 2,930.39
Consulting	EFT03223	2/28/2020	CHK	West Coast Advisors	\$ 9,750.00
<b>Consulting Total</b>					<b>\$ 110,153.16</b>
Credit Cards	P038459	2/10/2020	WDL	US Bank	\$ 24,811.47
<b>Credit Cards Total</b>					<b>\$ 24,811.47</b>
Director Costs	EFT03208	2/28/2020	CHK	Denis R Bilodeau	\$ 25.88
Director Costs	EFT03209	2/28/2020	CHK	Eastern Municipal Water District	\$ 250.48
Director Costs	EFT03212	2/28/2020	CHK	Western Municipal Water District	\$ 527.40
Director Costs	EFT03218	2/28/2020	CHK	Kati Parker	\$ 93.15
Director Costs	EFT03219	2/28/2020	CHK	T. Milford Harrison	\$ 155.25
<b>Director Costs Total</b>					<b>\$ 1,052.16</b>

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Feb-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Dues	4140	2/6/2020	CHK	California Association of Mutual Water	\$ 500.00
Dues	*4034	2/18/2020	VOID	California Association of Sanitation Agencies	\$ (4,456.00)
Dues	4157	2/20/2020	CHK	California Association of Sanitation Agencies	\$ 4,456.00
<b>Dues Total</b>					<b>\$ 500.00</b>
Employee Reimbursement	EFT03176	2/6/2020	CHK	Alison L Lewis	\$ 285.48
Employee Reimbursement	EFT03180	2/6/2020	CHK	Katie Lucht	\$ 32.50
Employee Reimbursement	EFT03186	2/13/2020	CHK	Marie Jauregui	\$ 38.41
Employee Reimbursement	EFT03189	2/13/2020	CHK	David Ruhl	\$ 16.85
Employee Reimbursement	EFT03193	2/13/2020	CHK	Karen Williams	\$ 974.80
Employee Reimbursement	EFT03201	2/13/2020	CHK	Jaclyn Alm	\$ 420.29
<b>Employee Reimbursement Total</b>					<b>\$ 1,768.33</b>
Engineering Costs	4142	2/6/2020	CHK	Stantec	\$ 8,605.00
<b>Engineering Costs Total</b>					<b>\$ 8,605.00</b>
Equipment Leased	4159	2/20/2020	CHK	GreatAmerica Financial Servies	\$ 2,905.12
Equipment Leased	EFT03169	2/6/2020	CHK	Konica Minolta Business Solutions	\$ 764.77
<b>Equipment Leased Total</b>					<b>\$ 3,669.89</b>
Facility Repair & Maintenance	4137	2/6/2020	CHK	TNT Elevator Inc	\$ 250.00
Facility Repair & Maintenance	4149	2/13/2020	CHK	Innerline Engineering	\$ 9,352.25
Facility Repair & Maintenance	4156	2/20/2020	CHK	CR&R Incorporated	\$ 1,454.75
Facility Repair & Maintenance	EFT03179	2/6/2020	CHK	Total Plan Business Interior	\$ 123.76
Facility Repair & Maintenance	EFT03188	2/13/2020	CHK	Green Meadows Landscape	\$ 625.00
Facility Repair & Maintenance	EFT03196	2/13/2020	CHK	Douglas Environmental Group	\$ 2,280.00
Facility Repair & Maintenance	EFT03197	2/13/2020	CHK	Riverside Cleaning	\$ 1,500.00
Facility Repair & Maintenance	EFT03202	2/20/2020	CHK	Western Exterminator Co.	\$ 123.00
<b>Facility Repair &amp; Maintenance Total</b>					<b>\$ 15,708.76</b>
Lab Costs	EFT03173	2/6/2020	CHK	Camet Research	\$ 1,357.50
Lab Costs	EFT03187	2/13/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 366.00
Lab Costs	EFT03203	2/20/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 1,204.00
Lab Costs	EFT03214	2/28/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 852.00
<b>Lab Costs Total</b>					<b>\$ 3,779.50</b>
Legal	EFT03200	2/13/2020	CHK	Lagerlof Senecal Gosney & Kruse	\$ 7,319.75
Legal	EFT03221	2/28/2020	CHK	Lagerlof, LLP	\$ 1,021.75
<b>Legal Total</b>					<b>\$ 8,341.50</b>
Office Expense	4144	2/13/2020	CHK	Aramark Corporation Refreshments	\$ 177.24
Office Expense	4165	2/28/2020	CHK	Printing Connection, Inc.	\$ 23.50
Office Expense	EFT03169	2/6/2020	CHK	Konica Minolta Business Solutions	\$ 883.14
Office Expense	EFT03174	2/6/2020	CHK	Accent Computer Solutions Inc	\$ 600.00
Office Expense	EFT03190	2/13/2020	CHK	Iron Mountain	\$ 216.25
<b>Office Expense Total</b>					<b>\$ 1,900.13</b>
Offsite Meeting - Meals	4138	2/6/2020	CHK	Assoc for the San Bernardino County	\$ 35.00
<b>Offsite Meeting - Meals Total</b>					<b>\$ 35.00</b>
Other Contract Services	4139	2/6/2020	CHK	West Valley Water District	\$ 18,881.98
Other Contract Services	EFT03170	2/6/2020	CHK	Western Municipal Water District	\$ 6,756.93
Other Contract Services	EFT03183	2/6/2020	CHK	World Language Communications	\$ 672.30
Other Contract Services	EFT03184	2/13/2020	CHK	Orange County Sanitation District	\$ 27,900.31
Other Contract Services	EFT03206	2/20/2020	CHK	Lazar Translating & Interpreting	\$ 675.00
Other Contract Services	EFT03207	2/20/2020	CHK	Larry Walker Associates	\$ 2,569.25
Other Contract Services	EFT03222	2/28/2020	CHK	World Language Communications	\$ 425.70
<b>Other Contract Services Total</b>					<b>\$ 57,881.47</b>
Payroll	WDL000005058	2/14/2020	WDL	Direct Deposit 2/14/2020	\$ 74,164.71
Payroll	WDL000005059	2/14/2020	WDL	PR Tax - Federal	\$ 31,575.24
Payroll	WDL000005060	2/14/2020	WDL	PR Tax - State	\$ 6,613.46
Payroll	WDL000005068	2/28/2020	WDL	Direct Deposit 2/28/2020	\$ 78,625.65

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Feb-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Payroll	WDL000005069	2/28/2020	WDL	PR Tax - Federal	\$ 33,116.88
Payroll	WDL000005070	2/28/2020	WDL	PR Tax - State	\$ 6,978.81
<b>Payroll Total</b>					<b>\$ 231,074.75</b>
Prepaid	4141	2/6/2020	CHK	Carahsoft Technology Corporation	\$ 1,000.00
<b>Prepaid Total</b>					<b>\$ 1,000.00</b>
Safety	EFT03171	2/6/2020	CHK	Underground Service Alert	\$ 355.08
<b>Safety Total</b>					<b>\$ 355.08</b>
Shipping/Postage	4147	2/13/2020	CHK	General Logistics Systems US	\$ 13.04
Shipping/Postage	4160	2/28/2020	CHK	General Logistics Systems US	\$ 13.04
<b>Shipping/Postage Total</b>					<b>\$ 26.08</b>
Software	EFT03174	2/6/2020	CHK	Accent Computer Solutions Inc	\$ 1,156.00
Software	EFT03205	2/20/2020	CHK	Accent Computer Solutions Inc	\$ 922.70
<b>Software Total</b>					<b>\$ 2,078.70</b>
Subscriptions	4152	2/20/2020	CHK	Engineering News Record	\$ 29.00
<b>Subscriptions Total</b>					<b>\$ 29.00</b>
Temporary Services	EFT03199	2/13/2020	CHK	Mantek Solutions, Inc.	\$ 2,736.00
Temporary Services	EFT03220	2/28/2020	CHK	Mantek Solutions, Inc.	\$ 3,249.00
<b>Temporary Services Total</b>					<b>\$ 5,985.00</b>
Utilities	4134	2/6/2020	CHK	Riverside, City of	\$ 94.28
Utilities	4135	2/6/2020	CHK	Southern California Edison	\$ 102.10
Utilities	4136	2/6/2020	CHK	Burrtec Waste Industries Inc	\$ 83.92
Utilities	4146	2/13/2020	CHK	Riverside, City of	\$ 2,307.37
Utilities	4158	2/20/2020	CHK	DIRECTV	\$ 69.99
Utilities	4162	2/28/2020	CHK	AT&T	\$ 978.34
Utilities	4163	2/28/2020	CHK	AT&T	\$ 1,018.26
Utilities	4168	2/28/2020	CHK	Verizon Wireless	\$ 130.61
Utilities	4169	2/28/2020	CHK	Verizon Wireless	\$ 1,321.97
<b>Utilities Total</b>					<b>\$ 6,106.84</b>
<b>Grand Total</b>					<b>\$ 607,490.52</b>
			Accounts Payable		
			Checks	\$ 293,600.25	
			Wire Transfers	\$ 79,881.71	
				\$ 373,481.96	
			Take Care	\$ 2,933.81	
			Other		
			Payroll	\$ 231,074.75	
Total Disbursements for February 2020				<b>\$ 607,490.52</b>	

Santa Ana Watershed Project Authority  
 Consulting  
 Feb-20

Check #	Check Date	Task #	Task Description	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT032205	2/20/2020	ACS100-11	IT Support	Accent Computer Solutions	\$ 186,800.00	\$ 3,575.51	\$ 78,111.86	
EFT03191	2/13/2020	CDM386-14	SAR Bacteria Monitoring Program	CDM Smith	\$ 373,715.00	\$ 6,811.00	\$ 115,892.87	
EFT03217	2/28/2020	DEGR392-05	Social Media Support - EC TF	DeGrave Communications	\$ 30,000.00	\$ 2,930.39	\$ 5,188.86	
EFT03178	2/6/2020	GEI384-01	MSAR TMDL Synoptic Study	GEI Consultants	\$ 200,000.00	\$ 21,362.26	\$ 10,501.05	
EFT03194	2/13/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 700.00	\$ 371.50	
EFT03204	2/20/2020	INSOL100-14	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 33.00	\$ 371.50	
EFT03213	2/28/2020	JRE100-01	FPPC Reporting	J. Richard Eichman	\$ 1,200.00	\$ 280.70	\$ 919.30	
4161	2/28/2020	PO3987	OnBase Programming Support	Konica Minolta Business Solutions	\$ 10,500.00	\$ 10,500.00	\$ -	
EFT03211	2/28/2020	RISK374-08	Basin Monitoring TF Regulatory Support	Risk Sciences	\$ 74,400.00	\$ 5,396.64	\$ 27,842.61	
EFT03211	2/28/2020	RISK384-09	MSAR TMDL Task Force	Risk Sciences	\$ 49,340.00	\$ 2,534.21	\$ 10,734.55	
EFT03211	2/28/2020	RISK386-10	Compliance Expert - RWQM TF	Risk Sciences	\$ 46,820.00	\$ 630.00	\$ 32,781.27	
EFT03172	2/6/2020	SAWA381-01	Van Buren Bridge Sucker Restoration	Santa Ana Watershed Association	\$ 15,130.20	\$ 1,692.04	\$ 7,476.76	
EFT03177	2/6/2020	SOL100-04	SAWPA Interactive Kiosk	Sol Media	\$ 6,800.00	\$ 6,800.00	\$ -	
EFT03181	2/6/2020	SOMA374-01	Basin Monitoring TF Regulatory Support	Somach Simmons & Dunn	\$ 112,380.00	\$ 1,273.69	\$ 95,731.99	
EFT03181	2/6/2020	SOMA384-01	MSAR TMDL Task Force	Somach Simmons & Dunn	\$ 119,790.00	\$ 448.50	\$ 109,753.25	
4150	2/13/2020	TTD100-05	Phone System Support	The Technology Depot	\$ 5,000.00	\$ 206.25	\$ 4,025.00	

*Santa Ana Watershed Project Authority  
Consulting  
Feb-20*

Check #	Check Date	Task #	Task Description	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT03195	2/13/2020	TRU240-24	<i>BL Sampling Support</i>	Trussell Technologies	\$ 23,590.00	\$ 1,464.04	\$ 15,201.86	
EFT03182	2/6/2020	VACE240-01	<i>MAS 4A-0180 Condition Assessment</i>	V&A Consulting Engineers	\$ 13,252.00	\$ 2,102.50	\$ 519.50	
EFT03198	2/13/2020	WSC374-01	<i>Recomputation of Ambient Water Quality</i>	Water Systems Consulting	\$ 373,973.00	\$ 18,800.34	\$ 63,017.43	
EFT03223	2/28/2020	WCA100-03-03	<i>State Legislative Consulting</i>	West Coast Advisors	\$ 235,000.00	\$ 9,750.00	\$ 88,750.00	
EFT03175	2/6/2020	RMC504-401-06	<i>SARCCUP Program Management Services</i>	Woodard & Curran	\$ 229,046.00	\$ 11,747.59	\$ 152,648.07	
EFT03216	2/28/2020	RMC504-401-05	<i>Technical Writing and Outreach Support</i>	Woodard & Curran	\$ 37,411.00	\$ 1,114.50	\$ 2,608.55	
						<b><u>\$ 110,153.16</u></b>		

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**COMMISSION MEMORANDUM NO. 2020.24**

**DATE:** April 21, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Inter-Fund Borrowing – February 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 February 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	01/31/2020 Balance	Loan Receipts	New Charges	02/29/2020 Balance
130	Proposition 84 Admin R1	\$45,134.26	(\$0.00)	\$0.00	\$45,134.26
135	Proposition 84 Admin R2	102,901.26	(0.00)	5,368.77	108,270.03
140	Proposition 84 Admin R3	52,007.44	(0.00)	7,543.47	59,550.91
145	Proposition 84 Admin R4	201,063.74	(0.00)	5,806.14	206,869.88
398	Proposition 1 – DACI Grant	293,902.58	(0.00)	24,410.89	318,313.47
477	LESJWA Administration	14,955.61	(16,286.70)	14,552.64	13,221.55
504	Prop 84 - Drought Projects	133,634.47	(0.00)	0.00	133,634.47
	<b>Total Funds Borrowed</b>	<b>\$843,599.36</b>	<b>(\$16,286.70)</b>	<b>\$57,681.91</b>	<b>\$884,994.57</b>
	General Fund Reserves Balance		\$1,616,154.70		
	Less Amount Borrowed		<u>884,994.57</u>		
	Balance of General Fund Reserves		\$ 731,160.13		

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**

<b>Fund No.</b>	<b>Source of Funding</b>	<b>Billing Frequency</b>	<b>Projected Payment Time</b>
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.

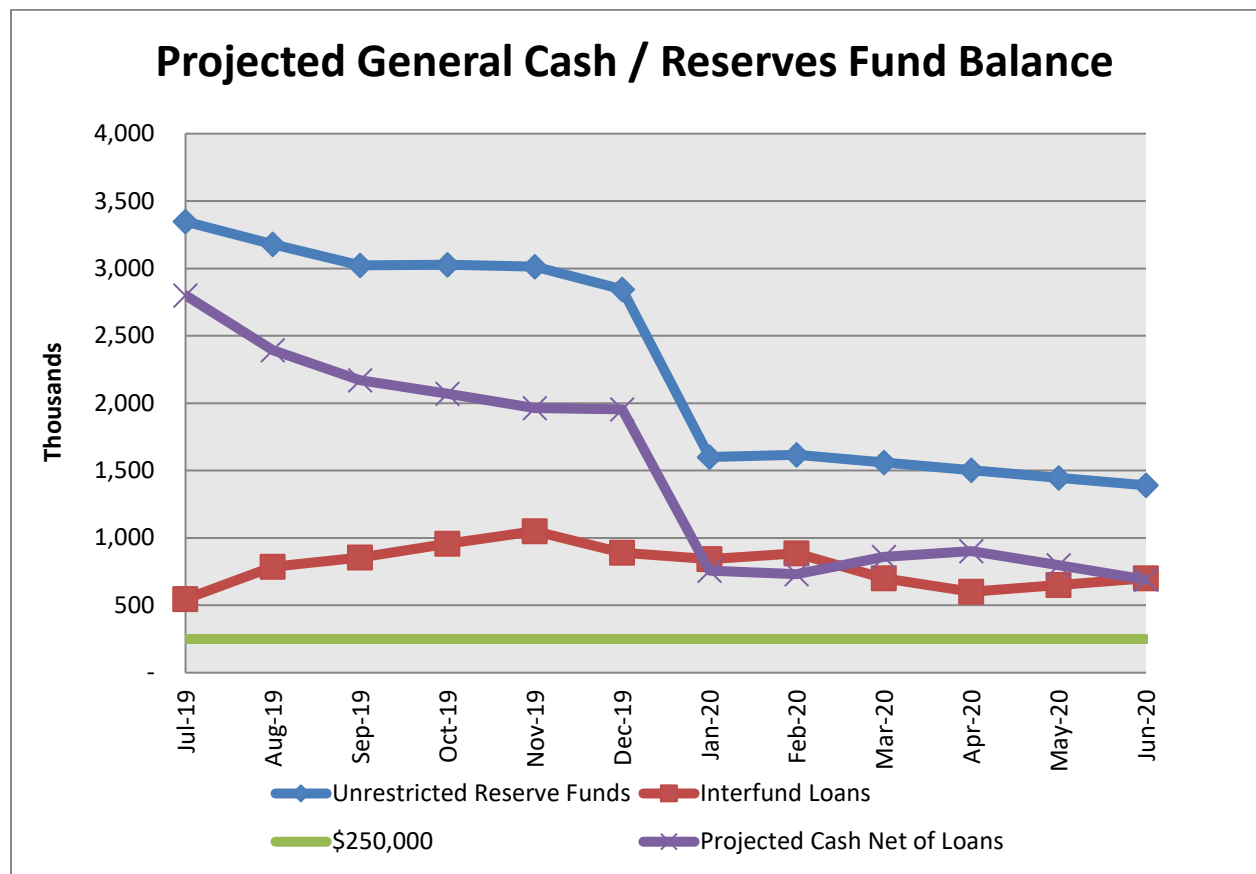
**Fund 504**

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 02/29/2020	Remaining Grant Budget
130	Proposition 84 Admin R1	\$660,004	(\$571,491)	\$88,513
135	Proposition 84 Admin R2	627,405	(542,046)	85,359
140	Proposition 84 Admin R3	887,860	(818,230)	69,630
145	Proposition 84 Admin R4	3,213,384	(730,300)	2,483,084
398	Proposition 1 – DACI Grant	6,300,000	(2,970,910)	3,329,090
504	Prop 84 - Drought Projects	5,547,816	(3,482,114)	2,065,702
504	Prop 84 – 2015 Round (SARCCUP)	1,543,810	(544,707)	999,103
Totals		\$18,780,279	(\$9,659,798)	\$9,120,481

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 30<sup>th</sup> 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. 2020.25

**DATE:** April 21, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Performance Indicators and Financial Reporting – February 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 Seven Months Ending Friday, January 31, 2020

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
<b>Assets</b>						
<b>Current Assets</b>						
Cash and Investments	\$2,357,326.02	\$52,187,947.09	(\$153,477.09)	\$574,605.57	\$2,467,611.57	\$57,434,013.16
Accounts Receivable	72.91	1,871,357.13	0.00	21,888,010.12	178,990.70	23,938,430.86
Prepays and Deposits	50,469.19	104,500.08	0.00	0.00	0.00	154,969.27
<b>Total Current Assets</b>	<u>2,407,868.12</u>	<u>54,163,804.30</u>	<u>(153,477.09)</u>	<u>22,462,615.69</u>	<u>2,646,602.27</u>	<u>81,527,413.29</u>
<b>Fixed Assets</b>						
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
<b>Total fixed assets</b>	<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>
<b>Other Assets</b>						
Wastewater treatment/disposal rights, net of amortization	322,640.53	25,581,534.45	0.00	0.00	0.00	25,904,174.98
Inventory - Mitigation Credits	0.00	0.00	0.00	0.00	1,910,560.00	1,910,560.00
<b>Total Other Assets</b>	<u>322,640.53</u>	<u>25,581,534.45</u>	<u>0.00</u>	<u>0.00</u>	<u>1,910,560.00</u>	<u>27,814,734.98</u>
<b>Total Assets</b>	<u><u>\$3,841,675.67</u></u>	<u><u>\$162,621,115.31</u></u>	<u><u>\$235,774.26</u></u>	<u><u>\$22,462,615.69</u></u>	<u><u>\$4,557,162.27</u></u>	<u><u>\$193,718,343.20</u></u>
<b>Liabilities and Fund Equity</b>						
<b>Current Liabilities</b>						
Accounts Payable/Accrued Expenses	\$717,602.87	\$893,921.27	\$52,236.31	\$21,129,405.18	\$138,749.55	\$22,931,915.18
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
<b>Noncurrent Liabilities</b>						
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
<b>Total Liabilities</b>	<u>4,912,865.87</u>	<u>96,961,562.98</u>	<u>52,236.31</u>	<u>21,129,405.18</u>	<u>597,345.95</u>	<u>123,653,416.29</u>
<b>Fund Equity</b>						
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	(2,333,416.84)	(137,054.27)	(112,828.36)	244,463.15	345,955.03	(1,992,881.29)
<b>Total Fund Equity</b>	<u>(1,071,190.20)</u>	<u>65,659,552.33</u>	<u>183,537.95</u>	<u>1,333,210.51</u>	<u>3,959,816.32</u>	<u>70,064,926.91</u>
<b>Total Liabilities &amp; Fund Equity</b>	<u><u>\$3,841,675.67</u></u>	<u><u>\$162,621,115.31</u></u>	<u><u>\$235,774.26</u></u>	<u><u>\$22,462,615.69</u></u>	<u><u>\$4,557,162.27</u></u>	<u><u>\$193,718,343.20</u></u>

**Santa Ana Watershed Project Authority**  
**Revenue & Expenses by Fund Type**  
**For the Seven Months Ending Friday, January 31, 2020**

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
<b>Operating Revenue</b>						
Discharge Fees	\$0.00	\$6,791,924.30	\$0.00	\$0.00	\$0.00	\$6,791,924.30
Grant Proceeds	0.00	0.00	0.00	261,407.11	0.00	261,407.11
Financing Proceeds	0.00	0.00	0.00	0.00	94,799.21	94,799.21
Total Operating Revenue	0.00	6,791,924.30	0.00	261,407.11	94,799.21	7,148,130.62
<b>Operating Expenses</b>						
Labor	1,113,216.71	571,654.23	12,694.29	308,777.99	63,627.47	2,069,970.69
Benefits	384,990.29	260,674.33	5,788.59	140,802.77	29,014.14	821,270.12
Indirect Costs	0.00	860,339.59	19,104.89	464,710.89	95,759.34	1,439,914.71
Education & Training	17,041.03	1,891.62	0.00	34.89	0.00	18,967.54
Consulting & Professional Services	213,117.43	63,741.99	47,115.01	1,081,083.59	716,394.85	2,121,452.87
Operating Costs	5,668.54	1,555,197.39	0.00	0.00	0.00	1,560,865.93
Repair & Maintenance	52,498.69	68,624.65	0.00	0.00	0.00	121,123.34
Phone & Utilities	39,665.02	4,348.24	0.00	0.00	0.00	44,013.26
Equipment & Computers	174,237.42	35,525.45	0.00	326.09	0.00	210,088.96
Meeting & Travel	21,082.08	1,937.96	0.00	4,752.22	702.78	28,475.04
Other Administrative Costs	99,319.86	37,829.05	225.27	17,568.41	10,340.80	165,283.39
Benefits Applied	2,686,820.79	0.00	0.00	0.00	0.00	2,686,820.79
Indirect Costs Applied	(1,440,875.85)	0.00	0.00	0.00	0.00	(1,440,875.85)
Other Expenses	24,891.99	82,362.69	27,900.31	0.00	0.00	135,154.99
Construction	0.00	0.00	0.00	(1,099,993.63)	0.00	(1,099,993.63)
Total Operating Expenses	3,391,674.00	3,544,127.19	112,828.36	918,063.22	915,839.38	8,882,532.15
Operating Income (Loss)	(3,391,674.00)	3,247,797.11	(112,828.36)	(656,656.11)	(821,040.17)	(1,734,401.53)
<b>Nonoperating Income (Expense)</b>						
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)	1,123,569.00	1,107,663.47
Interest Income	37,092.98	577,153.29	0.00	12,024.79	23,426.20	649,697.26
Interest Expense - Debt Service	0.00	(395,403.39)	0.00	0.00	0.00	(395,403.39)
Other Income	1,228.98	233.67	0.00	0.00	0.00	1,462.65
Use of Reserves	(60,056.03)	0.00	0.00	0.00	0.00	(60,056.03)
Operating Transfers	1,579,163.00	(1,579,163.00)	0.00	0.00	0.00	0.00
Total Nonoperating Income (Expense)	2,234,393.93	(1,397,179.43)	0.00	901,119.26	1,166,995.20	2,905,328.96
Excess Rev over (under) Exp	<u>(\$1,157,280.07)</u>	<u>\$1,850,617.68</u>	<u>(\$112,828.36)</u>	<u>\$244,463.15</u>	<u>\$345,955.03</u>	<u>\$1,170,927.43</u>

Aging Report  
Santa Ana Watershed Project Authority  
Receivables as of February 29, 2020

Customer Name	Project	Total	0-30 Days	31-60 Days	61 and Over
Chino Basin Desalter Authority	Brine Line	442,841.73	212,469.97	230,371.76	
Department of Water Resources	Prop 84, Prop 1	21,895,553.68		7,543.56	21,888,010.12
Eastern Municipal Water District	Brine Line	297,209.58	149,284.46	147,925.12	
Inland Empire Utilities Agency	Brine Line	185,146.40	91,509.53	93,636.87	
Irvine Ranch Water District	Emerging Constituents	3,077.00		3,077.00	
San Bernardino Valley Municipal Water District	Brine Line	208,643.67	103,032.16	105,611.51	
Western Municipal Water District	Brine Line	753,967.46	377,094.51	376,872.95	
Total Accounts Receivable		23,786,439.52	933,390.63	965,038.77	21,888,010.12

Santa Ana Watershed Project Authority  
Open Task Orders Schedule  
Feb-20  
(Reflects Invoices Received as of 03/13/20)

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	\$ 108,688.14	\$ 78,111.86	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	\$ 4,378.50	\$ 371.50	Dean Unger	
LSGK100-01	100-00	Lagerlof, LLP	Update Procurement Policies	10/14/2019	06/30/2020	\$ 9,313.00	\$ -	\$ 9,313.00	\$ 7,956.25	\$ 1,356.75	Rich Haller	
LSGK100-04	100-00	Lagerlof, LLP	General Legal Services	12/12/2019	06/30/2020	\$ 6,030.00	\$ -	\$ 6,030.00	\$ 1,289.75	\$ 4,740.25	Rich Haller	
LSGK100-05	100-00	Lagerlof, LLP	Meeting Attendance/Agenda Packet Review	12/12/2019	06/30/2020	\$ 29,480.00	\$ -	\$ 29,480.00	\$ 2,981.50	\$ 26,498.50	Rich Haller	
LSGK100-06	100-00	Lagerlof, LLP	JPA Agreement Restatement	02/18/2020	06/30/2020	\$ 4,690.00	\$ -	\$ 4,690.00	\$ 586.25	\$ 4,103.75	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	\$ 25,119.90	\$ 880.10	Dean Unger	
NICO100-06	100-00	Nicolay Consulting	GASB 75 Report	01/23/2020	07/31/2020	\$ 4,900.00	\$ -	\$ 4,900.00	\$ -	\$ 4,900.00	Karen Williams	
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	
JRE100-01	100-03	J. Richard Eichman	FPPC Reporting	01/01/2020	01/31/2021	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 280.70	\$ 919.30	Karen Williams	
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	\$ 146,250.00	\$ 88,750.00	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	\$ 1,500.00	\$ 27,470.00	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	\$ 39,545.00	\$ 52,404.00	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	\$ 15,480.00	\$ 19,320.00	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	\$ 3,115.50	\$ 5,594.50	Rich Haller	
LWA240-01	240	Larry Walker Associates	Pretreatment Program Support Services	08/19/2019	06/30/2020	\$ 25,506.00	\$ -	\$ 25,506.00	\$ 7,046.00	\$ 18,460.00	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	140
TRU240-24	240	Trussell Technologies	BL Sampling Support	09/12/2019	06/30/2021	\$ 23,590.00	\$ -	\$ 23,590.00	\$ 8,388.14	\$ 15,201.86	Carlos Quintero	

Santa Ana Watershed Project Authority  
Open Task Orders Schedule  
Feb-20  
(Reflects Invoices Received as of 03/13/20)

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
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	
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	
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	\$ 34,861.50	\$ 14,516.50	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	
JMC373-01	373	JM Consultants	Roundtable of Regions Network Coordinator	10/15/2019	06/30/2020	\$ 54,454.00	\$ -	\$ 54,454.00	\$ -	\$ 54,454.00	Ian Achimore	
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	\$ 46,557.39	\$ 27,842.61	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	\$ 16,648.01	\$ 95,731.99	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	\$ 275,873.06	\$ 98,099.94	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 Signed Change Order from SAWA
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	\$ 189,498.95	\$ 10,501.05	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	\$ 10,036.75	\$ 109,753.25	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	\$ 255,328.91	\$ 118,386.09	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	\$ 24,811.14	\$ 5,188.86	Mark Norton	
RISK392-05	392	Risk Sciences	Emerging Constituents Sampling Program 2019	02/20/2019	06/30/2020	\$ 28,250.00	\$ -	\$ 28,250.00	\$ 20,818.44	\$ 7,431.56	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	\$ 20,000.00	\$ 18,233.99	\$ 1,766.01	Rick Whetsel	

Santa Ana Watershed Project Authority  
Open Task Orders Schedule  
Feb-20  
(Reflects Invoices Received as of 03/13/20)

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
GEI398-01	398	GEI Consultants	Assess Homelessness Impacts on Water Quality	02/05/2019	06/30/2020	\$ 74,441.00	\$ -	\$ 74,441.00	\$ 29,539.26	\$ 44,901.74	Rick Whetsel	
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	\$ 414,393.47	\$ 27,606.53	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	\$ 8,660.14	\$ 1,339.86	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	\$ 76,397.93	\$ 152,648.07	Ian Achimore	
RMC504-401-05	370-01 & 373	Woodard & Curran	Technical Writing & Outreach Support	10/24/2018	06/30/2020	\$ 37,411.00	\$ -	\$ 37,411.00	\$ 34,802.45	\$ 2,608.55	Mark Norton	

\$ 2,423,775.23

## LIST OF SAWPA FUNDS

<b>Fund No.</b>	<b>Fund Description</b>	<b>Fund Group</b>
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  
 February 29, 2020

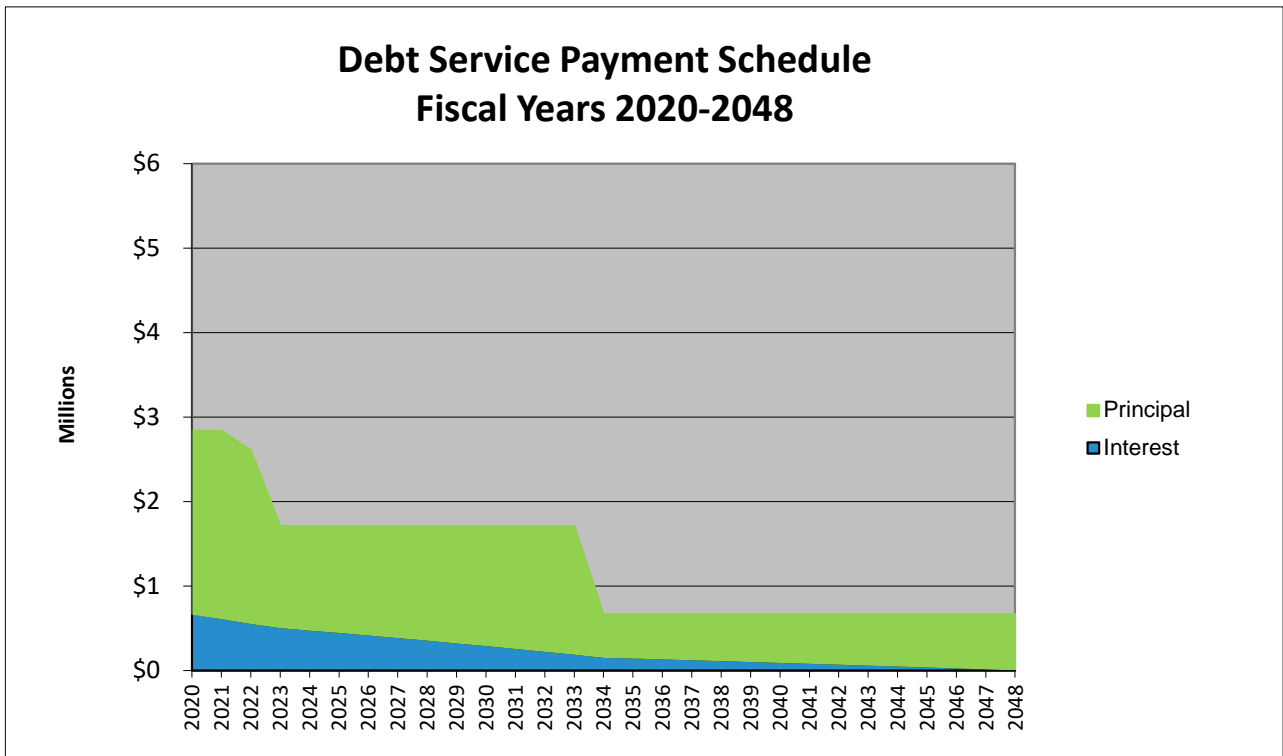
FYE	T-Strip Maturity	Capacity Loan Receipts	Rates	Loan Pymts	Interest Earned *	Excess Cash	Ending Cash Balance
	Beginning Balance						4,808,151
2020	395,000	-	1,709,476	(2,835,753)	96,163	(635,115)	4,173,037
2021	-	-	1,709,476	(2,835,753)	83,461	(1,042,817)	3,130,220
2022	-	-	1,709,476	(2,608,439)	62,604	(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

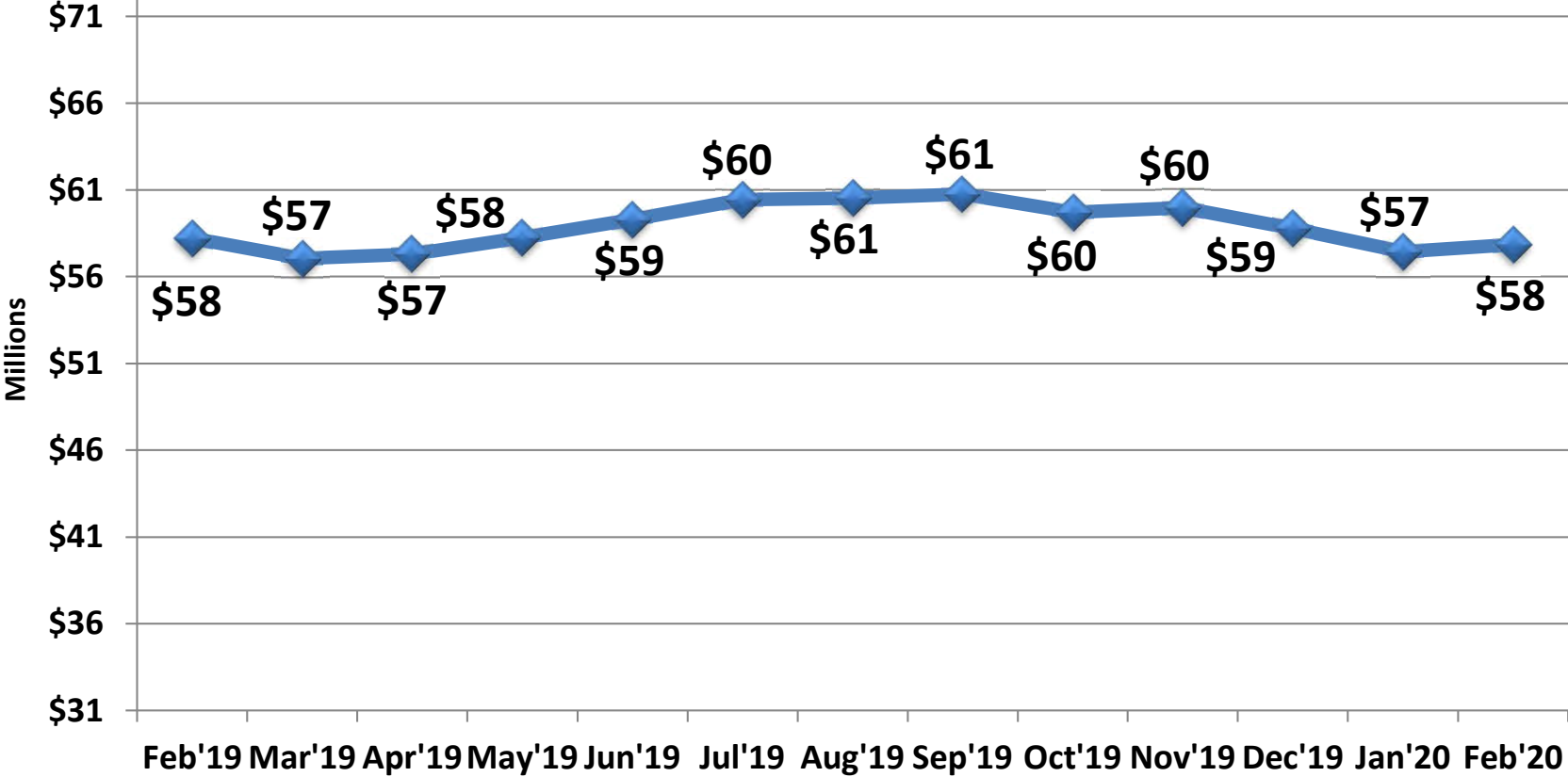


Santa Ana Watershed Project Authority  
 Brine Line Debt Service Payment Schedule  
 February 29, 2020

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





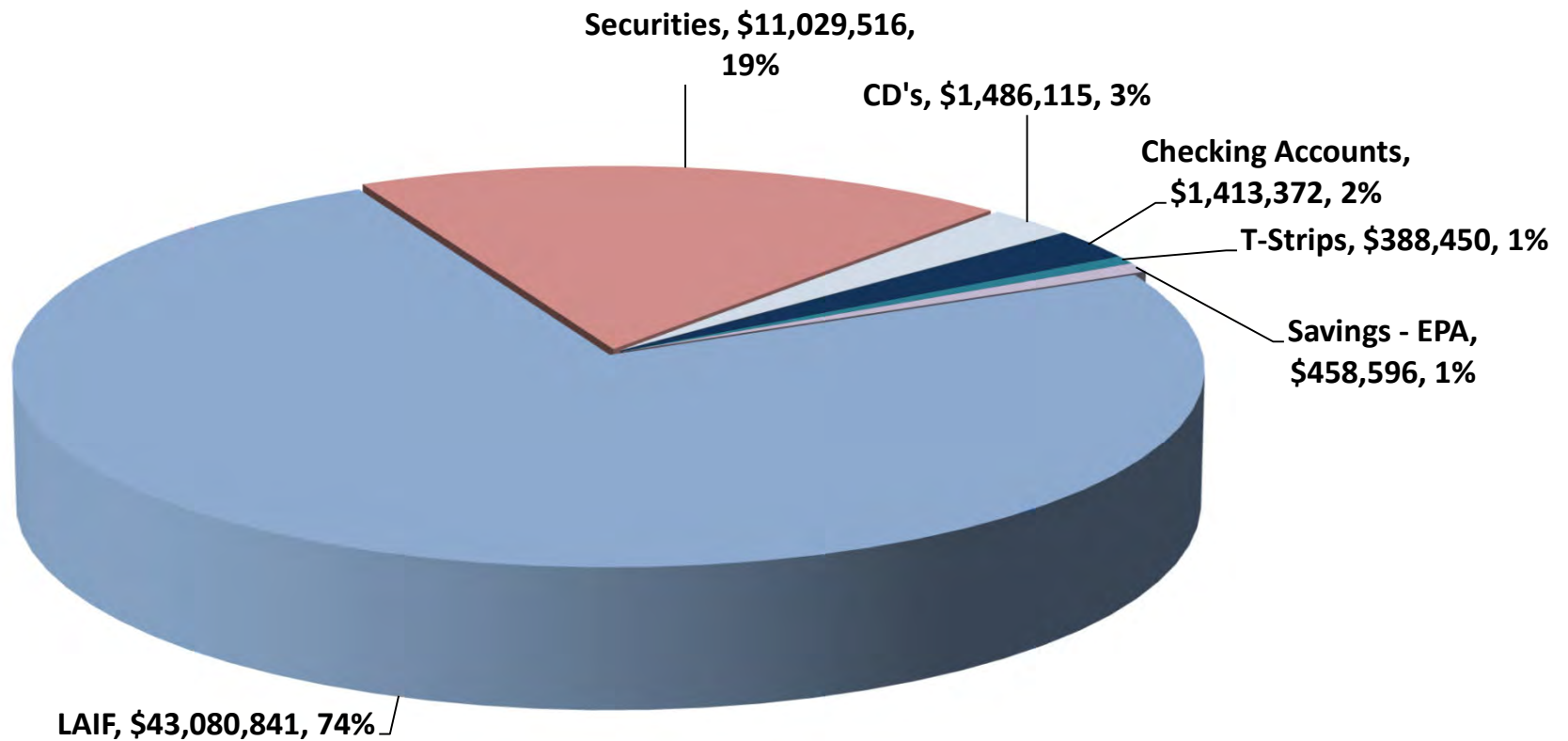
# CASH BALANCE & SOURCE OF FUNDS

*February 29, 2020*

Reserve Accounts			Cash and Investments					
	Total	Checking (Cash)	LAIF Account	Savings EPA	Investment Securities	Certificates of Deposit	Treasury Strips	Total
100 General Fund	\$ 731,160	731,160	-	-	-	-	-	\$ 731,160
100 Building Reserve	\$ 708,096	-	708,096	-	-	-	-	\$ 708,096
370 Basin Planning General	\$ 430,910	-	430,910	-	-	-	-	\$ 430,910
370 USBR Partnership Studies	\$ 53,508	-	53,508	-	-	-	-	\$ 53,508
373 Watershed Management Plan	\$ 450,961	-	450,961	-	-	-	-	\$ 450,961
240 Self Insurance Reserve	\$ 4,303,447	-	4,303,447	-	-	-	-	\$ 4,303,447
240 Brine Line Debt Retirement	\$ 3,840,117	-	3,451,667	-	-	-	388,450	\$ 3,840,117
240 Brine Line - Pipeline Replacement	\$ 22,047,109	-	9,531,478	-	11,029,516	1,486,115	-	\$ 22,047,109
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	\$ 4,078,721	682,212	3,396,509	-	-	-	-	\$ 4,078,721
401 Legal Defense Fund	\$ 458,596	-	-	458,596	-	-	-	\$ 458,596
374 Basin Monitoring Program TF	\$ 335,201	-	335,201	-	-	-	-	\$ 335,201
381 SAR Fish Conservation	\$ 132,793	-	132,793	-	-	-	-	\$ 132,793
384 Middle SAR TMDL TF	\$ 237,468	-	237,468	-	-	-	-	\$ 237,468
386 RWQ Monitoring TF	\$ 275,523	-	275,523	-	-	-	-	\$ 275,523
387 Mitigation Bank Credits	\$ 963,705	-	963,705	-	-	-	-	\$ 963,705
392 Emerging Constituents TF	\$ 31,675	-	31,675	-	-	-	-	\$ 31,675
504 Prop 84 - SARCCUP Projects	\$ 360,187	-	360,187	-	-	-	-	\$ 360,187
	\$ 57,856,891	\$ 1,413,372	\$ 43,080,841	\$ 458,596	\$ 11,029,516	\$ 1,486,115	\$ 388,450	\$ 57,856,891

## Cash & Investments - February 2020

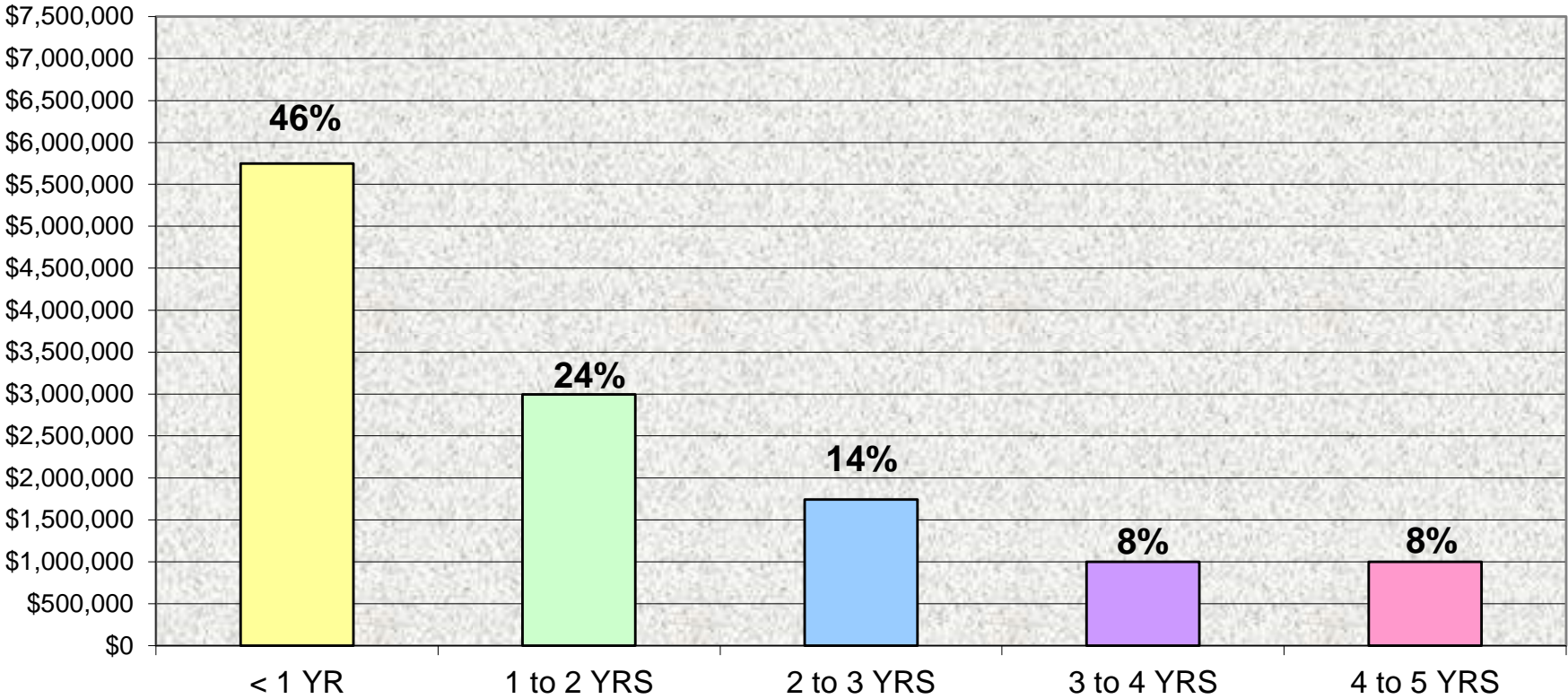
**\$57,856,891**



Santa Ana Watershed Project Authority  
Reserve Account Analysis  
February 29, 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 @ 2/29/2020	Estimated Fund Changes	Balance @ 6/30/2020
Brine Line Operating Reserve	4,512,993	45,591	7,951,287				(8,431,150)	4,078,721	-	4,078,721
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	956,985				(200,024)	22,047,109	(4,439,617)	17,607,492
OCSD Rehabilitation	3,628,707	61,404						3,690,111	-	3,690,111
Debt Retirement	4,413,151	69,900	1,139,167		(2,170,551)			3,451,667	2,670,234	6,121,902
Self Insurance	4,166,085	70,696	66,667					4,303,447	33,333	4,336,780
General Fund	2,418,254	47,861	678,935			(884,995)	(1,528,895)	731,160	-	731,160
Building Reserve	684,110	12,848	100,000				(88,862)	708,096	-	708,096
	55,324,368	824,981	10,893,041	-	(2,170,551)	(884,995)	(10,248,931)	53,737,914	(1,736,050)	52,001,864

# Twelve Month Maturity Schedule Securities



**SAWPA**  
**TREASURER'S REPORT**  
As of February 29, 2020

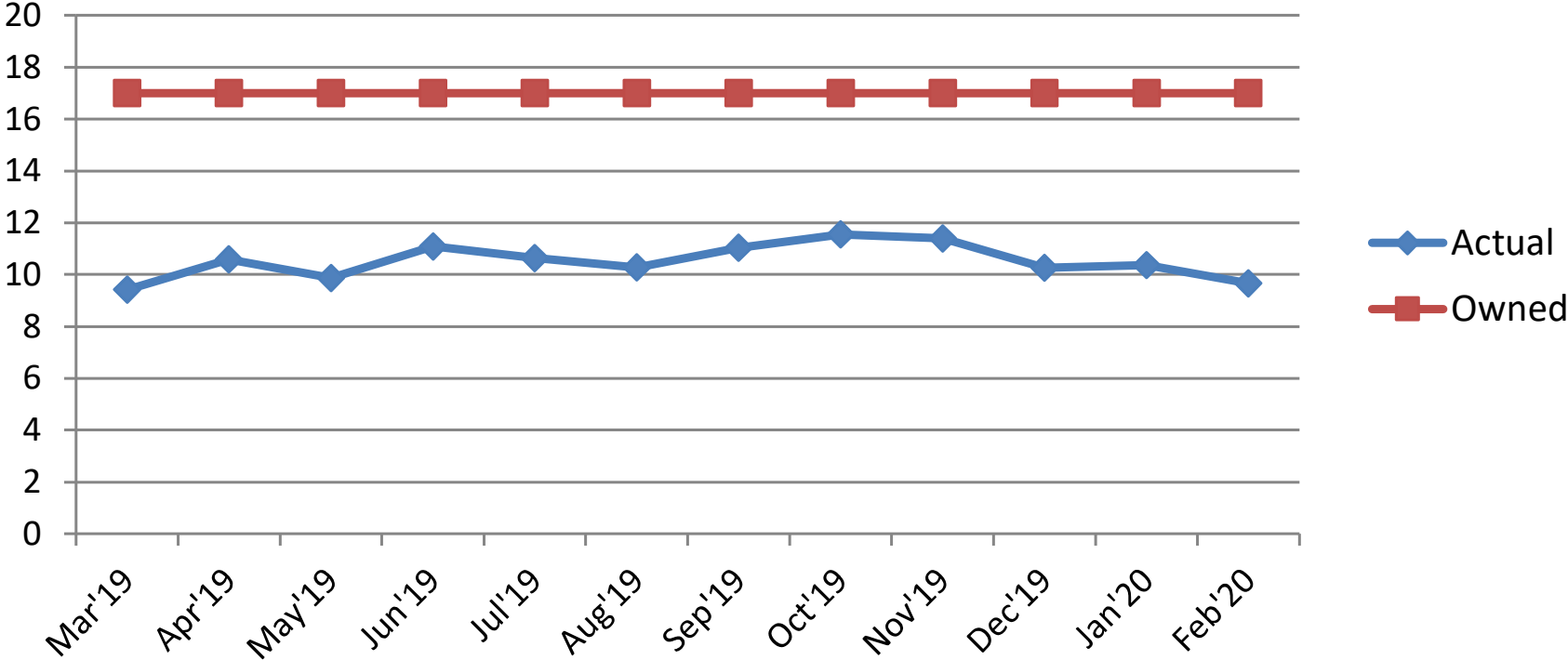
**Investment** T-Strips  
**Safekeeping** US Bank

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	393,874.65	6.36%
				\$ 395,000.00	\$ 111,030.55	\$ 283,969.45	\$ 40,451.91	354,548.09	\$ 393,874.65	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	999,029.00	1.125%
Agency	FHLMC	4/17/2017	1/13/2022	102.55	\$ 512,767.00	\$ 500,000.00	\$ 500,000.00	511,016.00	2.375%
Agency	FHLB	6/16/2016	6/12/2020	102.61	\$ 1,026,088.00	\$ 1,000,000.00	\$ 1,000,000.00	1,000,590.00	1.750%
Agency	FHLB	12/14/2017	6/10/2022	99.89	\$ 998,930.00	\$ 1,000,000.00	\$ 1,000,000.00	1,020,803.00	2.125%
Agency	FHLB	2/4/2020	12/13/2024	106.25	\$ 531,250.00	\$ 500,000.00	\$ 500,000.00	536,130.50	2.750%
Agency	FNMA	12/28/2015	12/28/2020	100.21	\$ 1,002,140.00	\$ 1,000,000.00	\$ 1,000,000.00	1,004,758.00	1.875%
Agency	FNMA	6/16/2016	11/30/2020	101.52	\$ 1,015,157.00	\$ 1,000,000.00	\$ 1,000,000.00	1,000,654.00	1.500%
Agency	FNMA	2/4/2020	1/7/2025	101.08	\$ 505,380.00	\$ 500,000.00	\$ 500,000.00	509,862.00	1.625%
Agency	USTN	11/17/2015	10/31/2020	100.00	\$ 1,005,312.50	\$ 1,000,000.00	\$ 1,000,000.00	1,003,555.00	1.750%
Agency	USTN	6/17/2016	8/31/2020	101.13	\$ 507,070.31	\$ 500,000.00	\$ 500,000.00	500,390.50	1.375%
Agency	USTN	6/16/2016	9/30/2020	101.12	\$ 506,992.19	\$ 500,000.00	\$ 500,000.00	500,351.50	1.375%
Agency	USTN	6/16/2016	10/31/2020	101.12	\$ 506,914.06	\$ 500,000.00	\$ 500,000.00	500,508.00	1.375%
Agency	USTN	12/14/2017	7/31/2021	96.91	\$ 969,062.50	\$ 1,000,000.00	\$ 1,000,000.00	1,001,875.00	1.125%
CORP	Apple Inc.	10/15/2018	5/3/2023	95.98	\$ 479,898.50	\$ 500,000.00	\$ 500,000.00	515,215.50	2.400%
CORP	Toyota Motor Credit Corp.	10/15/2018	9/20/2023	99.55	\$ 497,747.50	\$ 500,000.00	\$ 500,000.00	532,995.00	3.450%
CD	Ally Bank	4/20/2017	4/20/2020	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,205.90	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%
					\$12,540,769.56	\$ 12,486,000.00	\$12,486,000.00	12,623,938.90	1.961%

# Average Daily Flow by Month







## SUMMARY OF LABOR MULTIPLIERS

		Benefit Rate
Total Employee Benefits	954,118	0.396
Total Payroll	2,406,821	
Gross Indirect Costs	2,548,097	
Less: Member Contributions & Other Revenue	(450,000)	
Indirect Costs for Distribution	2,098,097	
		Indirect Rate
Direct Labor	1,177,557	1.782
Indirect Costs	2,098,097	

<b>FY 2019-20 Labor multiplier - thru 02/29/20</b>	<b>2.178</b>
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</u> <u>2/29/20</u>
51000	Salaries - Regular	\$ 1,229,264
52000	Benefits	\$ 560,544
60111	Tuition Reimbursement	\$ 390
60112	Training	\$ 8,121
60113	Education	\$ 1,539
60114	Other Training & Education	\$ 7,130
60120	Audit Fees	\$ 22,819
60121	Consulting	\$ 58,342
60126	Temporary Services	\$ 19,388
60128	Other Professional Services	\$ 700
60129	Other Contract Services	\$ 1,400
60130	Legal Fees	\$ 65,050
60133	Employment Recruitment	\$ 1,496
60153	Materials & Supplies	\$ -
60154	Safety	\$ 5,669
60155	Security	\$ 2,071
60156	Custodial Contract Services	\$ 13,185
60157	Landscaping Maintenance	\$ 11,310
60158	HVAC	\$ 6,735
60159	Facility Repair & Maintenance	\$ 21,779
60160	Telephone	\$ 16,456
60161	Cellular Services	\$ 7,925
60163	Electricity	\$ 13,723
60164	Water Services	\$ 5,628
60170	Equipment Expensed	\$ 18,630
60171	Equipment Rented	\$ 27,899

(Continued - next column)

<u>G/L Acct.</u>	<u>Description</u>	<u>Actual thru</u> <u>2/29/20</u>
60172	Equipment Repair / Maintenance	\$ 2,043
60180	Computer Hardware	\$ 37,068
60181	Software / Updates / Licensing	\$ 82,216
60182	Internet Services	\$ 9,971
60183	Computer Supplies	\$ 3,034
60184	Computer Repair / Maintenance	\$ 100
60190	Offsite Meeting / Travel Expense	\$ 1,243
60191	In House Meetings	\$ 1,589
60192	Conference Expense	\$ 18,101
60193	Car, Repair, Maint	\$ -
60200	Dues	\$ 29,549
60202	Subscriptions	\$ 5,836
60203	Contributions	\$ 17,250
60210	Bank Charges	\$ -
60211	Shipping / Postage	\$ 381
60212	Office Supplies	\$ 8,442
60213	Offsite Storage	\$ 2,073
60220	Commission Fees	\$ 21,190
60221	Commission Mileage Reimb.	\$ 3,405
60222	Other Commission Expense	\$ 239
60230	Other Expense	\$ 7,495
60240	Building Lease	\$ 6,945
81010	Retiree Medical Expense	\$ 67,650
80001	Insurance Expense	\$ 28,417
80000	Building Repair/Replacement Reserve	\$ 66,667
13005	Fixed Assets	\$ -

**Total Costs**      \$ 2,548,097

Direct Costs Paid by Projects	\$ 1,632,478
Member Contribution Offset	\$ 450,000
	\$ 2,082,478

Over (Under) Allocation %	-22.2%
Over (Under) Allocation of General Fund Costs	\$ (465,620)



## BENEFITS SUMMARY

*(Distributed based on Actual Labor)*

<u>G/L Acct</u>	<u>Description</u>	<u>Budget</u>	<u>Actual @ 2/29/20</u>	<u>Projected FYE 2020</u>
70101	FICA Expense	200,498 \$	107,176 \$	160,764
70102	Medicare Expense	56,208 \$	33,163 \$	49,745
70103	State Unemployment Insurance	4,900 \$	646 \$	969
70104	Worker's Compensation Insurance	43,068 \$	41,848 \$	62,772
70105	State Disability Insurance	29,183 \$	15,237 \$	22,856
70106	PERS Pension Plan	701,014 \$	383,170 \$	574,755
70111	Medical Expense	578,078 \$	289,661 \$	434,492
70112	Dental Expense	34,765 \$	17,564 \$	26,346
70113	Vision Insurance	8,268 \$	4,708 \$	7,062
70114	Life Insurance Expense	15,871 \$	9,580 \$	14,370
70115	Long Term Disability	18,502 \$	10,810 \$	16,215
70116	Wellness Program Expense	3,500 \$	1,055 \$	1,583
70117	401a Profit Sharing - Employers Contribution	-	6,500 \$	9,750
70120	Car Allowance	51,000 \$	33,000 \$	49,500
	<b>Total Benefits</b>	1,744,854	954,118	1,431,177
	<b>Total Payroll</b>	3,825,402 \$	2,406,821 \$	3,775,000
	<b>Benefits Rate</b>	45.6%	39.6%	37.9%

Santa Ana Watershed Project Authority  
Labor Hours Budget vs Actual  
Month Ending February 29, 2020

Fund	Budget	Actual	%
100 General & Administrative	25,622	20,740	80.94%
135 Prop 84 Round 2 Administration	320	301	93.91%
140 Prop 84 2014 Drought Administration	685	792	115.66%
145 Prop 84 Final Round Administration	2,020	476	23.56%
240 Brine Line Enterprise	21,925	11,137	50.79%
320 Brine Line Protection	695	191	27.45%
327 Reach IV-D Corrosion Repairs	320	7	2.19%
370-01 General Basin Planning	1,715	801	46.69%
370-02 USBR Partnership Studies	90	42	46.67%
373 Watershed Management Plan	1,945	803	41.26%
374 Basin Monitoring Program	443	280	63.15%
381 SAR Fish Conservation	220	102	46.36%
384-01 Chino TMDL Facilitation	175	99	56.29%
386MONIT Storm Water Quality Standards TF	155	61	39.03%
387 Arundo Removal & Habitat Restoration	175	14	7.71%
392 Emerging Constituents	45	146	323.33%
397EXPAN Water-Energy WVWD Administration	-	7	100.00%
398ADMIN DACI Grant	3,650	1,389	38.05%
477-02 LESJWA - Administration	320	258	80.63%
477TMDL LESJWA - TMDL Task Force	625	351	56.08%
504-301A Prop 84 2014 Drought Implementation	100	60	59.75%
504-301C Prop 84 2014 Drought Implementation	110	195	177.27%
504-4011 Prop 84 Final Round Implementation	335	78	23.36%
504-401PA23 Prop 84 Final Round Implementation	660	65	9.89%
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	38,388	60.89%

Note: Should be at 66.67% of budget for 8 months

## COMMISSION MEMORANDUM NO. 2020-26

**DATE:** April 21, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Budget vs. Actual Variance Report  
FYE 2020 Second Quarter – December 31, 2019  
**PREPARED BY:** Karen Williams, DGM/CFO

### RECOMMENDATION

It is recommended that the Commission receive and file the informational report on FYE 2020 Second Quarter Budget vs. Actual Variance Report.

### DISCUSSION

Staff has developed a Budget vs. Actual Variance Report and presents this report on a quarterly basis. Attached is the FYE 2020 Budget vs. Actual Variance Report through December 31, 2019. The Agency's net revenue was \$1,401,096, which was \$1,334,368 more favorable than budgeted. Several significant items comprise the majority of this favorable variance:

Operating Revenue was \$194,581 more than budgeted. This favorable variance is due to higher truck discharge than budgeted.

Operating Expense was \$3,820,388 less than budgeted. This favorable variance is due to a not having received invoices for Proposition 1 and 84 projects and the delay of receiving invoices from OCSD for the Rock Removal Project.

Non-Operating Revenue/Expense was \$2,680,607 less than budgeted. This unfavorable variance is due to not having received invoices for Proposition 1 and 84 projects and the delayed start of the OCSD Rock Removal Project.

### Favorable Revenue Variances

Listed below are explanations of favorable variances of \$250,000 or more for individual revenue categories:

Interest & Investments – The 218% variance of \$435,55 is due to receiving higher interest earnings than was projected in the budget.

### Unfavorable Revenue Variances

Listed below are explanations of unfavorable variances of \$250,000 or more for individual revenue categories:

Participant Fees – The 20% variance of \$270,908 is due to not having billed participants fees for Proposition 84 SARCCUP. Participant Fees will be billed later in the year.

Grant Proceeds – The 21% variance of \$473,743 is due to the delay of receiving invoices for Proposition 1 and 84 projects from the project proponents.

Use of Reserves – The 71% variance of \$2,455,424 is due to the delay of receiving invoices from OCSD for the Rock Removal project which is funded by reserves.

**Favorable Expense Variances**

Listed below are explanations of favorable variances of \$250,000 or more for individual expense categories:

Consulting & Professional Services – The 20% variance of \$496,972 is due to slower implementation of the Proposition 84 Drought, SARCCUP, and Proposition 1 DACI projects.

Operating Costs – The 25% variance of \$436,407 is due to Brine Line permitting/pre-treatment and maintenance activities. The process of updating our ordinance, policy and procedures manual and conducting an audit of the pre-treatment program will occur toward the last half of the year. Maintenance activities are also billed at the end of the year by SAWPA member agencies.

Construction – The 99% variance of \$2,455,424 is due to the delay of receiving invoices from OCSD for the Rock Removal project. Invoices are not projected to be received until late Spring.

**Unfavorable Expense Variances**

There are no unfavorable expenses variance of \$250,000 or more.

**RESOURCE IMPACTS**

None.

Attachment:

1. Variance Report

Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019

*Consolidated*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Discharge Fees	\$11,532,103	\$5,766,052	\$5,960,633	\$194,581	3.37%
Total Operating Revenue	11,532,103	5,766,052	5,960,633	194,581	3.37%
<b>Operating Expenses</b>					
Labor	3,825,400	1,912,700	1,767,945	144,755	7.57%
Benefits	1,744,855	872,428	697,738	174,690	20.02%
Education & Training	61,800	30,900	14,399	16,501	53.40%
Consulting & Professional Services	5,001,458	2,500,729	2,003,757	496,972	19.87%
Operating Costs	3,546,000	1,773,000	1,336,593	436,407	24.61%
Repair & Maintenance	572,100	286,050	96,955	189,095	66.11%
Phone & Utilities	80,150	40,075	39,007	1,068	2.66%
Equipment & Computers	372,900	186,450	184,268	2,182	1.17%
Meeting & Travel	112,650	56,325	24,902	31,423	55.79%
Other Administrative Costs	308,013	154,007	117,435	36,571	23.75%
Other Expense	334,500	197,250	157,753	39,497	20.02%
Program Expenses	707,903	208,888	289,176	-80,289	-38.44%
Construction	4,700,000	2,350,000	27,900	2,322,100	98.81%
Operating Transfers	132,344	132,344	132,344	0	0.00%
Indirect Costs	0	1	-9,415	9,416	-100.00%
Total Operating Expenses	21,500,075	10,701,149	6,880,757	3,820,388	35.70%
Net Operating Revenue / (Deficit)	-9,967,972	-4,935,098	-920,124	-3,625,807	73.47%
<b>Non-Operating Revenue (Expense)</b>					
Member Agency Contributions	1,526,966	1,526,966	1,601,966	75,000	4.91%
Participant Fees	1,751,232	1,338,570	1,067,662	-270,908	-20.24%
Grant Proceeds	4,658,908	2,224,121	1,750,379	-473,743	-21.30%
Debt Service	-2,835,027	-2,170,850	-2,170,551	299	-0.01%
Interest & Investments	1,045,000	200,000	635,555	435,555	217.78%
Other Income	205,186	102,593	79,783	-22,810	-22.23%
Contributions to Reserves	-3,512,001	-1,806,001	-1,774,576	31,425	1.74%
Operating Transfers	132,344	132,344	132,344	0	0.00%
Use of Reserves	6,908,161	3,454,082	998,658	-2,455,424	71.09%
Net Non-Operating Revenue / (Deficit)	9,880,769	5,001,825	2,321,220	-2,680,607	-53.59%
Net Revenue / (Deficit)	-\$87,203	\$66,728	\$1,401,096	\$1,334,368	

Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019  
*General Fund*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Total Operating Revenue	\$0	\$0	\$0	\$0	0.00%
<b>Operating Expenses</b>					
Labor	1,639,599	819,800	963,336	-143,537	-17.51%
Benefits	747,858	373,929	330,836	43,093	11.52%
Education & Training	49,800	24,900	12,507	12,393	49.77%
Consulting & Professional Services	433,200	216,600	160,216	56,384	26.03%
Operating Costs	6,400	3,200	5,505	-2,305	-72.04%
Repair & Maintenance	122,100	61,050	45,198	15,852	25.97%
Phone & Utilities	69,150	34,575	35,303	-728	-2.10%
Equipment & Computers	210,900	105,450	148,463	-43,013	-40.79%
Meeting & Travel	77,000	38,500	18,779	19,721	51.22%
Other Administrative Costs	207,113	103,557	72,421	31,136	30.07%
Other Expense	135,250	67,625	33,610	34,015	50.30%
Indirect Costs	-3,289,177	-1,644,589	-1,220,351	-424,238	25.80%
Total Operating Expenses	409,193	204,597	605,823	-401,226	-196.11%
Net Operating Revenue / (Deficit)	-409,193	-204,597	-605,823	401,226	-196.11%
<b>Non-Operating Revenue (Expense)</b>					
Member Agency Contributions	676,966	676,966	676,966	0	0.00%
Interest & Investments	0	0	37,252	37,252	100.00%
Other Income	0	0	1,070	1,070	100.00%
Building Reserve	-100,000	-100,000	-100,000	0	0.00%
Retiree Medical Reserve	-167,773	-83,887	-52,462	31,425	-37.46%
Net Non-Operating Revenue / (Deficit)	409,193	493,080	562,826	69,747	14.15%
Net Revenue / (Deficit)	\$0	\$288,483	-\$42,996	-\$331,480	



Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019  
*Brine Line Enterprise Fund*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Discharge Fees	\$11,532,103	\$5,766,052	\$5,960,633	\$194,581	3.37%
Total Operating Revenue	11,532,103	5,766,052	5,960,633	194,581	3.37%
<b>Operating Expenses</b>					
Labor	1,206,933	603,467	480,474	122,993	20.38%
Benefits	550,510	275,255	219,096	56,159	20.40%
Education & Training	12,000	6,000	1,892	4,108	68.47%
Consulting & Professional Services	265,000	132,500	62,190	70,310	53.06%
Operating Costs	3,537,600	1,768,800	1,331,087	437,713	24.75%
Repair & Maintenance	450,000	225,000	51,758	173,242	77.00%
Phone & Utilities	11,000	5,500	3,704	1,796	32.65%
Equipment & Computers	156,500	78,250	35,483	42,767	54.65%
Meeting & Travel	10,000	5,000	1,538	3,462	69.24%
Other Administrative Costs	72,900	36,450	23,529	12,921	35.45%
Other Expense	199,250	129,625	118,153	11,472	8.85%
Indirect Costs	1,816,182	908,091	723,113	184,978	20.37%
Total Operating Expenses	8,287,875	4,173,938	3,052,017	1,121,921	26.88%
Net Operating Revenue / (Deficit)	3,244,228	1,592,114	2,908,616	-1,316,502	-82.69%
<b>Non-Operating Revenue (Expense)</b>					
Interest & Investments	1,045,000	200,000	562,851	362,851	181.43%
Other Income	0	0	200	200	100.00%
Debt Service	-2,835,027	-2,170,850	-2,170,551	299	-0.01%
Use of Reserves	1,790,027	895,014	895,014	0	0.00%
Contributions to Reserves	-3,244,228	-1,622,114	-1,622,114	0	0.00%
Net Non-Operating Revenue / (Deficit)	-3,244,228	-2,697,950	-2,334,599	363,351	-13.47%
Net Revenue / (Deficit)	\$0	-\$1,105,836	\$574,017	\$1,679,853	

Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019  
*OWOW Fund*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Total Operating Revenue	\$0	\$0	\$0	\$0	0.00%
<b>Operating Expenses</b>					
Labor	752,282	376,141	259,363	116,778	31.05%
Benefits	343,135	171,568	118,270	53,298	31.07%
Consulting & Professional Services	3,157,114	1,578,557	1,111,246	467,311	29.60%
Equipment & Computers	500	250	323	-73	-29.02%
Meeting & Travel	24,100	12,050	4,238	7,812	64.83%
Other Administrative Costs	14,350	7,175	10,813	-3,638	-50.70%
Other Expense	0	0	5,990	-5,990	-100.00%
Program Expenses	697,903	203,888	289,176	-85,289	-41.83%
Indirect Costs	1,132,032	566,016	390,342	175,674	31.04%
Total Operating Expenses	6,121,416	2,915,644	2,189,761	725,884	24.90%
Net Operating Revenue / (Deficit)	-6,121,416	-2,915,644	-2,189,760	-725,884	24.90%
<b>Non-Operating Revenue (Expense)</b>					
Member Agency Contributions	830,000	830,000	905,000	75,000	9.04%
Participant Fees	664,657	251,995	-15,906	-267,901	-106.31%
Grant Proceeds	4,658,908	2,224,121	1,750,379	-473,742	-21.30%
Interest & Investments	0	0	12,025	12,025	100.00%
Net Non-Operating Revenue / (Deficit)	6,153,565	3,306,116	2,651,499	-654,617	-19.80%
Net Revenue / (Deficit)	\$32,149	\$390,472	\$461,738	\$71,266	
Project Reimbursement (Prop 84 Capital)	\$19,877,081	\$9,938,541	\$267,708	\$9,670,832	

Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019  
*Roundtable Fund*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Total Operating Revenue	\$0	\$0	\$0	\$0	0.00%
<b>Operating Expenses</b>					
Labor	149,369	74,685	53,400	21,284	28.50%
Benefits	68,131	34,066	24,351	9,715	28.52%
Consulting & Professional Services	961,144	480,572	628,257	-147,685	-30.73%
Equipment & Computers	5,000	2,500	0	2,500	100.00%
Meeting & Travel	1,550	775	348	427	55.16%
Other Administrative Costs	11,150	5,575	10,447	-4,872	-87.39%
Program Expenses	10,000	5,000	0	5,000	100.00%
Operating Transfer	132,344	132,344	132,344	0	0.00%
Indirect Costs	224,769	112,385	80,367	32,017	28.49%
Total Operating Expenses	1,563,457	847,902	929,514	-81,613	-9.63%
Net Operating Revenue / (Deficit)	-1,563,457	-847,902	-929,514	81,613	-9.63%
<b>Non-Operating Revenue (Expense)</b>					
Member Agency Contributions	20,000	20,000	20,000	0	0.00%
Participant Fees	1,086,575	1,086,575	1,083,568	-3,007	-0.28%
Other Income	205,186	102,593	78,513	-24,080	-23.47%
Operating Transfer	132,344	132,344	132,344	0	0.00%
Interest & Investments	0	0	23,426	23,426	100.00%
Net Non-Operating Revenue / (Deficit)	1,444,105	1,341,512	1,337,852	-3,660	-0.27%
Net Revenue / (Deficit)	-\$119,352	\$493,611	\$408,338	-\$85,273	

Santa Ana Watershed Project Authority  
 FYE 2020 Budget vs. Actual  
 for the Period Ending December 31, 2019  
*Capital Fund*

	FYE 2020 Budget	6-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
<b>Operating Revenue</b>					
Total Operating Revenue	\$0	\$0	\$0	\$0	0.00%
<b>Operating Expenses</b>					
Labor	77,217	38,609	11,371	27,237	70.55%
Benefits	35,221	17,611	5,185	12,425	70.56%
Consulting & Professional Services	185,000	92,500	41,847	50,653	54.76%
Operating Costs	2,000	1,000	0	1,000	100.00%
Other Administrative Costs	2,500	1,250	225	1,025	81.98%
Construction	4,700,000	2,350,000	27,900	2,322,100	98.81%
Indirect Costs	116,196	58,098	17,114	40,984	70.54%
Total Operating Expenses	5,118,134	2,559,068	103,644	2,455,424	95.95%
Net Operating Revenue / (Deficit)	-5,118,134	-2,559,068	-103,644	-2,455,424	95.95%
<b>Non-Operating Revenue (Expense)</b>					
Use of Reserves	5,118,134	2,559,068	103,644	2,455,424	95.95%
Net Non-Operating Revenue / (Deficit)	5,118,134	2,559,068	103,644	2,455,424	95.95%
Net Revenue / (Deficit)	\$0	\$0	\$0	\$0	



Santa Ana Watershed Project Authority  
 General Manager - Expense Report  
 2nd Quarter FYE 2020

Staff	Haller
-------	--------

Sum of Amount		Expn Type					Grand Total
Posting Date	Activity	Hotel	Meals	Misc	Parking	Registration	
10/31/2019	ACWA Pre-Conference Workshop					225.00	225.00
	ASCE Conference					825.00	825.00
	CSDA Conference	155.61					155.61
	Lunch with Commissioners Sullivan & Parker		54.16				54.16
<b>10/31/2019 Total</b>		<b>155.61</b>	<b>54.16</b>			<b>1,050.00</b>	<b>1,259.77</b>
11/30/2019	ASCE Conference	543.10			35.00		578.10
	WEF Annual Conference			39.50			39.50
<b>11/30/2019 Total</b>		<b>543.10</b>		<b>39.50</b>	<b>35.00</b>		<b>617.60</b>
12/31/2019	ACWA Conference	707.34					707.34
<b>12/31/2019 Total</b>		<b>707.34</b>					<b>707.34</b>
<b>Grand Total</b>		<b>1,406.05</b>	<b>54.16</b>	<b>39.50</b>	<b>35.00</b>	<b>1,050.00</b>	<b>2,584.71</b>



## Santa Ana Watershed Project Authority

### Staff - Expense Report

2nd Quarter FYE 2020

Sum of Amount			Expn Type							
Staff	Posting Date	Activity	Airfare	Hotel	Meals	Mileage	Misc	Parking	Registration	Grand Total
Achimore	10/31/2019	American Water Works Association Meeting				15.43	59.60			75.03
		Metrolink					22.50			22.50
		Santa Ana River Science Symposium				16.36				16.36
		SAR Mitigation Bank				15.31				15.31
		WECAN Meeting				12.88				12.88
	11/30/2019	IRWM Summit						6.36		6.36
		IWRM Summit Meetings				45.87		33.77		33.77
	12/31/2019	IRWM Meeting				16.88				16.88
		San Bernardino County Flood Control Meeting				25.81				25.81
		Southern CA Association of Government Meeting				16.88				16.88
<b>Achimore Total</b>						<b>165.42</b>	<b>122.23</b>			<b>287.65</b>
Blancas	10/31/2019	Commission Meeting Goods					27.71			27.71
		PA23 & PA24 Meeting Goods					27.71			27.71
		Steering Committee Lunch			347.25					347.25
	11/30/2019	OWOW Steering Committee Lunch			357.88					357.88
		Tribal Advisory Committee Meeting			198.38					198.38
<b>Blancas Total</b>					<b>903.51</b>		<b>55.42</b>			<b>958.93</b>
Lewis	11/21/2019	CalPERS Training				10.44				10.44
		CAMP Lunch and Learn				11.77		12.50		24.27
		CSMFO Meeting							40.00	40.00
<b>Lewis Total</b>						<b>22.21</b>		<b>12.50</b>	<b>40.00</b>	<b>74.71</b>
Lucht	10/31/2019	Commission Meeting Goods					33.54			33.54
		GM Meeting Goods					31.06			31.06
		Nuts & Bolts Conference			33.02	34.22				67.24
	11/30/2019	GM Meeting Goods					19.47			19.47
		Nuts & Bolts Conference			197.25					197.25
	12/31/2019	Commission Meeting Goods					9.08			9.08
<b>Lucht Total</b>				<b>197.25</b>	<b>33.02</b>	<b>34.22</b>	<b>93.15</b>			<b>357.64</b>

Mullay	11/21/2019	Commission Meeting Goods				2.15			2.15
		Riverwalk Event				2.15			2.15
	12/31/2019	BMP Meeting				2.15			2.15
		Christmas Luncheon				2.15			2.15
		Commission Meeting Breakfast			501.61				501.61
		GM Meeting Goods				68.11		68.11	
<b>Mullay Total</b>					<b>501.61</b>	<b>8.60</b>	<b>68.11</b>		<b>578.32</b>
Norton	10/10/2019	MSSC Board Meeting	411.96				126.49	26.00	564.45
	10/31/2019	MSSC Board Meeting		140.03					140.03
	11/30/2019	ASCE Conference		867.15					867.15
		Lunch Meeting with DWR Rep			46.91				46.91
		MSSC Summit		85.04					85.04
12/31/2019	MSSC Summit					275.00		275.00	
<b>Norton Total</b>			<b>411.96</b>	<b>1,092.22</b>	<b>46.91</b>		<b>126.49</b>	<b>26.00</b>	<b>275.00</b>
Plasencia	10/31/2019	Retrieve SAWPA Van				11.83			11.83
	11/30/2019	Retrieve SAWPA Van				141.96			141.96
<b>Plasencia Total</b>						<b>153.79</b>			<b>153.79</b>
Unger	10/31/2019	MISAC Conference		292.53			488.40		780.93
		MISAC Conference Dean	883.84						883.84
		MISAC Conference Jerry	843.84						843.84
	11/30/2019	Konica/OnBase Meeting			22.92				22.92
		SAWPA Kiosk Meeting			31.74				31.74
<b>Unger Total</b>				<b>1,727.68</b>	<b>347.19</b>		<b>488.40</b>		<b>2,563.27</b>
Villa	10/31/2019	LESJWA Board of Directors Meeting				14.50			14.50
	11/30/2019	Cal/OSHA Compliance Seminar			13.90	73.08			86.98
		Commission Meeting Goods					40.63		40.63
<b>Villa Total</b>				<b>13.90</b>	<b>87.58</b>		<b>40.63</b>		<b>142.11</b>
Williams	10/31/2019	ACWA Summit					62.39		62.39
		CSDA Conference					18.00		18.00
		CSMFO Conference	285.48						285.48
		CSMFO Conference Alison						425.00	425.00
		CSMFO Conference Karen						425.00	425.00
		SCWC Dinner					8.30		8.30
	11/30/2019	ACWA Summit					725.00		725.00
	12/31/2019	ACWA Summit		777.34					777.34
<b>Williams Total</b>				<b>1,062.82</b>		<b>70.69</b>	<b>18.00</b>	<b>1,575.00</b>	<b>2,726.51</b>
<b>Grand Total</b>			<b>411.96</b>	<b>4,079.97</b>	<b>1,846.14</b>	<b>471.82</b>	<b>1,065.12</b>	<b>56.50</b>	<b>1,890.00</b>

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The background of the slide is a collage of financial documents and charts. It features a bar chart with blue bars, a line graph, and a pie chart. There are also various tables and spreadsheets visible, some with columns labeled 'DR' and 'CR'. The overall color scheme is blue and white.

## Santa Ana Watershed Project Authority

### Financial Report for the Inland Empire Brine Line Enterprise/CIP for the 2<sup>nd</sup> Quarter Ending December 31, 2019

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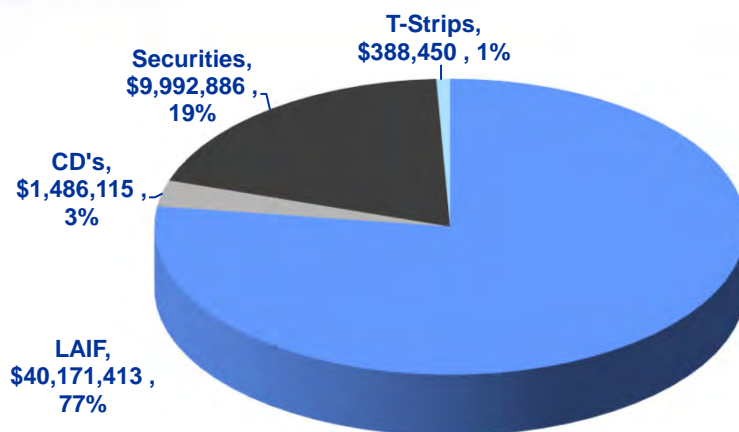
## Agenda

- Cash & Investments
- Reserve Account Balances
- Transfer, Uses & Contributions from/to Reserves
- Enterprise Revenues
- Enterprise Expenses
- Enterprise Performance
- Capital Improvement Program

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## Cash & Investments

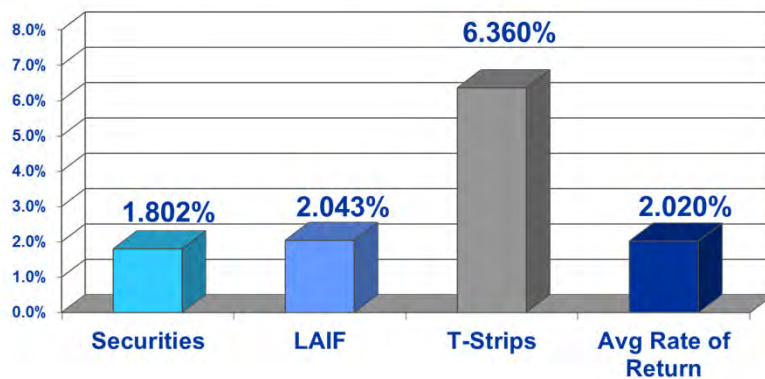
**\$52,038,865**



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## Cash & Investments

### Interest Rate Analysis



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## Reserve Account Balances

Reserve Account	Balance
Self Insurance	\$4,262,989
Debt Retirement	3,533,281
Pipeline Replacement	21,748,650
OCSD Rehabilitation	3,669,572
Capacity Management	11,751,304
OCSD Future Capacity	1,799,163
Flow Imbalance Reserve	86,957
Rate Stabilization Reserve	1,008,202
Operating Reserve	4,178,747
<b>Total Reserves</b>	<b>\$52,038,865</b>

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## Reserve Account Balances Trends

Reserve	Balance @ 03/31/19	Balance @ 06/30/19	Balance @ 09/30/19	Balance @ 12/31/19
Self Insurance	\$4,123,066	\$4,166,085	\$4,216,433	\$4,262,989
Debt Retirement	4,254,145	4,801,601	5,025,902	3,533,281
Pipeline Replacement	20,567,851	21,015,512	21,332,328	21,748,650
OCSD Rehabilitation	3,612,870	3,628,707	3,650,852	3,669,572
Capacity Mgmt	11,569,724	11,620,440	11,691,357	11,751,304
OCSD Future Capacity	1,771,363	1,779,127	1,789,985	1,799,163
Flow Imbalance Reserve	85,613	85,989	86,513	86,957
Rate Stabilization Reserve	0	1,000,000	1,003,055	1,008,202
Operating Reserve	3,836,117	4,512,993	4,649,837	4,178,747
<b>Total</b>	<b>\$49,820,749</b>	<b>\$52,610,454</b>	<b>\$53,446,263</b>	<b>\$52,038,865</b>

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## Transfers, Use and Contributions To/From Reserve

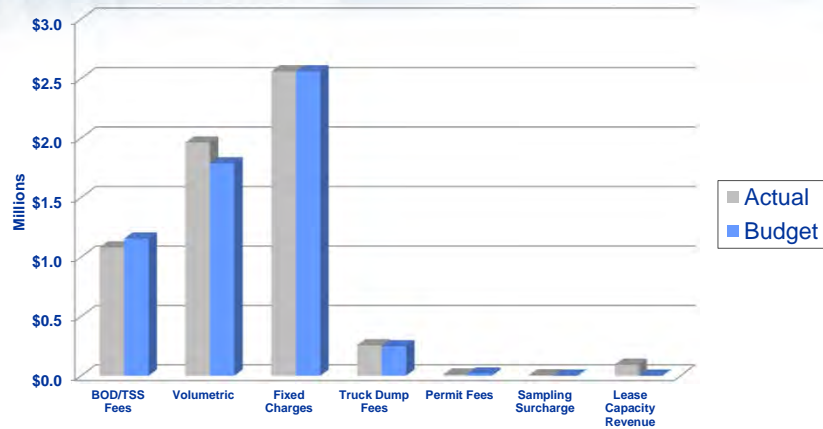
- **Pipeline Replacement Reserve**
  - Contribution of \$717,740
  - Use of \$90,569 Fund 320 Brine Line Protection
  - Use of \$47,816 Fund 327 Reach IV-D Corrosion Repairs
- **Self Insurance Reserve**
  - Contribution of \$50,000
- **Debt Service Reserve**
  - Contribution of \$854,374
  - Use of \$895,014

## Total Operating Revenues

Source	Actual	Budget	Variance Positive/(Negative)
BOD/TSS Fees	\$1,079,730	\$1,154,100	(\$74,370)
Volumetric Fees	1,960,698	1,786,675	174,023
Fixed Charges	2,559,264	2,559,264	0
Truck Discharge	256,281	248,000	8,281
Permit Fees	9,100	18,013	(8,913)
Sampling Surcharge	3,214	0	3,214
Lease Capacity Revenue	92,345	0	92,345
<b>Total Operating Revenues</b>	<b>\$5,960,632</b>	<b>\$5,766,052</b>	<b>\$194,580</b>

## Operating Revenues vs. Budget

Budget vs. Actual



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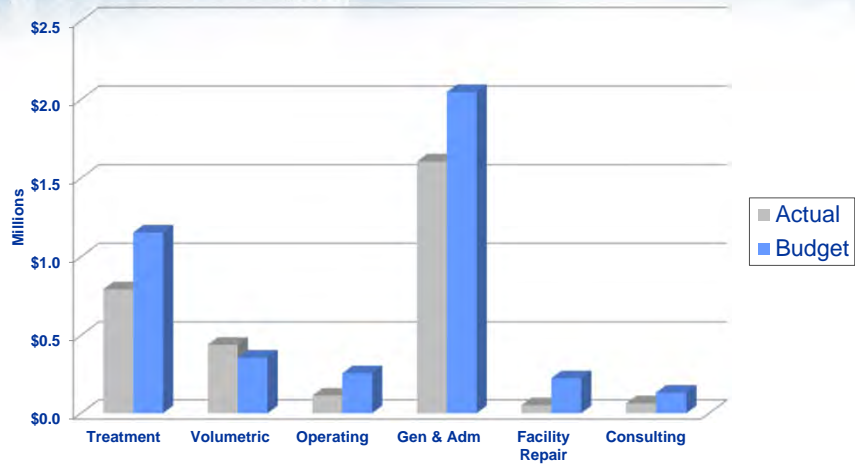
## Total Operating Expenses

Source	Actual	Budget	Variance Positive/(Negative)
Treatment Costs	(\$792,923)	(\$1,154,100)	\$361,177
Volumetric Costs	(440,024)	(357,700)	(82,324)
Operating Costs	(113,391)	(257,000)	143,609
General & Administration	(1,606,296)	(2,047,638)	441,342
Facility Repair & Maintenance	(51,633)	(225,000)	173,367
Consulting & Prof. Services	(63,948)	(132,500)	68,552
<b>Total Operating Expenses</b>	<b>(\$3,068,215)</b>	<b>(\$4,173,938)</b>	<b>\$1,105,723</b>

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## Operating Expenses vs. Budget

Budget vs. Actual



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## Non Operating Revenues and Expense

Source	Actual	Budget	Variance Positive/(Negative)
Use of Reserves (Debt Service)	\$895,014	\$1,125,850	(\$230,836)
Interest & Investments	562,851	200,000	362,851
Other Income	200	0	200
Debt Service Payments	(2,170,551)	(2,170,850)	299
Contributions to Reserves	(1,622,114)	(1,622,114)	0
<b>Total Non Operating</b>	<b>(\$2,334,600)</b>	<b>(\$2,467,114)</b>	<b>\$132,514</b>

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## Enterprise Performance

### Flow, BOD, TSS Actual vs. OCSD Billing

	SAWPA Billed	OCSD Billing	Difference
Total Flow (MG)	2,010.713	1,990.790	19.923
Total BOD (1,000 lbs)	508.073	506.918	1.155
Total TSS (1,000 lbs)	2,079.590	1,337.078	742.512
Flow - Pass through per MG	\$196.00	\$221.03	(\$25.03)
BOD cost per 1,000 lbs	\$316.00	\$319.73	(\$3.73)
TSS cost per 1,000 lbs	\$442.00	\$471.81	(\$29.81)

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## Enterprise Performance

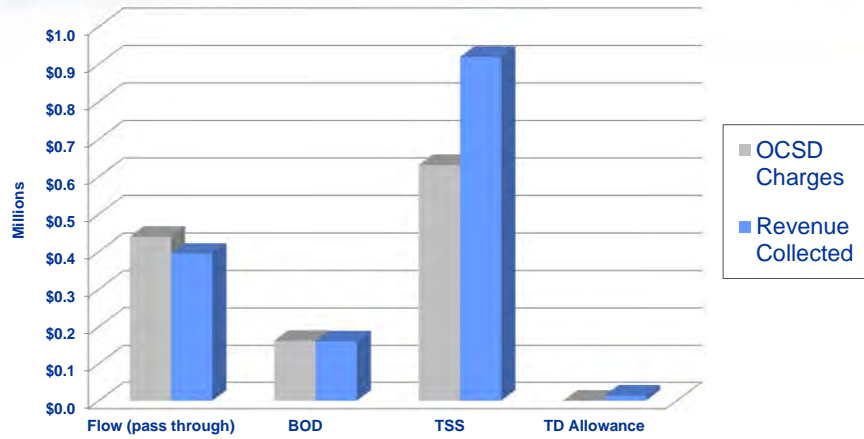
### OCSD Flow, BOD & TSS Charges vs. Revenue Billed

	Revenue Billed	OCSD Charges	Difference
Flow (pass through)	\$394,100	\$440,024	(\$45,924)
BOD	160,551	162,077	(1,526)
TSS	919,179	630,847	288,332
TD Allowance	13,835	0	13,835
<b>Total</b>	<b>\$1,487,665</b>	<b>\$1,232,948</b>	<b>\$254,717</b>

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## Enterprise Performance

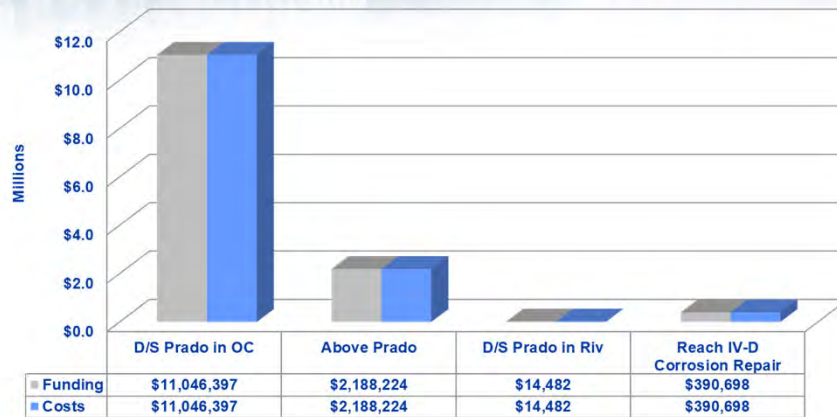
### OCSD Flow, BOD & TSS Charges vs. Revenue Collected



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## Capital Project Fund

### Costs (Project to Date) vs. Funding



Funding = Reserves and SRF Loans

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## Capital Project Fund

### Costs vs. Budget



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## Capital Project Fund (320)

### Brine Line Protection / Relocation Projects

- **D/S Prado in OC** – emergency protection work, pipeline relocation
- **Above Prado** - pipeline relocation and manhole lid adjustments – when required
- **D/S Prado in Riv County** – bank armoring

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Questions ?

The background of the slide is a collage of financial-related images. It includes a blue-toned bar chart with several bars of varying heights, a line graph with multiple data series, and a pie chart. There are also images of financial documents, including what appears to be a check or a receipt with some numbers and text visible. The overall theme is financial reporting and data analysis.

## Santa Ana Watershed Project Authority

### Financial Report for the 2nd Quarter Ending December 31, 2019

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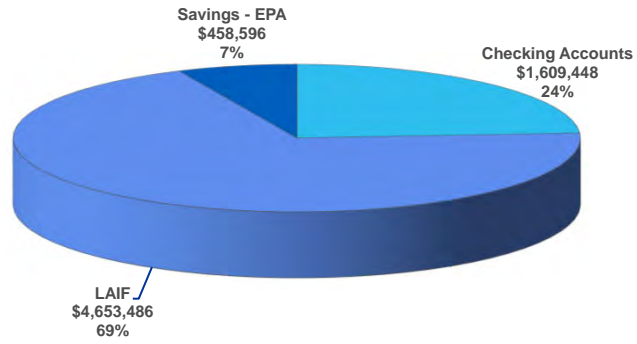
## Agenda

- Cash & Investments
- Fund Overview
- General Fund
- OWOW Funds
- Roundtable Funds

2

## Cash & Investments

**\$6,721,530**



3

## Cash & Investments

### Total by Fund

General Fund	\$2,706,892
OWOW Fund	1,383,026
Roundtable Fund	2,173,016
Fiduciary Fund	458,596
<b>Total</b>	<b>\$6,721,530</b>

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## Cash & Investments

### General Funds

Fund	Checking (Cash)	LAIF Account	Total
General Fund	\$1,609,448	\$345,557	\$1,955,005
Building Reserve	0	751,887	751,887
<b>Total</b>	<b>\$1,609,448</b>	<b>\$1,097,444</b>	<b>\$2,706,892</b>

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## Cash & Investments

### OWOW Funds

Fund	LAIF Account
General Basin Planning	\$424,243
USBR Partnership Studies	55,933
Watershed Mgmt Plan	467,006
Water – Energy DAC Grant	39,250
Prop 84 SARCCUP Projects	396,594
<b>Total</b>	<b>\$1,383,026</b>

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## Cash & Investments

### Roundtable Funds

Fund	LAIF Account
Basin Monitoring	\$417,101
RWQ Monitoring TF	316,797
SAR Fish Conservation	130,539
Middle SAR TMDL TF	321,191
Emerging Constituents TF	26,386
Mitigation Banking	961,002
<b>Total</b>	<b>\$2,173,016</b>

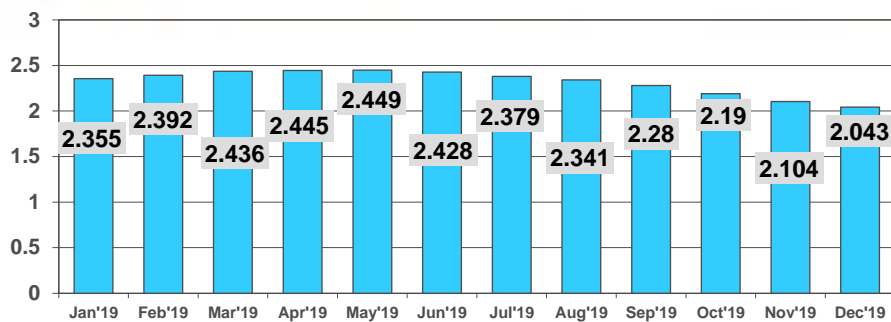
## Cash & Investments

### Fiduciary Funds

Fund	Savings EPA
Legal Defense Fund	\$458,596
<b>Total</b>	<b>\$458,596</b>

## Cash & Investments

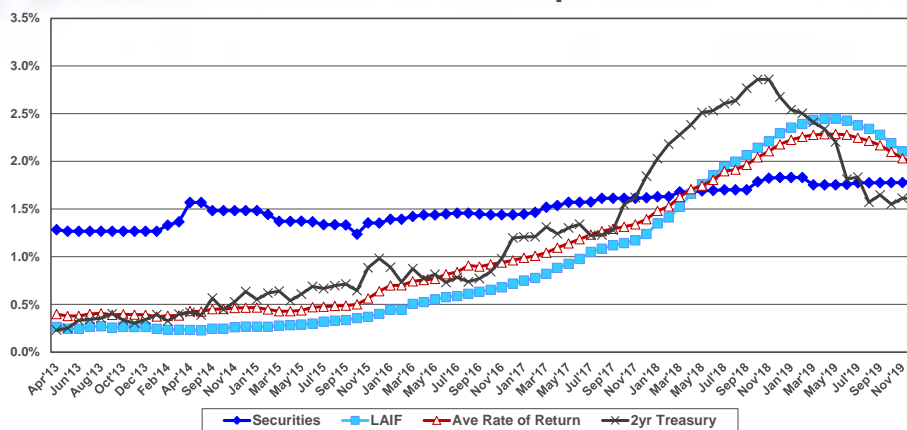
### LAIF Interest Rates



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## Cash & Investments

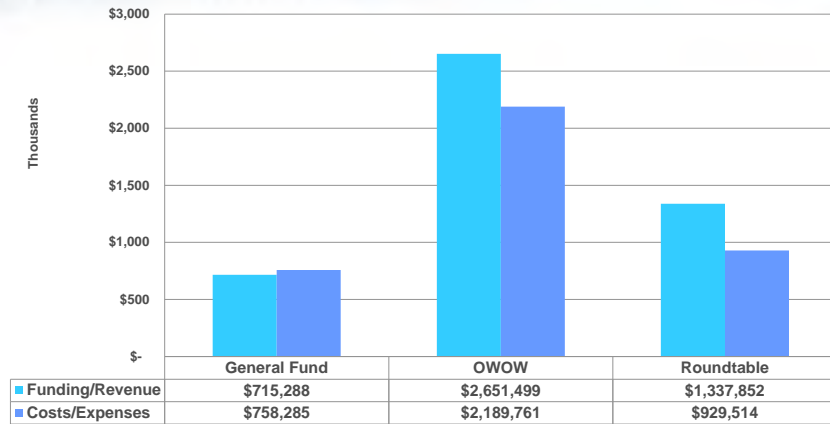
### Interest Rate Comparison



10

## Analysis by Fund Type

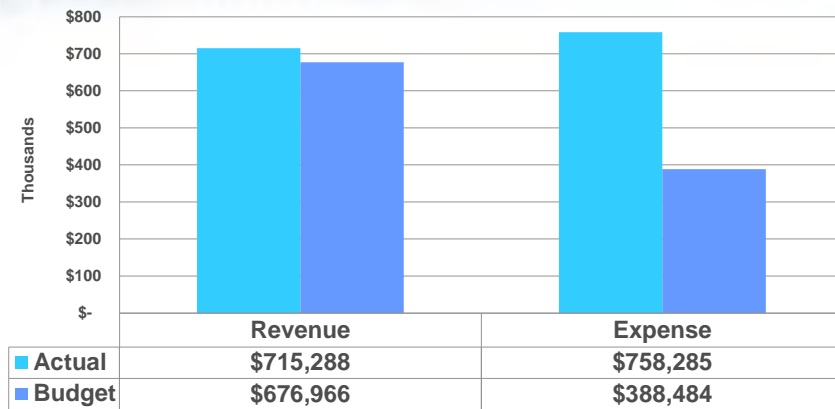
### Revenues and Expenses



11

## General Fund

### Budget vs. Actual

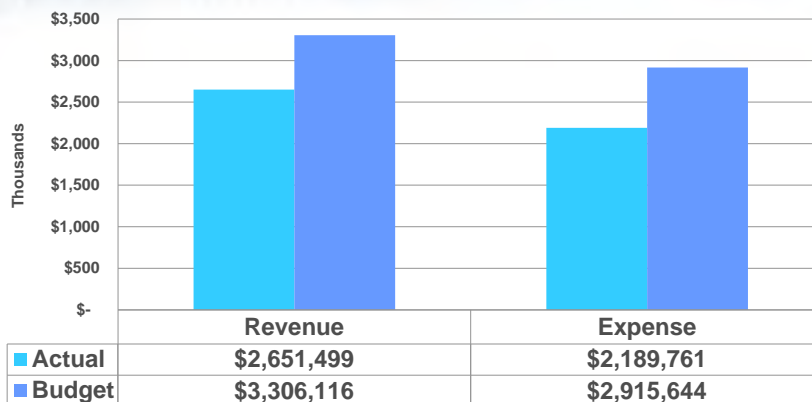


12



## OWOW Funds

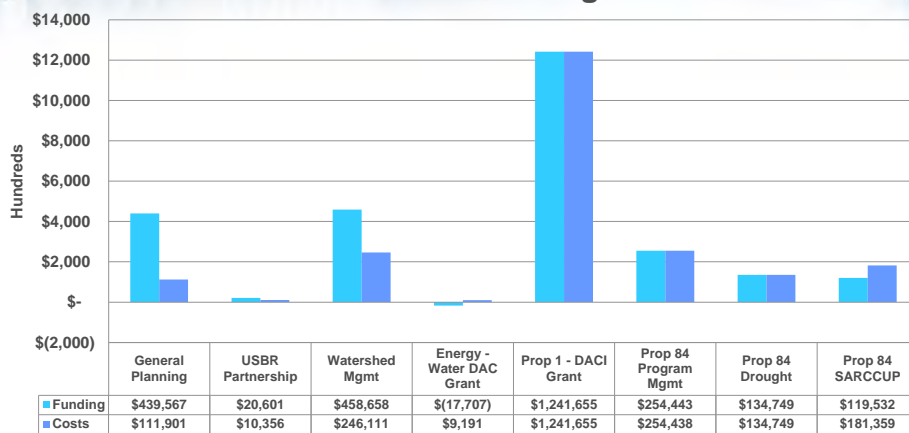
### Budget vs. Actual



13

## OWOW Funds

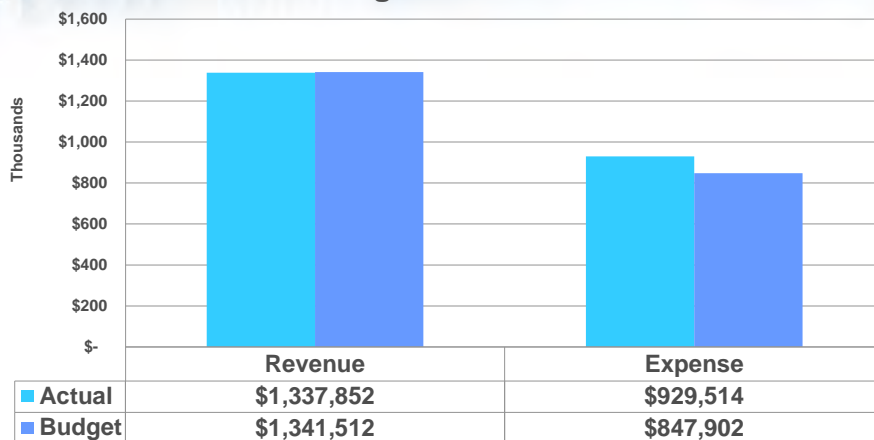
### Costs vs. Funding



14

## Roundtable Funds

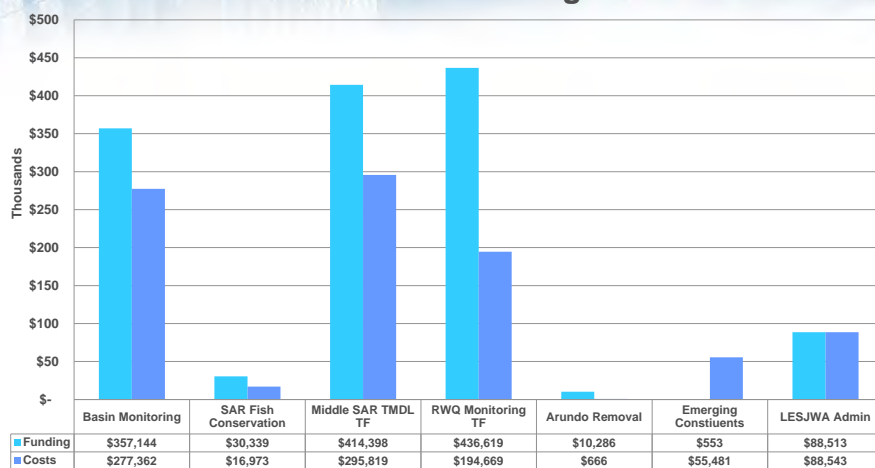
### Budget vs. Actual



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## Roundtable Funds

### Costs vs. Funding



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## SAWPA OWOW Status Report 1/1/20 thru 3/31/20



PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETING DATES
<b>OWOW Planning</b>	Integrated Regional Water Management Planning and Grant Application Support for the Santa Ana River Watershed	<ul style="list-style-type: none"> <li>• Although it's subject to change, staff discussed DWR's estimates for final grant award announcements, which will likely be mid/late Spring 2020. DWR will likely start drafting the Round 2 grant guidelines in 2021.</li> <li>• Staff worked with the Roundtable of Regions Network Coordinator to facilitate quarterly meetings with Roundtable members that include members from DWR discussing pertinent topics. The Roundtable of Regions worked on updating its charter and reaching out to elected officials regarding the potential Climate Resilience Bond that is projected to be on the November 2020 general election ballot.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of legislative outreach materials/letters advocating for IRWM</li> </ul>	May 28 OWOW Steering Committee meeting
<b>Santa Ana River Watershed Feasibility Cloud Seeding Program</b>	Investigation of the feasibility and early design of a weather augmentation program for the Santa Ana River Watershed	<ul style="list-style-type: none"> <li>• On December 17, 2019 based on responses to an RFP, the SAWPA Commission approved a contract with North American Weather Consultants to conduct a feasibility study for cloud seeding in the Santa Ana River Watershed. The contract amount was \$75,000 and was funded by invoices sent to each SAWPA member agency at \$15,000 each.</li> <li>• The scope of work was designed such that after the first two tasks of data collection and evaluation of target areas, a technical memo would be prepared either recommending continuing the study or not continuing the study would be made. These tasks included evaluating potential weather modification generator locations in the watershed by considering factors such as ease of property access for permanent equipment, climate trends at the sub-watershed level, and location of existing water supply infrastructure such as groundwater banks and surface water reservoirs.</li> <li>• The first technical memorandum is scheduled for completion by April 15, 2020. The final report is expected October 31, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Based on preliminary feedback, it appears the Santa Ana River Watershed has several key locations in which cloud seeding could increase runoff by 5-15%. A presentation about TM#1 will be provided in early May 2020.</li> </ul>	May 19, 2020 SAWPA Commission Mtg

## SAWPA OWOW Status Report 1/1/20 thru 3/31/20

<p><b>Santa Ana River Watershed Annual Sustainability Assessment</b></p>	<p>Conduct an annual Watershed Sustainability Assessment</p>	<ul style="list-style-type: none"> <li>• As part of the adopted OWOW Update Year 2019 report, a pilot framework for conducting a watershed sustainability assessment was developed by Environmental Science Associates (led by Betty Andrews and Karen Lancelle) in collaboration with Peter Vorster of The Bay Institute, working with the Santa Ana Watershed Project Authority. It was financially supported by the California Department of Water Resources as a pilot effort to demonstrate a regional sustainability assessment as encouraged by recent and current versions of the California Water Plan. The assessment was conducted based on 2018 data.</li> <li>• SAWPA staff embarked on an annual Santa Ana River Watershed Sustainability Assessment based on the 2019 data.</li> <li>• The draft brochure/report is expected to be completed in May 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Share final report/brochure with the SAWPA Commission in June 2020.</li> </ul>	<p>June 2, 2020 SAWPA Commission Mtg</p>
<p><b>Prop 1 IRWM Disadvantaged Community Involvement (DCI) Program Implementation</b></p>	<p>Needs assessment, education and outreach, and technical assistance for disadvantaged, economically distressed and under- represented communities in the watershed</p>	<ul style="list-style-type: none"> <li>• DWR approved amendment to modify and extend the DCI Program Grant until June 30, 2021.</li> <li>• Initiated efforts to oversee and implement the sixteen IRWM grant funded Technical Assistance projects. This included holding kick-off meetings (or conference calls) with each of the project proponents and completing sub-agreements with all but one project proponent.</li> <li>• Translation Services were provided to twenty-six document requests by retail water agencies and water related agencies in watershed. To support the increased requests for translation services, SAWPA staff has issued change orders for an additional \$20,000 for World Language Communications and \$10,000 for Fox Translation Services.</li> <li>• Trust the Tap media kits remain available on the SAWPA website for water retailers use.</li> <li>• Staff working with the CivicSpark Fellows continued to place interns at water agencies and non-profits in the region to support community engagement efforts. The goal of the program is to place a total of sixty interns over the life of the grant.</li> <li>• Local Government Commission (LGC) successfully completed the second round of Santa Ana River Watershed Water Ambassador Workshops in January 2020.</li> <li>• CSU WRPI completed the data analysis for the additional Tribal feedback sessions conducted in Orange County.</li> <li>• California Rural Water Association held a second Tribal Advisory Committee in February in Santa Ana. Final comments for the Tribal Advisory Committee charter were received on March 27<sup>th</sup> by Tom Keegan CRWA.</li> </ul>	<ul style="list-style-type: none"> <li>• SAWPA to continue to manage Technical Assistance (TA) funding projects through December 2020.</li> <li>• Additional Tribal feedback data collected in Orange County by CSU WRPI will be incorporated into the Community Water Ethnography April 2020.</li> <li>• Water Education Foundation to finalize Statewide Best Practices Publication in May/June 2020.</li> <li>• Tribal Advisory Committee Charter and Resolution to be finalized in April/May 2020.</li> <li>• Continue offer of translation services for retail water agencies and water related agencies in watershed through July 2020 (or as funding is available).</li> <li>• Continue to post Trust the Tap campaign materials on SAWPA website (indefinitely).</li> </ul>	<p>No TAC or Quarterly All Team meetings scheduled</p> <p>A Tribal AC conference call meeting is being considered for May/June.</p>

**SAWPA OWOW Status Report  
1/1/20 thru 3/31/20**

		<ul style="list-style-type: none"> <li>• The Water Education Foundation continues to work on the Statewide Best Practices Publication. A revised draft was received by SAWPA in March and shared with DWR for additional comments.</li> <li>• The SAWPA Commission approved a proposal by CRWA to conduct up to 10 Water Agency Trainings to support retail water agencies in the watershed.</li> <li>• The SAWPA Commission approved a proposal by LGC to develop program materials and facilitate watershed events to share the results of the DCI program with water agencies in the watershed. UPDATE: DWR has requested that SAWPA consider expanding this event to a Southern California Disadvantaged Community and Tribal Lessons Learned Summit.</li> <li>• SAWPA staff working with the CivicSpark Fellows continue to maintain and make improvements to the DCI Program webpage on the SAWPA website.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to coordinate with CSUSB WRPI on the Community Engagement Intern Program through December 2020.</li> <li>• SAWPA to coordinate with various TA project partners and CRWA to coordinate Community Education events in conjunction with the various projects receiving TA funding through December 2020.</li> <li>• SAWPA to coordinate with LGC on the 3<sup>rd</sup> round of SAW Water Ambassador workshops postponed indefinitely.</li> <li>• SAWPA to coordinate with CRWA on a series of up to 10 certified water trainings courses for water agency staff through Dec. 2020.</li> <li>• SAWPA to coordinate with LGC and CRWA to develop and implement a Southern California Disadvantaged Community and Tribal Lessons Learned Summit to share the findings and recommendations of the DCI Program tentatively October 2020.</li> </ul>	
<p><b>Emergency Drought Grant Program Implementation</b></p>	<p>Region-wide water demand reduction program for the Santa Ana River Watershed through the Project Agreement (PA) 22 Committee</p>	<ul style="list-style-type: none"> <li>• Staff worked with IEUA and the cities of Chino and Chino Hills on processing their final invoices. All major implementation work by the SAWPA member agencies and the cities has been completed.</li> <li>• Staff began drafting the project completion report, a required deliverable which must be approved by DWR before the release retention payment to SAWPA and SAWPA’s project partners.</li> </ul>	<ul style="list-style-type: none"> <li>• Finalize the project completion report and receive retention payment from DWR.</li> </ul>	<p>No major upcoming meetings.</p>

**SAWPA OWOW Status Report  
1/1/20 thru 3/31/20**

<p><b>Santa Ana River Conservation and Conjunctive Use Program (SARCCUP) Implementation</b></p>	<p>Implementation of SARCCUP (which includes conjunctive use, fish habitat, invasive weed removal, and water use efficiency programs) through the PA 23 Committee.</p>	<ul style="list-style-type: none"> <li>• Staff, with consultant Woodard &amp; Curran, finalized the detailed SARCCUP work plan, budget and schedule as part of the grant agreement amendment request. The request was submitted to DWR on March 24, 2020.</li> <li>• Orange County Coastkeeper continued implementing the SARCCUP Water Use Efficiency - Smartscape Program with workshops and residential site visits focused on educating customers on drought tolerant landscape maintenance.</li> <li>• SARCCUP Partners continue to work on the draft MWD-SARCCUP agreement and anticipate making a presentation to the MWD Member Agency Managers about the SARCCUP Program's draft Agreement/Term Sheet.</li> </ul>	<ul style="list-style-type: none"> <li>• Answer DWR's questions related to the amendment request.</li> <li>• SARCCUP partners presentation to MWD Member Agency Manager on May 15, 2020.</li> </ul>	<p>Bi-weekly SARCCUP Planning Manager meetings.</p>
<p><b>Prop 84 IRWM Round 1</b></p>	<p>Grant administration of Prop 84 IRWM Round 1</p>	<ul style="list-style-type: none"> <li>• Staff continues to work with the agencies implementing the 15 projects involved in the first round of Prop 84 IRWM program to undertake all labor associated with interaction with DWR staff; project invoices processing including review, verification and submittal to DWR; project reporting review, verification and submittal to DWR; all DWR agreements, SAWPA Sub-agreements and Amendments preparation, processing and execution; DWR payment processing; project implementation inspection and verification; assembling, reviewing and submittal of Financial Statements; coordination and review of all Labor compliance; review and verification of all certifications, permits, and CEQA; project deliverables review, verification and submittal to DWR; project benefit assessment; review and verification of project monitoring plan; review and verification of project signage; review, verification and preparation of all documentation for audit review; grant administration budget preparation, monitoring, projections and assessment; SAWPA management review, oversight and direction regarding these defined tasks.</li> </ul>	<ul style="list-style-type: none"> <li>• All grant administration will continue until the final Round 1 project is implemented and continues with annual monitoring for 10 years after the completion of the projects.</li> </ul>	<p>Quarterly Report to SAWPA Commission</p>
<p><b>Prop 84 IRWM Round 2</b></p>	<p>Grant administration of Prop 84 IRWM Round 2</p>	<ul style="list-style-type: none"> <li>• Staff continues to work with the agencies involved in the 19 projects under the second round of Prop 84 IRWM program to undertake all labor associated with interaction with DWR staff; project invoices processing including review, verification and submittal to DWR; project reporting review, verification and submittal to DWR; all DWR agreements, SAWPA Sub-agreements and Amendments preparation, processing and execution; DWR payment processing; project implementation inspection and verification; assembling, reviewing and submittal of Financial Statements; coordination and review of all Labor compliance; review and verification of all certifications, permits, and CEQA; project deliverables review, verification and submittal to DWR; project benefit assessment; review and verification of project monitoring plan; review and verification of</li> </ul>	<ul style="list-style-type: none"> <li>• All grant administration will continue until the final Round 2 project is implemented and continues with annual monitoring for 10 years after the completion of the projects.</li> </ul>	<p>Quarterly Report to SAWPA Commission</p>



**SAWPA OWOW Status Report  
1/1/20 thru 3/31/20**

		project signage; review, verification and preparation of all documentation for audit review; grant administration budget preparation, monitoring, projections and assessment; SAWPA management review, oversight and direction regarding these defined tasks.		
<b>Prop 84 IRWM Drought Round</b>	Grant administration of Prop 84 IRWM Drought Round	<ul style="list-style-type: none"> <li>Staff prepared three monthly progress report and invoices to the DWR during the reporting period. Staff reviewed turf removal projects submitted for invoicing before processing by DWR.</li> </ul>	<ul style="list-style-type: none"> <li>Finalize three progress reports/invoices during the next quarter.</li> </ul>	Upcoming Commission Meeting to provide update on Drought Grant
<b>Prop 84 IRWM 2015 Round</b>	Grant administration of Prop 84 IRWM 2015 Round	<ul style="list-style-type: none"> <li>Staff prepared and reviewed the grant invoice and progress report for the fourth reporting period of 2019 that was due to DWR on March 31, 2020.</li> <li>SAWPA staff finalized the detailed project scope language for the second amendment to the Grant Agreement and submitted it on March 24, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>Submit the 1st quarterly report/invoice of 2020 to DWR by June 30, 2020.</li> <li></li> </ul>	Bi-weekly SARCCUP Planning Manager meetings.

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## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20



PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Middle Santa Ana River (MSAR) Pathogen TMDL Task Force</b>	Implement TMDLs to address impairments to water quality relating to the fecal coliform objective established to protect the REC-1 use for waterbodies located within the Middle Santa Ana River Watershed.	<ul style="list-style-type: none"> <li>• Task Force Administration by SAWPA continues including management and review of consultant contracts, project invoices and annual Task Force budget by staff continues.</li> <li>• Task Force consultants, Tim Moore/Risk Sciences and Tess Dunham continue their effort to orchestrate the TMDL Implementation strategy for the MSAR TMDL Task Force. Tess Dunham took over the lead of this effort in January 2020. Note: Tess Dunham changed firms at the end of March 2020. She is now working for Kahn Soares &amp; Conway at tdunham@kscsacramento.com.</li> <li>• The Task Force continues their effort to support the implementation of the Riverside / San Bernardino Counties CBRP in coordination with the MSAR TMDL Task Force.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and distribute FY 2020-21 task force invoices in July 2020.</li> </ul>	4-22-2020 Task Force Meeting (virtual meeting)
	TMDL Task 3 Watershed Monitoring Program	<ul style="list-style-type: none"> <li>• MSAR TMDL Compliance monitoring is now conducted as a component of the Santa Ana River Bacteria monitoring program implemented through the Regional Water Quality Monitoring Task Force.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft 2019 Annual SAR Regional Bacteria Monitoring plan is due by April 30.</li> <li>• 2020 Annual TMDL compliance monitoring to begin in May 2020</li> </ul>	
	TMDL Task 4 Source Evaluation and Management	<ul style="list-style-type: none"> <li>• MSAR TMDL Task Force meetings continue to be used as a forum for stakeholders to update Regional Board staff on their CBRP implementation activities.</li> <li>• SAWPA acts as the contracting party for the benefit of Task Force agencies to implement specific studies and projects to support each County's Comprehensive Bacteria Reduction Plan implementation activities.</li> <li>• All current source evaluation work relating to the bacteria indicator TMDLs is being conducted through the individual Counties MS4 program to implement their respective Comprehensive Bacteria Reduction Plans.</li> <li>• GEI Consultants finalized Synoptic Study of the Watershed in February 2020. This study identifies the next steps in the process to implement the MSAR TMDLs.</li> <li>• SAWPA staff continues to update the TMDL Task Force on effort to assess the impacts of homelessness on water quality and riparian and aquatic habitat being conducted by GEI Consultants. Any monitoring of the SAR to come out of this effort will be coordinated with the Task Force. The report is anticipated to be completed by June 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• All current deliverables related to the implementation of the Counties Comprehensive Bacteria Reduction Plans are currently being addressed by individual agencies.</li> <li>• Task Force to initiate effort to evaluate and revise the MSAR TMDLs April 2020.</li> </ul>	

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Lake Elsinore and Canyon Lake Nutrient TMDL Task Force</b>	Implement TMDLs to address water quality issues relating to excess nutrients in Lake Elsinore and Canyon Lake.	<ul style="list-style-type: none"> <li>• Task Force administration by LESJWA continues.</li> <li>• Staff continues to coordinate issues relating to stakeholder load/cost allocations, in-lake modeling, and the design on in-lake treatment projects with various consultants.</li> <li>• Staff continues management and review of consultant contracts, project invoices and annual Task Force budget.</li> <li>• Staff continues to reach out to CA Dept of Fish and Wildlife for their signature page for the amendment for extending the task force agreement an additional 5-year term.</li> <li>• Staff prepared and distributed a revised draft FY 2020-21 task force budget in January and March 2020.</li> <li>• Task Force consultants, Tim Moore/Risk Sciences and Tess Dunham continue their role of working with stakeholders on a long-term plan to revise and update the Lake Elsinore and Canyon Lake nutrient TMDLs. Tess Dunham took the lead of this effort in January 2020.</li> <li>• Note: Tess Dunham changed firms at the end of March 2020. She is now working for Kahn Soares &amp; Conway at <a href="mailto:tdunham@kscsacramento.com">tdunham@kscsacramento.com</a>.</li> <li>• Regional Board continues their process to amend the Basin Plan to update the Lake Elsinore and Canyon Lake nutrient TMDLs.</li> <li>• Task Force consultants completed the responses to Regional Board Peer Review comments and submitted their final report to Regional Board in March 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Amendment to extend the Task Force agreement for an additional 5-year term. Outstanding signature page: CA Dept. of F&amp;W.</li> <li>• Staff continues the effort to collect outstanding contributions from stakeholders including WRCAC Ag and CA Dept. of F&amp;W.</li> <li>• Approve FY 2020-21 draft task force budget April 2020.</li> <li>• Regional Board Public Workshop to adopt the Revised LE&amp;CL TMDLs has been postponed until summer 2020.</li> </ul>	4-23-2020 Task Force Meeting (virtual meeting)
	TMDL Task 4 Monitoring Program	<ul style="list-style-type: none"> <li>• Wood Environmental (formerly Amec Foster Wheeler) continues to implement the Phase 2 TMDL Compliance Monitoring Program.</li> <li>• All comments to the Lake Elsinore and Canyon Lake Nutrient TMDL Annual Water Quality Monitoring Report July 2018 – June 2019 were addressed by the consultant and the final report submitted to Regional Board.</li> <li>• January 2020, LESJWA issued a RFP in seeking a consulting firm to oversee and implement TMDL compliance water quality monitoring for the Lake Elsinore and Canyon Lake Task Force.</li> <li>• March 2020, based upon the outcome of the RFP, the Task Force recommended the selection Wood Environmental to oversee and implement water quality TMDL monitoring for three-years (2021-23) with an option for a two year extension. Work under this new agreement will begin in July 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Initiate the FY 2020 TMDL Compliance water quality monitoring July 2020.</li> </ul>	

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
	TMDL Task 9 Lake Elsinore TMDL Compliance Implementation Activities	<ul style="list-style-type: none"> <li>• Work relating to the implementation of Lake Elsinore In-Lake Sediment Nutrient Reduction Plan performed in conjunction with the RCFC&amp;WCD MS4 Comprehensive Nutrient Reduction Plan continues.</li> <li>• Risk Sciences is currently working with Dr.'s Alex Horne and Michael Anderson on a study of LEAMS Effectiveness.</li> <li>• Wood Environmental continues to implement the Lake Elsinore Fishery Management Program. Wood sent samples out for fish tissue analysis and is working to prepare their final report anticipated to be completed June 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional fish tissue samples to be collected by Wood Environmental in April 2020. It is anticipated that the data analysis and final report will be completed by June 2020.</li> </ul>	
	TMDL Task 10 Canyon Lake TMDL Compliance Implementation Activities	<ul style="list-style-type: none"> <li>• Work relating to the implementation of Canyon Lake In-Lake Sediment Treatment Evaluation performed in conjunction with the RCFC&amp;WCD MS4 program Comprehensive Nutrient Reduction Plan continues.</li> <li>• LESJWA staff continues as the lead implementing agency for the Canyon Lake Alum application work.</li> <li>• LESJWA approved a Task Order with Aquatechnex extending their contract to conduct Canyon Lake alum applications an additional two years including up to four alum applications.</li> </ul>	<ul style="list-style-type: none"> <li>• The next Canyon Lake Alum Application is planned for April 2020.</li> </ul>	
	TMDL Task 11 Model Update	<ul style="list-style-type: none"> <li>• All modeling complete.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional modeling to support the TMDL is planned.</li> </ul>	
<b>Basin Monitoring Program Task Force</b>	Annual Monitoring Report	<ul style="list-style-type: none"> <li>• SAWPA staff initiated the collection of water quality data for the 2019 Annual Report of Santa Ana River Water Quality.</li> </ul>	<ul style="list-style-type: none"> <li>• A Draft 2019 Annual Report of Santa Ana River Water Quality is due to Regional Board in May 2020.</li> </ul>	
	Triennial Ambient Water Quality Update	<ul style="list-style-type: none"> <li>• Work is continuing by Water Systems Consulting Inc. (WSC) in conducting the next Triennial Ambient Water Quality (AWQ) Update for the 1999-2018 computation period. Presentations about the status of their work was presented to the BMP TF on Jan. 14<sup>th</sup>, Feb. 20<sup>th</sup> and Mar. 24<sup>th</sup>. WSC has reported that the data collection process is complete and water level and water quality maps are being finalized. The WSC work is still expected to be completed by May 2020.</li> <li>• Due to recent amendments to the Recycled Water policy, a scoping committee will be formed in the future to look at modifying and streamlining the future Triennial Ambient Water Quality update.</li> </ul>	<ul style="list-style-type: none"> <li>• A draft TM on the AWQ report is anticipated by early April 2020.</li> <li>• Formation of a scoping committee to look at Triennial Ambient WQ Updates will be scheduled to occur next quarter.</li> </ul>	Status of this work is shared on a monthly basis.

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
	Santa Ana River Wasteload Allocation Update	<ul style="list-style-type: none"> <li>• Work has been largely finalized on the Santa Ana River Wasteload Allocation (WLA) under a contract with Geoscience Inc. Some errors were found in the Upper Temescal Valley streamflow calculations which were discovered by EMWD and EVMWD’s consultant. Geoscience will be making corrections on this work at no extra cost and will be completing it within the next two weeks.</li> <li>• Geoscience conducted a training workshop at IEUA for the SAR WLA Model on Jan. 23<sup>rd</sup>. Unfortunately, due to last minute issues, the training with hands-on use of the model on a PC could not be performed. A supplemental training was requested by some of the BMP Task Force and will occur in June or July 2020.</li> <li>• Work has commenced on the Substitute Environmental Document required for the Basin Plan Amendment that will incorporate the SAR WLA results and Drought Policy.</li> </ul>	<ul style="list-style-type: none"> <li>• A revised and updated SAR WLA Model Update report is anticipated to be complete in May 2020.</li> </ul>	Apr.22, 2020 Task Force Mtg.
	Drought Policy	<ul style="list-style-type: none"> <li>• The Regional Board has included the creation of a new drought policy as one of their last Triennial Basin Plan Priorities.</li> <li>• Tim Moore of Risk Sciences worked with the BMP TF and the Southern California Salinity Coalition (SCSC) to develop an outline of the work necessary to justify a new Drought Policy.</li> <li>• In 2018 Southern California Salinity Coalition working with Joe LeClaire completed a report about the TDS trends due to the drought experienced by several So Cal agencies.</li> <li>• A draft outline for suggested revisions to waste discharge permits to accommodate changes under Drought scenarios was prepared by Risk Sciences and the Regional Board indicated their support for two of the four alternative approaches in June 2018.</li> <li>• The two recommended permit changes will be included in the Basin Plan Amendment currently under development.</li> </ul>	<ul style="list-style-type: none"> <li>• Work is continuing by Risk Sciences to prepare a draft Basin Plan Amendment which is anticipated to be produced for the May meeting of the BMP Task Force.</li> </ul>	Apr.22, 2020 Task Force Mtg.
	Recycled Water Policy Changes	<ul style="list-style-type: none"> <li>• A presentation about changing the frequency of the Ambient Water Quality Update performed every three years to every five years was discussed in light of the recent amendment to the SWRCB Recycled Water Policy for Salt and Nutrient Management Plans. Further, consideration of whether to include these changes into the current Basin Plan Amendment under development was discussed in Jan. and Feb. However, the Regional Board staff in March indicated that they would prefer that any proposed changes be delayed for consideration in a future Basin Plan Amendment rather than the current one under development.</li> </ul>	<ul style="list-style-type: none"> <li>• Basin Plan Amendment to address changes in the SWRCB Recycled Water Policy for Salt and Nutrient Management Plans is anticipated to occur in FY21-22.</li> </ul>	

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
	Imported Water Rechargers Subcommittee	<ul style="list-style-type: none"> <li>• The Imported Water Recharger Subcommittee held meetings on Jan. 14<sup>th</sup> and on Mar. 24<sup>th</sup>. The status of the Amendment No. 1 to the Cooperative Agreement of Imported Water Rechargers was discussed. This amendment suggested changes to the frequency of groundwater modeling and recharge reporting and discussed. All parties have signed the agreement except the Santa Ana Regional Water Quality Control Board.</li> <li>• The Subcommittee discussed how the groundwater modeling requirements under the Cooperative Agreement could be merged with activities of the Basin Monitoring Program Task Force including the ambient water quality update conducted every three years and the Santa Ana River Wasteload Allocation conducted at a minimum of every 10 years.</li> <li>• The use of an extensive groundwater and surface water model called the Upper SAR Watershed Integrated Model being developed by Geoscience Inc. for SBVMWD and many other agencies involved with modeling SAR habitat conservation planning was discussed. Though this model is a flow model, Geoscience has now been asked to create a water quality component to look at TDS and nitrate levels.</li> <li>• In the March 2020 meeting, knowing that the groundwater modeling by Geoscience will take time, it was suggested that a letter be prepared to the Regional Board additional time to meet the groundwater modeling requirements of the Amendment No. 1 to the Cooperative Agreement to Recharge Imported Water.</li> </ul>	<ul style="list-style-type: none"> <li>• The Amendment No. 1 to the Cooperative Agreement Amendment is anticipated to be signed by the Regional Board in the next quarter.</li> </ul>	Apr. 22, 2020 Imported Water Rechargers Subcommittee Mtg.

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Emerging Constituents Program Task Force</b>	Provide emerging constituents sampling report and watershed water quality outreach program	<ul style="list-style-type: none"> <li>• The most recent ECs and PFAs sampling program was conducted the last week of August 2019. Laboratory results were delayed and most of the results were finally delivered in late January 2020 to SAWPA and to Risk Sciences.</li> <li>• Risk Sciences prepared a draft 2019 Sampling Report and discussed the preliminary findings at the Feb. 25<sup>th</sup> EC Program Task Force. All agencies were requested to review the data sheets to confirm the accuracy of lab results. In mid-March 2020, Risk Sciences released a draft the report for review and comments were due by March 31, 2020. The final report of the Aug 2019 EC/PFAs is anticipated to be distributed to SAWPA, the EC Program Task Force and the Regional Board the first week of April 2020.</li> <li>• All costs for preparing the EC sampling report including Risk Sciences input are being paid by carryover funding. Local POTWs and MWDSC have borne the cost of the additional ECs/PFAs sampling and lab analysis.</li> <li>• At the Feb. 25<sup>th</sup> EC Program Task Force, the Task Force was presented with a draft FY20-21 Budget for the Task Force which included the support services of Tess Dunham. The Task Force passed a motion to unanimously bring on Tess Dunham under contract with SAWPA to provide regulatory support for the EC Program Task Force starting in May 2020.</li> <li>• Future meetings led by SAWPA and Tess Dunham will focus on discussion of lab methods, data interpretation and source tracking to support appropriate Regional Board future monitoring requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and distribute ECs and PFAs August sampling results report in April 2020</li> </ul>	May or June 2020 Task Force meeting  .
	Watershed water quality outreach program	<ul style="list-style-type: none"> <li>• DeGrave Communications continues to provide support to the SAWPA and the Emerging Constituents Program Task Force through social media support for the Your So Cal Tap Water blog. These tools provide important outreach supporting trust in drinking water quality by the general public.</li> <li>• This work is funded by a subset of the EC Program Task Force called the EC Public Outreach Committee. This work also includes month articles and quarterly videos.</li> <li>• Reports on all social media postings are shared with the Outreach Committee regularly.</li> <li>• Special outreach for PFAs based on OCWD recent outreach material have been posted on the Your So Cal Tap Water blog. Additional specific education and outreach programs focusing on PFAs will be developed and coordinated with the funding agencies of this effort.</li> </ul>	<ul style="list-style-type: none"> <li>• Bi-annual reports about the EC Public Outreach efforts for the SAWPA Commission will continue.</li> </ul>	EC Program TF Public Outreach Committee will meet again in Feb. 2020



## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Reclamation So Cal Studies</b>	Support regional studies with Bureau of Reclamation	<ul style="list-style-type: none"> <li>• On Jan. 23, 2020, the PA 22 Committee approved the SAWPA/ Reclamation Agreement of \$595,500 toward the development of the proposed SAWPA Water Management Options Pilot/Decision Support Tool that will be matched by Prop 1 IRWM Round 1 grant funding.</li> <li>• Coordination work is now starting among SAWPA staff and Reclamation staff on the future SAWPA Water Management Options Pilot/Decision Support Tool.</li> </ul>	<ul style="list-style-type: none"> <li>• Work on the Decision Support Tool will kick off in earnest once the Prop 1 IRWM Round 1 grant application with DWR is approved and an agreement is executed.</li> </ul>	
<b>Santa Ana River Fish Conservation Task Force</b>	Determine the reasons for the decline of the Santa Ana sucker fish ( <i>Catostomus santaanae</i> ) in the Santa Ana Watershed and implement projects that will benefit the species.	<ul style="list-style-type: none"> <li>• Staff coordinated with San Bernardino County Department of Public Works and other partners on potential patrol sweeps for off-road vehicle trespassers in the Santa Ana River.</li> <li>• Staff worked on analyzing the latest 2019 Riverwalk data that was collected in November 2019.</li> <li>• Staff worked with SAWA to replant/manage 0.3 acres of vegetation as part of the mitigation for the habitat project constructed by the Team near the Van Buren Blvd. Bridge in October 2018.</li> <li>• Staff worked with Woodard and Curran on updating a Task Force brochure so it contains up-to-date information on recent projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Publishing of the 2019 Santa Ana Riverwalk Atlas</li> </ul>	
<b>Regional Water Quality Monitoring Task Force</b>	Implement a coordinated regional water quality monitoring program in the Santa Ana River watershed to meet the requirements of the amended Recreational Use Water Quality Standards and Implementation Plan requirements of the Santa Ana Basin Plan, and to assist Regional Board with future triennial reviews of the Basin Plan.	<ul style="list-style-type: none"> <li>• Task Force Administration by SAWPA continues.</li> <li>• Management and review of consultant contracts, project invoices and annual Task Force budget by staff continues.</li> <li>• Task Force consultant Tim Moore/Risk Sciences continues his effort to support the Task Force in regulatory efforts related to bacteria.</li> <li>• Task Force consultant, CDM Smith completed 2019 annual SAR regional bacteria monitoring and started work to prepare the Draft 2019 Annual SAR Regional Bacteria Monitoring report on behalf of the Regional Water Quality Monitoring Task Force and MSAR TMDL Task Force.</li> <li>• Task Force consultant, CDM Smith continues to work with the Task Force and Regional Board staff to address Regional Board comments on the Santa Ana River Watershed Bacteria Water Quality Monitoring Program monitoring plan and QAPP.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft 2019 Annual SAR Regional Bacteria Monitoring plan is due by April 30.</li> <li>• 2020 Annual SAR Regional Bacteria monitoring to begin May 2020.</li> <li>• Regional Board to issue a letter of approval for the 2019 updated Santa Ana River Watershed Bacteria Water Quality Monitoring Program Monitoring Plan and QAPP (no firm date)</li> <li>• Prepare and distribute FY 2020-21 task force invoices in July 2020.</li> </ul>	4-22-2020 Task Force Meeting (virtual meeting)

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>LESJWA</b>	Support lake quality improvement projects at Lake Elsinore and Canyon Lake	<ul style="list-style-type: none"> <li>• LESJWA Board last met on February 20, 2020. In that meeting, the LESJWA Board elected new Board officers, approved a contract to with Aquatechnex to continue alum application at Canyon Lake, approved a change order with Wood to complete an interim TMDL compliance report, and received and accepted the FY18-19 LESJWA Audit.</li> <li>• LESJWA Board heard status reports on the City of Lake Elsinore grant application for \$297,000 to support the physical harvesting of algae from Lake Elsinore through the SAWPA OWOW Call for Projects for Prop 1 Round 1 IRWM program, LEAPS project, and the LESJWA Water Summit. Subsequent to this meeting the April 29<sup>th</sup> LESJWA Water Summit was cancelled due to restrictions on gatherings due to the COVID-19 virus.</li> <li>• The past quarter focused on preparing responses to peer review comments to the TMDL Update and Revision. Further, the TMDL public hearings have also been delayed due to some staff retirements and vacancies. The final Basin Plan Amendment to incorporate the new TMDL Update and Revision is now expected by Fall of 2020.</li> <li>• SAWPA staff continues to support LESJWA as administrator for the LESJWA JPA, LE/CL TMDL Task Force with task force meetings and various committee meetings held every 1-2 months.</li> </ul>	<ul style="list-style-type: none"> <li>• LESJWA staff will be seeking to approval of FY20-21 Budget, a new contract with Tess Dunham since she has changed firms, e a change order for alum application in Canyon Lake contract with Aquatechnex and a new water quality monitoring plan for the watershed and lakes at the next LESJWA Board meeting in Feb. 2020.</li> </ul>	4-16-20 LESJWA Board
	Provide education and outreach	<ul style="list-style-type: none"> <li>• Liselle DeGrave of DeGrave Communications continues her support to LESJWA. Joint meetings with the consultant, LESJWA member agency PR staff and the SAWPA staff are held on a quarterly basis for coordination and are described as the LESJWA Education and Outreach Committee. The last meeting was held on January 13, 2020. The discussion focused on the April 29, 2019 LESJWA Water Summit originally to be held at the new Lake Elsinore Launch Pointe Community Hall. However, the event has been cancelled.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue education and outreach support with possible rescheduled of the LESJWA Water Summit later in the year.</li> </ul>	4-13-20 LESJWA Education & Outreach Meeting

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>So Cal Salinity Coalition</b>	Support regional salt management and practices in Southern California	<ul style="list-style-type: none"> <li>• The SCSC held its last Board meeting on March 5, 2020. The meeting was held at the OCWD offices. Kevin Hardy, SCSC Administrator, was not available so SCSC staff led the meeting.</li> <li>• SCSC staff shared financial reports with the SCSC Board and indicated that expenses were below available revenue. Invoices for the current fiscal year were sent out to all SCSC agencies and have been paid now. The SCSC Board heard reports about research being conducted by SDCWA that was previously approved for funding by SCSC. The SCSC Board voted to approve a letter agreement for the SDCWA project. The project builds on the Water Research Foundation (WRF) study on incorporating the desalination water into the water supply to address different supply blends throughout SDCWA’s service area.</li> <li>• A draft Request for Proposals for Member Agency Research Projects was shared with the Board and the Board agreed to approve the RFP which is expected to be released first before an RFP goes out to other agencies outside SCSC.</li> <li>• The SCSC reviewed several new draft logos for the organization and everyone agreed that more works needs to occur in its development before approval. There also seemed many similarities to the Multi-State Salinity Forum’s logo.</li> <li>• The SCSC recommended that the current SCSC Graduate Fellowship Program be changed on the NWRI website so that there is less confusion between their program and ours. The SCSC agreed that changes needed to be made to better inform interested graduate students and allow for future applications directly to SCSC.</li> <li>• The SCSC Board received a status report of MWDSC water supply and salt levels, the activities of the Colorado River Salinity Control Forum and the Salt Management Study being conducted jointly by Reclamation, MWDSC and SCSC were also discussed. Overall MWDSC is meeting its 500 mg/L blending goal and has over 3.3MAF in storage now.</li> <li>• SCSC Board indicated an interest in ensuring good outreach brochure info and website improvements so a separate committee was formed to review these materials and make suggestions to SCSC staff for improvements. This committee met after the SCSC Board meeting on March 5, 2020.</li> <li>• The SCSC Board asked if there was still interest in holding a Salinity Summit. The Board thought since it had been a while since our last Summit, it would still be good to hold in Fall of 2020 if possible.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up work will continue on the budgeted joint studies and outreach particularly on the salinity management study among SCSC, Reclamation and MWDSC.</li> </ul>	6/4/20 SCSC Board Meeting

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Santa Ana River Parkway and Open Space Plan Technical Advisory Committee</b>	<ul style="list-style-type: none"> <li>• Help identify priorities and values for the Santa Ana River Parkway and Open Space Plan</li> <li>• Identify project selection criteria and projects for inclusion in the Parkway Plan</li> <li>• Provide input and feedback on the Plan throughout its development</li> </ul>	<ul style="list-style-type: none"> <li>• Staff reviewed various draft plans for trail construction near Prado Dam and the Green River Golf Course. The plans were prepared by the Riverside County Regional Park and Open-Space District.</li> <li>• Staff presented the overall Santa Ana River Trail Project to the Commission at their March 2020 Commission meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• SAWPA to review Riverside County Parks' plans for trail construction near Prado Dam and the Green River Golf Course.</li> </ul>	<p>No meetings scheduled at this time</p>
<b>Water Energy Community Action Network (WECAN)</b>	<p>Support water and energy efficiency on disadvantaged communities in the watershed.</p>	<ul style="list-style-type: none"> <li>• Staff worked with the City of Riverside on their potential State of California Transformative Climate Communities grant which could provide further funding for the WECAN program.</li> <li>• Staff presented the WECAN partnership MOU with the City of Riverside to the SAWPA Commission on February 4, 2020. The Commission approved the MOU which allowed SAWPA to be a partner in the City of Riverside Transformative Climate Communities grant application to the Strategic Growth Council on February 28, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Respond to Strategic Growth Council questions and requests for additional information during the application review period.</li> </ul>	
<b>Forest First</b>	<p>Support collaborative partnership among Forest Service and downstream stakeholders to develop methods to ensure the resiliency of the forests and headwaters within the Santa Ana River Watershed</p>	<ul style="list-style-type: none"> <li>• No major activities completed this quarter.</li> </ul>	<ul style="list-style-type: none"> <li>• Utilize the final results from the Dr. Underwood research to evaluate the economic benefits of water supply/quality of forest projects in the watershed.</li> <li>• Overlay U.S. Forest Service sub-watershed prioritization mapping with water agency facilities to plan the implementation of forest and water-related multi-benefit projects.</li> </ul>	<p>Forest First meeting in early 2020.</p>

## SAWPA Roundtables Status Report

1/1/20 thru 3/31/20

PROJECT	DESCRIPTION	STATUS	FUTURE TASKS/DEADLINES	FUTURE MEETINGS
<b>Arundo Removal</b>	Remove non-native plant species, particularly arundo donax, using SAWPA's Arundo Removal mitigation bank credit funding	<ul style="list-style-type: none"> <li>• Staff coordinated with the Riverside County Regional Park and Open-Space District on exploring options to improve the Santa Ana River Mitigation Bank so that customers with various mitigation needs can receive bank credit.</li> </ul>	<ul style="list-style-type: none"> <li>• Submit outreach material to landowners for the headwaters project using the contact list and the outreach material.</li> <li>• Acquire the services of a consultant to vet the price per acre to charge for an improved mitigation bank.</li> </ul>	Attend a bi-monthly Santa Ana River Watershed Weed Management Area meeting to update them on the upper watershed project as well as the outreach material.

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# General Manager's Report

April 2020

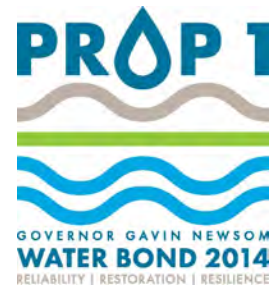
Santa Ana Watershed Project Authority | 11615 Sterling Avenue, Riverside, CA 92503 | www.sawpa.org

## INSIDE THE APRIL REPORT

- 1 Proposition 1 Draft Recommended Funding List
- 2 Inland Empire Brine Line AirVacs Maintenance
- 3 Alcoa Dike - Reach 4B/CRC Lateral Protection
- 4 Assembly Bill 2093

## Proposition 1 Draft Recommended Funding List

On April 2, 2020 the Department of Water Resources (DWR) released its draft recommended funding lists for four additional Funding Areas for the Proposition 1 Round 1 Integrated Regional Water Management (IRWM) Implementation Grant Solicitation. For the Santa Ana Watershed Funding Area, though there were four of the 10 projects that were considered conditional and in need of additional documentation to justify projects stormwater management aspects or direct benefit to disadvantaged communities, DWR staff has assured SAWPA staff that the total grant funding sought for Round 1 as requested will be provided to SAWPA. SAWPA staff and its consultants are preparing the additional documentation for submittal. The funding recommendations are subject to a public review period of 21 calendar days through Thursday, April 23, 2020 by 5:00 pm.



## Inland Empire Brine Line AirVacs Maintenance

SAWPA Operations staff continued refurbishing the Brine Line Air Release and Vacuum Valves (AirVacs). Maintenance of AirVacs is critical to ensure that the system operates efficiently and to prevent Sewer System Overflows. Most of the AirVacs are located along Reach 5 of the Brine Line. Operations staff replaces any AirVac corroded components and gaskets. AirVacs also get painted using epoxy based paint to prevent any damage to potentially exposed metal. There are a total of 54 AirVacs on Reach 5 and 7 AirVacs in other reaches of the Brine Line that are serviced at least once per year.

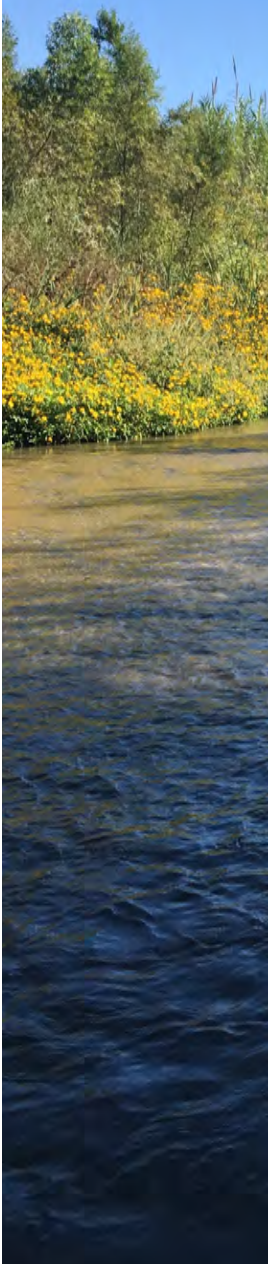


## Alcoa Dike - Reach 4B/CRC Lateral Protection

The U.S. Army Corps of Engineers is constructing the Alcoa Dike as part of the Santa Ana Mainstem Project. The alignment of the Dike crosses the Inland Empire Brine Line at two locations along Butterfield Drive, which impacts Reach IVB, and Auburndale Street, which impacts the CRC Lateral. Plans and specifications to protect the Brine Line are being prepared by Stantec. SAWPA provided comments to the draft plans which were submitted in late February 2020. A revised set of plans and the draft specifications are due at the end of April 2020. Advertisement for bids is anticipated in July 2020 with construction to commence in later summer.

## Assembly Bill 2093

Assembly Member Todd Gloria, author of Assembly Bill 2093, will not be moving forward with the bill in 2020. Government transparency remains an issue of concern for Assembly Member Gloria, but he has chosen not to move forward at this time in light of the struggles currently facing Californians and public agencies. AB 2093 would have required **all public agencies to maintain all emails sent and received related to the public's** business for a two-year period.





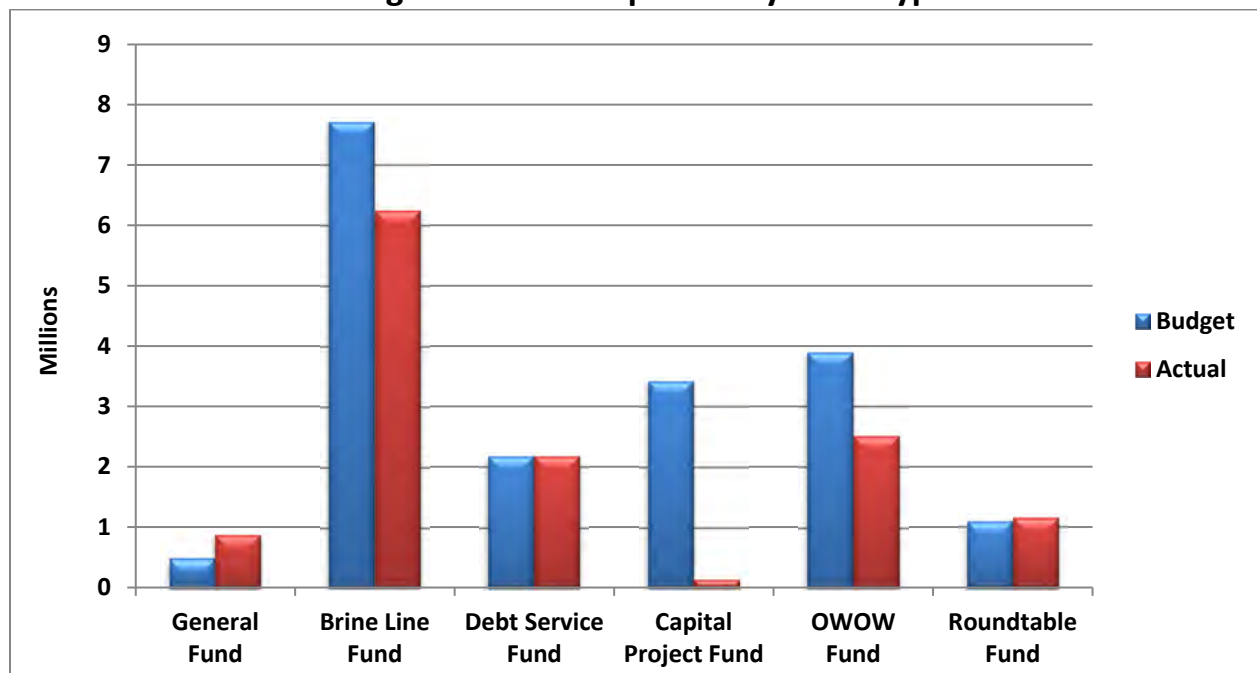
**Santa Ana Watershed Project Authority  
Executive Financial Information Report  
February 2020**

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

<b>Overview</b>	This report highlights the agency's key financial indicators for the Fiscal Year-to-Date (FYTD) February 2020 unless otherwise noted.
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Budget to Actual Expenses by Fund Type	<span style="color: green; font-size: 2em;">✔</span> <b>Favorable</b>			
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
General Fund	\$676,966	\$484,645	\$868,091	(\$383,446)
Brine Line Enterprise	11,532,103	7,708,069	6,246,476	1,461,593
Debt Service Fund	2,835,027	2,170,850	2,170,551	299
Capital Project Fund	5,118,134	3,412,089	153,300	3,258,789
OWOW Fund	6,121,416	3,887,521	2,508,086	1,379,435
Roundtable Fund	1,563,457	1,086,417	1,147,409	(60,992)
<b>Total</b>	<b>\$27,847,103</b>	<b>\$18,749,591</b>	<b>\$13,093,913</b>	<b>\$5,655,678</b>

**Budget to Actual Expenses by Fund Type**



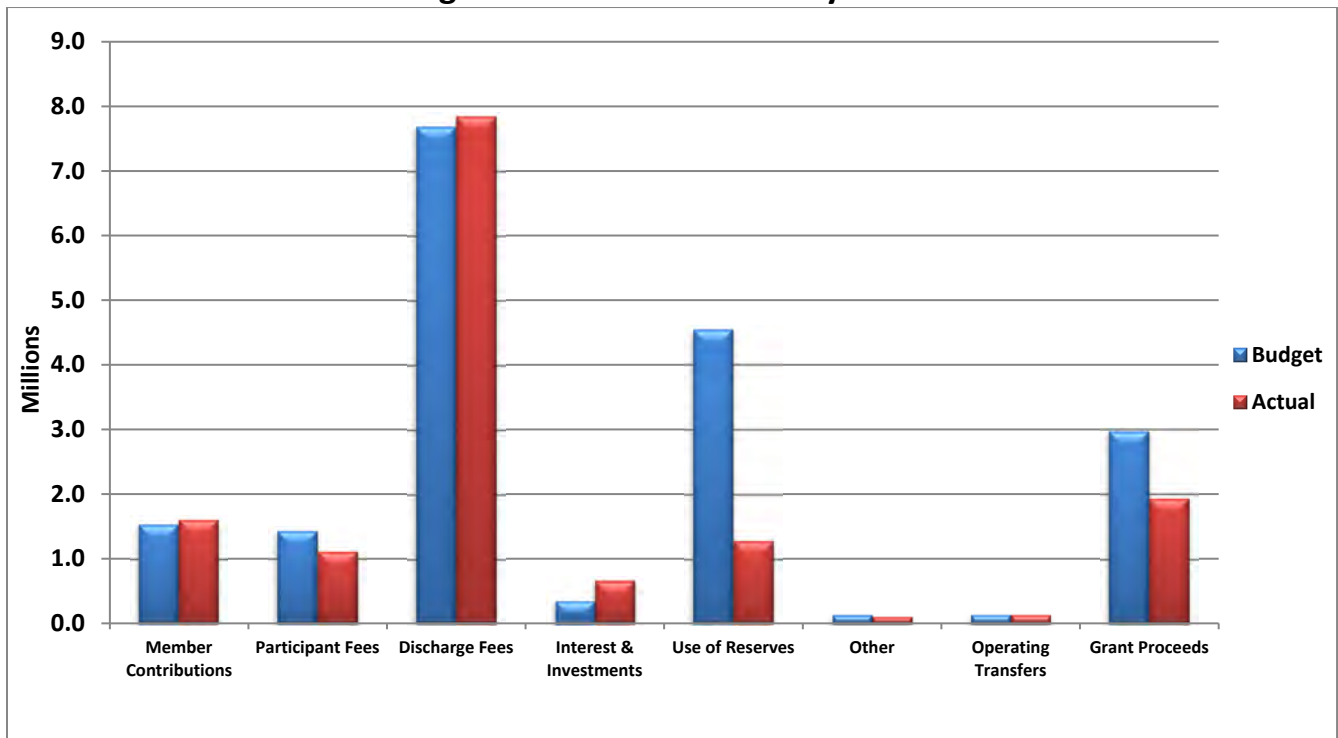
## Budget to Actual Revenues by Source



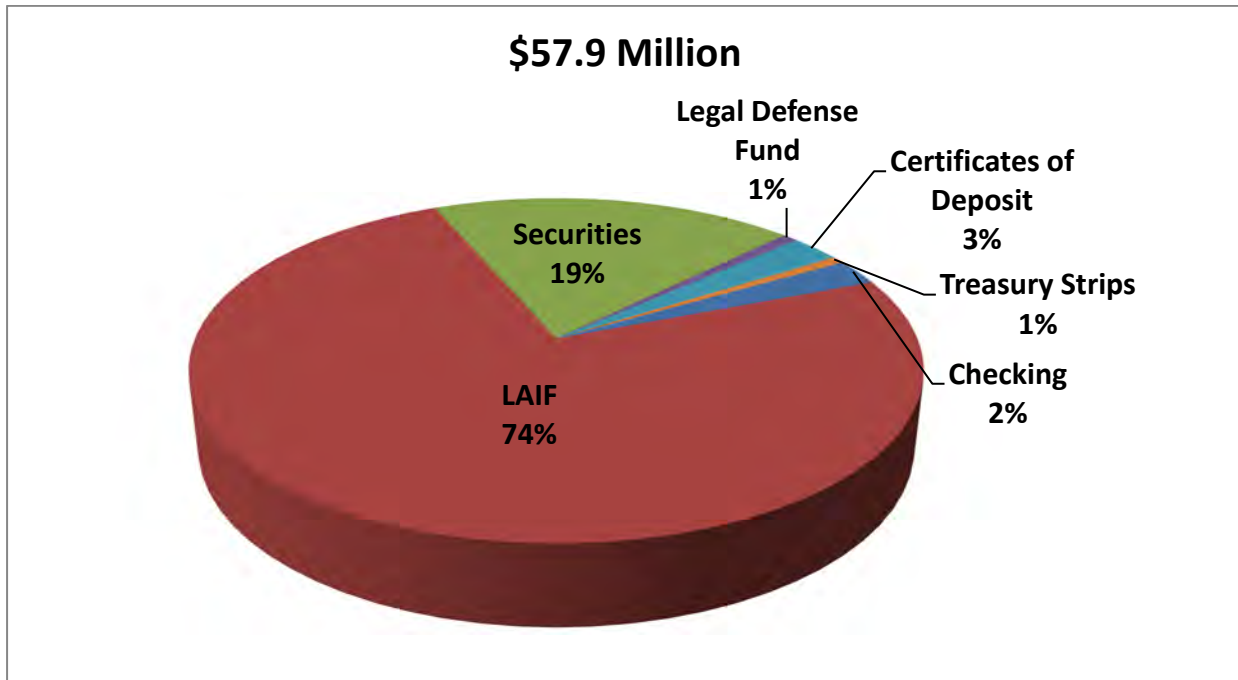
**Concern**

	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	1,422,568	1,107,663	(314,905)
Discharge Fees	11,532,103	7,688,069	7,848,442	160,373
Interest & Investments	1,045,000	350,000	652,992	302,992
Use of Reserves	6,908,161	4,537,939	1,279,150	(3,258,789)
Other	205,186	136,791	111,333	(25,458)
Operating Transfers	132,344	132,344	132,344	-
Grant Proceeds	4,658,908	2,965,493	1,929,085	(1,036,408)
<b>Total</b>	<b>\$27,759,900</b>	<b>\$18,760,170</b>	<b>\$14,662,975</b>	<b>(\$4,097,195)</b>

### Budget to Actual Revenues by Source



## Total Cash & Investments - February







## Reserve Fund Balance - February

	Amount
General Fund	\$731,160
Building Fund	708,096
OWOW Fund	1,295,566
Roundtable Fund	2,434,961
Self Insurance	4,303,447
Debt Retirement	3,840,117
Pipeline Replacement	22,047,109
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	4,078,721
<b>Total Reserves</b>	<b>\$57,856,891</b>

## 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 22% 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 30% from the budget because of those projects as well.



**April 13, 2020**

**To:** Santa Ana Watershed Project Authority

**From:** Michael Boccadoro  
Beth Olhasso  
Maddie Munson

**RE:** March Report

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Overview:

Recent storms have helped the snowpack recover a little bit, but the “Miracle March” water managers were hoping for never materialized. Currently, the statewide snowpack has improved to 64 percent of normal, up from 47 percent last month. The Sierras continue to receive sporadic storms with enough snow to maintain current levels, but not enough to make up for the abnormally dry February the state experienced.

On March 31, the Department of Fish and Wildlife released the new Incidental Take Permit (ITP) for the State Water Project. The regulations, aimed at protecting California’s native fish, were met with near universal condemnation from both agricultural, municipal and environmental water interests, with water users and environmentalists both likely to sue the state in the coming weeks. Concerns from the State Water Contractors are mainly focused on how the ITP relates to the new federal BiOps by requiring the SWP “make up” for diversions allowed by the federal BiOps for the CVP beyond the limits the state issues.

As required by SB 350 (2015, de Leon), the CPUC’s Energy Division issued a Transportation Electrification framework establishing a new process for IOUs to develop 10-year electrification plans. Since 2016, the CPUC has authorized more than \$1 billion in ratepayer funds for EV infrastructure. In the last two years, the IOUs have filed applications with the CPUC for nearly \$1 billion more for similar infrastructure programs. The framework calls for the IOUs to file their plans in 2021 with approval by 2023.

In an unprecedented action, the state legislature recessed until at least May 3 amid shelter-in-place orders for COVID-19, and there is still uncertainty if they will be able to come back at that time. It is currently unknown how this will affect the overall legislative session, but as the COVID-19 crisis continues, it is clear that some form of an abbreviated session will have to be instituted to pass a budget and a handful of recovery-related bills.

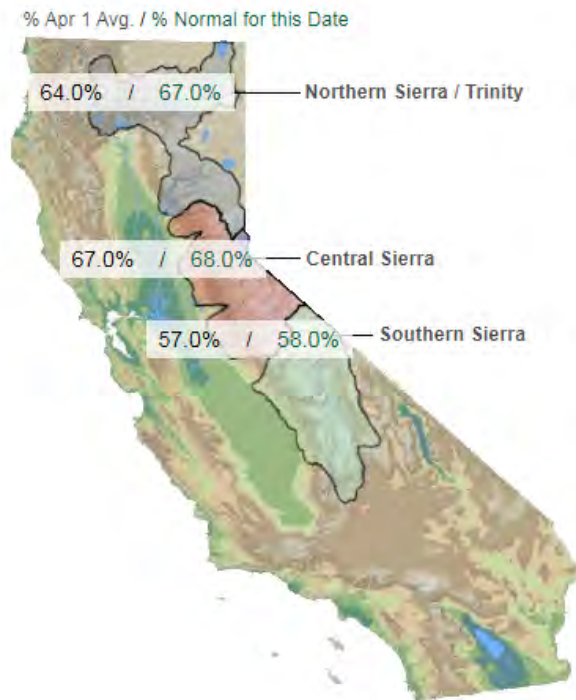
# Santa Ana Watershed Project Authority Status Report – March 2020

## **Water Supply Conditions**

Recent storms have helped the snowpack recover a little bit, but the “Miracle March” water managers were hoping for never materialized. Currently, the statewide snowpack has improved to 64 percent of normal, up from 47 percent last month. The Sierras continue to receive sporadic storms with enough snow to maintain current levels, but not enough to make up for the abnormally dry February the state experienced.

Drought conditions have also worsened with the lack of precipitation. At the start of the year, 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 over 40 percent of the state in moderate drought conditions, and for the first time, severe drought reported in the far northern portion of the state.

The 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 84 percent of average and 76 percent capacity for this time of the year. Oroville is at 86 percent of average and 67 percent capacity.



NORTH	
Data For: 10-Apr-2020	
Number of Stations Reporting	29
Average snow water equivalent	18.8"
Percent of April 1 Average	64%
Percent of normal for this date	67%

CENTRAL	
Data For: 10-Apr-2020	
Number of Stations Reporting	42
Average snow water equivalent	20.1"
Percent of April 1 Average	67%
Percent of normal for this date	68%

SOUTH	
Data For: 10-Apr-2020	
Number of Stations Reporting	28
Average snow water equivalent	14.7"
Percent of April 1 Average	57%
Percent of normal for this date	58%

STATEWIDE SUMMARY	
Data For: 10-Apr-2020	
Number of Stations Reporting	99
Average snow water equivalent	18.2"
Percent of April 1 Average	64%
Percent of normal for this date	66%

# U.S. Drought Monitor California

**April 7, 2020**  
(Released Thursday, Apr. 9, 2020)  
Valid 8 a.m. EDT



Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	32.29	67.71	43.31	1.30	0.00	0.00
<b>Last Week</b> 03-31-2020	24.86	75.14	43.31	1.30	0.00	0.00
<b>3 Months Ago</b> 01-07-2020	96.43	3.57	0.00	0.00	0.00	0.00
<b>Start of Calendar Year</b> 12-31-2019	96.43	3.57	0.00	0.00	0.00	0.00
<b>Start of Water Year</b> 10-01-2019	95.29	4.71	2.06	0.00	0.00	0.00
<b>One Year Ago</b> 04-09-2019	94.03	5.97	0.00	0.00	0.00	0.00

Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

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[droughtmonitor.unl.edu](http://droughtmonitor.unl.edu)

## ***Fish and Wildlife Issues Incidental Take Permit for Delta***

On March 31, the Department of Fish and Wildlife released the new Incidental Take Permit (ITP) for the State Water Project. The regulations, aimed at protecting California’s native fish, were met with near universal condemnation from both agricultural and environmental water interests.

The ITP sets limits on how many endangered fish can be “incidentally taken” as a result of the State Water Project operations and lays out when, and how much, water can be pumped out of the Sacramento-San Joaquin Delta by the State Water Project. For the first time, the state’s pumping rules are not in alignment with the federal governments’ plan to operate the Central Valley Project. Agricultural contractors who get water from the SWP fear they could lose up to 300,000 acre-feet a year under the new permit. Environmentalists say the permit gives a “free pass” to pumpers and is a path to extinction for native fish.

One significant concern from the State Water Contractors is that if the state and federal users are not on the same page, the State Water Contractors would have to make up for the CVP’s increased diversions under the new federal BiOps that allow for increased pumping.

Department of Water Resources Director Karla Nemeth and Department of Fish and Wildlife Director Chuck Bonham both pointed to the permit’s advantages to water contractors, especially in wet years, such as a cap on environmental outflows and moving the Fall X2 line further inland. The Fall X2 line is where salty water from the San Francisco Bay meets fresh water from the delta. That line had been

required to be held at 70 kilometers, or about 43 miles, inland from the Golden Gate Bridge, which required heavier flows coming out of the delta. The permit now allows it to be 80 kilometers, or about 50 miles, from the bridge- which will result in increased exports. The State Water Contractors assert this provision isn't particularly helpful because it requires the water to be "paid back" in certain circumstances.

The Natural Resources Defense Council noted that while the state ITP is not identical to the federal BiOps, they share many of the same problematic elements and predicts that multiple groups will sue over the permit.

The State Water Contractors state that the ITP imposes requirements in excess of existing law and conditions unrelated to the magnitude and nature of the impacts associated with the State Water Project. They "remain disappointed that DWR is moving forward with a project that fails to incorporate best available science, burdens ratepayers with obligations far exceeding the impacts of water operations that will make compliance with the Sustainable Groundwater Management Act and climate change adaptation substantially more difficult."

Metropolitan Water District of Southern California already has an agenda item on its April 14 meeting to discuss moving ahead with a lawsuit over the permit.

### ***Transportation Electrification Framework Released***

As required by SB 350 (2015, de Leon), the CPUC's Energy Division issued a Transportation Electrification framework establishing a new process for IOUs to develop 10-year electrification plans. Since 2016, the CPUC has authorized more than \$1 billion in ratepayer funds for EV infrastructure. In the last two years, the IOUs have filed applications with the CPUC for nearly \$1 billion more for similar infrastructure programs. The framework calls for the IOUs to file their plans in 2021 with approval by 2023. Commercial and industrial ratepayers are starting to question how these investments are impacting their electricity rates.

In a separate process at the California Air Resources Board (CARB), there is still discussion about how fast to accelerate medium and heavy-duty truck replacement. Environmental groups are pushing for an accelerated timeframe, while some regulators and the regulated community are focusing more on what types of trucks can be sold in the state in the future, rather than require fleet replacement.

### ***Legislative Update***

In an unprecedented action, the state legislature recessed until at least May 3 amid shelter-in-place orders for COVID-19, and there is still uncertainty if they will be able to come back at that time. It is currently unknown how this will affect the overall legislative session, but as the COVID-19 crisis continues, it is clear that some form of an abbreviated session will have to be instituted to pass a budget and a handful of recovery-related bills.

There were over 2,500 new bills introduced this session that are slowly being amended as the proposals are further fleshed out, even in the absence of committee hearings. Select committee chairs have requested members limit their bill package to those of absolute necessity or dealing with critical issues such as COVID-19 recovery, homelessness and wildfires. Some chairs as well as the Pro Tem have indicated they are reducing their bill package significantly, with the Pro Tem indicating she is only planning on moving two bills this year. Lorena Gonzalez, chair of the Assembly Appropriations Committee, has said that if members don't choose to decrease their legislative packages, she will do it



for them by holding measures in her committee as she is not interested in putting more pressure on the state budget with all the economic uncertainty.

On the budget front, the state budget is constitutionally mandated to be passed by June 15. Both the Legislative Analyst's Office and the Department of Finance have opined that it will be a very different budget process this year. The Governor has indicated he is scrapping his January budget proposal and will be releasing a May Revise that is a "workload budget," basically keeping things in place from the 2019-2020 budget with only major changes considered for COVID response and recovery funding. After the 2019 tax receipts are received at the new July 15 deadline, legislative leadership and the Governor have indicated they will come back in August with further budget proposals and amendments. The Department of Finance recently issued an update indicating that the state had sufficient cash on hand to handle public health response efforts, but that all state departments should be prepared to tighten their belts and alter their budget requests for the foreseeable future.

The WCA team is still operating as if all legislation and budget actions will be moving forward, until official word from authors on specific bills alters that course. We will be sure to keep you updated as the situation in the Capitol unfolds.

#### *Climate Resilience Bond Update*

WCA recently obtained a copy of amendments for the Assembly's \$6.9 billion climate resilience bond, AB 3256, authored by Eduardo Garcia, chair of the Water, Parks and Wildlife Committee.

The highlights of the Assembly bond include:

- \$1.6 billion- Wildfire Prevention and Climate Risk Reduction
- \$1.1 billion- Protecting Coastal Lands, Bays and Oceans from Sea Level Rise and other Climate Risks
- \$1.3 billion- Protecting California's Water Supply During Drought, Enhancing State Flood Protection and Ensuring Safe Drinking Water
  - \$395 million for SGMA
  - \$360 million for safe drinking water
  - \$400 million for protection of rivers, lakes and streams
  - \$150 million for flood management
  - \$50 million for Central Valley Flood Protection Board
- \$1.3 billion- Protecting Fish, Wildlife, Natural Areas, Working Lands and Agriculture from Climate Risks
- \$1.6 billion- Strengthening California's Regional Climate Resilience
  - For the reduction in the risk of climate impacts to communities, including but not limited to, wildfire, sea level rise and extreme heat. The goal is to encourage development and implementation of multi-benefit, cross-sector projects that respond to the region's greatest climate vulnerabilities.

These amendments are circulating, but have not yet been put into print. While no official word has come, it is increasingly unlikely that a climate resilience bond will move forward in 2020.

Additionally, many in the water community speculate that even if there is legislative appetite for a bond, voters will not likely be very supportive of any bond measure on the November ballot. As with other measures, WCA is still working with the bond working group on SAWPA's priorities for IRWM.