



SAWPA

SANTA ANA WATERSHED PROJECT AUTHORITY

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

Meeting Access Via Computer (Zoom):	Meeting Access Via Telephone:
<ul style="list-style-type: none">• https://sawpa.zoom.us/j/82860188591	<ul style="list-style-type: none">• 1 (669) 900-6833
<ul style="list-style-type: none">• Meeting ID: 828 6018 8591	<ul style="list-style-type: none">• Meeting ID: 828 6018 8591

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually using one of the options set forth above. Any member of the public may listen to the meeting or make comments to the Commission using the call-in number or Zoom link above. However, in the event there is a disruption of service which prevents the Authority from broadcasting the meeting to members of the public, the meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in-person.

REGULAR COMMISSION MEETING TUESDAY, DECEMBER 19, 2023 – 9:30 A.M.

AGENDA

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE** (Bruce Whitaker, 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).

Members of the public may make comments in-person or electronically for the Commissions' consideration by sending them to publiccomment@sawpa.org with the subject line "Public Comment". Submit your electronic comments by 5:00 p.m. on Monday, December 18, 2023. All public comments will be provided to the Chair and may be read into the record or compiled as part of the record. Individuals have a limit of three (3) minutes to make comments and will have the opportunity when called upon by the Commission.

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 SAWPA Commission 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: DECEMBER 5, 2023**

Recommendation: Approve as posted.

B. **TREASURER'S REPORT: NOVEMBER 2023**

Recommendation: Approve as posted.

C. **UPDATED TRAVEL AND EXPENSE POLICY (CM#2023.72)**

Recommendation: Approve the Updated G&A103 Travel and Expense Policy.

6. **NEW BUSINESS**

A. **FISCAL YEAR 2022-2023 REPORT ON AUDIT (CM#2023.73)**

Presenter: Karen Williams

Recommendation: That the Commission receive and review the Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended June 30, 2023, which includes the Report on Audit prepared by C.J. Brown & Company CPAs, then:

1. Accept the ACFR, including the Report on Audit as prepared by C.J. Brown & Company CPAs;
2. Direct staff to file the Report with the respective government agencies as required by law; and,
3. Direct staff to submit the ACFR, with any necessary changes, for the Certificate of Achievement for Excellence in Financial Reporting Award.

B. **IRRIGATION REPLACEMENT AND LANDSCAPE REFRESH PROJECT (CM#2023.74)**

Presenter: David Ruhl

Recommendation: That the Commission:

1. Reject all bids for the Irrigation Replacement and Landscape Refresh Project (Project), and direct the General Manager to re-issue a Notice Inviting Bids for the Construction of the Project;
2. Authorize the General Manager to approve Task Order BGB100-03 in the amount of \$5,490 with BGB Design Group for permitting, bidding, and construction support for the Project; and
3. Approve \$5,490 from the Building Reserve Fund for permitting, bidding, and construction support for the Project.

C. **SARCCUP WATER USE EFFICIENCY TASK BUDGET ADJUSTMENT (CM2023.75)**

Presenter: Ian Achimore

Recommendation: That the Commission approve to utilize the SARCCUP Water Use Efficiency's cost savings for:

1. Change Order No. 3 with Quantum Spatial (NV5) for \$19,599, to provide final deliverables to the City of Chino Hills, and
2. Provide \$150,000 to Orange County Water District for approximately 600 additional water use efficiency budgets through their partnership with Municipal Water District of Orange County.

7. **INFORMATIONAL REPORTS**

Recommendation: Receive for information.

A. **CASH TRANSACTIONS REPORT – OCTOBER 2023**

Presenter: Karen Williams

B. **INTER-FUND BORROWING – OCTOBER 2023 (CM#2023.76)**

Presenter: Karen Williams

C. **PERFORMANCE INDICATORS/FINANCIAL REPORTING – OCTOBER 2023 (CM#2023.77)**

Presenter: Karen Williams

D. **PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, OCTOBER 2023**

Presenter: Karen Williams

- E. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, OCTOBER 2023**
Presenter: Karen Williams
- F. GENERAL MANAGER REPORT**
Presenter: Jeff Mosher
- G. STATE LEGISLATIVE REPORT**
Presenter: Jeff Mosher
- H. CHAIR’S COMMENTS/REPORT**
- I. COMMISSIONERS’ COMMENTS**
- J. 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

PLEASE NOTE:

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

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

Declaration of Posting

I, Sara Villa, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on December 14, 2023, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at SAWPA’s office at 11615 Sterling Avenue, Riverside, California.

2024 SAWPA Commission Meetings/Events

First and Third Tuesday of the Month

(NOTE: All meetings begin at 9:30 a.m., unless otherwise noticed, and are held at SAWPA.)

<p>January</p> <p>1/2/24 Commission Workshop [cancelled] 1/16/24 Regular Commission Meeting</p>	<p>February</p> <p>2/6/24 Commission Workshop 2/20/24 Regular Commission Meeting</p>
<p>March</p> <p>3/5/24 Commission Workshop 3/19/24 Regular Commission Meeting</p>	<p>April</p> <p>4/2/24 Commission Workshop 4/16/24 Regular Commission Meeting</p>
<p>May</p> <p>5/7/24 Commission Workshop 5/21/24 Regular Commission Meeting 5/7 – 5/9/24 ACWA Spring Conference, Sacramento, CA</p>	<p>June</p> <p>6/4/24 Commission Workshop 6/18/24 Regular Commission Meeting</p>
<p>July</p> <p>7/2/24 Commission Workshop 7/16/24 Regular Commission Meeting</p>	<p>August</p> <p>8/6/24 Commission Workshop 8/20/24 Regular Commission Meeting</p>
<p>September</p> <p>9/3/24 Commission Workshop 9/17/24 Regular Commission Meeting</p>	<p>October</p> <p>10/1/24 Commission Workshop 10/15/24 Regular Commission Meeting</p>
<p>November</p> <p>11/5/24 Commission Workshop 11/19/24 Regular Commission Meeting</p>	<p>December</p> <p>12/3/24 Commission Workshop 12/17/24 Regular Commission Meeting 12/3 – 12/5/24 ACWA Fall Conference, Palm Springs, CA</p>