



**SAWPA COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 18, 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 (9:40 a.m.)
T. Milford Harrison, San Bernardino Valley Municipal Water District

COMMISSIONERS ABSENT None

**ALTERNATE COMMISSIONERS
PRESENT; NON-VOTING** None

STAFF PRESENT Rich Haller, Karen Williams, Mark Norton, David Ruhl, Jerry Oldenburg,
Marie Jauregui, Kelly Berry

OTHERS PRESENT James D. Ciampa, Lagerlof, LLP

The Regular Commission meeting of the Santa Ana Watershed Project Authority was called to order at 9:31 a.m. by Chair Slawson at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

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

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: FEBRUARY 4, 2020

Recommendation: Approve as posted.

B. TREASURER'S REPORT – JANUARY 2020

Recommendation: Approve as posted.

MOVED, approve the Consent Calendar.

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

5. NEW BUSINESS

A. ACKNOWLEDGE OCWD ACTION | SECRETARY-TREASURER APPOINTMENT | OWOW STEERING COMMITTEE APPOINTMENT (CM#2020.14)

On February 5, 2020, the Orange County Water District governing Board appointed Kelly E. Rowe as SAWPA Commissioner replacing Denis R. Bilodeau. In keeping with the historical rotation, staff recommended appointment of Kelly E. Rowe as Commission Secretary-Treasurer to complete the remainder of the two-year term, until the January 2021 rotation of officers.

In accordance with Resolution No. 2018-1, the two SAWPA Commission representatives appointed to the OWOW Steering Committee will be the Vice Chair and Secretary-Treasurer of the Commission. Accordingly, staff recommended affirming the appointment of Kelly E. Rowe to the OWOW Steering Committee.

MOVED, acknowledge the recent appointment of Kelly E. Rowe as Commissioner for Orange County Water District; install Kelly E. Rowe as Commission Secretary-Treasurer for the remainder of the two-year term, until the January 2021 rotation of officers; and, appoint Commissioner Kelly E. Rowe to the OWOW Steering Committee replacing Denis R. Bilodeau.

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

B. UPDATED PROCUREMENT POLICY AND PURCHASING AUTHORITY | RELATED POLICIES AND DOCUMENTS (CM#2020.11)

Karen Williams provided the PowerPoint presentation included in the agenda packet on pages 24 through 35 and reviewed the document revisions and updates for consideration by the Commission. Relative to federal funds, Commissioner Rowe suggested staff research and possibly utilize FEMA tools available via the Procurement Disaster Assistance Team (PDAT).

Commissioner Dennstedt arrived at 9:40 a.m., prior to the vote taken on Agenda Item No. 5.B.

MOVED, approve the following:

1. Updated PRO110 – Procurement Policy and Purchasing Authority;
2. Updated General Services Agreement for Services by:
 - a. Independent Consultant
 - b. Contractor;
3. Updated Attachment A – Terms and Conditions (Work Orders);
4. PRO111 – Federally Funded Procurement Policy; and,
5. G&A103 Travel and Expense Policy.

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

C. PROPOSITION 84 ROUND 2 PROJECTS STATUS UPDATE

Marie Jauregui provided the PowerPoint presentation included in the agenda packet on pages 85 through 100. There was no discussion.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 5.C.

D. REGULATORY SUPPORT STATUS REPORT | SAWPA TASK FORCES (CM#2020.15)

Tess Dunham of Somach Simmons & Dunn provided an oral status report about the regulatory support services provided to SAWPA task forces. This contract was authorized August 6, 2019. Subsequent to this initial contract, Tess Dunham was issued a contract to support the Lake Elsinore & Canyon Lake TMDL Task Force by the Lake Elsinore & San Jacinto Watershed Authority (LESJWA). Tess Dunham will serve as successor to Tim Moore of Risk Sciences who will be retiring July 1, 2020, after thirty years working with SAWPA. Dunham's report included an overview of her experience with this transition, upcoming challenges, and the work path forward in supporting SAWPA and the task forces. There will be a retirement luncheon for Tim Moore on June 30, 2020.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 5.D.

6. INFORMATIONAL REPORTS

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

A. CASH TRANSACTIONS REPORT – DECEMBER 2019

B. INTER-FUND BORROWING – DECEMBER 2019 (CM#2020.12)

C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – DECEMBER 2019 (CM#2020.13)

D. GENERAL MANAGER REPORT

E. STATE LEGISLATIVE REPORT

Through efforts of the California Special Districts Association (CSDA), staff is tracking AB 2093 which is a reintroduction of vetoed AB 1184 that would require public agencies to keep all emails for a period of two (2) years regardless of whether the email was of true significance. Staff may come back to the Commission with a recommendation to take an oppose position. Chair Slawson asked if AB 2093 would be inclusive of a Commissioner's personal email account when receiving emails from SAWPA. Legal Counsel Ciampa stated that as currently drafted, he did not believe it would apply to private emails in that circumstance, but they would need to take a closer look. It would apply at the agency level; emails sent from the agency to Commissioners' person email accounts would be included. The Supreme Court set forth the process for private emails of public agency officials in the San Jose case several years ago.

F. SAWPA GENERAL MANAGERS MEETING NOTES

- February 11, 2020

G. CHAIR'S COMMENTS/REPORT

There were no comments/reports from the Chair.

H. COMMISSIONERS' COMMENTS

Commissioner Rowe stated he was looking forward to working with SAWPA and participating in matters within the watershed.

I. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS

There were no Commissioner requests for future agenda items.

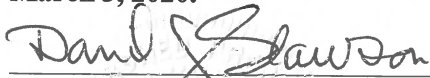
7. CLOSED SESSION

There was no Closed Session.

8. ADJOURNMENT

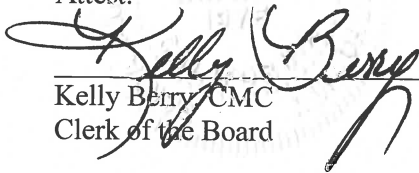
There being no further business for review, Chair Slawson adjourned the meeting at 10:06 a.m.

Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, March 3, 2020.



David J. Slawson, Chair

Attest:



Kelly Berry, CMC
Clerk of the Board