



**SAWPA COMMISSION
REGULAR MEETING MINUTES
JUNE 16, 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**

None

STAFF PRESENT

Rich Haller, Karen Williams, Carlos Quintero, Mark Norton, David Ruhl,
Pete Vitt, Rick Whetsel, Ian Achimore, 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 9:31 a.m. by Chair Slawson on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California. The record will reflect this meeting was conducted virtually.

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: MAY 19, 2020

Recommendation: Approve as posted.

B. TREASURER'S REPORT – APRIL 2020

Recommendation: Approve as posted.

MOVED, approve the Consent Calendar.

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

6. NEW BUSINESS

A. STATEMENT OF INVESTMENT POLICY (CM#2020.38)

Karen Williams provided an oral report on the Statement of Investment Policy. Vice Chair Parker asked if investments would change or remain the same; Williams noted the investments would remain the same. Staff brings the Statement of Investment Policy (SOIP) before the Commission annually for consideration pursuant to Government Code provisions.

MOVED, adopt Resolution No. 2020-07, approving the Statement of Investment Policy and delegate authority to the Chief Financial Officer to invest or reinvest funds consistent with the Statement of Investment Policy.

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

B. INLAND EMPIRE BRINE LINE RATE RESOLUTION (CM#2020.43)

Carlos Quintero provided the PowerPoint presentation contained in the agenda packet on pages 47 – 60. Karen Williams noted that she has obtained all member agency reserve policies. After the criticality study, she will work with the member agency CFOs to review the brine line reserve accounts.

MOVED, adopt Resolution No. 2020-06 establishing the new Inland Empire Brine Line rates to be effective July 1, 2020 (FY20-21).

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

C. TASK ORDER APPROVAL FOR THE ROUNDTABLE OF REGIONS NETWORK COORDINATOR (CM#2020.39)

[This item is subject to the provisions of Project Agreement 25]

Ian Achimore provided a PowerPoint presentation contained in the agenda packet on pages 99 – 113. Achimore confirmed for Commissioner Dennstedt that Sierra Water Workgroup has provided notice to SAWPA that they are unable to complete the contract. Commissioner Rowe noted the Roundtable of Regions presents an opportunity for SAWPA to interact with legislators and seek future IRWM grant funding. Achimore confirmed the Roundtable of Regions is working collectively to increase awareness of IRWM benefits among the legislators.

MOVED, approve execution of a Task Order with JM Consultants in the amount of \$74,990 for the Roundtable of Regions Network Coordinator Project.

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

D. DISADVANTAGED COMMUNITIES INVOLVEMENT (DCI) PROGRAM STATUS (CM#2020.40)

[This item is subject to the provisions of Project Agreement 25]

Rick Whetsel provided a PowerPoint presentation contained in the agenda packet on pages 130 – 147. There was no discussion.

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

E. EMERGING CONSTITUENTS PROGRAM TASK FORCE | SOCIAL MEDIA CONSULTANT SUPPORT (CM#2020.44)

[This item is subject to the provisions of Project Agreement 26]

Mark Norton provided a PowerPoint presentation contained in the agenda packet on pages 151 – 158. Norton confirmed for Commissioner Dennstedt that the maximum annual amount of \$35,000 was set forth in the issued Request for Proposes (RFP) to ensure the consultant would work within a limited budget; Commissioner Dennstedt noted concern that the bids were not competitive since the amount was set in the RFP. Commissioner Dennstedt voiced her desire that staff include in the agenda packet copies of proposals from all three submitting firms for evaluation. Norton stated the evaluation process was focused on consultant qualifications, experience, and skills to be provided within the set budgeted amount and not the lowest bid. Copies of proposals from all three submitting firms were not submitted as part of the agenda packet since the three firms were vetted by an interview panel comprised of representatives from Eastern Municipal Water District, Western Municipal Water District, and the City of San Bernardino Municipal Water Department. The interview panel rated and ranked the three firms based on the submitted proposal and the interview; the panel's unanimous recommendation was brought forward to the Commission. Commissioner Dennstedt noted staff should have provided the Commission with the interview panel's rating and ranking of the proposals and interviews, which is the basis of the recommendation before the Commission. Norton stated that while this has not been SAWPA's practice in the past, this information can certainly be provided moving forward. Commissioner Dennstedt noted the importance of the information for transparency purposes. Chair Slawson and Commissioner Rowe concurred with Commissioner Dennstedt's request.

Commissioner Dennstedt asked if there were any representatives from these three firms participating in the Zoom meeting and provided an opportunity to address the Commission. JPW Communications President Jenny Windle was present; she noted their qualifications and stated they are looking forward to working with SAWPA.

MOVED, approve (1) General Services Agreement with JPW Communications; and (2) Task Order JPW392-01 with JPW Communications for an amount not-to-exceed \$105,000 at \$35,000/year for three years for social media support for the Emerging Constituents Program Task Force.

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

F. ROUNDTABLES/TASK FORCE UPDATE AND FYE 2021 GOALS (CM#2020.41)

[This item is subject to the provisions of Project Agreement 26]

Mark Norton provided a PowerPoint presentation contained in the agenda packet on pages 178 – 205. There was no discussion.

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

7. INFORMATIONAL REPORTS

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

- A. CASH TRANSACTIONS REPORT – APRIL 2020**
- B. INTER-FUND BORROWING – APRIL 2020 (CM#2020.37)**
- C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – APRIL 2020 (CM#2020.36)**
- D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, MARCH 2020**
- E. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, MARCH 2020**
- F. BUDGET VS ACTUAL VARIANCE REPORT – FYE 2020 THIRD QUARTER – ENDING MARCH 31, 2020 (CM#2020.42)**
- G. FINANCIAL REPORT FOR THE THIRD QUARTER ENDING MARCH 31, 2020**
- H. THIRD QUARTER FYE 2020 EXPENSE REPORTS**
- I. GENERAL MANAGER REPORT**
- J. STATE LEGISLATIVE REPORT**
- K. CHAIR’S COMMENTS/REPORT**
There were no comments/reports from the Chair.
- L. COMMISSIONERS’ COMMENTS**
There were no Commissioner comments.
- M. 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**

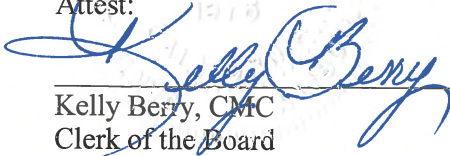
There being no further business for review, Chair Slawson adjourned the meeting at 11:10 a.m.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday,
July 7, 2020.**



David J. Slawson, Chair

Attest:



Kelly Berry, CMC
Clerk of the Board