



**SAWPA COMMISSION  
REGULAR MEETING MINUTES  
FEBRUARY 7, 2023**

**COMMISSIONERS PRESENT**

Bruce Whitaker, Chair, Orange County Water District  
Mike Gardner, Vice Chair, Western Municipal Water District  
T. Milford Harrison, Secretary-Treasurer, San Bernardino Valley  
Municipal Water District  
David J. Slawson, Eastern Municipal Water District  
Jasmin A. Hall, Inland Empire Utilities Agency

**COMMISSIONERS ABSENT**

None

**ALTERNATE COMMISSIONERS  
PRESENT; NON-VOTING**

Kelly Rowe, Orange County Water District  
Gil Botello, San Bernardino Valley Municipal Water District

**STAFF PRESENT**

Jeff Mosher, Karen Williams, Rachel Gray, Mark Norton, David Ruhl,  
Edina Goode, Ian Achimore, Rick Whetsel, Marie Jauregui, Dean  
Unger, John Leete, Alison Lewis, Daniel Vasquez, Sara Villa, Zyanya  
Ramirez

**OTHERS PRESENT**

Andrew Turner, Lagerlof, LLP; Joe Mouawad, Eastern Municipal  
Water District; Nick Kanetis, Eastern Municipal Water District; Ken  
Tam, Inland Empire Utilities Agency; Shivaji Deshmukh, Inland  
Empire Utilities Agency; Kevin O'Toole, Orange County Water  
District; June Hayes, San Bernardino Valley Municipal Water District;  
Mallory Gandara, Western Municipal Water District; Derek Kawaii,  
Western Municipal Water District; Wayne Miller, Yorba Linda Water  
District; Beth Olhasso, West Coast Advisors; Michael Boccadoro,  
West Coast Advisors

The Regular Meeting of the Santa Ana Watershed Project Authority Commission was called to order at 9:30 a.m. by Chair Bruce Whitaker on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

**1. CALL TO ORDER**

Pursuant to the provisions of AB 361, this meeting was conducted virtually, and all votes were taken by 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 items to be added or deleted.

**5. CONSENT CALENDAR**

**A. APPROVAL OF MEETING MINUTES: JANUARY 17, 2023**

**Recommendation:** Approve as posted.

**B. TREASURER’S REPORT: DECEMBER 2022**

**Recommendation:** Approve as posted.

**MOVED**, to approve the Consent Calendar as posted.

Result:	Adopted by Roll Call Vote
Motion/Second:	Gardner/Harrison
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**6. NEW BUSINESS**

**A. EXTENSION OF AGREEMENT WITH WEST COAST ADVISORS FOR LEGISLATIVE AFFAIRS SERVICES (CM#2023.8)**

Jeff Mosher provided a verbal report on the extension of agreement with West Coast Advisors for Legislative Affairs Services. West Coast Advisors has been SAWPA’s legislative consultant for several years and their current contract expired December 2022; rather than going out for a Request for Proposal (RFP), it is requested that the agreement be extended for one year. Beth Olhasso and Michael Boccadoro of West Coast Advisors host weekly legislative calls with member agency staff and provide an up-to-date view of what’s going on in Sacramento, such as tracking things that are relevant to SAWPA, IRWM funding, budget, future bonds, and how the operations are working with the Department of Water Resources. It’s a huge benefit for SAWPA to continue to have these services. Chair Whitaker noted that he’s come across with reports by other lobbyists and he is impressed with the thoroughness and the context of the reports received from West Coast Advisors. It was asked what the rate was for West Coast Advisor’s last year. Karen Williams noted that West Coast Advisors have not increased their rates and the current monthly rates equals to \$117,000.00 and is consistent with their previous contract. Beth Olhasso noted that they love working with SAWPA staff and look forward to a continued relationship.

**MOVED**, to authorize the General Manager to extend the West Coast Advisors’ (WCA) Agreement to provide state legislative affairs services for an additional period of 1 year for an amount not to exceed \$117,000.

Result:	Adopted by Roll Call Vote
Motion/Second:	Hall/Gardner
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**B. FYE 2024 AND 2025 BUDGET GOALS AND OBJECTIVES (CM#2023.9)**

Jeff Mosher provided the presentation on the FYE 2024 and 2025 Budget Goals and Objectives, contained in the agenda packet on pages 31-39. An outline of SAWPA’s Vision, Budget Approach, Goals and Objectives, and Agency Operations was briefly described to reflect the current strategy elements in setting up the goals and objectives based on the strategic planning process.

Karen Williams provided the presentation on the FY 2024 and 2025 Budget Approach, contained in the agenda packet on pages 40-45. The FYE 2024 and 2025 will be a two-year budget and will be prepared in accordance with the Government Finance Officers Association's (GFOA) recommended guidelines and practices. SAWPA's Budget process is a collaborative effort with the Department Managers and Member Agency Chief Financial Officers (CFOs) to implement SAWPA's mission, vision, and goals. The effort is based on the strategic plan that was adopted by the Commission in 2011 and reviewed in 2016. The two-year budget development consists of preparation and planning of all information received from the Department Managers and General Manager and refining the numbers into the development of the budget. A Budget Workshop is then set up with SAWPA staff and the Member Agency CFOs to go over the first draft of the budget. The first budget workshop is scheduled for Thursday, February 9. A numerous amount of preliminary budget presentations will be given to the Commission and Project Agreement Committees between February-May timeframe. The budget will then be revised based on any input received from the Commission and member agency CFOs and anticipate final adoption of the budget in June 2023. Commissioner Gardner commended SAWPA staff on the process and the involvement of the member agencies.

Rachel Gray provided the presentation on the FY 2024 and 2025 Budget Planning Goals and Objectives, contained in the agenda packet on pages 46-56. The Planning Department is divided into two general categories; the OWOW Program and the Roundtables. Both these categories consist of planning, implementation projects, and administration. Under the OWOW Program, SAWPA has an OWOW Plan Update 2018, the Integrated Regional Water Management (IRWM) Plan for the Santa Ana River Watershed. The Plan reflects a collaborative planning process that addresses all aspects of water resources in the Santa Ana River Watershed. The OWOW Program also has the general basin planning and partnership studies to conduct planning activities with stakeholders to pursue and apply for future grant opportunities, such as the OWOW Plan Update in 2024/2025 and the Climate Adaptation and Resiliency Planning Grant. A general description was provided on the following OWOW Implementation Projects; PFAS Regional Analysis Study, Weather Modification Pilot Study, WECAN, Disadvantaged Community Involvement (DCI) Program. The OWOW Administration consist of Proposition (Prop) 84 Grant, Prop 84 Round 2015 (SARCCUP), and the Prop 1 Grant.

Ms. Gray provided an overview of the SAWPA Roundtables, also known as Task Forces. The Task Forces provide a collaborative forum of joint water resource management efforts to address watershed issues and regulatory compliance. A brief description was provided on the following Roundtables: Basin Monitoring Program Task Force, Santa Ana River Conservation Task Force, Middle Santa Ana River Task Force, Regional Water Quality Task Force, Arundo Management Habitat Restoration, Emerging Constituents, Lake Elsinore and Canyon Lake TMDL Task Force, and our Joint Powers Authority the Lake Elsinore and San Jacinto Watershed Authority (LESJWA). Chair Whitaker commended Ms. Gray on her presentation and noted that he appreciates the amount of education he's received attending some of the Roundtables to get a better understanding of what we do in the watershed and the value that it provides to the flood control districts and the cities.

David Ruhl provided a presentation on the FY 2024 and 2025 Budget Brine Line Goals and Objectives, contained in the agenda packet on pages 57-68. The organization of the

Engineering and Operations Department includes the operations, capital projects, and grant administration QA/QC. Under the Operations and Maintenance (Fund 240) there are several programs that are implemented on an annual basis, such as CCTV inspections, Maintenance Access Structure (MAS) inspections, air vacuum valve maintenance, and right-of-way maintenance. Mr. Ruhl noted that the Engineering (Fund 240) includes the Brine Line Master Plan, Discharger Lease Agreements, coordination with agencies and developers on review of infrastructure plans for potential impacts to the Brine Line, maintaining partnerships with OC San, and updating the Brine Line Marketing Plan/Brochure. The administration of the Permitting and Pretreatment Program, updating the Brine Line Ordinance, updating Policies and Procedures, and audit of the Pretreatment Program. The Capital Projects (Fund 320) includes the following projects: Reach IV and IV-B Lower Pipeline Inspection and Condition Assessment, Protection/Relocation, sealing of MAS structures within the Prado Basin inundation area. Capital Projects (Fund 327 and 328) include Reach IV-D Corrosion Repairs and the Reach IV-E Agua Mansa Lateral.

Commissioner Harrison asked about the relationship between SAWPA and Valley District on the Agua Mansa Lateral. Mr. Ruhl noted there is a Cost Share Agreement between SAWPA, Valley District, and Rialto Bioenergy (RBF). There were some issues with RBF's discharge, and they were temporarily discharging into a siphon that is restricted by SAWPA due to creating segmentation within that lateral. SAWPA, Valley, and RBF worked out an arrangement where RBF pays a majority of the Agua Mansa Lateral with SAWPA and Valley contributing. The benefit of it is to not only serve RBF but any new potential customers within the area, and operationally provide maintenance activities and provide a cost benefit to SAWPA and allow us to maintain that portion of the system. Commissioner Harrison noted that it is a unique agreement, and all parties were happy to get the agreement in place. Jeff Mosher noted that SAWPA Staff toured the RBF facility and was impressed on the facility on how it's growing, and they are putting in new equipment to produce more energy. Chair Whitaker commended staff on the comprehensive report and noted he is looking forward to the Brine Line aspect of SAWPA.

Jeff Mosher continued his presentation on the FY 2024 and 2025 Budget Agency Operations Goals and Objectives, contained in the agenda packet on pages 69-73. Mr. Mosher highlighted a few agency operation efforts that is anticipated going forward, such as continuing the lobbying efforts with West Coast Advisors, updating the Strategic Plan, and with SAWPA's new Communications Specialist to address any external affairs and communications, such as website, social media, and conference attendance and presentations. Karen Williams, SAWPA's CFO is in charge of all financial reporting, being in GASB compliance, audit, and grant management. The Administrative point of view, Edina Goode, SAWPA's Administrative Services Manager covers the Human Resources, trainings, review of policies and procedures, and handles the facilities such as the completion of the lobby security improvements and landscape renovations. The Information Technology (IT) services is handled by Dean Unger, SAWPA's IT Manager and he provides the administrative and technology support, upgrades the IT infrastructure, operates hardware, software, network applications, improves network security, and GIS Data management.

Commissioner Harrison asked if SAWPA's IT/GIS is done in conjunction with ESRI with the main concern is ransomware. Dean Unger noted that yes, they continue to harden the hardware and any outside penetration, and train staff on spotting phishing emails.

This item is to receive and file; no action was taken on agenda item no. 6.B.

**7. INFORMATIONAL REPORTS**

Recommendation: Receive for Information.

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

Chair Whitaker welcomed Commissioner Jasmin A. Hall, representing IEUA, and Alternate Commissioner Gil Botello, representing SBVMWD.

**B. COMMISSIONERS' COMMENTS**

Commissioner Harrison commended SAWPA staff on all their efforts on the budget reports received.

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

Commissioner Gardner stated that the "Solve the Water Crisis" presentation was presented to the OWOW Steering Committee, and he requests that it be presented to the SAWPA Commission.

**8. CLOSED SESSION**

There was no closed session.

**9. ADJOURNMENT**

There being no further business for review, Chair Whitaker adjourned the meeting at 10:28 a.m.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, February 21, 2023.**

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*Bruce Whitaker*

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Bruce Whitaker, Chair

Attest:

DocuSigned by:

*Sara Villa*

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Sara Villa, Clerk of the Board