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, JUNE 16, 2020 – 9:30 A.M.

PUBLIC PARTICIPATION

Public participation is welcome and encouraged. You may participate in the June 16, 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*:
• https://sawpa.zoom.us/j/93471713130	• 1 (669) 900-6833
• Meeting ID: 934 7171 3130	• Meeting ID: 934 7171 3130

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 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, June 15, 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

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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:

Meeting Access Via Computer (Zoom)*:	Meeting Access Via Telephone*:
• https://sawpa.zoom.us/j/93471713130	• 1 (669) 900-6833
• Meeting ID: 934 7171 3130	• Meeting ID: 934 7171 3130
* 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.	

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

REGULAR COMMISSION MEETING
TUESDAY, JUNE 16, 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: MAY 19, 2020 9
Recommendation: Approve as posted.

B. TREASURER'S REPORT – APRIL 2020 13
Recommendation: Approve as posted.

6. NEW BUSINESS

A. STATEMENT OF INVESTMENT POLICY (CM#2020.38) 19
Presenter: Karen Williams
Recommendation: 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.

B. INLAND EMPIRE BRINE LINE RATE RESOLUTION (CM#2020.43) 43
Presenter: Carlos Quintero
Recommendation: Adopt Resolution No. 2020-06 establishing the new Inland Empire Brine Line rates to be effective July 1, 2020 (FY20-21).

C. TASK ORDER APPROVAL FOR THE ROUNDTABLE OF REGIONS NETWORK COORDINATOR (CM#2020.39) 97
[This item is subject to the provisions of Project Agreement 25]
Presenter: Ian Achimore
Recommendation: Approve execution of a Task Order with JM Consultants in the amount of $74,990 for the Roundtable of Regions Network Coordinator Project.

D. DISADVANTAGED COMMUNITIES INVOLVEMENT (DCI) PROGRAM STATUS (CM#2020.40) 127
[This item is subject to the provisions of Project Agreement 25]
Presenter: Rick Whetsel
Recommendation: Receive and file.

E. EMERGING CONSTITUENTS PROGRAM TASK FORCE | SOCIAL MEDIA CONSULTANT SUPPORT (CM#2020.44) 149
[This item is subject to the provisions of Project Agreement 26]
Presenter: Mark Norton
Recommendation: 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.

F. ROUNDTABLES/TASK FORCE UPDATE AND FYE 2021 GOALS (CM#2020.41) 177
[This item is subject to the provisions of Project Agreement 26]
Presenter: Mark Norton
Recommendation: Receive and file.

7. INFORMATIONAL REPORTS

Recommendation: Receive for information.

A. CASH TRANSACTIONS REPORT – APRIL 2020 207
Presenter: Karen Williams

B. INTER-FUND BORROWING – APRIL 2020 (CM#2020.37) 213
Presenter: Karen Williams

C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – APRIL 2020 (CM#2020.36) 219
Presenter: Karen Williams

D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, MARCH 2020 241
Presenter: Karen Williams

E. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, MARCH 2020 245
Presenter: Karen Williams

F. BUDGET VS ACTUAL VARIANCE REPORT – FYE 2020 THIRD QUARTER – ENDING MARCH 31, 2020 (CM#2020.42) 249
Presenter: Karen Williams

G. FINANCIAL REPORT FOR THE THIRD QUARTER ENDING MARCH 31, 2020 257
- Inland Empire Brine Line
- SAWPA

Presenter: Karen Williams

H. THIRD QUARTER FYE 2020 EXPENSE REPORTS 277
- General Manager
- Staff

Presenter: Karen Williams

I. GENERAL MANAGER REPORT 281

J. STATE LEGISLATIVE REPORT 283
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. 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, Kelly Berry, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on June 9, 2020, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at the SAWPA office, 11615 Sterling Avenue, Riverside, California.

/s/

_____
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.)

January	**February**
1/7/20 ~~Commission Workshop~~ [cancelled] 1/21/20 Regular Commission Meeting	2/4/20 Commission Workshop 2/18/20 Regular Commission Meeting
March	**April**
3/3/20 Commission Workshop 3/17/20 Regular Commission Meeting	4/7/20 Commission Workshop 4/21/20 Regular Commission Meeting
May	**June**
5/5/20 Commission Workshop 5/19/20 Regular Commission Meeting	6/2/20 ~~Commission Workshop~~ [cancelled] 6/16/20 Regular Commission Meeting
July	**August**
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
September	**October**
9/1/20 Commission Workshop 9/15/20 Regular Commission Meeting	10/6/20 Commission Workshop 10/20/20 Regular Commission Meeting
November	**December**
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: June 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
6/2/20	8:30 AM	PA 23 Committee Mtg	VIRTUAL/TELEPHONICALLY
6/2/20	10:00 AM	PA 24 Committee Mtg	VIRTUAL/TELEPHONICALLY
6/9/20	8:30 AM	PA 22 Committee Mtg	CANCELLED
6/18/20	4:00 PM	LESJWA Board of Directors Mtg	VIRTUAL/TELEPHONICALLY
6/22/20	2:00 PM	Emerging Constituents Program Task Force Mtg	VIRTUAL/TELEPHONICALLY
6/24/20	9:00 AM	Lake Elsinore/Canyon Lake TMDL Task Force Mtg	VIRTUAL/TELEPHONICALLY
6/24/20	1:00 PM	Basin Monitoring Program Task Force Mtg	VIRTUAL/TELEPHONICALLY

MONTH OF: July 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
7/7/20	10:00 AM	PA 24 Committee Mtg	PENDING
7/14/20	8:30 AM	PA 22 Committee Mtg	PENDING
7/23/20	11:00 AM	OWOW Steering Committee Mtg	PENDING

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
MAY 19, 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, Dean Unger, Mark Norton, David Ruhl, 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 9:35 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 5, 2020

Recommendation: Approve as posted.

MOVED, approve the May 5, 2020 meeting minutes.

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

6. NEW BUSINESS

A. UPDATED PERSONNEL HANDBOOK (CM#2020.31)

Karen Williams and Andrew D. Turner, Lagerlof LLP, provided the PowerPoint presentation contained in the agenda packet on pages 13 – 21. A clarification of Appendix 3 (page 99 of the agenda packet) was provided: Professional Memberships should be $300.00, and Work Boot Reimbursement should be $175.00. General Manager Haller noted if a license is work related, the employee will be reimbursed. There was no discussion; Chair Slawson called for motion.

MOVED, approve the updated and revised Personnel Handbook.

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

B. INLAND EMPIRE BRINE LINE RATE RESOLUTION (CM#2020.34)

Carlos Quintero and Karen Williams provided the PowerPoint presentation contained in the agenda packet on pages 182 – 224. Commissioner Dennstedt voiced concern increased rates may inhibit economic recovery efforts of Brine Line customers. A discussion ensued regarding communications with existing Brine Line customers regarding increased rates. Commissioner Dennstedt proposed an alternate motion, which was seconded by Commissioner Harrison.

MOVED, continue consideration of a resolution establishing new Inland Empire Brine Line rates to be effective July 1, 2020 (FY20-21) until the next Commission meeting; and, direct staff to communicate with and receive comments from Brine Line customers relating to increased rates.

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

C. SANTA ANA RIVER WATERSHED WEATHER MODIFICATION FOR WATER SUPPLY FEASIBILITY STUDY | MILESTONE REPORT (CM#2020.35)

Garrett Cammans, President of North American Weather Consultants Inc., provided a PowerPoint presentation contained in the agenda packet on pages 233 – 255. Preliminary estimated cost for a ground-based program is $250,000 to $450,000; an aerial program would be $300,000 to $900,000. The exact cost and the mix of ground vs. aerial would be evaluated in the future. Commissioner Rowe encouraged Cammans to work collaboratively with agencies currently conducting similar programs for data compilation and relating to CEQA, in particular Los Angeles county. Commissioner Dennstedt expressed an interest in the WMWD board receiving a similar presentation, including benefits to their customers. Cammans advised a presentation for all member agencies would be practical. Mark Norton noted the next step is completing the feasibility study, for which funding has already been committed. Thereafter, weather modification program funding, partners, and CEQA issues would need to be addressed. Moving forward, a technical committee meeting will be held with representatives from each member agency; Commissioners voiced their interest in participating.

MOVED, receive a status report on the Santa Ana River Watershed Weather Modification for Water Supply Feasibility Study by North American Weather Consultants Inc. and concur there is sufficient justification to complete the study.

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

Chair Slawson recessed the meeting at 11:19 a.m. and reconvened the meeting at 11:27 a.m. The Commission next considered Closed Session.

D. CLAIM FOR MONEY/DAMAGES | CLAIMANT LARRY McKENNEY

Rich Haller provided an oral status update. It was noted that a legible copy of the claim has been requested and will be made available upon its receipt.

MOVED, deny the government tort claim of Claimant Larry McKenney for money/damages submitted May 6, 2020, pursuant to California Government Code Section 910.

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

E. COVID-19 EMERGENCY DECLARATION | STATUS UPDATE

Rich Haller provided an oral status update on SAWPA's response to the COVID-19 emergency declaration. Commencing June 1, SAWPA staff will work onsite on a rotating basis while observing CDC guidelines.

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

7. INFORMATIONAL REPORTS

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

A. CASH TRANSACTIONS REPORT – MARCH 2020

B. INTER-FUND BORROWING – MARCH 2020 (CM#2020.32)

C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – MARCH 2020 (CM#2020.33)

D. GENERAL MANAGER REPORT

E. STATE LEGISLATIVE REPORT

F. CHAIR'S COMMENTS/REPORT
There were no comments/reports from the Chair.

G. COMMISSIONERS' COMMENTS
There were no Commissioner comments.

H. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS
There were no Commissioner requests for future agenda items.

8. CLOSED SESSION

Chair Slawson recessed the meeting to Closed Session at 11:27 a.m. General Manager Rich Haller, Legal Counsel Andrew E. Turner, and the Clerk of the Board were present during the discussion of Agenda Item No. 8.A.

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)
Name of Party: Larry McKenney

Chair Slawson resumed Open Session at 11:46 a.m. There was no reportable action.

The Commission next considered Agenda Item No. 6.D.

9. ADJOURNMENT

There being no further business for review, Chair Slawson adjourned the meeting at 11:51 a.m.

Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, June 16, 2020.

_____
David J. Slawson, Chair

Attest:

_____
Kelly Berry, CMC
Clerk of the Board

Santa Ana Watershed Project Authority

Finance Department

Santa Ana Watershed Project Authority

TREASURER'S REPORT

April 2020

During the month of April 2020, the Agency's actively managed temporary idle cash earned a return of 1.833%, representing interest earnings of $18,143. Additionally, the Agency's position in overnight funds L.A.I.F. generated $56,366 in interest, resulting in $74,509 of interest income from all sources. Please note that this data represents monthly earnings only, and does not indicate actual interest received. There were zero (0) investment positions purchased, zero (0) positions sold, one (1) position matured, and zero (0) positions were called.

This Treasurer's Report is in compliance with SAWPA's Statement of Investment Policy. Based upon the liquidity of the Agency's investments, this report demonstrates the ability to meet customary expenditures during the next six months.

May 19, 2020

Prepared and Submitted by:

Karen Williams

_____

Karen L. Williams, Chief Financial Officer

Santa Ana Watershed Project Authority

INVESTMENT PORTFOLIO - MARKED TO MARKET - UNREALIZED GAINS & LOSSES

April 30, 2020

SAWPA primarily maintains a "Buy and Hold" investment philosophy, with all investments held by US Bank via a third-party safekeeping contract.

Investment Type	Security Type	CUSIP	Dealer	Purchase Date	Maturity Date	Call Date (if appl)	Par Value	Yield To Maturity	Investment Cost	Market Value Current Month	Unrealized Gain / (Loss)	Coupon Rate	Interest Earned
Agency	FHLMC	3137EAEC9	WMS	09-16-16	08-12-21	No Call	$ 1,000,000.00	1.335%	$ 990,060.00	$ 1,011,003.00	$ 20,943	1.125%	$ 1,097.22
Agency	FHLMC	3137EADB2	WMS	04-17-17	01-13-22	No Call	$ 500,000.00	2.375%	$ 512,767.00	$ 517,602.50	$ 4,836	2.375%	$ 976.03
Agency	FHLB	313383HU8	WMS	06-16-16	06-12-20	No Call	$ 1,000,000.00	1.080%	$ 1,026,088.00	$ 1,001,967.00	$ (24,121)	1.750%	$ 887.69
Agency	FHLB	313379Q69	WMS	12-14-17	06-10-22	No Call	$ 1,000,000.00	2.150%	$ 998,930.00	$ 1,039,362.00	$ 40,432	2.125%	$ 1,767.21
Agency	FHLB	3130A3GE8	MBS	02-04-20	12-13-24	No Call	$ 500,000.00	1.414%	$ 531,250.00	$ 549,588.00	$ 18,338	2.750%	$ 581.14
Agency	FNMA	3135G0H55	WMS	12-28-15	12-28-20	No Call	$ 1,000,000.00	1.830%	$ 1,002,140.00	$ 1,010,146.00	$ 8,006	1.875%	$ 1,504.12
Agency	FNMA	3135G0F73	WMS	06-16-16	11-30-20	No Call	$ 1,000,000.00	1.150%	$ 1,015,157.00	$ 1,007,186.00	$ (7,971)	1.500%	$ 945.21
Agency	FNMA	3135G0X24	MBS	02-04-20	01-07-25	No Call	$ 500,000.00	1.398%	$ 505,380.00	$ 524,834.00	$ 19,454	1.625%	$ 574.56
Agency	USTN	912828WC	WMS	11-17-15	10-31-20	No Call	$ 1,000,000.00	1.638%	$ 1,005,312.50	$ 1,008,008.00	$ 2,696	1.750%	$ 1,346.17
Agency	USTN	912828L32	WMS	06-17-16	08-31-20	No Call	$ 500,000.00	1.030%	$ 507,070.31	$ 502,129.00	$ (4,941)	1.375%	$ 423.42
Agency	USTN	912828L65	WMS	06-16-16	09-30-20	No Call	$ 500,000.00	1.041%	$ 506,992.19	$ 502,695.50	$ (4,297)	1.375%	$ 427.69
Agency	USTN	912828L99	WMS	06-16-16	10-31-20	No Call	$ 500,000.00	1.051%	$ 506,914.06	$ 503,164.00	$ (3,750)	1.375%	$ 431.71
Agency	USTN	912828S76	WMS	12-14-17	07-31-21	No Call	$ 1,000,000.00	2.013%	$ 969,062.50	$ 1,012,031.00	$ 42,969	1.125%	$ 1,654.36
CORP	Apple Inc	037833AK6	WMS	10-15-18	05-03-23	No Call	$ 500,000.00	3.360%	$ 479,898.50	$ 523,311.50	$ 43,413	2.400%	$ 1,380.83
CORP	Toyota Motor Corp Credit	89236TFNO	WMS	10-15-18	09-20-23	No Call	$ 500,000.00	3.550%	$ 497,747.50	$ 531,965.00	$ 34,218	3.450%	$ 1,458.90
CD	Ally Bank	02006L2F9	WMS	01-13-15	**04-20-20**	No Call	$ -	1.800%	$ -	$ -	$ -	1.800%	$ 366.90
CD	American Express	02587DP85	WMS	04-19-17	04-19-21	No Call	$ 248,000.00	2.250%	$ 248,000.00	$ 252,509.45	$ 4,509	2.250%	$ 458.63
CD	American Express BK FSB	AN4199708	WMS	05-10-17	05-10-21	No Call	$ 248,000.00	2.200%	$ 248,000.00	$ 248,000.00	$ -	2.200%	$ 448.44
CD	Sallie Mae BK SLT Lake City	7954503Q6	MBS	07-01-19	06-27-22	No Call	$ 247,000.00	2.250%	$ 247,000.00	$ 247,000.00	$ -	2.250%	$ 456.78
CD	Morgan Stanley Bank NA	6169OUHP8	MBS	07-05-19	07-05-22	No Call	$ 247,000.00	2.200%	$ 247,000.00	$ 247,000.00	$ -	2.200%	$ 446.63
CD	Goldman Sachs Bank USA	38148PUV7	WMS	12-20-17	12-20-22	No Call	$ 248,000.00	2.500%	$ 248,000.00	$ 248,000.00	$ -	2.500%	$ 509.59
Total Actively Invested Funds							**$ 12,238,000.00**		**$12,292,769.56**	**$12,487,501.95**	**$ 194,732**	**1.833%**	**$ 18,143.23**
Total Local Agency Investment Fund									$41,613,196.37			1.648%	$ 56,365.93
Total Invested Cash							**$ 12,238,000.00**		**$53,905,965.93**			**1.690%**	**$ 74,509.16**

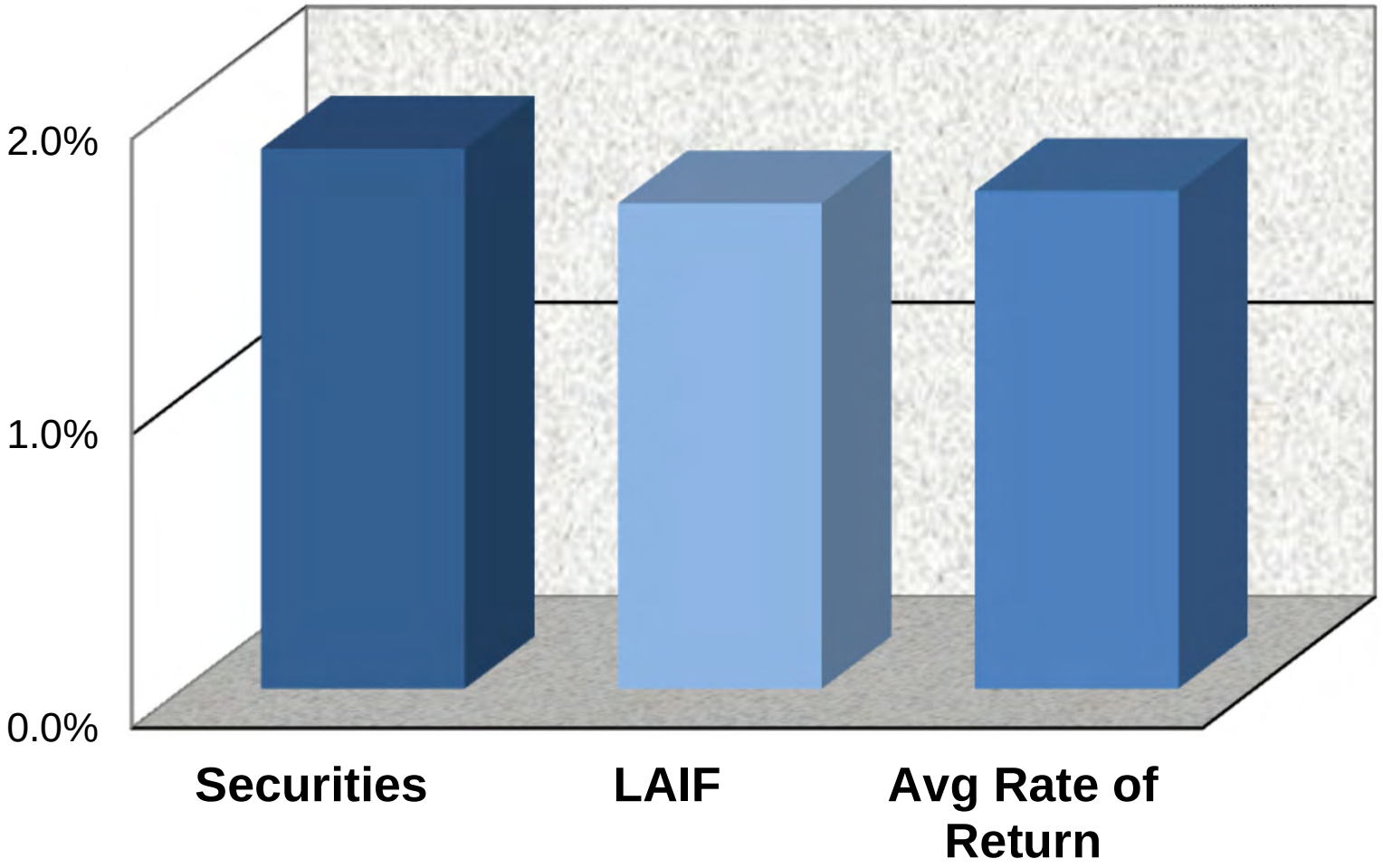
Key to Security Type:

FHLB	=	Federal Home Loan Bank
FHLMC	=	Federal Home Loan Mortgage Corporation
FNMA	=	Federal National Mortgage Association
USTN	=	US Treasury Note
CORP	=	Corporate Note
CD	=	Certificate of Deposit
GDB	=	Goldman Sachs Bank
AEC	=	American Express Centurion

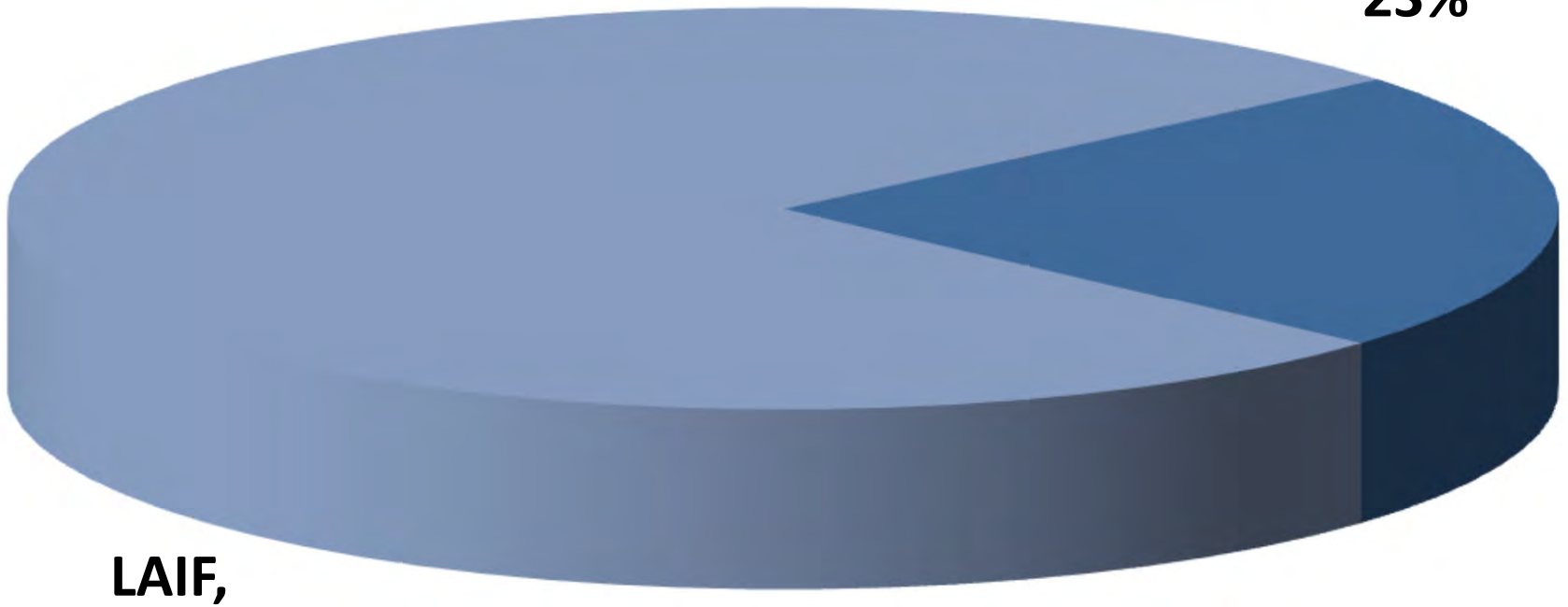
Key to Dealers:

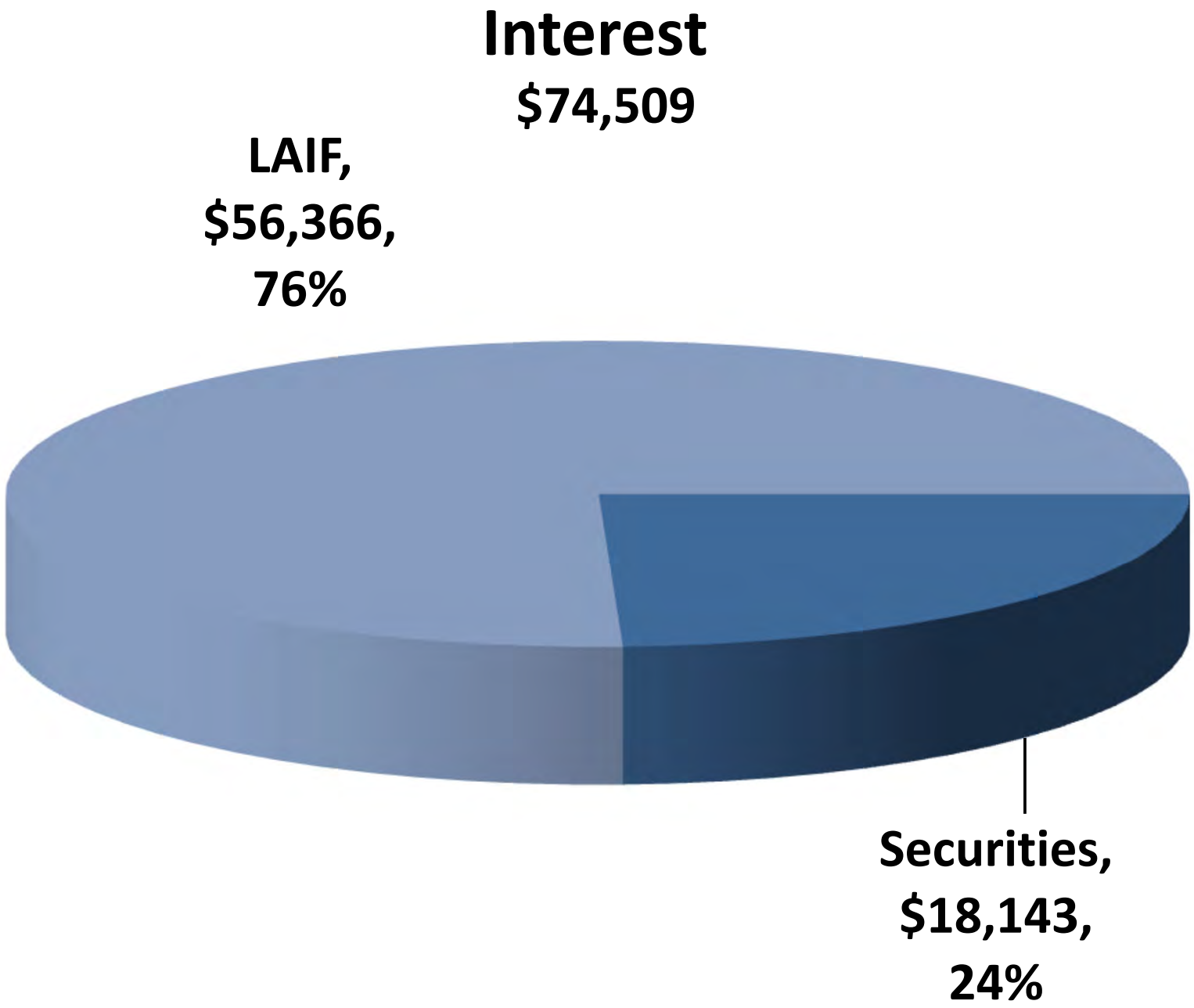
FCS	=	FinaCorp Securities
MBS	=	Multi-Bank Securities
MS	=	Mutual Securities
RCB	=	RBC Dain Rauscher
SA	=	Securities America
TVI	=	Time Value Investments
WMS	=	Wedbush Morgan Securities

Interest Rate Analysis



Investments
$53,905,966




Interest
$74,509
LAIF,
$56,366,
76%
Securities,
$18,143,
24%

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COMMISSION MEMORANDUM NO. 2020.38

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Statement of Investment Policy

PREPARED BY: Karen Williams, Chief Financial Officer

RECOMMENDATION
It is recommended that the Commission 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.

DISCUSSION
Investment policies and practices of SAWPA are based upon Federal and State laws and prudent money management. California law requires that the Commission annually adopt a Statement of Investment Policy. California law permits the Commission to delegate to the Chief Financial Officer, if it so desires, the authority to invest or reinvest SAWPA's funds, or to sell or exchange securities for a period of one year. Upon such delegation, the Chief Financial Officer assumes full responsibility for those transactions, and shall make monthly reports of those transactions to the Commission. All such investments made by the Chief Financial Officer shall strictly comply with the Statement of Investment Policy as annually adopted by the Commission.

Last year, the Statement of Investment Policy was completely revised and was developed under the guidelines of the California Municipal Treasurers Association (CMTA) Investment Policy Certification Program. This program developed by the CMTA with support from the California Debt and Investment Advisory Commission (CDIAC), provides professional guidance and assistance in improving existing investment policies in California's public sector agencies and districts. The policy was submitted to the CMTA last year and it received certification.

The attached Statement of Investment Policy has been reviewed by staff, and it was determined that no significant changes were needed from the policy that was approved by the Commission last year.

RESOURCE IMPACTS
No additional staff or costs are anticipated at this time.

Attachments:
1. Resolution No. 2020-07
2. Statement of Investment Policy 2020
3. CMTA Investment Policy Press Release

RESOLUTION NO. 2020-07

A RESOLUTION OF THE COMMISSION OF THE SANTA ANA WATERSHED PROJECT AUTHORITY ANNUALLY APPROVING A STATEMENT OF INVESTMENT POLICY AND DELEGATING AUTHORITY TO THE CHIEF FINANCIAL OFFICER TO INVEST OR REINVEST FUNDS CONSISTENT WITH THE STATEMENT OF INVESTMENT POLICY

WHEREAS, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (Government Code, Section 53600.6 and 53630.1);

WHEREAS, the Commission of the Santa Ana Watershed Project Authority ("SAWPA") may invest surplus monies not required for the immediate necessities of SAWPA in accordance with the provisions of Government Code, Sections 53600 et seq.;

WHEREAS, the Chief Fiscal Officer, hereby identified as the Chief Financial Officer, is required to annually prepare and submit a Statement of Investment Policy, and any changes thereto, which shall be reviewed and approved by the Commission (Government Code, Section 53646(a));

WHEREAS, Section 6505.6 of the Government Code permits a joint powers authority to delegate the duties and responsibilities of a treasurer to another SAWPA position;

WHEREAS, the Chief Financial Officer is the employee that has been designated by SAWPA to comply with the duties and responsibilities of the treasurer's office as set forth in Sections 6505 and 6505.5 of the Government Code;

WHEREAS, Section 53607 of the Government Code permits the Commission to delegate its authority to invest or reinvest SAWPA's funds to the Chief Financial Officer; and

WHEREAS, all such investments, whether authorized by the Commission or delegated to the Chief Financial Officer, must comply with the requirements of SAWPA's Statement of Investment Policy.

NOW, THEREFORE, the SAWPA Commission hereby resolves as follows:

1. The attached Statement of Investment Policy is hereby approved and shall govern the investment of SAWPA's funds.

2. The Chief Financial Officer shall comply with the duties and responsibilities of the office of the treasurer as set forth in Sections 6505 and 6505.5 of the Government Code.

3. As permitted under Section 53607 of the Government Code, the authority of the Commission to invest or reinvest SAWPA's funds, or to sell or exchange securities so purchased, is hereby delegated for a period of one year by the Commission to SAWPA's Chief Financial Officer who shall assume full responsibility for those transactions until the delegation of authority, and shall make a monthly report of those transactions to the Commission. Subject to review, the Commission may renew the delegation of authority each year pursuant to Section 53607 of the Government Code.

4. All such investments made by the Chief Financial Officer shall strictly comply with SAWPA's Statement of Investment Policy adopted annually pursuant to Section 53646 of the Government Code.

ADOPTED this 16th day of June, 2020.

SANTA ANA WATERSHED PROJECT AUTHORITY

By: _____
David J. Slawson, Chair

Attest:

_____
Kelly Berry, CMC
Clerk of the Board

Attachment: Statement of Investment Policy

SANTA ANA WATERSHED PROJECT AUTHORITY
STATEMENT OF INVESTMENT POLICY

1.0 POLICY

The purpose of this Investment Policy ("Policy") is to provide guidelines for the prudent investment of the Santa Ana Watershed Project Authority ("Authority") funds in conformance with California Government Code (CGC) requirements governing the investment of public funds. Funds will be managed to provide for daily cash flow requirements and to meet the objectives of this Policy.

2.0 SCOPE

This Policy applies to all operating funds of the Authority, which are under the control of the General Manager and/or the Chief Financial Officer. These funds are accounted for in the Authority's Comprehensive Annual Financial Report (CAFR).

This Policy, however, specifically excludes the employees' retirement and deferred compensation funds and the retiree health benefit trust. Additionally, funds held by a trustee or fiscal agent pledged to the payment or security of bonds or other indebtedness, shall comply with CGC Section 53601 (L).

Except for cash in certain restricted and special funds, the Authority will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

3.0 PRUDENCE

The standard of prudence to be used by designated representative shall be the "prudent investor" standard (CGC Section 53600.3) and shall be applied in the context of managing an overall portfolio. Persons authorized to make investment decisions on behalf of local agencies investing public funds are trustees and therefore fiduciaries subject to the prudent investor standard which states, "When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

4.0 OBJECTIVES

As specified in CGC Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds; the primary objectives, in priority order, of the investment activities shall be:

A. *Safety:* Safety of principal is the Authority's foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the Authority will diversify its investments by investing funds among independent financial institutions

offering a variety of securities with independent returns. Investments shall be made with the aim of avoiding capital losses due to issuer default, broker-dealer default, or market value erosion.

B. *Liquidity:* The investment portfolio will remain sufficiently liquid to enable the Authority to meet all operating requirements which might be reasonably anticipated.

C. *Return on Investment (Yield):* The Authority's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, as long as it does not diminish the objectives of Safety and Liquidity.

5.0 DELEGATION OF AUTHORITY

The authority of the Santa Ana Watershed Project Authority's Board of Commissioners (Commission) to invest or reinvest funds of the Authority is delegated by Resolution in conjunction with the annual investment policy review. Management responsibility for the investment program is hereby delegated to the Chief Financial Officer who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in the absence of the Chief Financial Officer. The Chief Financial Officer shall establish procedures for the management of investment activities, including the activities of staff consistent with this Policy.

The Chief Financial Officer may retain the services of an outside investment advisor or manager as approved by the Commission to assist with the Authority's investment program. Qualified outside managers will be either Securities and Exchange Commission (SEC) Registered Investment Advisors or Bank Money Managers. The investment advisor shall make all investment decisions and transactions in strict accordance with State and Federal law, this Policy and such other written instruction as are provided. The performance and service levels of investment advisors and managers shall be reviewed annually.

6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Authority's General Manager any material financial interest in the financial institutions that conduct business with the Authority, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Authority.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Authority will maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes. Broker/dealers will be selected for credit worthiness and must be authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under the SEC Rule 15(C)3-1 (uniform net capital rule). No public deposit will be made by the broker/dealer except in a qualified public depository as established by the established state laws. Before a financial institution or broker/dealer is used, they are subject to investigation and approval by the Chief Financial Officer or his/her designated representative, and must submit the following:

A. Certification of having read and understood this investment policy and agreeing to comply with the Authority's investment policy;

B. Proof of Financial Industry Regulatory Authority (FINRA) certification;

C. Proof of State of California registration;

D. Audited financial statements for the institution's three most recent fiscal years;

E. Completed broker/dealer questionnaire; and

F. Evidence of adequate insurance coverage.

If the Authority has contracted with an investment advisor to provide investment services, the investment advisor may use their own list of approved issuers, broker/dealers, and financial institutions to conduct transactions on the Authority's behalf.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The Authority's investments are governed by the California Government Code (CGC). Within the investments permitted by the CGC, the Authority seeks to further restrict eligible investments to the investments listed below. In the event an apparent discrepancy is found between this Policy and the CGC, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the date an investment is purchased. Credit ratings, as shown, specify the minimum credit rating category required at purchase without regard to +/- or 1, 2, 3 modifiers, if any. In the event a security held by the Authority is subject to a credit rating change that brings it below the minimum credit ratings specified in the Policy, the Chief Financial Officer should notify the Commission of the change. The course of action to be followed will then be decided on a case-by-case basis, considering such factors as the reason for the change, prognosis for recovery or further rate drops, and the market price of the security.

A. **United States Treasury Issues**. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation on the percentage of the portfolio that may be invested in this category.

B. **United States Agency Obligations**. Federal agency or United States government-sponsored enterprise senior debt obligations, participations, mortgaged-backed securities, or other instruments, including those issued by or fully guaranteed as to principal and interest by Federal agencies or United States government-sponsored enterprises. Examples of these securities include the Government National Mortgage Association, the Federal National Mortgage Association, the Federal Farm Credit Bank, the Federal Home Loan Mortgage Corporation, and the Federal Home Loan Bank. There is no limitation on the percentage of the portfolio that may be invested in this category.

C. **Municipal Debt.** Registered treasury notes or bonds of this state or any of the other 49 United States, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of this state or any of the other 49 United States.

Bonds, notes, warrants, or other evidence of indebtedness of any local agency, including the Authority's own bonds, within this state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

Purchases are limited to securities that have a long-term debt rating of at least "A", or its equivalent, by a Nationally Recognized Statistical Rating Organization (NRSRO); and/or have a short-term debt rating of at least "A-1", or its equivalent by a NRSRO. A maximum of 30 percent of the portfolio may be invested in this category.

D. **Medium-Term Notes.** Medium-term notes are defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Purchases are limited to securities that have a long-term debt rating of at least "A", or its equivalent, by a NRSRO. A maximum of 30 percent of the portfolio may be invested in this category.

E. **Negotiable Certificates of Deposit**. Negotiable certificates of deposits (NCDs) issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases are limited to institutions that have a long-term debt rating of at least "A", or its equivalent, by a NRSRO; and/or have a short-term debt rating of at least "A-1", or its equivalent, by a NRSRO. NCDs for which the full amount of the principal and interest that may be accrued during the maximum term of each certificate is insured by federal deposit insurance are exempt from the rating requirements. All purchases shall not exceed the Federal Deposit Insurance Corporation (FDIC) insured limit. The current FDIC Negotiable CD insured limit is $250,000 (principal and interest). In combination with placement service CDs, a maximum of 30 percent of the portfolio may be invested in this category.

F. **Placement Service Certificates of Deposit.** Certificates of deposits placed through a deposit placement service shall meet the requirements under CGC Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall, at all times, be insured by federal deposit insurance. In combination with negotiable certificates of deposit, a maximum of 30 percent of the portfolio may be invested in this category.

G. **Bank Deposits.** FDIC insured or fully collateralized bank deposits, including, but not limited to, demand deposit accounts, savings accounts, market rate accounts, time deposits, and certificates of deposits in financial institutions located in California. Bank deposits are required to be collateralized as specified under CGC Section 53630 et. seq. Agreements allowing for the waiver of the collateral requirement for that amount of deposit covered by the FDIC may be implemented provided the remainder of the deposit is secured by collateral as required by the CGC. The Authority shall have a signed agreement with any depository accepting Authority funds per CGC Section 53649. The maturity of time deposits (TCDs) may not exceed one year. There is no limit on the

percentage of the portfolio that may be invested in bank deposits. However, a maximum of 20 percent of the portfolio may be invested in TCDs.

H. **Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions: (i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars ($500,000,000), and (iii) has debt other than commercial paper, if any, that is rated at least "A", or its equivalent, by a NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less and not represent more than 10 percent of the outstanding paper of an issuing corporation. A maximum of 15 percent of the portfolio may be invested in this category.

I. **Bankers' Acceptances.** Bankers' acceptances, otherwise known as bills of exchange or time drafts, that are drawn on and accepted by a commercial bank. Purchases are limited to bankers' acceptances issued by domestic banks, which are eligible for purchase by the Federal Reserve System. Purchases of bankers' acceptances may not exceed 180 days maturity. Eligible bankers' acceptances are restricted to issuing financial institutions with a short-term debt rating of at least "A-1", or its equivalent, by a NRSRO. A maximum of 30 percent of the portfolio may be invested in this category.

J. **State of California Local Agency Investment Fund (LAIF).** The LAIF is a special fund in the California State Treasury and an investment alternative for California's local governments and special districts created and governed pursuant to CGC 16429.1 et seq. and managed by the State Treasurer's Office. There is no limitation on the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the current maximum allowed by LAIF.

K. **Local Government Investment Pools (LGIP).** Shares of beneficial interest issued by a joint powers authority organized pursuant to CGC Section 6509.37. To be eligible for purchase, the pool shall meet all of the following conditions: (i) must meet the requirements of CGC Section 53601(p), (ii) the pool must seek to maintain a stable Net Asset Value ("NAV"), and (iii) the pool must be rated at least "AAm", or its equivalent, by a NRSRO. A maximum of 30 percent of the portfolio may be invested in this category.

Whenever the Authority has any funds invested in a Local Government Investment Pool, the Chief Financial Officer shall maintain on file a copy of the pool's current information statement. In addition, the Chief Financial Officer should review the pool's summary portfolio holdings on a quarterly basis.

L. **Money Market Funds.** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the SEC.

The company shall have met either of the following criteria: (i) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs and (ii) retained an investment adviser registered or exempt from registration with the SEC with not less than five years of experience managing money market mutual funds

with assets under management in excess of five hundred million ($500,000,000). A maximum of 15 percent of the portfolio may be invested in this category.

If the Authority has funds invested in a money market fund, a copy of the fund's information statement shall be maintained on file. In addition, the Chief Financial Officer should review the fund's summary holdings on a quarterly basis.

M. **Repurchase Agreements.** Repurchase agreements are to be used as short-term investments not to exceed 90 days. Repurchase agreements shall only be made with counterparties that are primary dealers of the Federal Reserve Bank of New York or a nationally or state-chartered bank that has had a significant banking relationship with the Authority. Furthermore, the counterparty shall have the following qualifications: (i) a long-term debt rating of at least "A", or its equivalent, by a NRSRO; (ii) a short-term credit rating of at least "A-1", or its equivalent, by a NRSRO; (iii) minimum assets and capital size of $25 billion in assets and $350 million in capital; (iv) five years acceptable audited financial results; and (v) a strong reputation among market participants.

The Authority shall have a properly executed master repurchase agreement with each counterparty. Collateral of at least 102 percent of market value of principal and accrued interest is required. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions. Market value must be calculated each time there is a substitution of collateral. Collateral is limited to obligations of the United States government and its agencies. Collateral must be delivered to the Authority's custodian bank or handled under a properly executed master repurchase agreement. The Authority, or its trustee, shall have a perfected first security interest in all collateral. A maximum of 10 percent of the portfolio may be invested in this category.

N. **Prohibited Investments.** Section 53601.6 of the CGC lists the investments that are prohibited. Prohibited investments shall include, but are not limited to, equity securities, inverse floaters, range notes, interest-only strips that are derived from a pool of mortgages, or any investment that could result in zero interest earned if held to maturity.

9.0 REVIEW OF INVESTMENT PORTFOLIO

This Policy is intended to conform to all applicable statutes at the time of adoption. The Policy shall be reviewed and approved annually by the Commission at a public meeting to ensure consistency with the overall objectives of the preservation of capital, liquidity, and return of the portfolio. The Policy also shall be reviewed to ensure its compliance and relevance to the current law, financial and economic trends, and to meet the cash flow requirements of the Authority. Investment operations are reviewed monthly during the reconciliation process of investment transactions to the third-party statements, and by the Finance Department in the proof of cash process.

10.0 INVESTMENT POOLS/ MUTUAL FUNDS

A thorough investigation of any investment pool or mutual fund is required prior to investing, and on a continual basis. The investigation will, at a minimum, obtain the following information:

A. A description of eligible investment securities, and a written statement of investment policy and objectives;

B. A description of interest calculations and how it is distributed, as well as how gains and losses are treated;

C. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited;

D. A description of who may invest in the program, how often, and what size deposit and withdrawals are allowed;

E. A schedule for receiving statements and portfolio listings;

F. Whether reserves, retained earnings, etc. are utilized by the pool/fund;

G. A fee schedule along with when and how they are assessed; and

H. Whether the pool/fund is eligible for bond proceeds and/or whether it accept such proceeds.

11.0 COLLATERALIZATION

Collateralization is required for investments of public deposits in Certificates of Deposits (in excess of the FDIC insured amount) and all Repurchase Agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110 percent of market value for Certificates of Deposit and 102 percent for repurchase agreements of principal and accrued interest.

In order to conform with provisions of the Federal Bankruptcy Code, which provides for the liquidation of securities held as collateral for Repurchase Agreements, the only securities acceptable as collateral shall be eligible Negotiable Certificates of Deposit, eligible Banker's Acceptances, or securities that are fully guaranteed as to principal and interest by the United States or by any agency of the United States government. All securities held as collateral shall have a maximum maturity of five years.

12.0 SAFEKEEPING AND CUSTODY

To protect against potential losses by collapse of individual securities dealers, all trades will be executed on a delivered versus payment basis with the securities to be held in safekeeping by a third-party custodian, acting as agent for the Authority under terms of a custody agreement or a Master Repurchase Agreement. The only exception to the foregoing shall be depository accounts and securities purchases made with: (i) LAIF and local government investment pools (LGIPs); (ii) placement certificates of deposit, and, (iii) money market mutual funds, since the purchased securities are not deliverable. Evidence of each of these investments will be held by the Chief Financial Officer.

No outside broker/dealer or advisor may have access to the Authority's funds, accounts, or investments. Any transfer of funds handled through a broker/dealer must be approved by persons identified in the "Delegation of Authority" section of this Policy.

13.0 DIVERSIFICATION AND MAXIMUM MATURITIES

The Authority will diversify its investments by security type and institution. With the exception of U.S. Treasuries, U.S. Agency Securities, FDIC Insured Certificates of Deposit, and authorized pools, no more than 30% of the Authority's total investment portfolio will be invested in a single security type or with a single financial institution.

To the extent possible, the Authority will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow and approved in advance by the Board of Commissioners, the Authority will not directly invest in securities maturing more than five years from the date of purchase.

14.0 INTERNAL CONTROLS

The Chief Financial Officer shall establish a system of internal controls designed to prevent losses due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, and/or imprudent actions by employees of the Authority. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (i) the cost of a control should not exceed the benefits likely to be derived, and (ii) the valuation of costs and benefits require estimates and judgements by management. Compliance with this Policy and internal controls shall be reviewed annually by the Authority's independent, external auditor.

15.0 PERFORMANCE STANDARDS

The investment portfolio will be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints, and the cash flow needs.

The Authority's investment strategy is passive. The performance of the Authority's investment portfolio will be evaluated and compared to an appropriate benchmark in order to assess the success of the investment portfolio relative to the Authority's Safety, Liquidity, and Return on Investments objectives. The review will be conducted annually by the Chief Financial Officer.

16.0 REPORTING

Under provision of Section 53646 of the CGC, the Chief Financial Officer shall render a monthly report to the Commission, providing the type of investment, financial institution from which the investment was purchased, the date of maturity, the date upon which the investment becomes subject to redemption provisions, amount (to include both par and book value) of the investment, and the current market value of all investments. The report also shall include the source of the market value. Additionally, the report shall include the rate of interest, accrued interest earned, the amortized portion of the investment purchased at a premium or discount, and other data so required by the Commission or by amendment to the above section of CGC and its successors. The report shall include a statement denoting the Authority's ability to meet its expenditure requirements for the following six-month period, or an explanation as to why sufficient funding will not be available. Additionally, the Chief Financial Officer shall state whether the agency is in compliance with its investment policy by signature required on the Treasurers' Report.

17.0 INVESTMENT POLICY ADOPTION

The Authority's Investment Policy shall be adopted by Resolution of the Board of Commissioners. The Policy shall be reviewed on an annual basis and modifications, if any, must be approved by the Commission.

Karen Williams — June 18, 2019

Karen L Williams — Date
Chief Financial Officer
Santa Ana Watershed Project Authority

GLOSSARY OF INVESTMENT TERMS

AGENCY SECURITIES: Securities issued by any of several U. S. government-sponsored entity (GSE) and federally related institutions. Agencies including, but not limited to the Federal Home Loan Bank (FHLB), the Federal Farm Credit Bank (FFCB), and the Federal National Mortgage Association (FNMA or "Fannie Mae").

ASKED PRICE: The price at which securities are offered for sale; also known as offering price.

BANKERS' ACCEPTANCE (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BENCHMARK: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BASIS POINT: One-hundredth of one percent (i.e., 0.01%).

BID PRICE: The price offered for securities.

BOND PROCEEDS: The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These funds are used to finance the project or purpose for which the securities were issued and to pay certain costs of issuance as may be provided in the bond contract.

BOOK VALUE: The value at which a debt security is shown on the holder's balance sheet. Book value is often acquisition cost plus/minus amortization and accretion, which may differ significantly from the security's current value in the market.

BROKER: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides.

CALLABLE BOND: A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specific conditions.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Certificate of Deposit may be issued in either negotiable or nonnegotiable form. Nonnegotiable certificates cannot be resold on the secondary market and may face penalties for early redemption whereas a negotiable CD may be resold.

COLLATERAL: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public funds.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report of the Santa Ana Watershed Project Authority. It includes financial statements for each individual fund prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provision, extensive introductory material, and a detailed Statistical Section.

COMMERCIAL PAPER: Short-term, unsecured, negotiable promissory note with a fixed maturity of no more than 270 days. By statute, these issues are exempt from registration with the U.S. Securities and Exchange Commission.

COUPON: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

CREDIT RISK: The risk to an investor that an issuer will default in the payment of interest and/or principal on a security and a loss will result.

CUSTODIAN: A bank or other financial institution that keeps custody of stock certificates and other assets.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY OF SECURITIES: There are two methods of delivery of securities; *Delivery versus Payment* and *Delivery versus Receipt.* Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of signed receipt for the securities.

DERIVATIVES: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose values is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest-bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns with the goal of spreading risk throughout the portfolio holdings.

DURATION: A measure of the sensitivity of the price (the value of principal) of a fixed-income investment to a change in interest rates. Duration is expressed as a number of years. Rising interest rates mean falling bond prices, while declining interest rates mean rising bond prices.

FACE VALUE: The principal amount owed on a debt instrument. It is the amount on which interest is computed and represents the amount that the issuer promises to pay at maturity.

FAIR VALUE: The amount at which a security could be exchanged between willing parties, other than in a forced liquidation sale. If a market price is available, the fair value is equal to the market value.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S & L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits.

FEDERAL FARM CREDIT BANK (FFCB): Government-sponsored institution that consolidates the financing activities of the Federal Land Banks, the Federal Intermediate Credit Banks, and the Banks for Cooperatives. Its securities do not carry direct U.S. Government guarantees.

FEDERAL FUNDS RATE: The rate of interest at which Federal funds are traded. This rate is considered to be the most sensitive indicator of the direction of interest rates, as it is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-à-vis member commercial banks. Although the banks operate under federal charter with government supervision, the securities are not guaranteed by the U.S. Government.

FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC or Freddie Mac): Established in 1970 to help maintain the availability of mortgage credit for residential housing. FHLMC finances these operations by marketing guaranteed mortgage certificates and mortgage participation certificates. Its discount notes and bonds do not carry direct U.S. Government guarantees.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA or Fannie Mae): FNMA was chartered under the Federal National Mortgage Association Act of 1938. FNMA is a Federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. FNMA is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities also are highly liquid and are widely accepted. FNMA securities do not carry direct U.S. Government guarantees.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the 12 Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., 12 regional Banks and about 5,700 commercial banks that are members of the system.

FINANCIAL INDUSTRY REGULATORY AUTHORITY (FINRA): The Financial Industry Regulatory Authority (FINRA) is the largest independent regulator for all securities firms doing business in the United States. All told, FINRA oversees nearly 4,750 brokerage firms,

about 167,000 branch offices, and approximately 634,000 registered securities representatives.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA, or FMHM mortgages.

INTEREST ONLY STRIPS: The interest portion of a Treasury note or bond that has been stripped of its principal component through the commercial book-entry system.

INTEREST RATE RISK: The risk of gain or loss in market values of securities due to changes in interest-rate levels. For example, rising interest rates will cause the market value of a portfolio's securities to decline.

INVERSE FLOATER: Fixed income instrument whose coupon or interest rate is periodically reset according to a short-term rate index such as LIBOR, or prime rate. Unlike the traditional floating rate instrument, however, the inverse floater's rate is set equal to a fixed rate minus the short-term rate index.

INVESTMENT POLICY: A clear and concise statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

INVESTMENT PORTFOLIO: A collection of securities held by a bank, individual, institution, or government agency for investment purposes.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary program created by state statute as an investment alternative for California's local governments and Special Districts under the administration of the California State Treasurer's Office. All securities are purchased under the authority of the Government Code Section 16430 and 16480.4.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): A state or local government pool offered to public entities for the investment of public funds.

MARKET RISK: Systematic risk of a security that is common to all securities of the same general class (stocks, bonds, notes, money market instruments) and cannot be eliminated by diversification (which may be used to eliminate non-systematic risk).

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties that establishes each party's rights in the transaction. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MEDIUM-TERM NOTES (MTNs): Corporate notes, having any or all of the features of corporate bonds and ranging in maturity from nine months out to 30 years. The difference between corporate bonds and MTNs is that corporate bonds are underwritten.

MUNICIPAL BONDS: Offered by state and local governments, these bonds are primarily issued to finance infrastructure improvements, such as highways or sewers.

NATIONAL RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO): A credit rating agency that provides credit ratings that are used by the U.S. Government and investors as benchmarks. Examples include Moody's, Standard & Poor's, and Fitch Ratings.

NEGOTIABLE CERTIFICATE OF DEPOSIT: Large denomination certificates of deposit with a fixed maturity date, which can be sold in the money market. They are not collateralized.

OFFER: The price asked by a seller of securities.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are Federal Reserve's most important and most flexible monetary policy tool.

PAR VALUE: The amount of principal that must be paid at maturity. Also referred to as the face amount of a bond, normally quoted in increments of $1,000 per bond.

PORTFOLIO: The collection of securities held by an individual or institution.

PRIMARY DEALER: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks, and a few regulated firms.

PRINCIPAL: The face or par value of a debt instrument or the amount of capital invested in a given security.

PRUDENT PERSON RULE: An investment standard. The way a prudent person of discretion and intelligence would be expected to manage the investment program in seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

REPURCHASE AGREEMENT (REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate the buyer for this.

REVERSE REPURCHASE AGREEMENT (REVERSE REPO): A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is similar to a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is a borrowing.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES: Investment instruments such as notes, bonds, stocks, money market instruments, and other instruments of indebtedness of equity.

SECURITIES & EXCHANGE COMMISSION (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15(C)3-1: See Uniform Net Capital Rule.

SPREAD: The difference between two figures or percentages. It may be the difference between the bid (price at which a prospective buyer offers to pay) and asked (price at which an owner offers to sell) prices of a quote, or between the amount paid when bought and the amount received when sold.

SWAP: An agreement between two parties (known as counterparties) where one stream of future interest payments is exchanged for another based on a specified principal amount.

TREASURY BILLS: A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than ten years.

TREASURY NOTES: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to ten years.

UNDERWRITER: A dealer that purchased a new issue of municipal securities for resale.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to

purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

U. S. TREASURY OBLIGATIONS: Debt obligations of the U.S. Government sold by the Treasury Department in the form of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less and are sold at a discount. Notes are obligation that mature between two and ten years. Bonds are long-term debt that generally mature in ten years or more.

YIELD: The annual rate of return on an investment expressed as a percentage of the investment. Income yield is obtained by dividing the current dollar income by the current market price for the security.

YIELD CURVE: Yield calculations of various maturities of instruments of the same quality at a given time to observe spread differences.

ZERO-INTEREST BOND: A bond on which interest is not payable until maturity (or early redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-interest bonds are typically issued at a discount and repaid at par upon maturity.

Attachment A

CERTIFICATION OF UNDERSTANDING

I hereby certify that I have personally read the Santa Ana Watershed Project Authority's (the Authority) Investment Policy and the California Government Code pertaining to the investments of the Authority.

I will disclose to the Authority any potential risks or conflicts with the Investment Policy that might arise out of business transactions between my firm and the Authority.

I will undertake reasonable efforts to prevent imprudent transactions involving funds of the Authority and will endeavor to keep familiar with the Authority's investment objectives and constraints, as they exist from time to time.

I will only offer investments for the Authority's consideration that are in conformity to the Authority's Investment Policy.

I attest to the accuracy of the responses to the Authority's questionnaire.

NOTE: Completion of the attached questionnaire is only part of the Santa Ana Watershed Project Authority's certification process and DOES NOT guarantee that your financial institution will be guaranteed any portion of the investment business with the Santa Ana Watershed Project Authority.

FIRM NAME _____

SIGNED _____ DATE_____

Attachment B

SANTA ANA WATERSHED PROJECT AUTHORITY

BROKERS/DEALERS QUESTIONNAIRE AND CERTIFICATION

Please fill out form and return to the Santa Ana Watershed Project Authority

1. Name of Firm_____

2. Address_____

(Local) *(National Headquarters)*

_____

_____

3. Telephone No. _____ _____

4. Primary Representatives: Manager/Partner-In-Charge:

Name_____ Name_____

Telephone_____ Telephone_____

Years in institutional sales _____ Years in institutional sales_____

Years with firm _____ Years with firm _____

5. Are you a Primary Dealer in U.S. Government Securities? Yes No

6. Are you a Regional Dealer in U.S. Government Securities? Yes No

7. Are you a Broker instead of a Dealer,

i.e., You DO NOT own positions of Securities? Yes No

8. What is the net capitalization of your firm? _____

9. What is the date of your fiscal year-end?_____

10. Is your firm owned by a holding company? If so, what is its name and net capitalization?

_____

_____

11. Please provide your wiring and delivery instructions._____

_____

12. Which of the following instruments are offered regularly by your local desk?

☐T- Bills ☐ Treasury Notes/Bonds ☐Discount Notes ☐NCD's

☐Agencies (specify)_____

13. Which of the above does your firm specialize in marketing?_____

_____

14. Please identify your most directly comparable Local Agency Clients in our geographical area:

Entity	Contact Person	Telephone	Client Since
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

15. What reports, transactions, confirmations, and paper trail would we receive?

_____

16. Please include samples of research reports or market information that your firm regularly provides to local agency clients.

17. What precautions are taken by your Firm to protect the interest of the public when dealing with government agencies as investors?_____

_____

_____

18. Have you or your Firm been censored or punished by a regulatory State or Federal agency for improper or fraudulent activities, related to the sale of securities? Yes No

19. If yes, explain. _____

20. Attach certified documentation of your capital adequacy and financial solvency. In addition, an audited financial statement must be provided within 120 days of your fiscal year-end. (Copy of a Published Financial Statement)

21. Attach proof of Financial Industry Regulatory Authority (FINRA) certification.

22. Attach proof of California Department of Securities Registration.

23. Attach proof of Securities and Exchange Commission registration.

24. Attach proof of adequate insurance coverage.

25. Are you listed under GFOA Yield Advantage? Yes No

News Release

FOR IMMEDIATE RELEASE

Date: April 24, 2019

For more information contact:
Shaun L. Farrell, Chairperson
CMTA Investment Policy Certification
Phone: 209-712-0428
Email: sfarrell@ci.galt.ca.us

(Sacramento, California) – The California Municipal Treasurers Association (CMTA) Investment Policy Certification has been granted to the Santa Ana Watershed Project Authority.

This Investment Policy Certification recognizes that CMTA has validated that the Santa Ana Watershed Project Authority's Investment Policy adheres with the State of California Government Code and meets the program requirements within 18 different topics areas deemed to be best practices for investment policies. Those topics include: Scope, Prudence, Objective, Delegation of Authority, Ethics and Conflicts of Interest, Authorized Financial Dealers and Institutions, Authorized and Suitable Investments, Review of Investment Portfolio, Investment Pools/Mutual Funds, Collateralization, Safekeeping and Custody, Diversification, Maximum Maturities, Internal Controls, Performance Standards, Reporting, Investment Policy Adoption and Glossary. Once a policy is received by CMTA, it is independently evaluated using a scoring matrix by three separate CMTA professionals. When the agency receives a passing score, the Investment Policy earns the 'Certified' distinction.

To enhance the municipal treasurer's role, CMTA has developed a number of certification programs to reflect best practices and increase an individual's knowledge of fixed income instruments. The Investment Policy Certification program began in 2012 with the support from the California Debt and Investment Advisory Commission. It is open to all government agencies within the State of California including special districts, cities and counties.

CMTA was founded in 1958 by a handful of Municipal Treasurers from both Northern and Southern California whose primary interest was to improve their function in local Government. CMTA is a professional organization governed by active public officials who are representatives of their own local governmental units.

COMMISSION MEMORANDUM NO. 2020.43

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Inland Empire Brine Line Rate Resolution

PREPARED BY: Carlos Quintero, Operations Manager

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

DISCUSSION
On May 5, 2020, Project Agreement 24 (Brine Line) Committee voted 4-0 to recommend maintaining the current Inland Empire Brine Line Rates through December 31, 2020 with a proposed rate increase starting on January 1, 2021 as described below.

In addition to the rate recommendation, PA24 Committee approved an asset criticality study to determine risks to the Brine Line and using the criticality study information to re-assess the current Brine Line Reserve Funds. A separate Brine Line Reserve Fund analysis will be performed and is expected to be completed by November 2020. SAWPA Staff will be seeking guidance from PA24 regarding Reserve Fund targets.

Below are the proposed rates for Flow, BOD and TSS for the periods between July 1, 2020 through December 31, 2020 and January 1, 2021 through June 30, 2021. The FY20-21 rates allocate recurring costs to the "variable" component (flow) and 'fixed' components based on owned pipeline and treatment and disposal capacity rights using a distribution of 40% flow, 30% pipeline, and 30% treatment. BOD and TSS rates mirror, to the extent possible, the costs charged by OCSD. The flow charge from OCSD is included in the SAWPA rate model as part of the "flow" calculation.

OCSD increased their rates significantly from FY18-19 to FY19-20. In an effort to avoid a significant rate increase to the Brine Line dischargers, the SAWPA rates for BOD and TSS were below those charged by OCSD during FY19-20. A Rate Stabilization Reserve Fund was authorized by the SAWPA Commission to cover any potential budget shortfalls as a result of this OCSD increase.

Table 1. Summary of FY19-20 (Current) vs. FY20-21) Proposed Rates

	FY19-20 (Actual)	7/1/2020-12/31/2020*	1/1/2021-6/30/2021*
Flow (MG)	$979	$979	$1,018
BOD (per 1,000 lbs)	$316	$316	$329
TSS (per 1,000 lbs)	$442	$442	$460

*Proposed

A summary of the SAWPA rates since 2013 is shown below. The percent increase from the previous year is shown. Note that the identified increase for FY20-21 corresponds to the January 1 through June 30, 20201 period.

Table 2. SAWPA Direct Discharger Rate Summary (increase by year). FY20-21 is proposed.

SAWPA RATES	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21
Flow ($/MG)	777	817	858	901	946	979	1,018
Increase from previous FY	-	5.1%	5%	5%	5%	3.5%	4%
BOD ($/1000 lbs)	295	301	307	307	307	316	329
Increase from previous FY	-	2%	0%	0%	0%	2.9%	4.1%
TSS ($/1000 lbs)	411	420	429	429	429	442	460
Increase from previous FY	-	2.1%	0%	0%	0%	3%	4.1%

The projected rates for FY21-22 (for planning purposes) are based on a proposed 4% increase from the FY20-21 rates. A recommendation for approval of the FY21-22 rates will be made prior to July 1, 2021.

The SAWPA rate model reflects payment for three capital projects: (1) OCSD's removal of rip-rap placed to protect the SARI in Orange County ($4.2M at 76% of total) as a near term project, (2) relocation of part of Reach 4B Lower Brine Line as a result of the construction of the U.S. Army Corps of Engineers Alcoa Dike; and (3) mid- to long-term corrosion repairs for Reach 4D. Annual SRF loan payments are included for the Reach 4A and 4B lining project completed in 2012 ($15.85M SRF loan, 2.6%), and the recently completed Reach 5 Rehabilitation project.

The truck disposal rates will continue to be based on two (2) tiers: a Brine Tier and a Non-Brine Tier. These charges reflect the changes to the OCSD rates and the truck per gallon charge includes both variable and fixed costs. The FY21-22 truck rates are shown for planning purposes.

The impact to revenue from increasing rates starting on January 1, 2021 is estimated at $291,000. This revenue shortfall could be covered by the Rate Stabilization Reserve Fund. As of March 31, 2020, the Rate Stabilization Reserve Fund has a balance of $1,013,845.

Proposed Brine Line rates are:

Table 3. Current, Proposed, Projected Brine Line Rates

Rate	*Flow/MGD*	*BOD/1,000 lbs.*	*TSS/1,000 lbs.*	*Fixed Pipe**	*Fixed Treatment**
Current FY19-20	$979	$316	$442	$6,398	$12,985
7/1/20 – 12/31/20	**$979**	**$316**	**$442**	**$6,398**	**$12,985**
1/1/21 – 6/30/21	**$1,018**	**$329**	**$460**	**$6,654**	**$13,505**
Planning FY21-22	$1,059	$342	$478	$6,920	$14,045

*Fixed Pipeline and Fixed Treatment charges are per MGD/month

The current (FY19-20), proposed (FY20-21) and projected (FY21-22, for planning purposes only) truck rates are summarized below:

Table 4. Indirect Discharger Rates

Waste Strength (a)	**Current FY19-20**	**7/1/2020 – 12/31/2020**	**1/1/2021 – 6/30/2021**	**FY 2021-22** (b)
Brine Tier	$0.015	$0.015	$0.016	$0.016
Non-Brine Tier*	(c)	(c)	(d)	

(a) *Waste Strength is defined as follows: Brine Tier has a concentration of less than 100 mg/L for both BOD and TSS; Non-Brine Tier has a concentration of 100 mg/L or higher for either BOD or TSS.*
(b) *Future rate for planning purposes only. The Commission will separately evaluate and set the rates annually for each FY. Planned FY21-22 charges are: $0.016 per gallon, $0.81/pound of BOD, and $0.77/pound of TSS.*
(c) *If either BOD or TSS exceeds the concentration of 100 mg/l, the full discharge will be charged using the following cost component: $0.015 per gallon, $0.75/pound of BOD, and $0.716/pound of TSS*
(d) *If either BOD or TSS exceeds the concentration of 100 mg/l, the full discharge will be charged using the following cost component: $0.016 per gallon, $0.78/pound of BOD, and $0.745/pound of TSS.*

The proposed permit fees for FY20-21 are the same as for FY19-20.

Table 5. Permit Fees

Permit Type	*Proposed Fee FY20-21 (Annual)*
Direct Discharger	$600
Indirect Discharger	$300
Liquid Waste Hauler permit (trucking companies)	$250
Emergency permits*	$1,100

*Emergency permits are being phased out. A letter to discharge fee (TBD) will apply starting FY21-22.

The proposed Capacity Lease rates for FY20-21 (for discharges not exceeding 250 mg/L of BOD and 250 mg/L of TSS) are as follows:

Table 6. Capacity Lease Rates

Capacity Lease Rate	*FY19-20 (Current)*	*7/1/2020 – 12/31/2020**	*1/1/2021 – 6/30/2021**
Flow (per gallon)	$0.00253	$0.00253	$0.00263
BOD (per pound)	$0.39230	$0.39230	$0.40800
TSS (per pound)	$0.24050	$0.24050	$0.25010

*Proposed

All dischargers leasing capacity will be charged the rates in Table 6, in addition to the Brine Line rates identified in Table 3.

The proposed Treatment and Disposal surcharge rates as shown in Table 7. Treatment and Disposal surcharge rates are charged when the contractually owned capacity for Flow, BOD, and/or TSS is exceeded in any given month.

Table 7. Treatment and Disposal (T&D) Surcharge Rates

T&D Surcharge Rates	*FY19-20 (Current)*	*7/1/2020 – 12/31/2020**	*1/1/2021 – 6/30/2021**
Flow (per gallon)	$0.0020	$0.0020	$0.0021
BOD (per pound)	$0.3923	$0.3923	$0.4080
TSS (per pound)	$0.2405	$0.2405	$0.2501

*Proposed

CRITICAL SUCCESS FACTORS

3. Maintain sufficient funding and reserves for current and future Capital and O&M costs through a stable, predictable, and affordable rates and charges.

RESOURCE IMPACTS
The proposed Brine Line rates will provide the revenue to pay expected costs for brine treatment, pipeline operations, maintenance and repair including SAWPA's share of costs in Orange County, capital repair costs including SAWPA's share of costs in Orange County, and repayment of outstanding debts

Attachments:

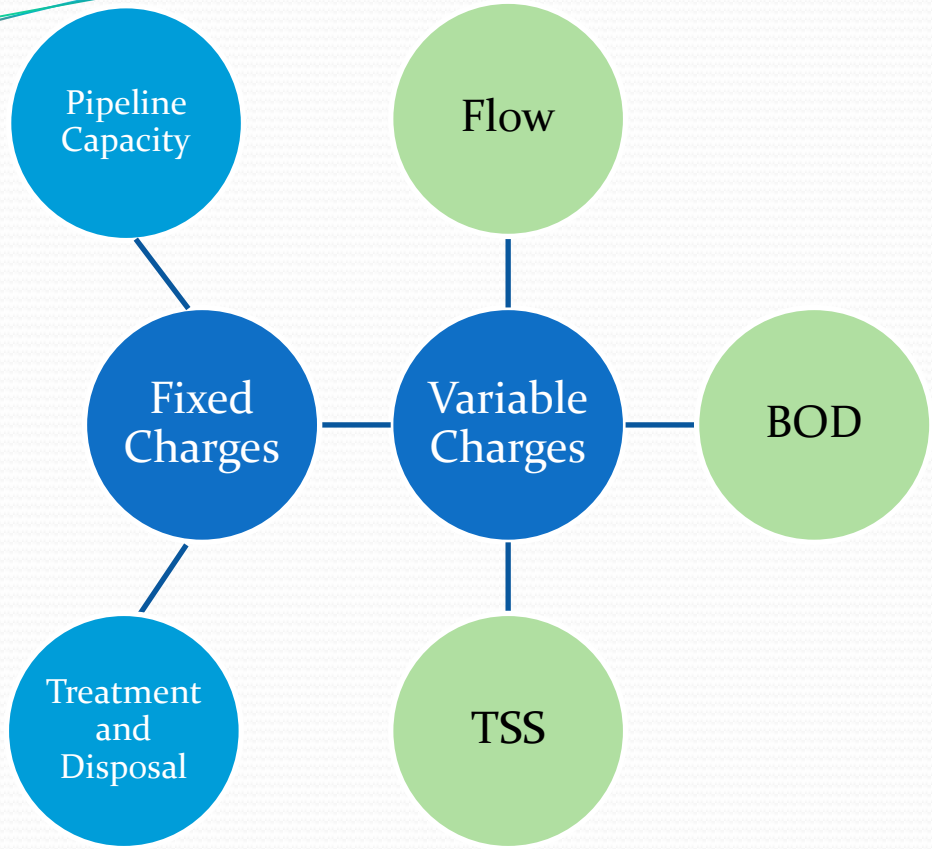
1. PowerPoint Presentation
2. Resolution 2020-06

Inland Empire Brine Line Rate Resolution FY20-21

Carlos Quintero, Operations Manager
Karen Williams, DGM,CFO
SAWPA Commission| June 16, 2020
Item 6.B.

Recommendation

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



Brine Line Rate Components:

- Flow
  - Per Million Gallons
- Biochemical Oxygen Demand (BOD)
  - Per 1,000 lbs
- Total Suspended Solids (TSS)
  - Per 1,000 lbs
- Fixed Charges for Pipeline and Treatment and Disposal Capacity Owned
  - Per Million Gallons/Day

Brine Line Expenses

OCSD Treatment and Disposal	OCSD SARI Line O&M	SSMP Implementation
Pre-treatment Program	Capital Improvements	Water Quality Sampling
Billing	Engineering	Management

Brine Line Approved Budgeted Expenses

Category	FY19-20	FY20-21	Change (%)	Change ($)
OCSD Treatment and Disposal	3,023,600	3,303,505	9.26	279,900
OCSD SARI O&M	75,000	80,000	6.67	5,000
Engineering	575,586	625,953	8.75	50,366
Water Quality Sampling	105,000	110,000	4.76	5,000
Management / Support	1,243,993	1,336,243	7.42	92,250
SSMP Implementation	2,045,099	2,113,432	3.34	68,333
Pretreatment Program	1,159,597	1,213,049	4.61	53,452
Non-operating expenses	2,895,027	2,835,027	-2.07	(60,000)
TOTAL	11,122,902	11,617,209	4.4	494,307

Proposed Brine Line Rates

Options	Flow (MG)	BOD - 1,000 lbs	TSS – 1,000 lbs	Fixed Pipe	Fixed T&D
Current rates FY19-20	$979	$316	$442	$6,398	$12,985
July 1, 2020 – December 31, 2020 (Proposed)	$979	$316	$442	$6,398	$12,985
January 1, 2021 – June 30, 2021 (Proposed)	$1,018	$329	$460	$6,654	$13,505

Rate increase (%) from FY19-20

Options	Flow (MG)	BOD - 1,000 lbs	TSS – 1,000 lbs	Fixed Pipe	Fixed T&D
Current rates FY19-20	$979	$316	$442	$6,398	$12,985
July 1, 2020 – December 31, 2020 (Proposed)	0%	0%	0%	0%	0%
January 1, 2021 – June 30, 2021 (Proposed)	4%	4.1%	4.1%	4%	4%

Impact to revenue

Rate Period	Impact to revenue
No rate increase (July 1, 2020 – December 31, 2020)	($290,852)
Rate increase (January 1, 2021 – June 30, 2021)	$0
TOTAL	($290,852)

Indirect Dischargers

- Currently using a 2 tier system:
  - Brine (< 100 mg/L)
  - Non-Brine (≥ 100 mg/L)
  - Charges based on a per gallon base for brine tier and a per gallon base plus pounds of BOD and pounds of TSS for non-brine tier.

Rates for Indirect Dischargers

Option	Brine Tier (< 100 mg/L) / gallon	Non-Brine Tier* (≥ 100 mg/L) / gallon	BOD/lb	TSS/lb
Current (FY19-20)	$0.015	$0.015	$0.75	$0.716
7/1/20 – 12/31/20	$0.015	$0.015	$0.75	$0.716
1/1/21 – 6/30/21	$0.016	$0.016	$0.78	$0.745

**Non-brine tier charges the flow component plus any pounds of BOD and TSS.*

Proposed Capacity Pool Lease Rates

Rate Period	Flow (per gallon)	Additional BOD (per lb)	Additional TSS (per lb)
Current (FY19-20) [250 mg/L BOD/TSS]	$0.00253	$0.3923	$0.2405
7/1/20 – 12/31/20	$0.00253	$0.3923	$0.2405
1/1/20 – 6/30/21	$0.00263	$0.4080	$0.2501

Proposed Treatment & Disposal Surcharge Rates

Rate Period	Flow (per gallon)	BOD (per lb)	TSS (per lb)
Current (FY19-20)	$0.0020	$0.3923	$0.2405
7/1/20 – 12/31/20	$0.0020	$0.3923	$0.2405
1/1/20 – 6/30/21	$0.0021	$0.4080	$0.2501

Proposed Permit Fees

Type of Permit	FY19-20 Fee	Proposed FY20-21 Fee
Direct Discharger	$600	$600
Indirect Discharger	$300	$300
Emergency Permits	$1,100	$1,100
Liquid Waste Hauler	$250	$250

Asset Criticality Study - Reserve Fund Analysis

- PA24 approved an asset criticality study
- Results of criticality study will help assess current Brine Line Reserve Funds
- Results expected by November 2020

BRINE LINE RESERVES

Karen Williams, Assistant General Manager/CFO

SAWPA Future CIP

- Reach 4D Corrosion Rehabilitation
- Reach 4A Pine Avenue Siphon Protection / Replacement
- Reach V Baker Street Protection
- Reach V Indian Truck Trail Protection
- Reach V Air / Vacuum Valves Modification/Relocation
- Reach 4D Mission Tunnel Rehabilitation
- Reach V Access / Condition Study / Rehabilitation
- Reach IV Condition Study / Rehabilitation
- Capacity Management
- Hydraulic “Choke Points”
- OCSD Future CIP

Risks to System

- Portions of the system are aging
- Corrosion
- Unknown condition due to limited access to parts of the system
- Catastrophic failure due to earthquake
- Failure due to flooding / erosion / development

Reserve Balance as of March 31, 2020

Reserve Account	03/31/2020
Pipeline Repair/Replacement Reserve	$22,125,566
OCSD Rehabilitation Reserve	3,690,111
OCSD Future Capacity Reserve	1,809,234
Self-Insurance Reserve	4,311,780
Flow Imbalance Reserve	87,444
Debt Service Reserve	3,317,311
Capacity Management Reserve	11,817,079
Rate Stabilization Reserve	1,013,845
Operating Reserve	3,779,138
Total Reserves	**$51,951,508**

Reserve Balance Projected EOY

Reserve Account	FYE 2020	FYE 2021
Pipeline Repair/Replacement Reserve	$15,467,521	$15,728,983
OCSD Rehabilitation Reserve	3,591,892	3,591,892
OCSD Future Capacity Reserve	1,761,077	1,761,077
Self-Insurance Reserve	4,224,343	4,324,343
Flow Imbalance Reserve	85,103	85,103
Debt Service Reserve	3,928,308	3,417,032
Capacity Management Reserve	11,502,545	11,502,545
Operating Reserve	3,133,547	3,133,547
Total Reserves	**$43,694,336**	**$43,544,522**

Budgeted Contributions to Reserves

Category	FYE 2020	FYE 2021	Difference	% Difference
Pipeline Repair/Replacement	$1,435,478	$1,810,491	$375,013	26.12%
Self-Insurance	100,000	100,000	0	0.00%
Debt Service	1,708,750	1,708,750	0	0.00%
Total Contributions	$3,244,338	$3,619,241	$375,013	11.56%

Brine Line Operating Reserve

The Brine Line Operating Reserve was established to cover temporary cash flow deficiencies that occur as a result of timing differences between the receipt of operating revenues and expenditure requirements.

- Balance as of 03/31/20 - $3,770,138
- Target Level – Funding shall be targeted at a minimum amount equal to 90 days (i.e., 25%)
- Events and Conditions Prompting the Use of the Reserve – This reserve is utilized as needed to pay outstanding Brine Line Enterprise expenditures prior to receipt of anticipated operating revenues.
- Target level for:
  - FYE 2020 $2,056,969
  - FYE 2021 $2,195,544

Rate Stabilization Reserve

Established to mitigate the effects of occasional shortfalls in revenue. Revenue shortfalls result from a number of events such as weather factors (wet weather or drought events and natural disasters), increased water conservation, poor regional economic conditions, and unplanned or unexpectedly large rate adjustments/increases.

- Balance as of 03/31/2020 - $1,013,845
- Target Level – There is no minimum balance for this reserve. This will be looked at as part of the Asset Criticality Assessment.
- Events and Conditions Prompting the Use of the Reserve – This reserve is utilized as needed to pay revenue shortfalls that result from conditions described above.

Pipeline Replacement Reserve

Established to provide capital replacement funding as the Brine Line system's infrastructure (pipe) deteriorates over its expected useful life.

- Balance as of 03/31/2020 - $22,125,566
- FYE 2021 Contribution of $1,810,491
- Target Level – The most recent Brine Line Financial Study and Rate Model have identified a minimum target balance of $10.0 million for this reserve. Target minimum and maximums will be developed during the asset criticality assessment.
- Events and Conditions Prompting the Use of the Reserve – This reserve account is used to pay for approved Capital Improvement Projects, emergency replacement, and in certain circumstances, one-time operating expenditures related to specific projects. (Funding would be provided through use of this reserve rather than rate increases.)

Capital Project Funding – Use of Reserves

Project	FYE 2020	FYE 2021
Brine Line Protection	$5,041,923	$1,466,878
Reach IV-D Corrosion Repairs	76,211	82,151
Total	**$5,118,134**	**$1,549,029**

Capital Projects

- Fund 320 Brine Line Protection
  - OCSD Rock Removal Project
  - Protection from stormwater/erosion
  - Reach IV-D MAS modifications
  - Alcoa Dike protection/relocation

- Fund 327 Reach IV-D Corrosion Repair
  - Evaluation of pipeline corrosion

CIP versus Reserve Contributions

Project	FYE 2020	FYE 2021
Pipeline Replacement Reserve Beg. Balance	$22,597,372	$18,914,716
Contributions to Reserve	1,435,478	1,810,491
Use of Reserves for CIP	(5,118,134)	(1,549,029)
Pipeline Replacement Reserve Balance	**$18,914,716**	**$19,176,178**
Net Change from Contributions/Use	**($3,682,656)**	**$261,462**

OCSD Rehabilitation Reserve

This reserve was established to fund SAWPA's share of capital costs associated with its proportionate share of capacity right ownership in the SARI Line maintained by OCSD.

- Balance as of 03/31/2020 - $3,690,111
- Target Level – The most recent Financial Study has identified a minimum target level of $1.75 annually (adjusted for inflation). This needs to be reviewed based on OCSD CIP.
- Events and Conditions Prompting the Use of the Reserve – This reserve is utilized as needed to pay when due SAWPA's share of OCSD SARI Line capital costs.

Debt Retirement Reserve

This reserve was initially established with funds received from SAWPA's member agencies for the purchase of pipeline capacity (30 MGD) in the Brine Line system to provide future funding on debt service payments for SRF loans required to build the Brine Line system. Treasury-strips were purchased with maturities to match annual principal and interest payments due on the long-term debt associated with the State loans. This reserve will be maintained and/or adjusted at levels set forth in future "bond covenants" or other debt obligation instruments as approved by the SAWPA Commission.

- Balance as of 03/31/2020 - $3,317,311

Debt Retirement Reserve

- Target Level – The minimum balance in this reserve should be sufficient to cover anticipated debt service payments as they come due. The balance in this reserve should reflect debt service obligations for which existing or projected revenues are insufficient to cover scheduled principal and interest payments.
- Events and Conditions Prompting the Use of the Reserve – This reserve is utilized to pay when due debt service payments on SAWPA's obligations.

Debt Service Payments

Debt	2020	2021
Reach V Construction – SRF Loan 1 – 4	$1,126,278	$1,126,278
Reach IV-A & B Capital Repair – SRF Loan	1,044,273	1,044,273
Reach V Capital Repair – SRF Loan	664,476	664,476
Total Debt Service Payments	**$2,835,027**	**$2,835,027**

Debt Service Funding

Debt	Interest Rate	Final Payment	Funding Source
Reach V Construction	2.7%	10/05/21	T-Strips/Investments
Reach IV-A & B Capital Repair	2.6%	12/29/32	Rates
Reach V Capital Repair	1.9%	03/31/48	Rates

$1,708,749 from rates

Debt Service Covenants of Financing Agreement

- Debt Test
  - Net revenues must be 1.2 times the highest year of debt service
    - $2,050,500 minimum net revenues
  - Net revenues must be 1.1 times all debt
    - $3,118,530 minimum net revenues
  - FYE 2021 Budget Net Revenues are $3,619,241 (only have $500,711 difference)

- Reserve Fund
  - Must be equal to 1 year's debt service
    - $1,708,750

OCSD Future Capacity Reserve

This reserve is established to provide future funding as it becomes necessary for SAWPA to purchase additional treatment capacity (minimum 1 MGD increments) in the OCSD treatment plant facility. As incremental treatment capacity purchases are made from member agencies, funds will be deposited into this reserve account which can then be used to purchase treatment capacity from OCSD.

- Balance as of 03/31/2020 - $1,809,234
- Target Level – There is no minimum balance for this reserve.
- Events and Conditions Prompting the Use of the Reserve – This reserve may only be utilized to purchase additional treatment capacity in the OCSD plant as approved by the SAWPA Commission.

Self Insurance Reserve

This reserve was originally established to provide insurance liability, and worker's compensation claims. The reserve level, combined with SAWPA's existing insurance policies, should adequately protect SAWPA and its member agencies in the event of a loss or claim.

- Balance as of 03/31/2020 - $4,311,780
- FYE 2021 Contribution of $100,000
- Target Level
- Events and Conditions Prompting the Use of the Reserve – This reserve shall be utilized to cover out-of-pocket insurance losses experienced by SAWPA. Any reimbursement received by SAWPA from the insurance company as a result of submitted claim shall be deposited back into the reserve as replenishment for the loss.
- Contribution to Reserves – Contributions of $100,000, annually.

Self Insurance Reserve

Insurance Policies:

- Commercial Property, General Liability, Umbrella Excess, and Auto
  - Through CalMutuals JPRIMA
  - $5,000 deductible per incident
  - Pipelines not covered

- Environmental Legal Liability (Pollution)
  - Through Aspen Specialty Insurance Company
  - $25,000 deductible per incident
  - $5,000,000 limit of liability per incident
  - Actual cost of pipeline damage not covered

Capacity Management Reserve

This reserve is established to set aside 100% of the funding derived from pipeline capacity sales to provide funds for future capacity needs within the Brine Line. As the pipeline reaches capacity, other alternatives will be needed to ensure the ability to discharge and achieve salt balance within the Santa Ana Watershed.

- Balance as of 03/31/2020 - $11,817,079
- In 2006, sold additional pipeline capacity of 2.568 MGD
  - WMWD purchased 1.0 MGD for $3,750,000
  - EMWD purchased 1.568 MGD for $5,880,000
- $9,630,000 total sales (2006)
- $266,755 EnerTech capacity lease fees (2009)
- $1,920,324 interest earnings

Capacity Management Reserve

- Target Level – Given the nature of this reserve, there is no required minimum or maximum level. 100% of the funding derived from pipeline capacity sales should be deposited and maintained in this reserve.
- Events and Conditions Prompting the Use of the Reserves – This reserve is to be utilized to cover cost required to manage capacity within the pipeline, including costs to further concentrate Brine Line flows, reduction of flows to meet capacity needs, additional pipeline capacity, additional CIP, and other changes as appropriate.

Flow Imbalance Reserve

This reserve is established to set aside funds in the event that a meter error occurs and the discharger is over-billed. Each month, meter readings are read for each discharger and the total for all dischargers is compared to the total at meter S-01. When the total for all dischargers exceeds the total at meter S-01, the difference will be calculated at the current flow rate and contributed to the reserve account.

No budgeted contributions to this reserve.

- Balance as of 03/31/2020 - $87,444
- Initially established by adding $1.00 to the flow rate for 2 years.
- Target Level – Based on SAWPA's practice, a minimum of $50,000 should be maintained for this reserve.
- Event and Conditions Prompting the Use of the Reserve – This reserve is utilized to refund dischargers in the event that a meter error occurs and the discharger is over-billed.

Rate Model - Reserves

- Brine Line Rate Model Updated in 2018 by Raftelis
- Raftelis recommended additional studies to determine Pipeline Replacement Reserve Min and Max
  - Assess the replacement cost of the brine line
    - Completed – Estimated value is $350 million
  - Conduct an asset criticality assessment

Recommendation

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

Questions??

Reserve Balance Projected EOY

Reserve Account	FYE 2020	FYE 2021
Pipeline Repair/Replacement Reserve	$15,467,521	$15,728,983
OCSD Rehabilitation Reserve	3,591,892	3,591,892
OCSD Future Capacity Reserve	1,761,077	1,761,077
Self-Insurance Reserve	4,224,343	4,324,343
Flow Imbalance Reserve	85,103	85,103
Debt Service Reserve	3,928,308	3,417,032
Capacity Management Reserve	11,502,545	11,502,545
Operating Reserve	3,133,547	3,133,547
Total Reserves	**$43,694,336**	**$43,544,522**

OCSD – SAWPA Rates (FY15 through FY21)

OCSD - SAWPA Rates	FY 14-15	15-16	16-17	17-18	18-19	19-20	20-21 (P)
Flow OCSD (per MGD)	$182.74	$178.94	$175.17	$175.68	$187.00	$221.00	$221
Flow SAWPA	$777.00	$817.00	$858.00	$901.00	$946.00	$979.00	$1,018
BOD OCSD (per 1,000 lbs)	$290.16	$284.12	$278.14	$278.96	$285.00	$320.00	$320
BOD SAWPA	$295.00	$301.00	$307.00	$307.00	$307.00	$316.00	$335
TSS OCSD (per 1,000 lbs)	$404.60	$396.19	$387.85	$388.99	$410.00	$472.00	$472
TSS SAWPA	$411.00	$420.00	$429.00	$429.00	$429.00	$442.00	$469

OCSD – SAWPA Rate Increase (FY15 through FY21)

OCSD - SAWPA Rates	FY 14-15	15-16	16-17	17-18	18-19	19-20	20-21 (P)
Flow OCSD	12.39%	-2.08%	-2.11%	0.29%	6.44%	18.18%	0%
Flow SAWPA	5.57%	5.15%	5.02%	5.01%	4.99%	3.49%	4%
BOD OCSD	16.34%	-2.08%	-2.10%	0.29%	2.17%	12.28%	0%
BOD SAWPA	10.90%	2.03%	1.99%	0.00%	0.00%	2.93%	4%
TSS OCSD	9.30%	-2.08%	-2.11%	0.29%	5.40%	15.12%	0%
TSS SAWPA	4.05%	2.19%	2.14%	0.00%	0.00%	3.03%	4%

OCSD – SAWPA Rates (FY15 through FY20)

OCSD - SAWPA Rates	FY 14-15	15-16	16-17	17-18	18-19	19-20	20-21 (P)
Flow OCSD (per MG)	$182.74	$178.94	$175.17	$175.68	$187.00	$221.00	$221.00
Increase from previous FY	12.39%	-2.08%	-2.11%	0.29%	6.44%	18.18%	0%
Flow SAWPA	$777.00	$817.00	$858.00	$901.00	$946.00	$979.00	$1,038
Increase from previous FY	5.57%	5.15%	5.02%	5.01%	4.99%	3.49%	6%
BOD OCSD (per 1,000 lbs)	$290.16	$284.12	$278.14	$278.96	$285.00	$320.00	$320.00
Increase from previous FY	16.34%	-2.08%	-2.10%	0.29%	2.17%	12.28%	0%
BOD SAWPA	$295.00	$301.00	$307.00	$307.00	$307.00	$316.00	$335.00
Increase from previous FY	10.90%	2.03%	1.99%	0.00%	0.00%	2.93%	6%
TSS OCSD (per 1,000 lbs)	$404.60	$396.19	$387.85	$388.99	$410.00	$472.00	$472.00
Increase from previous FY	9.30%	-2.08%	-2.11%	0.29%	5.40%	15.12%	0%
TSS SAWPA	$411.00	$420.00	$429.00	$429.00	$429.00	$442.00	$469.00
Increase from previous FY	4.05%	2.19%	2.14%	0.00%	0.00%	3.03%	6%

RESOLUTION NO. 2020-06

A RESOLUTION OF THE COMMISSION OF THE SANTA ANA WATERSHED PROJECT AUTHORITY ESTABLISHING THE RATES (FOR THE TREATMENT AND DISPOSAL OF NON-RECLAIMABLE WASTEWATER, TEMPORARY DOMESTIC WASTEWATER, COLLECTION STATION DISCHARGES, AND CHARGES FOR SUSPENDED SOLIDS AND BIOCHEMICAL OXYGEN DEMAND) IN THE INLAND EMPIRE BRINE LINE AND RESCINDING RESOLUTION NO. 2019-05 AS STATED

WHEREAS, the Santa Ana Watershed Project Authority (hereafter "SAWPA") has constructed the Inland Empire Brine Line (Brine Line, also known as the Santa Ana Regional Interceptor) for the treatment and disposal of non-reclaimable wastewater, temporary domestic wastewater, and collection station discharges;

WHEREAS, the best and highest use of the Brine Line is the export of salt with the ultimate goal of achieving watershed "salt balance" and requires maximum utilization of the Brine Line;

WHEREAS, SAWPA's vision is to maintain and operate the Brine Line as efficiently as possible, collect charges from SAWPA's Member Agencies ("dischargers") for the treatment and disposal of non-reclaimable wastewater, temporary domestic wastewater, and collection station discharges, including charges for the discharge of total suspended solids ("TSS") and biochemical oxygen demand ("BOD");

WHEREAS, it is the policy of the Commission to accurately and equitably allocate costs to those who generate the costs;

WHEREAS, SAWPA has implemented a rate structure using a characteristics-based rate that results in a "pass-through" of charges for Flow, BOD, and TSS from the Orange County Sanitation District ("OCSD");

WHEREAS, SAWPA will make an adjustment to the flow measured at each discharge site if the total flow at meter S-01, located at the Orange County line, is higher than the aggregate of all dischargers;

WHEREAS, OCSD charges and other factors affecting the rate are outside SAWPA's control, and it is the intention of the Commission that staff review the rates, propose modifications as necessary, and seek approval of any modifications prior to the beginning of each fiscal year;

WHEREAS, the sampling and monitoring fee policy allows recovery of all SAWPA costs related to sampling and monitoring of discharges;

WHEREAS, SAWPA is implementing a planned 20-year capital improvement program for the long-term repair and replacement of the Brine Line and is funding a 25% operating reserve for the Brine Line, all of which are intended to ensure the long-term reliability of the Brine Line;

WHEREAS, long-term system reliability is beneficial to the Brine Line, SAWPA has included debt repayment, long-term replacement, and operating reserve components in the rate structure;

WHEREAS, the collection station discharge rates, permit fees, and lease rates are derived from the same rate structure, and inclusion in this resolution provides clarity;

WHEREAS, a Peaking or Emergency Rate and two fixed charge components are included, consistent with the adoption of Resolution No. 461 establishing SAWPA's fee for service business model;

WHEREAS, some dischargers may from time-to-time fall below economical billing levels, a minimum charge is included;

WHEREAS, "Fiscal Year" means the period beginning July 1 of each year and ending June 30 of the following year for purposes of initiating a new rate period;

WHEREAS, "Rate Period" means the period of time from July 1, 2020 through December 31, 2020 and January 1, 2021 through June 30, 2021.

WHEREAS, SAWPA conducted a solids formation study to accurately measure and allocate TSS formed within the pipeline and has used a formula since July 1, 2007 to distribute the additional load created. The total TSS load is measured at the Orange County line and allocated to dischargers based on the individual discharger's direct and indirect contribution to the total load; the TSS allocation is based on a twelve (12) month rolling average. Any required adjustment will be approved by the Commission by separate action;

WHEREAS, SAWPA has completed and continues to update closed-circuit television (CCTV) inspection of the gravity flow portion of the system and found significant accumulation of material throughout most of the pipeline. Pipeline cleaning in these areas is required on a recurring basis. The cost for pipeline cleaning is included in the Flow charge;

WHEREAS, a surcharge for Flow, BOD, and TSS treatment and disposal capacity is applicable when discharge quantities exceed owned capacity; and

WHEREAS, a rate stabilization fund has been established to mitigate the impact of larger cost increases.

WHEREAS, SAWPA and the Member Agencies established a Lease Capacity Pool Agreement to allow smaller dischargers to lease Pipeline and Treatment & Disposal Capacity Rights from SAWPA in lieu of purchasing capacity rights. Brine Line lease rates are derived from the same rate structure, and inclusion in this resolution provides clarity. Leasing capacity requires a lease agreement between SAWPA and the discharger, if lease capacity is available.

WHEREAS, the SAWPA Commission has established different rates for the July 1, 2020 through December 31, 2020 and the January 1, 2021 through July 31, 2021 periods.

NOW, THEREFORE, BE IT RESOLVED that the Commission of the Santa Ana Watershed Project Authority hereby resolves that:

1. For the Rate Periods identified below, the treatment and volumetric user charges paid to SAWPA for treatment and disposal of non-reclaimable and temporary domestic wastewater shall be as follows, with a minimum charge of $150.00 for the flow component:

Rate Period	Flow/MGD (a)	BOD/ 1,000 lbs. (b)	TSS/ 1,000 lbs. (c)	Fixed Pipe (d)	Fixed Treatment (e)
7/1/2020 – 12/31/2020	$979	$316	$442	$6,398	$12,985
1/1/2021 – 6/30/2021	$1,018	$329	$460	$6,654	$13,505
FY2021-22 (f)	$1,059	$342	$478	$6,920	$14,045

(a) This component shall be calculated and assessed per gallon (i.e., $0.000979 from July 1, 2020 through December 31, 2020 and $0.001018 from January 1, 2021 through June 30, 2021) of discharge (flow) to the Brine Line each month. The flow charge is comprised of an OCSD "Pass-Through" flow charge as well as a SAWPA flow charge.

(b) This component shall be calculated and assessed per pound (i.e., $0.316 from July 1, 2020 through December 31, 2020 and $0.329 from January 1, 2021 through June 30, 2021) of dry weight of BOD calculated from the average of sample results each month.

(c) This component shall be calculated and assessed per pound (i.e., $0.442 from July 1, 2020 through December 31, 2020 and $0.460 from January 1, 2021 through June 30, 2021) of dry weight of TSS calculated from the average of sample results each month.

(d) This component for fixed costs (also known as Readiness to Serve) shall be assessed per MGD of owned pipeline/connection capacity per month.

(e) This component for fixed costs shall be assessed per MGD of owned treatment and disposal capacity per month for the corresponding rate period.

(f) Future rates are for planning purposes only. The Commission will separately evaluate and set the rates annually for each FY.

2. Total flow for each discharger will be adjusted if flows at meter S-01 are higher than the aggregate of all the discharger flows.

3. Actual OCSD charges for Flow, BOD, and TSS shall be "passed through" to dischargers.

4. A sampling surcharge shall be applied to all BOD and TSS dischargers to account for the actual cost of necessary sampling and shall be assessed to all dischargers. Increased sampling is defined as any and all costs in excess of one sample per month. Increased sampling shall be determined solely by SAWPA and billed monthly. High BOD, TSS, or high variability dischargers will be sampled more frequently as required, and low BOD/TSS or low variability dischargers will be sampled monthly or quarterly as required to obtain reliable data.

5. SAWPA shall continue to measure BOD and TSS entering and exiting the system. Should a difference in BOD and TSS exist between the total of all dischargers and the SAWPA discharge to OCSD, the strength values for each discharger shall be adjusted to fully allocate the SAWPA discharge to OCSD. This adjusted strength shall be used for determining discharger invoice amounts.

6. The annual permit fee for each directly connected discharger shall be not less than $600. The annual permit fee for each indirect discharger shall be not less than $300. The annual fee for emergency permits is $1,100. Additional permit fees may be charged for speculative or special permit work to cover actual costs and administration as determined by the SAWPA General Manager. The annual fee for a Liquid Waste Hauler permit shall be not less than $250.

7. Truck-delivered non-reclaimable wastewater discharges from sources within the Santa Ana River Watershed at SAWPA-authorized collection stations shall be charged based on the strength of the waste discharged. Waste shall be charged at $0.015 per gallon (from July 1, 2020 through December 31, 2020) and at $0.016 (from January 1, 2021 through June 30, 2021) of waste discharged to the Brine Line for Brine discharges (less than 100 milligrams per liter (mg/l) average concentration for BOD and TSS), and a Non-Brine tier which shall be charged based on the measured strength for each load as defined by Notes (b) and (c) corresponding to the July 1, 2020 through December 31, 2020 and January 1, 2021 and June 30, 2021, respectively. Proposed and future estimated rates are shown below. All permitting, permit fees, monitoring, labor, and other costs are the responsibility of the member agency providing the service.

Waste Strength	**BOD or TSS Concentration**	**7/1/2020 – 12/31/2020**	**1/1/2021 – 6/30/2021**	**FY 2021-22** (a)
Brine Tier	Less than 100 mg/l	$0.015	$0.016	$0.016
Non Brine Tier	100 mg/l and higher	(b)	(c)	

(a) Future rate for planning purposes only. The Commission will separately evaluate and set the rates annually for each FY. Planned FY21-22 charges are: $0.016 per gallon, $0.81/pound of BOD, and $0.77/pound of TSS.

(b) If either BOD or TSS exceeds the concentration of 100 mg/l, the full discharge will be charged using the following cost component: $0.015 per gallon, $0.75/pound of BOD, and $0.716/pound of TSS

(c) If either BOD or TSS exceeds the concentration of 100 mg/l, the full discharge will be charged using the following cost component: $0.016 per gallon, $0.78/pound of BOD, and $0.745/pound of TSS.

8. If approved in the future by Orange County Sanitation District and the Commission, truck-delivered non-reclaimable wastewater discharges from outside the Santa Ana River Watershed at SAWPA-authorized collection stations, shall be charged a surcharge of 10% on waste discharged to the Brine Line. This surcharge shall be added to the rates indicated in paragraph 7 and represents the administrative costs associated with serving these customers. All permitting, monitoring, labor, and other costs are the responsibility of the Member Agency providing the service. Discharges from sources outside the watershed require specific Commission and Orange County Sanitation District approval.

9. An Emergency Rate shall be charged for standby discharges. The Emergency Rate shall be comprised of 110% of the surcharges in Paragraph 10, plus 110% of the Flow, BOD, and TSS

charges in Paragraph 1. Surcharges shall be assessed for discharges in excess of the owned capacity, subject to General Manager's approval.

10. A treatment and disposal surcharge shall be charged when contractually owned capacity for BOD, TSS, and/or Flow is exceeded in any given month. Rates from July 1, 2020 through December 31, 2020 shall be $0.3923 per pound BOD, $0.2405 per pound TSS, and $0.0020 per gallon Flow; rates from January 1, 2021 through June 30, 2021 shall be $0.4080 per pound BOD, $0.2501 per pound TSS, and $0.0021 per gallon Flow. These charges are in addition to the charges for Flow, BOD, and TSS outlined in Paragraph 1.

11. Capacity Lease Rate. Rates from July 1, 2020 through December 31, 2020 shall be $0.00253 per gallon up to 250 mg/l BOD and 250 mg/l TSS; rates from January 1, 2021 through June 30, 2021 shall be $0.00263 per gallon up to 250 mg/l BOD and 250 mg/l TSS. This rate is in addition to the charges for Flow, BOD, and TSS outlined in Paragraph 1. Any discharge exceeding the 250 mg/l BOD and 250 mg/l TSS concentration shall be billed as a loading surcharge at a rate of $0.3923 per pound BOD and $0.2405 per pound TSS for the period corresponding to July 1, 2020 through December 31, 2020; and at a rate of $0.4080 per pound of BOD and $0.2501 per pound of TSS for the period between January 1, 2021 and June 30, 2021.

12. The provisions of SAWPA Ordinance No. 8 and any amendments or successors thereto, are hereby incorporated by this reference, as though set forth herein in full.

13. Payment of invoices not made within 45 days of the invoice date shall bear interest at a rate of one percent (1.0%) per month from the date of invoice.

14. The user's charges and surcharges established by this Resolution are effective July 1, 2020 and as indicated for the corresponding periods between July 1, 2020 through December 31, 2020 and January 1, 2021 and June 30, 2021, and Resolution No. 2019-05 is rescinded once this Resolution takes effect.

ADOPTED this 16th day of June 2020.

SANTA ANA WATERSHED PROJECT AUTHORITY

By: _____
David J. Slawson, Chair

Attest:

By: _____
Kelly Berry, CMC, Clerk of the Board

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COMMISSION MEMORANDUM NO. 2020.39

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Task Order Approval for the Roundtable of Regions Network Coordinator **(This item is subject to the provisions of Project Agreement 25)**

PREPARED BY: Ian Achimore, Senior Watershed Manager

RECOMMENDATION
It is recommended that the SAWPA Commission approve execution of a Task Order with JM Consultants in the amount of $74,990 for the Roundtable of Regions Network Coordinator Project.

DISCUSSION
Per the SAWPA approved Cooperative Funding Agreement (agreement) executed on April 4, 2019, SAWPA is the lead for managing the Integrated Regional Water Management (IRWM) Roundtable of Regions Network Coordinator contract. The agreement calls for two terms for the Network Coordinator, for: 1) part of Fiscal Year Ending (FYE) 2019 and all of FYE 2020, and 2) all of FYE 2021. The SAWPA Commission previously approved a request for proposals (RFP) where the consultant team Sierra Water Workgroup and JM Consultants were the sole successful responders. As done with first term of FYE 2019/2020, SAWPA is proposing another task order with JM Consultants for the second term of FYE 2021.

The benefits to SAWPA of executing this task order include:

- Helps elevate SAWPA statewide as the Roundtable is a trusted partner to the Department of Water Resources (DWR) and Association of California Water Agencies (ACWA),
- Maximizes limited resources for IRWM coordinator across the State's 48 IRWM regions and amplifies the importance of IRWM to State leaders,
- Keeps the staff on the Roundtable, who volunteer their time, on task and on track to ensure IRWM is successful statewide,
- Increases opportunities for the 48 IRWM regions to network with - and learn from- each other and collaborate on important initiatives, leveraging success,
- Allows SAWPA to continue to shape the focus of the Network Coordinator's scope of work, and
- Supporting the Network Coordinator is a statewide role for SAWPA.

BACKGROUND
The Roundtable of Regions was formed in 2006 as an informal partnership between IRWM regions across the State and is currently composed of 48. The Roundtable exists to build and

leverage trusted relationships among organizations engaged in the IRWM Program to extend limited resources and amplify on-the-ground results.

Since 2006, two water agency representatives have both co-chaired and managed the logistics of Roundtable. The complexity of the work underway within the Roundtable encourages the need for a dedicated professional who can continue to coordinate the activity of the Roundtable. The focus of the Roundtable remains primarily the responsibility of the co-chairs and a steering committee which SAWPA is a member to. The network coordinator has the responsibility for coordinating internal and external communication, internal planning, facilitating meetings, and planning events convened or co-convened by the Roundtable.

Sierra Water Workgroup and JM Consultants was successful in responding to the SAWPA Network Coordinator RFP in December 2018. They received approval by the Commission on March 19, 2019 to proceed with the Network Coordinator Project scope of work for the first term of part of FYE 2019 and all of FYE 2020. After starting that term, the owner/principal of the Sierra Water Workgroup was affected by a terminal illness and was no longer able to complete the scope. The owner/principal is the sole employee of Sierra Water Workgroup, but JM Consultants has been able to continue implementing the scope of work. JM Consultants is based in Northern California and has experience in managing IRWM regional work such as the Yosemite-Mariposa IRWM Plan and Proposition 1 Disadvantaged Communities and Tribal Involvement Project for the Mountain Counties IRWM Region.

CRITICAL SUCCESS FACTORS

OWOW CSF 5	A strong reputation and sufficient capacity within SAWPA staff for strategic facilitation, planning, communication, leadership and community engagement.
Roundtables CSF 1	SAWPA has a strong reputation as a watershed-wide, knowledgeable, neutral and trusted facilitator, leader, and administrator of contracted activities.

RESOURCE IMPACTS

The contract with JM Consultants will be provided by the contributing partners, including SAWPA, per the Cooperative Funding Agreement executed by SAWPA in April 2019. SAWPA will contribute $5,165 (or 7% of this total task order) toward the JM Consultant's task order for FYE 2021 which is available within SAWPA's Fund 373 (One Water One Watershed). Like SAWPA's other task forces, SAWPA is collecting funding from the contributing partners who are signatory to the Cooperative Funding Agreement. Invoices will be distributed to those funding partners in July 2020.

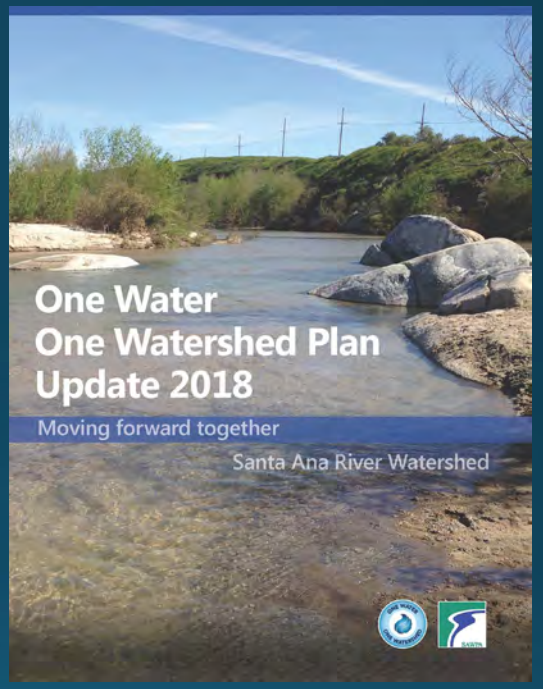
Attachment:
1. Commission Meeting Presentation
2. General Services Agreement with JM Consultants
3. Task Order and Attachments with JM Consultants

Task Order Approval for the Roundtable of Regions Network Coordinator

Ian Achimore, Senior Watershed Manager
SAWPA Commission | June 16, 2020
Item No. 6.C.

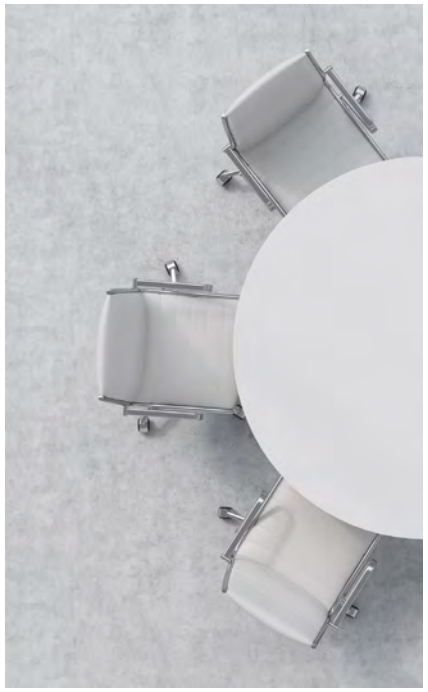
Integrated Regional Water Management (IRWM)

- Formally began as a state-wide program in 2002 with passage of Senate Bill 1672.
- Since then, various bond measures such as Prop 1, have provide $1.5 Billion in IRWM funding to projects that are selected through local IRWM planning in 48 regions.

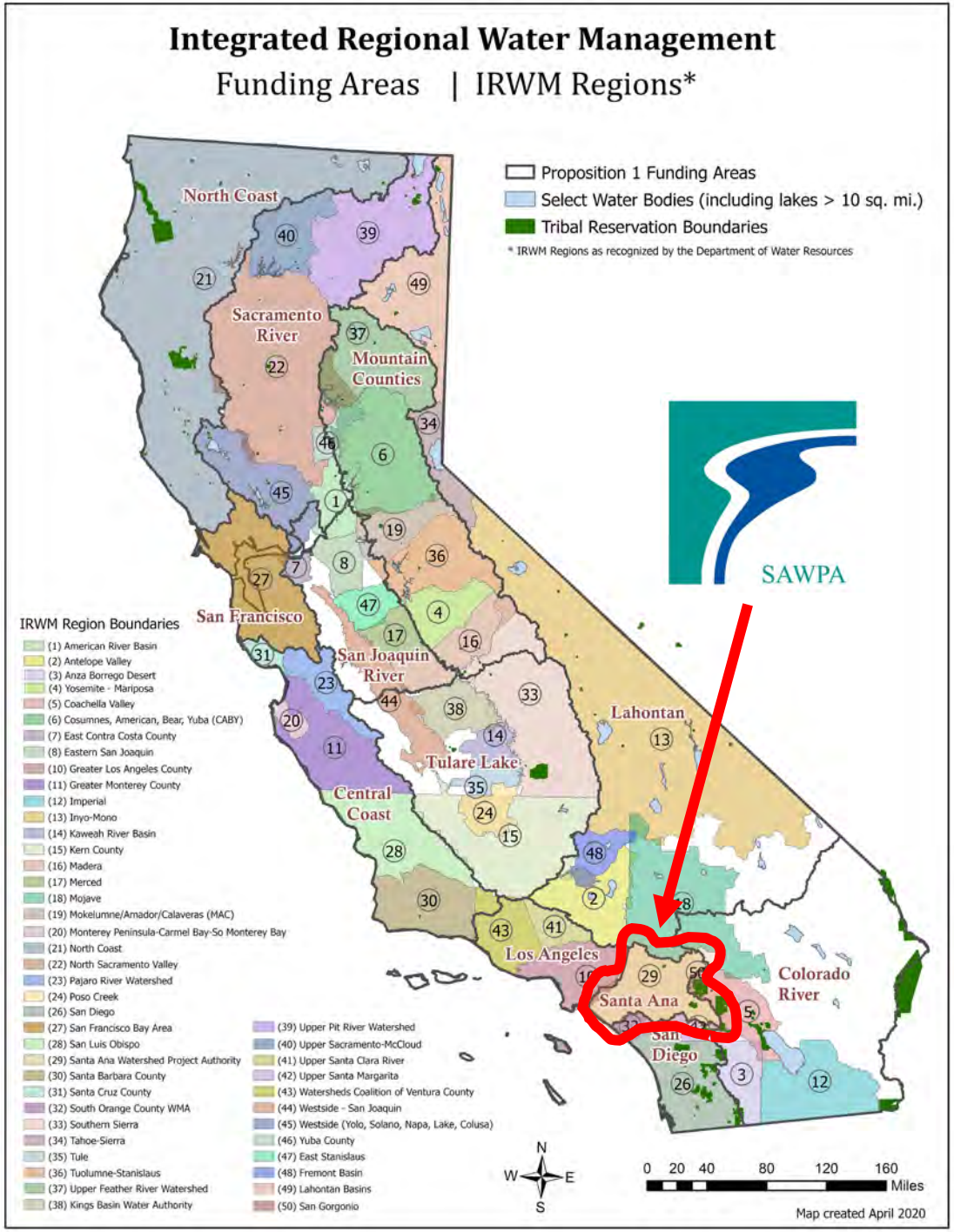


The IRWM Plan in the Santa Ana River Watershed Region is the One Water One (OWOW) Watershed Plan Update 2018

IRWM Roundtable of Regions



- Began in 2006.
- Functions as partnership, led by engaged staff and two co-chairs.
- Very engaged with Department of Water Resources regarding State's management of IRWM grants.
- Network extends limited resources and amplifies results of all participants.
- Executed Charter Agreement in April 2019 (amended in April 2020).


Integrated Regional Water Management
Funding Areas | IRWM Regions*
Proposition 1 Funding Areas
Select Water Bodies (including lakes > 10 sq. mi.)
Tribal Reservation Boundaries
* IRWM Regions as recognized by the Department of Water Resources
SAWPA
North Coast
Sacramento River
Mountain Counties
San Francisco
San Joaquin River
Central Coast
Tulare Lake
Lahontan
Los Angeles
Santa Ana
San Diego
Colorado River
IRWM Region Boundaries
(1) American River Basin
(2) Antelope Valley
(3) Anza Borrego Desert
(4) Yosemite - Mariposa
(5) Coachella Valley
(6) Cosumnes, American, Bear, Yuba (CABY)
(7) East Contra Costa County
(8) Eastern San Joaquin
(10) Greater Los Angeles County
(11) Greater Monterey County
(12) Imperial
(13) Inyo-Mono
(14) Kaweah River Basin
(15) Kern County
(16) Madera
(17) Merced
(18) Mojave
(19) Mokelumne/Amador/Calaveras (MAC)
(20) Monterey Peninsula-Carmel Bay-So Monterey Bay
(21) North Coast
(22) North Sacramento Valley
(23) Pajaro River Watershed
(24) Poso Creek
(26) San Diego
(27) San Francisco Bay Area
(28) San Luis Obispo
(29) Santa Ana Watershed Project Authority
(30) Santa Barbara County
(31) Santa Cruz County
(32) South Orange County WMA
(33) Southern Sierra
(34) Tahoe-Sierra
(35) Tule
(36) Tuolumne-Stanislaus
(37) Upper Feather River Watershed
(38) Kings Basin Water Authority
(39) Upper Pit River Watershed
(40) Upper Sacramento-McCloud
(41) Upper Santa Clara River
(42) Upper Santa Margarita
(43) Watersheds Coalition of Ventura County
(44) Westside - San Joaquin
(45) Westside (Yolo, Solano, Napa, Lake, Colusa)
(46) Yuba County
(47) East Stanislaus
(48) Fremont Basin
(49) Lahontan Basins
(50) San Gorgonio
N
W
E
S
0 20 40 80 120 160
Miles
Map created April 2020

Network Coordinator Cost Share Agreement

- December 2018: RFP for Network Coordinator Issued by SAWPA
  - Sierra Water Workgroup/JM Consultants selected.
- Early 2019: 13 entities formally ratify Cost Share Agreement
  - Includes two terms: FYE 2019/2020 and FYE 2021.
  - SAWPA is the lead for managing the network coordinator.
- Invoices will be distributed to entities by SAWPA in July 2020 (like other SAWPA task forces).

Cost Share Agreement Funding Table

Roundtable Participant	FYE 2020*	FYE 2021
Mojave Water Agency	$11,633	$10,329
San Diego County Water Authority	$4,653	$4,132
City of San Diego	$2,908	$2,582
Sonoma Water	$11,633	$10,329
Greater Los Angeles County IRWM	$11,633	$10,329
Environmental Justice Coalition for Water	$116	$103
Santa Clara Valley Water District	$11,633	$10,329
Yuba County IRWM	$11,633	$10,329
Upper Kings Basin IRWM	$5,816	$5,165
Westside Sacramento IRWM	$1,745	$1,549
Santa Ana Watershed Project Authority	$5,816	$5,165
Yosemite-Mariposa IRWM	$582	$516
Santa Barbara County IRWM Region	$3,490	$3,099
Burdick & Company	$1,163	$1,033
Total	$84,454	$74,990

2nd Term

*And 3 months of FYE 2019

Budget Considerations for FYE 2021 Task Order

- Task Order with JM Consultants to be funded by same contributing partners who committed to the first term.
- Funding available in SAWPA's fund 373 (One Water One Watershed).

Cost Category	Total Amount	SAWPA Share
Total Project Costs	**$74,990**	**$5,165 (7%)**

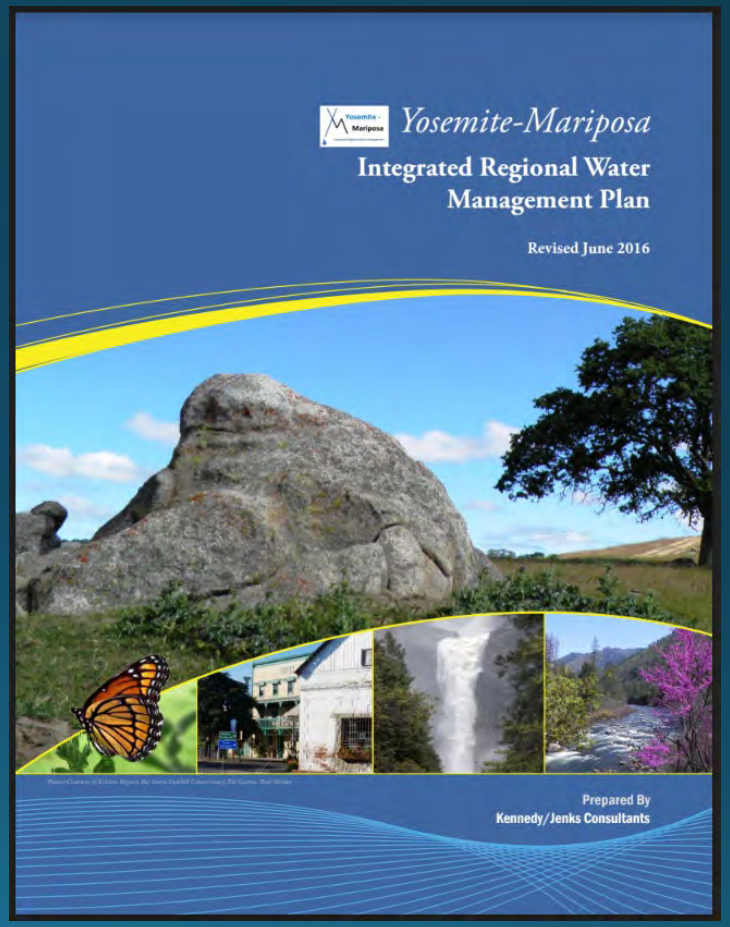
Network Coordinator

Task Areas:

- Support the Steering Committee.
- Maintenance of state-wide membership contact list.
- Schedule, coordinate, note-take and facilitate regular participant calls.
- Assist in development of summit for in-person Roundtable & DWR engagement.
- Develop and administer surveys of membership to support IRWM Program.
- Develop website and other brochures for marketing IRWM Program.

JM Consultants – Firm Profile

- Original Sub-consultant to Sierra Water Workgroup.
- Experience in IRWM Planning and Regional Efforts.
  - Yosemite-Mariposa Integrated Regional Water Management Plan.
  - Proposition 1 Disadvantaged Communities and Tribal Involvement Project for the Mountain Counties IRWM Region.
  - Sacramento Water Conservation Advisory Group.



JM Consultants – Latest Activities

- Every Quarter: Full Roundtable meetings.
- 2019: Launched new website.
- November 2019: State-wide IRWM Summit.
- November 2019: Finalized brochures to promote IRWM.
- 2019 and 2020: November 2020 water bond advocacy.
- February 2020: Comment letter on Draft Water Resilience Portfolio.
- April 2020: Amended Roundtable charter.
- Ongoing: Close coordination with DWR regarding IRWM grants and related programs.

https://www.roundtableofregions.org 110%

IRWM ROUNDTABLE OF REGIONS

Representatives of IRWMs in California

Member Log In

Home | About | IRWMs | Water Resilience Portfolio | Resources and Links | Archives | Contact Us

The Roundtable of Regions is a consortium of representatives from Integrated Regional Water Management (IRWM) Regions around the state. Each IRWM is unique - but they all share many common interests. The Roundtable provides a forum for interested parties working on IRWM to discuss those interests and to share their successes and challenges. It also provides a forum for collaborating and providing input to the State on the IRWM Program. The Roundtable welcomes all groups who are actively working on developing and/or implementing IRWM Plans.

"IRWM is unique because of the determination and willingness of interests that have not been in the same room together for decades to sit down at the same table and take on issues one more time. It brings together sincere individuals seeking to bridge diverse perspectives, motives, and objectives to build relationships, support communities, and connect across differences—and in some cases, setting aside their own interests to support smaller or less affluent groups with greater needs."

FROM YOUR CO-CHAIRS

Many of you involved with the IRWM Program are working from home. The Steering Committee hopes this message finds you healthy and safe. Though we are all impacted by the ongoing public health emergency, we want to assure you that the Roundtable of Regions Steering Committee continues to meet and move forward on important activities.

Despite the current health crisis, we must continue our efforts to strengthen support for IRWM. The Roundtable is one of the primary vehicles for communicating the benefits of IRWM and how important this approach and program are to future water resilience in California. Now, more than ever, we need to make our voice heard – and continue our outreach to our IRWM colleagues, local elected officials and state officials/legislators. Our recent efforts have made a difference and we need to keep it up!

We want to express our appreciation for your ongoing support of and participation in IRWM. Given the inclusive and collaborative nature of integrated regional water management, we would not be able to pursue the Roundtable's important priorities without you.

FAQs

Success Stories

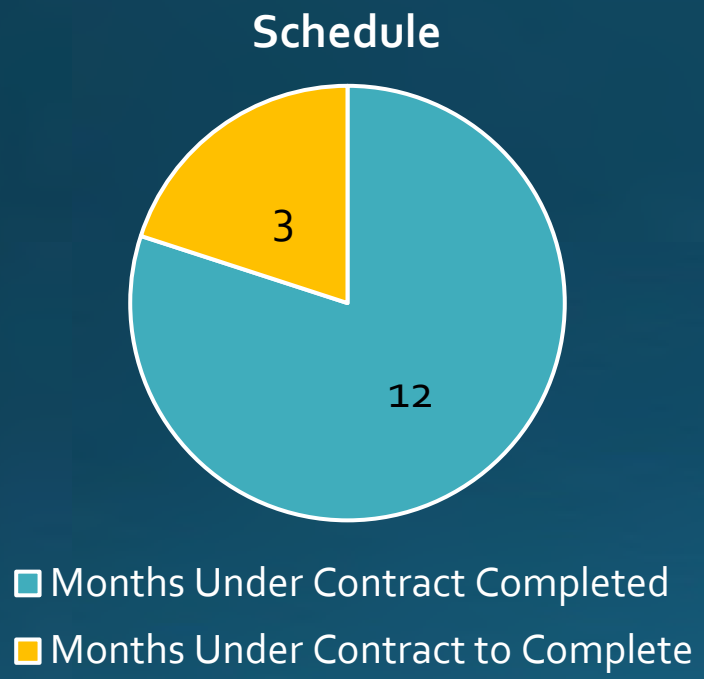
Calendar

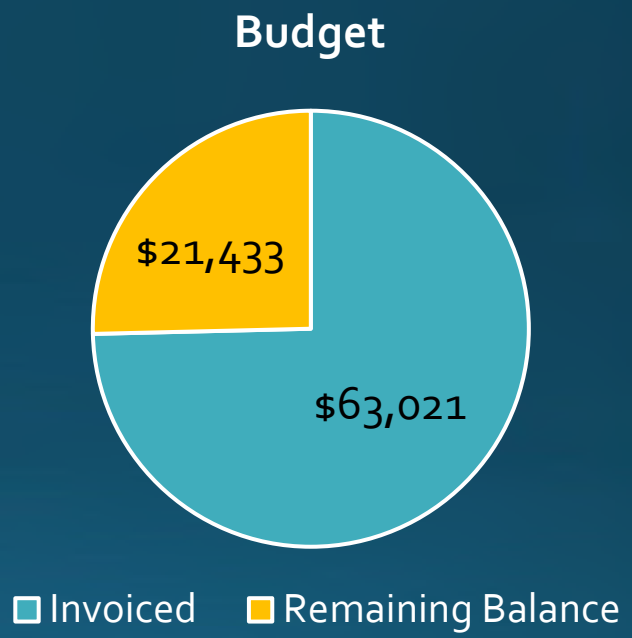
In The News

Blog Links

Member's Page

Invoicing Status for Term 1 (FYE 2019/20)





Under budget as we have about 25% of budget remaining as of April 15, 2020.

Network Coordinator: Activities for the 2nd Term (FYE 2021)

- Recruit more IRWM Regions to actively participate in Roundtable activities, develop recruitment brochure.
- Coordinate with Association of California Water Agencies on two brochures: 1) IRWM region template, and 2) IRWM project template.
- Revise IRWM Outreach brochure.
- Coordinate with State Water Resources Control Board on IRWM activities.
- Manage website, facilitate ongoing meetings, and coordinate general activities of the Roundtable.

How SAWPA benefits

- Roundtable is a trusted partner to DWR & ACWA,
- Maximizes limited resources across the State and amplifies the importance of IRWM to State leaders,
- Keeps Roundtable on task and on track to ensure IRWM is successful statewide,
- Increases opportunities for IRWM regions to network with - and learn from- each other and collaborate on important initiatives, leveraging success,
- Allows SAWPA to continue to shape the focus of the Network Coordinator's scope of work, and
- Supporting the Network Coordinator is a statewide role for SAWPA.

STATE OF CALIFORNIA
WATER RESILIENCE
PORTFOLIO INITIATIVE

ACWA

DEPARTMENT OF WATER RESOURCES
STATE OF CALIFORNIA

Recommendation

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

SANTA ANA WATERSHED PROJECT AUTHORITY
GENERAL SERVICES AGREEMENT FOR SERVICES BY INDEPENDENT CONSULTANT

This Agreement is made this **16th day of June, 2020** by and between the Santa Ana Watershed Project Authority ("SAWPA") located at 11615 Sterling Avenue, Riverside, CA, 92503 and JM Consultants ("Consultant") whose address is 8113 Craft Court, Orangevale, CA 95662.

RECITALS

This Agreement is entered into on the basis of the following facts, understandings, and intentions of the parties to this Agreement:

- SAWPA desires to engage the professional services of Consultant to perform such professional consulting services as may be assigned, from time to time, by SAWPA in writing;
- Consultant agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement and has represented and warrants to SAWPA that Consultant possesses the necessary skills, qualifications, personnel, and equipment to provide such services; and
- The services to be performed by Consultant shall be specifically described in one or more written Task Orders issued by SAWPA to Consultant pursuant to this Agreement.

AGREEMENT

Now, therefore, in consideration of the foregoing Recitals and mutual covenants contained herein, SAWPA and Consultant agree to the following:

ARTICLE I
TERM OF AGREEMENT

1.01 This agreement shall become effective on the date first above written and shall continue until **December 31, 2023**, unless extended or sooner terminated as provided for herein.

ARTICLE II
SERVICES TO BE PERFORMED

2.01 Consultant agrees to provide such professional consulting services as may be assigned, from time to time, in writing by the Commission and the General Manager of SAWPA. Each assignment shall be made in the form of a written Task Order. Each such Task Order shall include, but shall not be limited to, a description of the nature and scope of the services to be performed by Consultant, the amount of compensation to be paid, and the expected time of completion.

2.02 Consultant may at Consultant's sole cost and expense, employ such competent and qualified independent professional associates, subcontractors, and consultants as Consultant deems necessary to perform each assignment; provided that Consultant shall not subcontract any work to be performed without the prior written consent of SAWPA.

ARTICLE III
COMPENSATION

3.01 In consideration for the services to be performed by Consultant, SAWPA agrees to pay Consultant as provided for in each Task Order.

3.02 Each Task Order shall specify a total not-to-exceed sum of money and shall be based upon the regular hourly rates customarily charged by Consultant to its clients.

3.03 Consultant shall not be compensated for any services rendered nor reimbursed for any expenses incurred in excess of those authorized in any Task Order unless approved in advance by the Commission and General Manager of SAWPA, in writing.

3.04 Unless otherwise provided for in any Task Order issued pursuant to this Agreement, payment of compensation earned shall be made in monthly installments after receipt from Consultant of a timely, detailed, corrected, written invoice by SAWPA's Project Manager, describing, without limitation, the services performed, when such services were performed, the time spent performing such services, the hourly rate charged therefore, and the identity of individuals performing such services for the benefit of SAWPA. Such invoices shall also include a detailed itemization of expenses incurred. Upon approval by an authorized SAWPA employee, SAWPA will pay within 30 days after receipt of a valid invoice from Consultant.

ARTICLE IV
CONSULTANT OBLIGATIONS

4.01 Consultant agrees to perform all assigned services in accordance with the terms and conditions of this Agreement including those specified in each Task Order. In performing the services required by this Agreement and any related Task Order Consultant shall comply with all local, state and federal laws, rules and regulations. Consultant shall also obtain and pay for any permits required for the services it performs under this Agreement and any related Task Order.

4.02 Except as otherwise provided for in each Task Order, Consultant will supply all personnel and equipment required to perform the assigned services.

4.03 Consultant shall be solely responsible for the health and safety of its employees, agents and subcontractors in performing the services assigned by SAWPA.

4.04 Insurance Coverage: Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, its agents, representatives, employees or sub-contractors.

4.04(a) **Coverage -** Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL) -** Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars ($2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to SAWPA) or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability –** (if necessary) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars ($1,000,000) for bodily injury and property damage each accident.

3. **Workers' Compensation Insurance -** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

4. **Professional Liability** - (Also known as Errors & Omission) Insurance appropriates to the Consultant profession, with limits no less than $1,000,000 per occurrence or claim, and $2,000,000 policy aggregate.

5. **Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions) –** If Consultant will be providing technology services, limits not less than $2,000,000 per occurrence or claim, and $2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress,

invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, SAWPA requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to SAWPA.

4.04(b) If Claims Made Policies:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

4.04(c) Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against SAWPA, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not SAWPA has received a waiver of subrogation from the insurer.

4.04(d) **Other Required Provisions -** The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** SAWPA, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to SAWPA, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Member Water Agency its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.04(e) **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to SAWPA.

4.04(f) Self-Insured Retentions - Self-insured retentions must be declared to and approved by SAWPA. SAWPA may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or SAWPA.

4.04(g) Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by SAWPA.

4.04(h) Verification of Coverage – Consultant shall furnish SAWPA with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by SAWPA before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. SAWPA reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

4.04(i) **Subcontractors -** Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that SAWPA, its directors, officers, employees and authorized volunteers are additional insureds on Commercial General Liability Coverage.

4.05 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. To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify SAWPA, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from all acts or omissions of Consultant or its officers, agents, or employees in rendering services under this Agreement and any Task Order issued hereunder; excluding, however, such liability, claims, losses, damages or expenses arising from SAWPA's sole negligence or willful acts.

4.06 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.

4.07 In the event Consultant is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished with a registered professional engineer's number and shall conform to local, state and federal laws, rules and regulations. Consultant shall obtain all necessary permits and approvals in connection with this Agreement, any Task Order or Change Order. However, in the event SAWPA is required to obtain such an approval or permit from another governmental entity, Consultant shall provide all necessary supporting documents to be filed with such entity, and shall facilitate the acquisition of such approval or permit.

4.08 Consultant shall comply with all local, state and federal laws, rules and regulations including those regarding nondiscrimination and the payment of prevailing wages, if required by law.

ARTICLE V
SAWPA OBLIGATIONS

5.01 SAWPA shall:

5.01a Furnish all existing studies, reports and other available data pertinent to each Task Order that are in SAWPA's possession;

5.01b Designate a person to act as liaison between Consultant and the General Manager and Commission of SAWPA.

ARTICLE VI
ADDITIONAL SERVICES, CHANGES AND DELETIONS

6.01 During the term of this Agreement, the Commission of SAWPA may, from time to time and without affecting the validity of this Agreement or any Task Order issued pursuant thereto, order changes, deletions, and additional services by the issuance of written Change Orders authorized and approved by the Commission of SAWPA.

6.02 In the event Consultant performs additional or different services than those described in any Task Order or authorized Change Order without the prior written approval of the Commission of SAWPA, Consultant shall not be compensated for such services.

6.03 Consultant shall promptly advise SAWPA as soon as reasonably practicable upon gaining knowledge of a condition, event, or accumulation of events, which may affect the scope and/or cost of services to be provided pursuant to this Agreement. All proposed changes, modifications, deletions, and/or requests for additional services shall be reduced to writing for review and approval or rejection by the Commission of SAWPA.

6.04 In the event that SAWPA orders services deleted or reduced, compensation shall be deleted or reduced by a comparable amount as determined by SAWPA and Consultant shall only be compensated for services actually performed. In the event additional services are properly authorized, payment for the same shall be made as provided in Article III above.

ARTICLE VII

CONSTRUCTION PROJECTS: CONSULTANT CHANGE ORDERS

7.01 In the event SAWPA authorizes Consultant to perform construction management services for SAWPA, Consultant may determine, in the course of providing such services, that a Change Order should be issued to the construction contractor, or Consultant may receive a request for a Change Order from the construction contractor. Consultant shall, upon receipt of any requested Change Order or upon gaining knowledge of any condition, event, or accumulation of events, which may necessitate issuing a Change Order to the construction contractor, promptly consult with the liaison, General Manager and Commission of SAWPA. No Change Order shall be issued or executed without the prior approval of the Commission of SAWPA.

ARTICLE VIII

TERMINATION OF AGREEMENT

8.01 In the event the time specified for completion of an assigned task in a Task Order exceeds the term of this Agreement, the term of this Agreement shall be automatically extended for such additional time as is necessary to complete such Task Order and thereupon this Agreement shall automatically terminate without further notice.

8.02 Notwithstanding any other provision of this Agreement, SAWPA, at its sole option, may terminate this Agreement at any time by giving 10 day written notice to Consultant, whether or not a Task Order has been issued to Consultant.

8.03 In the event of termination, the payment of monies due Consultant for work performed prior to the effective date of such termination shall be paid after receipt of an invoice as provided in this Agreement.

ARTICLE IX

CONSULTANT STATUS

9.01 Consultant shall perform the services assigned by SAWPA in Consultant's own way as an independent contractor, in pursuit of Consultant's independent calling and not as an employee of SAWPA. Consultant shall be under the control of SAWPA only as to the result to be accomplished and the personnel assigned to perform services. However, Consultant shall regularly confer with SAWPA's liaison, General Manager, and Commission as provided for in this Agreement.

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 are the sole property of SAWPA, and Consultant shall promptly deliver all such materials to SAWPA. 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.

10.02 Consultant shall retain and maintain, for a period not less than four years following termination of this Agreement, all time records, accounting records, and vouchers and all other records with respect to all matters concerning services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as SAWPA may deem necessary, Consultant shall make available to SAWPA's agents for examination of all such records and will permit SAWPA's agents to audit, examine and reproduce such records.

ARTICLE XI
MISCELLANEOUS PROVISIONS

11.01 This Agreement supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of services by Consultant for SAWPA and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

11.02 Consultant shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of SAWPA. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

11.03 In the event Consultant is an individual person and dies prior to completion of this Agreement or any Task Order issued hereunder, any monies earned that may be due Consultant from SAWPA as of the date of death will be paid to Consultant's estate.

11.04 Time is of the essence in the performance of services required hereunder. 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.

11.05 SAWPA expects that Consultant will devote its full 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.

11.06 Any dispute which may arise by and between SAWPA and the Consultant, including the Consultants, its employees, agents and subcontractors, shall be submitted to binding arbitration. Arbitration shall be conducted by a neutral, impartial arbitration service that the parties mutually agree upon, in accordance with its rules and procedures. The arbitrator must decide each and every dispute in accordance with the laws of the State of California, and all other applicable laws. Unless the parties stipulate to the contrary prior to the appointment of the arbitrator, all disputes shall first be submitted to non-binding mediation conducted by a neutral, impartial mediation service that the parties mutually agree upon, in accordance with its rules and procedures.

11.07 During the performance of the Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status and denial of family care leave. Consultant and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12290 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 et seq., set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Consultant shall include the

non-discrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11.08 Contractor's employees, agents and subcontractors shall adhere to, and comply with, the California Drug Free Workplace Act at Government Code, Sections 8350 through 8357.

In witness whereof, the parties hereby have made and executed this Agreement as of the day and year first above-written.

SANTA ANA WATERSHED PROJECT AUTHORITY

_____

Richard E. Haller, P.E., General Manager Date

JM CONSULTANTS

_____ _____

(Signature) Date Typed/Printed Name

SANTA ANA WATERSHED PROJECT AUTHORITY
TASK ORDER NO. JMC373-02

CONSULTANT: JM Consultants
8113 Craft Court
Orangevale, CA 95662

VENDOR NO. 2252

COST: $74,990.00

PAYMENT: Upon Proper Invoice

REQUESTED BY: Ian Achimore, Sr. Watershed Manager June 16, 2020

FINANCE: _____
Karen Williams, CFO Date

FINANCING SOURCE: Acct. Coding 373-PA18-6113-01
Acct. Description General Consulting

COMMISSION AUTHORIZATION REQUIRED FOR THIS TASK: YES (X) NO ( )
Authorization: June 16, 2020; CM#2020.39

This Task Order is issued upon approval and acceptance by the Santa Ana Watershed Project Authority (SAWPA) and JM Consultants (Consultant) pursuant to the Agreement for Services between SAWPA and Consultant, entered into on June 16, 2020, expiring December 31, 2023.

I. PROJECT NAME OR DESCRIPTION
Roundtable of Regions Network Coordinator

II. SCOPE OF WORK / TASKS TO BE PERFORMED
Consultant shall provide all labor, materials, and equipment for the Project of facilitating the ongoing work of the Roundtable of Regions as described in the Scope of Work and Fee/Rate Schedule attached.

III. PERFORMANCE TIME FRAME
Consultant shall begin work July 1, 2020 and shall complete performance of such services by **June 30, 2021.**

IV. SAWPA LIAISON
Ian Achimore and/or Mark Norton shall serve as liaison between SAWPA and Consultant

V. COMPENSATION
For the services rendered by Consultant pursuant to this Task Order, Consultant shall receive a total not-to-exceed sum of **$74,990.00**. Payment for such services shall be made within 30 days upon receipt of timely and proper invoices from the Consultant, as required by the above-mentioned Agreement. Consultant shall provide to SAWPA each such invoice within 15 days after the end of the quarter in which the services were performed.

VI. CONTRACT DOCUMENTS PRECEDENCE

In the event of a conflict in terms between and among the contract documents herein, the document item highest in precedence shall control. The precedence shall be:

a. The Agreement for Services by Independent Consultant/Contractor.
b. The Task Order or Orders issued pursuant to the Agreement, in numerical order.
c. Exhibits attached to each Task Order, which may describe, among other things, the Scope of Work and compensation therefore.
d. Specifications incorporated by reference.
e. Drawings incorporated by reference.

In witness whereof, the parties have executed this Task Order on the date indicated below.

SANTA ANA WATERSHED PROJECT AUTHORITY

Richard E. Haller, General Manager Date

JM CONSULTANTS

(Signature) Date Print/Type Name and Title

SCOPE OF WORK

Task	Objectives(s)	Task Description
AREA 1: Roundtable Administration		
Task 1 Membership List		
	Ensure accurate and up-to-date contact list that can be used as reference by members and for distribution	Update and maintain membership list.
		Periodically reach out to all IRWM regions to be sure all are represented.
	Support the creation or create an online portal for Roundtable members to share files and discuss relevant items (e.g., SharePoint)	Create and maintain a file sharing platform for members. A BaseCamp site previously was used, however is out-of-date and not the best of current technological options.
Task 2 Conference Calls		
	Keep IRWM community engaged and informed.	Schedule conference calls and meetings – set up and monitor Doodle Polls. Utilize a web hosting and/or conference call platform as needed.
	Give IRWM representatives information and questions to take back to their RWMG	Help develop and send out agendas and request for topics.
	Joint problem-solving	Send out 'hold the date'. Prepare for meetings. Prepare meeting and distribute meeting notes.
Task 3 Project Management		
	Manage contract with SAWPA effectively	Monitor contract budget and submit timely invoices to SAWPA
AREA 2: Special Projects		
Task 4 Network engagement		
	DWR on IRWM grant program	Schedule meetings with DWR and available ROR representatives (considerable email and calls to line-up date, location and participants)
	Provide input to DWR on PSP, Guidelines, etc. to broaden DWR perspective and thought process	Collect and compile comments and prepare letters/input documents
		Disseminate information to DWR/RoR
	To DWR regarding IRWM policy (Strategic Plan, CWP, etc.)	Schedule meetings; collect and compile comments and prepare letters; Disseminate information Participate in conference organizing.
	Coordinate with Other Organizations	Schedule meetings with and disseminate information to other organizations (i.e. Water Bond Coalition, ACWA, EJCW, CASQA, GRA, Floodplain Management Assoc.)

Task	Objectives(s)	Task Description
	Promote IRWM principles and funding	Includes providing information to other groups and participating in other groups' meetings, as requested or useful Participating in crafting communications and legislation. Developing principles for and providing input on bond measures.
	Liaison with subgroups of the Roundtable membership that form ad-hoc on particular issues	Share information on subgroups (i.e. DACI, grant administration, baseline funding); participate in some meetings.
	White Papers	Coordinate the preparation and distribution of white papers as needed, e.g., DAC, Baseline Funding. (intermittent activity historically)
	Engage in opportunities as they arise – to promote, extend and strengthen IRWM	e.g., Stanford University IRWM survey. Input on Water Education Foundation Layperson's Guide to IRWM. Outcomes of the DACI work effort. Explore connectivity with Groundwater Sustainability Plan development .
Task 5 IRWM Promotion		
	Coordinate communication of the Roundtable "Story of IRWM" to build support	Coordinate RoR feedback/edits to develop talking points for Roundtable members. Coordinate RoR feedback/edits to develop testimonials and one-page success stories, "Impact of IRWM" in very short but carefully worded prose or bullets, 3x5 Elevator Speeches, Promotional videos/interviews, Blogs, handouts, graphic representations of successes/processes, Award applications.
	Provide website resource to inform and engage	Recruit a short-term subcommittee to determine the scope, level of effort and nature of the website. Could range from a simple explanatory site with links to all available IRWM sites (by Funding Area) to a full on (but likely higher maintenance) web site with articles, data, etc. Anticipate the outcomes of DACI and consider having a cataloged site with all successful grant applications to enable intentional cribbing/cut-and-paste of work plans, etc.
Task 6 Summits		
	Opportunities for 'in person' networking Develop and support relationship-building and deeper engagement and commitment	Identify working subcommittee (3 – 5 people) to serve as Summit Planning Team and coordinate summit implementation with them. Help develop focus of summit (via email and phone conversations with subcommittee)

Task	Objectives(s)	Task Description
	Enable integration of new representatives Spark new ideas	Determine date (can be circular in early stages as location is identified and availability determines) Identify location (talking with agencies, find a meeting room, develop location and parking info to share)
		Develop list of invitees (e.g., State agency staff, other organizations) Work with planning team to develop agenda Delegate logistics Distribute invite with Draft Agenda Collect RSVPs and respond to questions Attend summit Capture notes, finalize notes, share notes
Task 7 Survey		
	Develop materials to support interactions with DWR and other state agencies Inform the ROR as to the various attributes, opinions, functioning and xxx of its' members Support strategic action with documented supporting data	With feedback from RoR, develop survey form – coordinate review with subcommittee. Prepare final survey by coordinating any edits from Roundtable. Distribute survey using online electronic survey format (establish deadline, follow up with respondents to submit responses) Process input (compile feedback in spreadsheet and/or charts; compile comments) Analyze data – with subcommittee if required Prepare report and summary Distribute

Fee and Rate Schedule: JM Consultants

Area 1: Roundtable Administration

Administration Labor Costs		
Total Labor Hours		236
Rate	$	125
Total Labor Costs	**$**	**29,500**
Administration Direct Costs		
File Sharing Software	$	220
Video Conference Calling Service	$	180
Total Direct Costs	**$**	**400**
Total Administration Costs (Area 1)	**$**	**29,900**

Area 2: Special Projects

Special Projects Labor Costs		
Total Labor Hours		354
Rate	$	125
Total Labor Costs	**$**	**44,250**
Special Projects Direct Costs		
Webhosting	$	240
Summit Expenses	$	500
Mileage @ IRS Rate	$	100
Total Direct Costs	**$**	**840**
Total Special Project Costs (Area 2)	**$**	**45,090**

Grand Total (Area 1 + 2)	**$**	**74,990**

Notes:

Work will be completed on a time and materials basis. All work will be performed by Jodie Monaghan. Travel time outside the Sacramento area will be billed at 50% of the labor rate.

The proposed budget is presented as a not-to-exceed amount of $ 74,990.00. If the actual work does not use all the hours estimated, the hours will not be billed.

Direct expenses are more difficult to predict. Direct expenses such as printing, website hosting, file sharing software and video conferencing services will be billed at actual cost. Mileage reimbursement will be at the prevailing federal rate.

General Assumptions:

•Hours identified may be shifted between tasks with the approval of the ROR.

•Communication of meeting materials will be provided electronically.

•Hours and expenses will be invoiced quarterly.

•Photocopying and printing will be coordinated by JM Consultants unless otherwise arranged in advance. The actual cost of any such services will be included in the quarterly invoice to SAWPA.

•JM Consultants will contract with technology vendors for file sharing, website and video conferencing. The actual costs will be included in the quarterly invoice to SAWPA.

•Summit expenses are included in this budget.

•Conditions causing assumptions described in this scope of work to be exceeded will be communicated to the client for their approval in advance of any work.

COMMISSION MEMORANDUM NO. 2020.40

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Disadvantaged Communities Involvement (DCI) Program Status
(This item is subject to the provisions of Project Agreement 25)

PREPARED BY: Rick Whetsel, Senior Watershed Manager

RECOMMENDATION

It is recommended that the SAWPA Commission receive and file this information report about the current status of the Disadvantaged Communities Involvement (DCI) Program.

DISCUSSION

The Disadvantaged Communities Involvement Program (DCI Program) for the Santa Ana River Watershed has three main Program Elements, within which are twenty separate activities. Those three Program Elements consist of 1) Strengths and Needs Assessment, 2) Engagement and Education, 3) Project Development. A fourth element contains grant administration tasks assigned to SAWPA.

The attached presentation provides an update on the activities within each of these Project Elements.

BACKGROUND

The Disadvantaged Communities Involvement Program is a Prop 1 funded effort within the Integrated Regional Water Management Program to ensure the involvement of disadvantaged communities, economically distressed areas, and underrepresented communities in integrated regional water management planning. As the Santa Ana River Watershed approved Regional Water Management Group, SAWPA was awarded a $6.3 million grant in June 2017.

In January 2020, an amendment to this agreement was approved to modify the Work Plan and Schedule to reflect current project conditions, as well as, to extend the term of the agreement from April 30, 2020 to July 31, 2021.

SAWPA manages the program with five program partners: California State University, Local Government Commission (a 501c3 nonprofit), the California Rural Water Association (a 501c3 nonprofit), the Water Education Foundation (a 501c3 nonprofit), and the University of California Irvine. Each partner organization has a defined scope of work, and together is responsible for project management and reporting.

The California State University is a project partner within the DCI Program. In accordance with their mission to help achieve a long-term, sustainable water supply for California through education, research and policy development while balancing the needs of urban, agricultural and environmental concerns, have been tasked with supporting SAWPA on the following DCI Program Activities:

- Activity 9: Tribal Consultation
- Activity 17: Community Engagement Interns Program
- Activity 18: Technical Assistance for Community Needs

The Local Government Commission is a project partner within the DCI Program. In accordance with their mission to work to build thriving communities that integrate civic engagement with environmental, social, and economic priorities, have been tasked with supporting SAWPA on the following DCI Program Activities:

- Activity 15: Water Agency Community Engagement Training
- Activity 16: Local Elected Leader Training
- Activity 20: CivicSpark Water Fellows

Additionally, the Local Government Commission administers CivicSpark, a Governor's Initiative AmeriCorps program by provides two Fellows annually to support the DCI Program on a number of key activities.

The California Rural Water Association is a project partner within the DCI Program. In accordance with their mission to provide training, technical assistance, resources and information to assist water and wastewater utilities in achieving high standards of service, have been tasked with supporting SAWPA on the following DCI Program Activities:

- Activity 9: Tribal Consultation
- Activity 14: Community Water Education
- Activity 15: Water Agency Community Engagement Training
- Activity 18: Technical Assistance for Community Needs

The Water Education Foundation is a project partner within the DCI Program. In accordance with their mission to inspire understanding of water and catalyze critical conversations to build bridges and inform collaborative decision-making have been tasked under Activity 12 to produce an Engagement Best Practices Publications to report on engagement of disadvantaged communities and water management across the State.

The University of California Irvine is a project partner within the DCI Program. In accordance with their mission to discover and disseminate knowledge through research, teaching and creative expression in acclaimed academic programs have been tasked to lead the program partners in the production of an Ethnographic Strengths and Needs Assessment for the Santa Ana River Watershed.

The Newkirk Center for Science and Society is a project partner within the DCI Program. In accordance with their mission to focus on the interaction between science and society, including the role of society in the production of scientific knowledge and technological systems and artifacts and the effects of scientific knowledge on society has been tasked with supporting the University of California Irvine on a number of key DCI Program activities associated with the Ethnographic Strengths and Needs Assessment for the Santa Ana River Watershed.

CRITICAL SUCCESS FACTORS

OWOW Goal 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.
OWOW CSF 4.	OWOW criteria and values are transparent to watershed-wide stakeholders.
OWOW CSF 5.	A strong reputation and sufficient capacity within SAWPA staff for strategic facilitation, planning, communication, leadership and community engagement.

RESOURCE IMPACTS

Work described in this informational report will be funded entirely by SAWPA's Disadvantaged Communities Involvement Grant (398 account) from DWR

Attachments:

1. PowerPoint presentation

Disadvantaged Communities Involvement Program

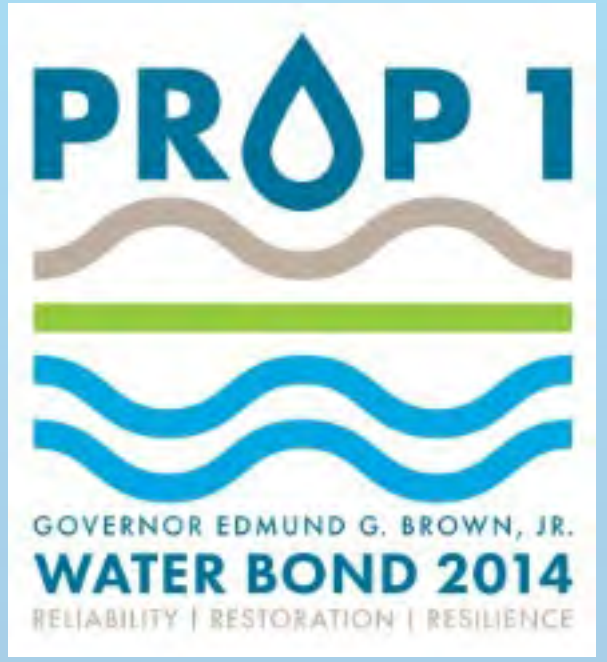
Status Report

Rick Whetsel, Senior Watershed Manager
SAWPA Commission| June 16, 2020
Item No. 6.D.

Disadvantaged Communities Involvement Program (DCI) Program

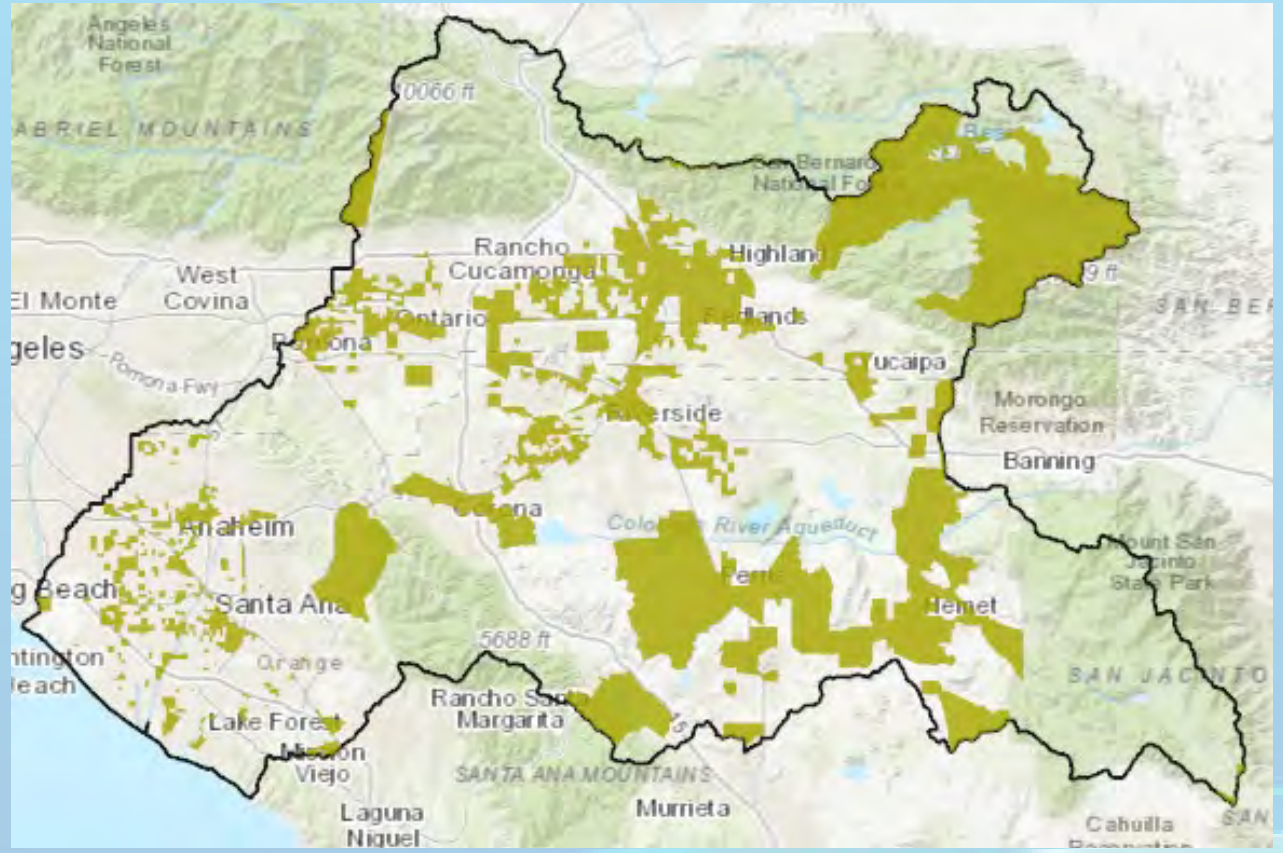
DWR established the Disadvantaged Community Involvement Grant Program to support the following objectives:

1) Work collaboratively to involve DACs, community-based organizations, and stakeholders in IRWM Planning efforts
2) Increase the understanding, and identify the water management needs of disadvantaged communities
3) Develop strategies and long-term solutions that appropriately address the identified DAC water management needs
4) Support technical assistance for planning of future construction projects including feasibility, design, CEQA, etc. - Not construction at this stage.



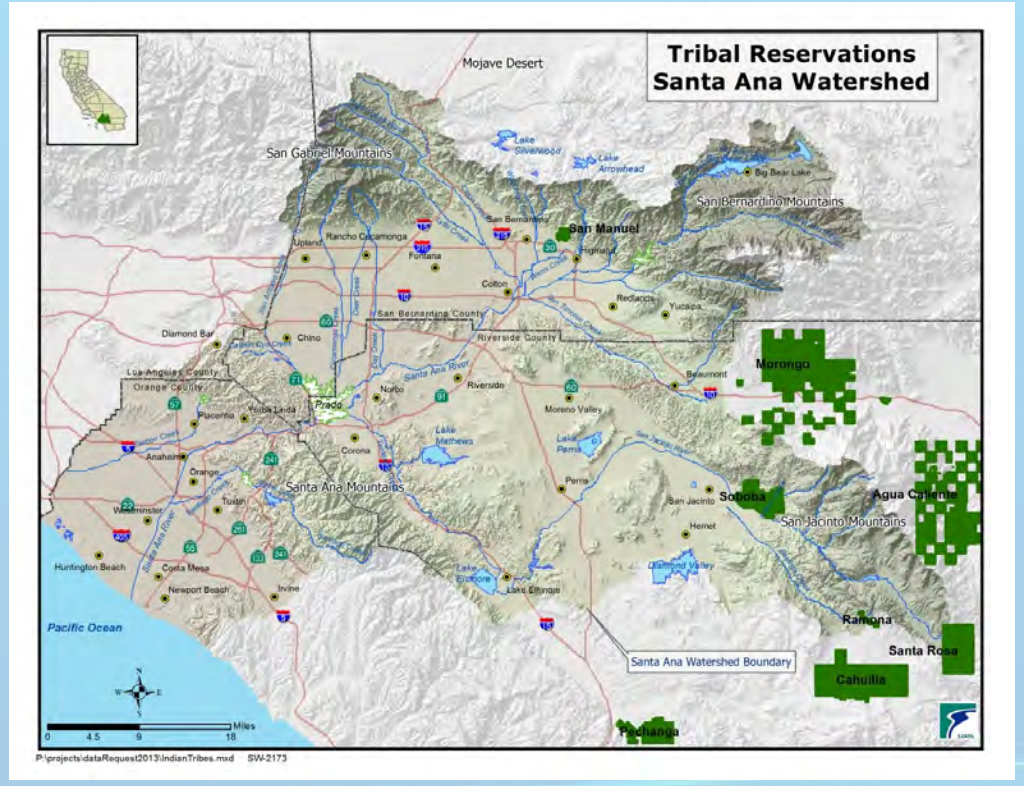
DCI Program Elements

1. Strengths and Needs Assessment
2. Education and Engagement
3. Project Development
4. Administration



Activity 9: Tribal Consultation

- Objective: Establish a Tribal Advisory Committee (Tribal AC) with California Native American Indian Tribes and agency staff to provide opportunities for collaboration.
- Activity Lead: CRWA
- Current Status: development of Charter
- Activity Budget $120 K



Tribal Advisory Committee

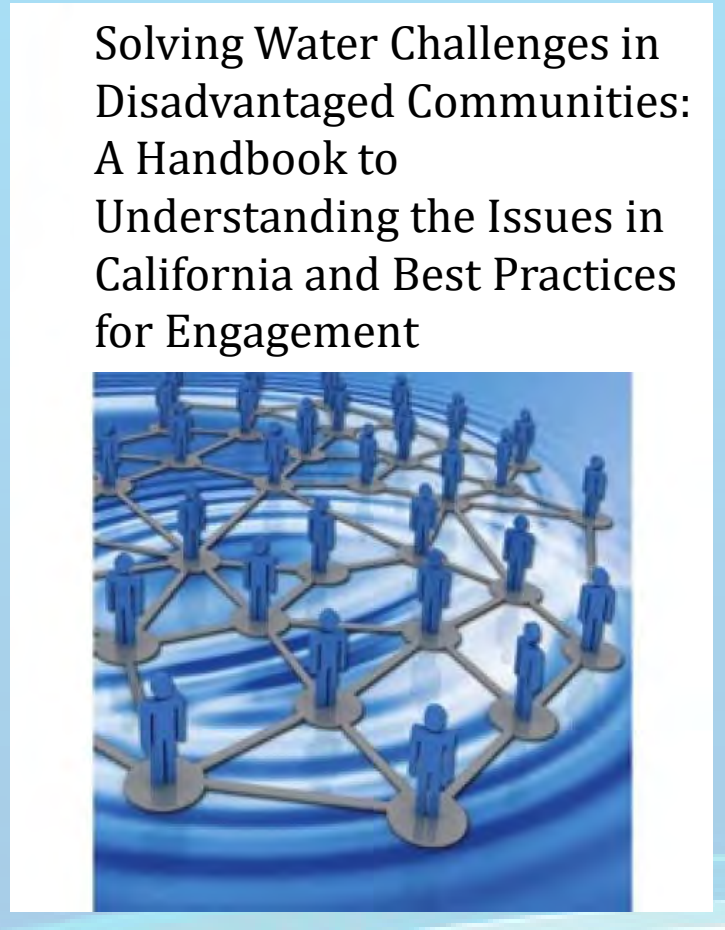
- Served as speaker at DWR - Tribal Regional Water Management Webinar
  - Three-part series held on May 19, 26 and June 2, 2020
- Commenced meetings with Tribes on formation of Tribal Advisory Committee
- Will present to SAWPA Commission on July 7th for feedback on
  - Tribal Advisory Committee Charter
  - Possible SAWPA Resolution of Support

Activity 11: Translation Services

- Objective: Translation services for documents and meetings are available.
- Foreign languages include, but are not limited to, Spanish, Vietnamese, Korean, Chinese, and Tagalog.
- American Sign Language interpretation available for simultaneous translation.
- Completed: 55 jobs at $80K
- Activity Budget capped at $100K
- Activity Close Out June 30, 2020

Activity 12: Engagement Best Practices Publications

- Objective: Produce publication to report on engagement of disadvantaged communities and water management
- Case studies from around the state, including the SAWPA region
- Format: Printed publication distributed Statewide
- Activity Lead: Water Education Foundation
- Activity Budget $115 K
- Completion Date: June 30, 2020



Activity 15: Water Agency Community Engagement Training

- Partner LGC and CRWA to provide trainings and workshops for water agencies
- Up to 10 trainings directed at agency staff for small Community Water Systems and Mutual Water Companies
- Three workshops to inform and educate water agencies staff in the watershed on the SAWPA Disadvantaged Community Involvement program.
- Activity Budget $150 K

Disadvantaged Communities and Tribal Involvement Lessons Learned Summit

- SAWPA approached by DWR to host statewide Summit
- Focus on Disadvantaged Communities and Tribes Lessons Learned through the Prop 1 IRWM Program
- Highlights SAWPA DACI Program
  - Includes findings from other IRWM regions around the State
- Event Planning Committee lead by SAWPA
  - Includes DWR, other IRWM Regions and NGOs
- Schedule (Due to COVID-19)
  - Two-day Virtual Event (4-5 hours each day)
  - October or early November 2020
- Key Deliverable: Summary Findings Report

Activity 16: Local Elected Leader Training

- Objective: Provide trainings for local elected leaders and their staff in the watershed. These training sessions will relay the findings of the Strengths & Needs Assessment program element, basic information on water management topics, and best practices for helping the communities they serve interact with water planning.
- Activity Lead: LGC

Activity 16: Local Elected Leader Training Watershed Ambassador Workshops

Previous two workshops were conducted in late 2019 and early 2020

Third workshop theme: Communicating the Value of Water

- Two Virtual Events (due to COVID-19)
- Tuesday June 2nd and Thursday June 4th (half day events)

Program Tutorial

- Include key messaging and materials from all three rounds of Workshops

Activity 17: Community Engagement Interns Program

- Objective: Provide student interns from local college campuses in watershed to water agencies and other non-profit for disadvantaged community assistance.
- Activity Lead: CSUSB / Civic Sparks
- Placement 60 Interns (complete)
- Allocated Funding $500K

Activity 18: Technical Assistance for Community Need

- Objective: Technical Assistance (TA) funding to support the development of projects and programs that address the water needs of disadvantaged and underrepresented communities.
- Requires evaluation of projects, plans, and programs following set of evaluation criteria developed by DCI Technical Advisory Committee (TAC)
- Allocated Funding $2.9 M

DCI Program Technical Assistance Funding

TA Award	Project Sponsor:	Project Title:
$25,630	CRWA / CSU WRPI	Median Household Income Surveys
$74,441	SAWPA	Assessing the Water Quality, Riparian, and Aquatic Habitat Impacts of Homelessness in the Upper Santa Ana River Watershed
$350,000	Soboba Band of Luiseno Indians	Residential Asbestos Cement Pipe Abandonment and Replacement Project
$500,000	Big Bear Area Regional Wastewater Agency	Replenish Big Bear
$121,939	California Rural Water Association	Tribal Advisory Committee (Tribal AC)
$175,000	Box Springs MWC	Rehabilitation, Removal or Replacement of Water Storage Reservoirs with SCADA
$200,000	City of Colton	Two New Potable Wells with Generators
$100,000	Devore WC	New Reservoir, Distribution System Upgrades and New Well
$150,000	Idyllwild WD	Water Treatment Plant Upgrade with SCADA
$100,000	Marygold MWC	New Well and Generator Project
$25,000	Riverside Highland WC	Ion Exchange System
$250,000	Terrace MWC	New Potable Well
$200,000	Eastern Municipal WD	Quail Valley Sub-Area 4 Septic to Sewer, Phase 1 Planning Analysis
$277,990	City of Rialto	Bohnert/Banyon Septic to Sewer Project
$100,000	Orange County WD	Watershed Education and Field Trip Program for Disadvantaged Community Elementary School Students
$100,000	City of Fullerton	Fullerton's Water Future - Ensuring Delivery of Clean, Safe Drinking Water
$50,000	Huerta del Valle	Reconnecting and Enhancing Water Resources for greater community and environmental benefit.
$100,000	City of Santa Ana	Washington Avenue Well Project
$2,900,000	Total Technical Assistance funding Awarded	

ASSESSING THE WATER QUALITY, RIPARIAN, AND AQUATIC HABITAT IMPACTS OF HOMELESSNESS IN THE UPPER SANTA ANA RIVER WATERSHED

- Objective: assess the impacts of homeless encampments along water ways in the upper Santa Ana River Watershed

(a) Literature Review and Assessment of Existing Information

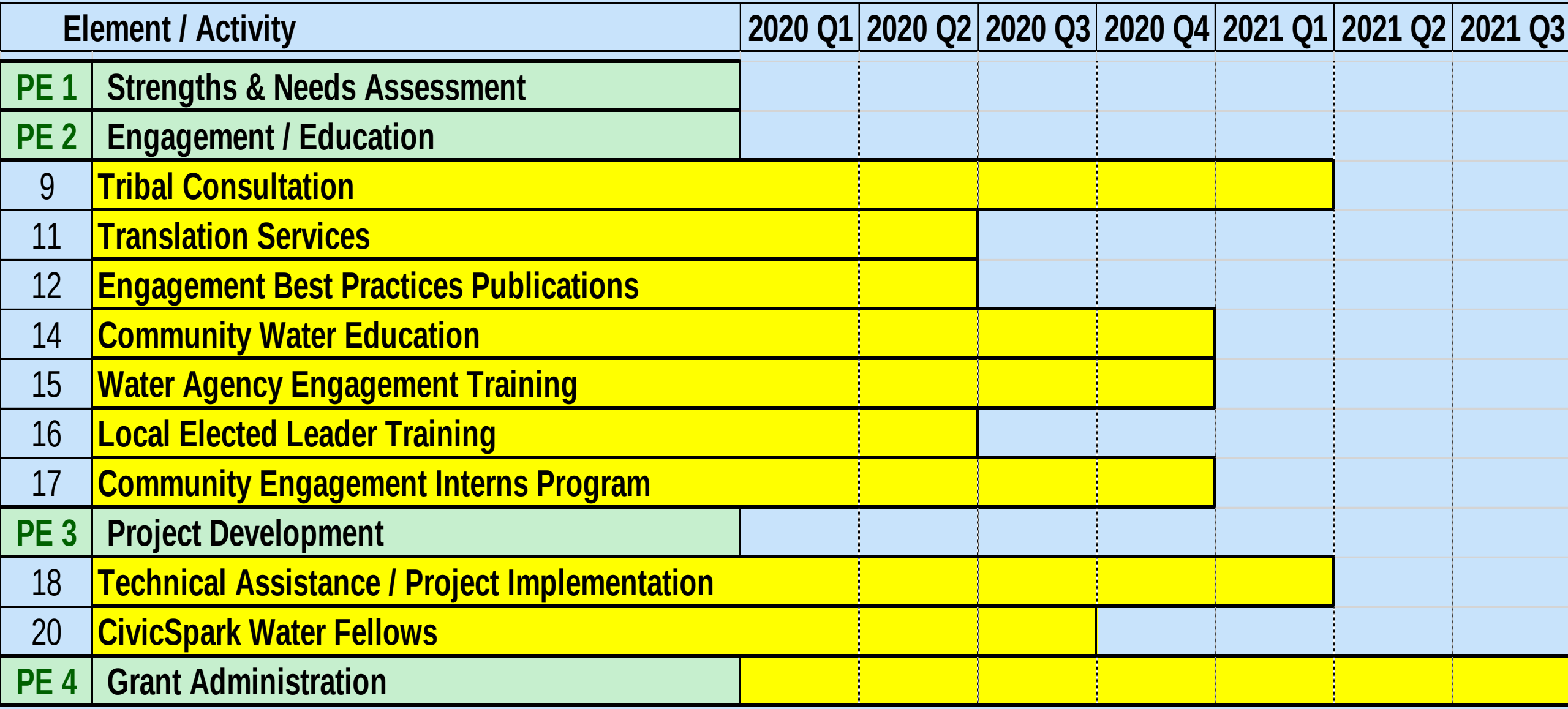
(b) Preparation of Preliminary Monitoring Program

- Project Lead: GEI Consultants
- Activity Budget $75 K
- Completion Date: June 30, 2020

DCI Program Budget

	Program Element	Budget	Expenses	Balance	% Spent
1	**Strengths & Needs**	$ 898,644	$ 898,644	$ -	100%
2	**Engagement / Education**	$ 1,853,068	$ 1,340,348	$ 512,720	72%
3	**Project Development**	$ 3,233,288	$ 1,094,145	$ 2,139,143	34%
4	**Administration**	$ 315,000	$ 167,171	$ 147,829	53%
	Total	**$ 6,300,000**	**$ 3,500,308**	**$ 2,799,692**	**56%**

Program Schedule



Questions

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COMMISSION MEMORANDUM NO. 2020.44

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Emerging Constituents Program Task Force Social Media – Consultant Support
(This item is subject to the provisions of Project Agreement 26)

PREPARED BY: Mark Norton, PE, Water Resources & Planning Manager

RECOMMENDATION
Staff recommends that the Commission approve the following:

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

DISCUSSION
Since 2010 the Emerging Constituents (EC) Program Task Force, involving over 20 water and wastewater agencies in the watershed, have conducted an annual emerging constituents sampling program. This work has been conducted as a component of a cooperative agreement with the Santa Ana Regional Water Quality Control Board to avoid formal regulation of imported water recharge. The first annual sampling report was successfully submitted to the Regional Board in Dec. 2010 and every year through 2013. Another EC sampling report, which included several PFAS compounds, was prepared and released in April 2020 based on sampling conducted back in August of 2019. Interest in continuing having a watershed forum to discuss changing regulations associated with various EC and PFA compounds is still strongly supported by the participating agencies under the EC Program Task Force agreement.

In addition to the EC sampling program, the task force conducts public outreach using social media tools to share information on the safety of the water supply with the public. This social media support to educate the public and media was also recommended by the SAWPA Commission after concerns arose by the media with the safety of groundwater sources. The social media tools consist of important articles, interviews of experts and videos to help inform and ensure public understanding of the potable water safety.

For the past five years, the EC Program Task Force has used the consultant, DeGrave Communications, to conduct these services. Since the general services agreement with DeGrave Communications was ending at the end of this fiscal year and in conformance with SAWPA's procurement policy, a request for proposals was released to invite other consultants to propose on these services to ensure an open, fair and transparent process. The RFP was released to eleven consulting firms and posted on the SAWPA website. Three firms listed below submitted proposals for these services:

DeGrave Communications
JPW Communications
Presidio

Zoom interviews were conducted with the three firms on June 2nd with the EC Program Task Force review committee which is composed of public relations representatives from the agencies participating in the support of these services. Their unanimous recommendation was to support a contract with JPW Communications. The EC Program Task Force has budgeted sufficient funding to conduct this work for the coming year. In order to reduce administrative costs, staff recommends that this task order be issued for a three-year term with the option to extend the contract two additional years subject to approval by the SAWPA Commission. This contract award is recommended recognizing that it can be terminated by the Task Force and SAWPA at any time if performance does not warrant continuance

CRITICAL SUCCESS FACTORS

- SAWPA has a strong reputation as a watershed-wide, knowledgeable, neutral and trusted facilitator, leader, and administrator of contracted activities.
- Goals, scope, costs, resources, timelines, and the contract term are approved by the Commission before executing an agreement to participate in a roundtable group.
- Report and use results of roundtable's work, leverage information and involvement for the benefit of SAWPA, its members, and other stakeholders.
- Adequate professional staff and resources to effectively provide facilitation, management, administrative and technical support to collaborative work efforts.

RESOURCE IMPACTS

The SAWPA EC Program Task Force approved a FY20-21 budget for the coming year sufficient to cover the cost of social media support. The EC Program Task Force participating agencies have agreed fully fund this effort for the coming fiscal year. The approved SAWPA FY20-21 Budget reflects the EC Program Task Force revenue and expenses.

Attachments:

1. PowerPoint Presentation
2. Agreement for Services
3. Task Order with Attachments

Emerging Constituents Program Task Force - Social Media Consultant Support

Mark R. Norton PE
Water Resources & Planning Mgr.
Commission I June 16, 2020
Item No. 6.E.

SAWPA

Fund 392 Emerging Constituents (EC) Program Task Force

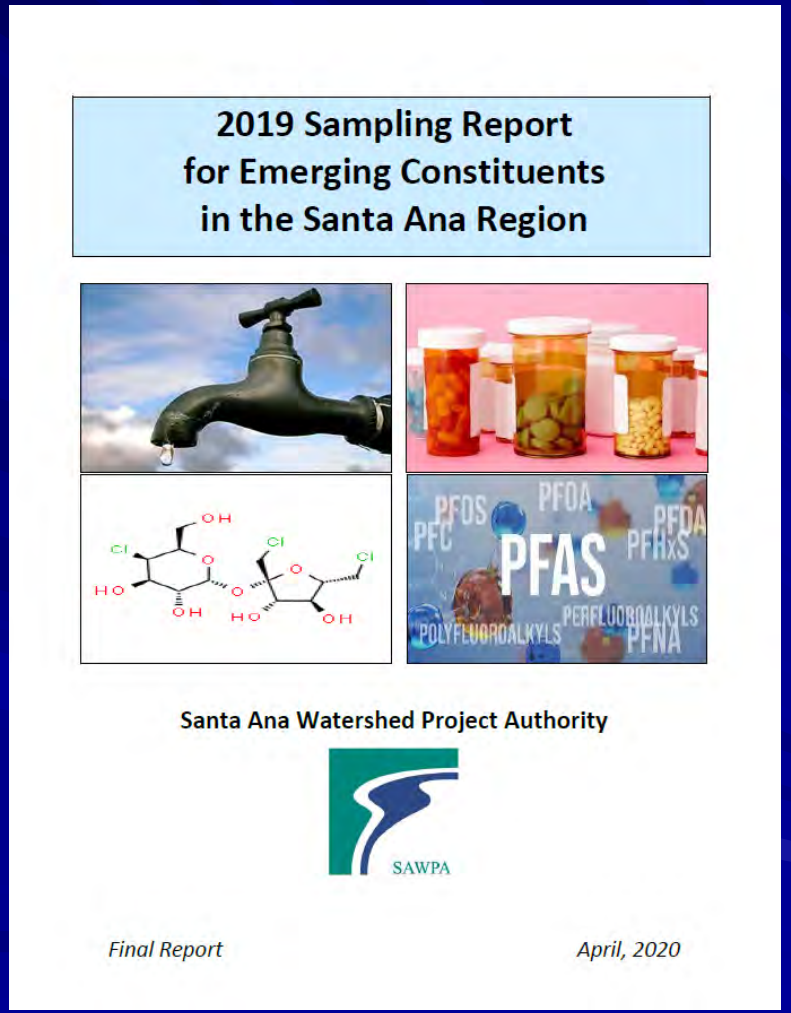
SAWPA authorized TF agreement - 2012

Description

- Complies with Regional Board Resolution under Cooperative Agreement for Imported Water Recharge
- Complete Voluntary Annual Sampling reports for emerging constituents and PFAs
- Implements safe tap water public outreach program based on SAWPA commission direction to respond to Environmental Working Group misinformation

Benefits

- Assisted state and federal agencies in determining most effective measuring and detection practices
- Avoided need to conduct long term EC monitoring costs on 100s of other ECs
- Watershed evaluation of ECs helped frame discussion on ECs at State level to our benefit
- Corrects misinformed media exposure through outreach



Emerging Constituent Program Task Force
Participating Task Force Agencies in Outreach

Eastern Municipal Water District	Jurupa Community Services District
Inland Empire Utilities Agency	Yucaipa Valley Water District
City of Riverside	City of Corona
Temescal Valley Water District	City of Redlands
Elsinore Valley Municipal Water District	City of Rialto
Irvine Ranch Water District	Western Riverside Co Regional Wastewater Authority
Colton/San Bernardino Regional Tertiary Treatment and Wastewater Reclamation	

Scope of Work

Task 1 - SAWPA Emerging Constituents Public Relations Blog:

- Prepare and publish online monthly articles
- Create awareness of the safety of tap water
- Conduct interviews with of local water professionals and water experts
- Quarterly short informational videos

Task 2 - SAWPA Website Social Media Support:

- Support and use established social media tools for SAWPA such as Facebook and Twitter to attract new viewers and drive traffic to SAWPA's Water Blog.

Task 3 - Development of an effective annual plan for the Emerging Constituents PR Blog

Task 4 - Prepare and present material on project development, accomplishments, and blog viewership

Task 5 - Provide presentations to SAWPA Commission & EC Program Public Outreach Workgroup:

Benefits to Funding Agencies

SOCIAL MEDIA

- Build awareness about water related issues
- Share information on safety of potable water supply
- Correcting misinformed media exposure through outreach
- Provide science-based information about emerging constituents
- Link “Your So Cal Tap Water” blog with participating agencies social media

Request for Proposals

- Agreement for Services (5 yr) and task orders expire EC Program TF Social Media Support Consultant expires June 30, 2020
- Request for Proposals (RFP) was sent to 11 public relations firms and posted on SAWPA website
- Three firms responded to the RFP
    - DeGrave Communications
    - JPW Communications
    - Presidio
- Interviews of three firms conducted by virtual meeting on June 2, 2020 with EC TF Public Relations reps
- Maximum funding in RFP was established at $35K/yr

Recommended Firm – JPW Communications

- Interview panel was unanimous in recommending JPW Communications
- JPW Communications is based in Carlsbad, CA and worked successfully with SAWPA member agency, WMWD
- JPW Communications is capable small business with experience with JPAs and multiple water related agencies
- SAWPA staff recommend a three-year task order of $105,000 at $35K/yr with option to extend to reduce administrative costs
- All funding for consultant's services and SAWPA staff administration support provided by participating EC Program Task Force agencies
- EC Program Task Force has approved their own task force budget for FY20-21 which includes these consultant services

Recommendation to SAWPA Commission

Approve a General Services Agreement with JPW Communications and Task Order JPW392-01 with JPW Communications for an amount not-to-exceed $105,000 at $35,000/yr for three years for social media support for the Emerging Constituents Program Task Force

SANTA ANA WATERSHED PROJECT AUTHORITY
GENERAL SERVICES AGREEMENT FOR SERVICES BY INDEPENDENT CONSULTANT

This Agreement is made this **16th day of June, 2020** by and between the Santa Ana Watershed Project Authority ("SAWPA") located at 11615 Sterling Avenue, Riverside, CA, 92503 and JPW Communications ("Consultant") whose address is 2710 Loker Avenue, Suite 300, Carlsbad, CA 92010.

RECITALS

This Agreement is entered into on the basis of the following facts, understandings, and intentions of the parties to this Agreement:

- SAWPA desires to engage the professional services of Consultant to perform such professional consulting services as may be assigned, from time to time, by SAWPA in writing;
- Consultant agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement and has represented and warrants to SAWPA that Consultant possesses the necessary skills, qualifications, personnel, and equipment to provide such services; and
- The services to be performed by Consultant shall be specifically described in one or more written Task Orders issued by SAWPA to Consultant pursuant to this Agreement.

AGREEMENT

Now, therefore, in consideration of the foregoing Recitals and mutual covenants contained herein, SAWPA and Consultant agree to the following:

ARTICLE I
TERM OF AGREEMENT

1.01 This agreement shall become effective on the date first above written and shall continue until **December 31, 2023**, unless extended or sooner terminated as provided for herein.

ARTICLE II
SERVICES TO BE PERFORMED

2.01 Consultant agrees to provide such professional consulting services as may be assigned, from time to time, in writing by the Commission and the General Manager of SAWPA. Each assignment shall be made in the form of a written Task Order. Each such Task Order shall include, but shall not be limited to, a description of the nature and scope of the services to be performed by Consultant, the amount of compensation to be paid, and the expected time of completion.

2.02 Consultant may at Consultant's sole cost and expense, employ such competent and qualified independent professional associates, subcontractors, and consultants as Consultant deems necessary to perform each assignment; provided that Consultant shall not subcontract any work to be performed without the prior written consent of SAWPA.

ARTICLE III
COMPENSATION

3.01 In consideration for the services to be performed by Consultant, SAWPA agrees to pay Consultant as provided for in each Task Order.

3.02 Each Task Order shall specify a total not-to-exceed sum of money and shall be based upon the regular hourly rates customarily charged by Consultant to its clients.

3.03 Consultant shall not be compensated for any services rendered nor reimbursed for any expenses incurred in excess of those authorized in any Task Order unless approved in advance by the Commission and General Manager of SAWPA, in writing.

3.04 Unless otherwise provided for in any Task Order issued pursuant to this Agreement, payment of compensation earned shall be made in monthly installments after receipt from Consultant of a timely, detailed, corrected, written invoice by SAWPA's Project Manager, describing, without limitation, the services performed, when such services were performed, the time spent performing such services, the hourly rate charged therefore, and the identity of individuals performing such services for the benefit of SAWPA. Such invoices shall also include a detailed itemization of expenses incurred. Upon approval by an authorized SAWPA employee, SAWPA will pay within 30 days after receipt of a valid invoice from Consultant.

ARTICLE IV
CONSULTANT OBLIGATIONS

4.01 Consultant agrees to perform all assigned services in accordance with the terms and conditions of this Agreement including those specified in each Task Order. In performing the services required by this Agreement and any related Task Order Consultant shall comply with all local, state and federal laws, rules and regulations. Consultant shall also obtain and pay for any permits required for the services it performs under this Agreement and any related Task Order.

4.02 Except as otherwise provided for in each Task Order, Consultant will supply all personnel and equipment required to perform the assigned services.

4.03 Consultant shall be solely responsible for the health and safety of its employees, agents and subcontractors in performing the services assigned by SAWPA.

4.04 Insurance Coverage: Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, its agents, representatives, employees or sub-contractors.

4.04(a) **Coverage -** Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL) -** Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars ($2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to SAWPA) or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability –** (if necessary) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars ($1,000,000) for bodily injury and property damage each accident.

3. **Workers' Compensation Insurance -** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

4. **Professional Liability** - (Also known as Errors & Omission) Insurance appropriates to the Consultant profession, with limits no less than $1,000,000 per occurrence or claim, and $2,000,000 policy aggregate.

5. **Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions) –** If Consultant will be providing technology services, limits not less than $2,000,000 per occurrence or claim, and $2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress,

invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, SAWPA requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to SAWPA.

4.04(b) If Claims Made Policies:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

4.04(c) Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against SAWPA, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not SAWPA has received a waiver of subrogation from the insurer.

4.04(d) **Other Required Provisions -** The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** SAWPA, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to SAWPA, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Member Water Agency its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.04(e) **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to SAWPA.

4.04(f) Self-Insured Retentions - Self-insured retentions must be declared to and approved by SAWPA. SAWPA may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or SAWPA.

4.04(g) Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by SAWPA.

4.04(h) Verification of Coverage – Consultant shall furnish SAWPA with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by SAWPA before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. SAWPA reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

4.04(i) **Subcontractors -** Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that SAWPA, its directors, officers, employees and authorized volunteers are additional insureds on Commercial General Liability Coverage.

4.05 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. To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify SAWPA, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from all acts or omissions of Consultant or its officers, agents, or employees in rendering services under this Agreement and any Task Order issued hereunder; excluding, however, such liability, claims, losses, damages or expenses arising from SAWPA's sole negligence or willful acts.

4.06 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.

4.07 In the event Consultant is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished with a registered professional engineer's number and shall conform to local, state and federal laws, rules and regulations. Consultant shall obtain all necessary permits and approvals in connection with this Agreement, any Task Order or Change Order. However, in the event SAWPA is required to obtain such an approval or permit from another governmental entity, Consultant shall provide all necessary supporting documents to be filed with such entity, and shall facilitate the acquisition of such approval or permit.

4.08 Consultant shall comply with all local, state and federal laws, rules and regulations including those regarding nondiscrimination and the payment of prevailing wages, if required by law.

ARTICLE V
SAWPA OBLIGATIONS

5.01 SAWPA shall:

5.01a Furnish all existing studies, reports and other available data pertinent to each Task Order that are in SAWPA's possession;

5.01b Designate a person to act as liaison between Consultant and the General Manager and Commission of SAWPA.

ARTICLE VI
ADDITIONAL SERVICES, CHANGES AND DELETIONS

6.01 During the term of this Agreement, the Commission of SAWPA may, from time to time and without affecting the validity of this Agreement or any Task Order issued pursuant thereto, order changes, deletions, and additional services by the issuance of written Change Orders authorized and approved by the Commission of SAWPA.

6.02 In the event Consultant performs additional or different services than those described in any Task Order or authorized Change Order without the prior written approval of the Commission of SAWPA, Consultant shall not be compensated for such services.

6.03 Consultant shall promptly advise SAWPA as soon as reasonably practicable upon gaining knowledge of a condition, event, or accumulation of events, which may affect the scope and/or cost of services to be provided pursuant to this Agreement. All proposed changes, modifications, deletions, and/or requests for additional services shall be reduced to writing for review and approval or rejection by the Commission of SAWPA.

6.04 In the event that SAWPA orders services deleted or reduced, compensation shall be deleted or reduced by a comparable amount as determined by SAWPA and Consultant shall only be compensated for services actually performed. In the event additional services are properly authorized, payment for the same shall be made as provided in Article III above.

ARTICLE VII
CONSTRUCTION PROJECTS: CONSULTANT CHANGE ORDERS

7.01 In the event SAWPA authorizes Consultant to perform construction management services for SAWPA, Consultant may determine, in the course of providing such services, that a Change Order should be issued to the construction contractor, or Consultant may receive a request for a Change Order from the construction contractor. Consultant shall, upon receipt of any requested Change Order or upon gaining knowledge of any condition, event, or accumulation of events, which may necessitate issuing a Change Order to the construction contractor, promptly consult with the liaison, General Manager and Commission of SAWPA. No Change Order shall be issued or executed without the prior approval of the Commission of SAWPA.

ARTICLE VIII
TERMINATION OF AGREEMENT

8.01 In the event the time specified for completion of an assigned task in a Task Order exceeds the term of this Agreement, the term of this Agreement shall be automatically extended for such additional time as is necessary to complete such Task Order and thereupon this Agreement shall automatically terminate without further notice.

8.02 Notwithstanding any other provision of this Agreement, SAWPA, at its sole option, may terminate this Agreement at any time by giving 10 day written notice to Consultant, whether or not a Task Order has been issued to Consultant.

8.03 In the event of termination, the payment of monies due Consultant for work performed prior to the effective date of such termination shall be paid after receipt of an invoice as provided in this Agreement.

ARTICLE IX
CONSULTANT STATUS

9.01 Consultant shall perform the services assigned by SAWPA in Consultant's own way as an independent contractor, in pursuit of Consultant's independent calling and not as an employee of SAWPA. Consultant shall be under the control of SAWPA only as to the result to be accomplished and the personnel assigned to perform services. However, Consultant shall regularly confer with SAWPA's liaison, General Manager, and Commission as provided for in this Agreement.

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 are the sole property of SAWPA, and Consultant shall promptly deliver all such materials to SAWPA. 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.

10.02 Consultant shall retain and maintain, for a period not less than four years following termination of this Agreement, all time records, accounting records, and vouchers and all other records with respect to all matters concerning services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as SAWPA may deem necessary, Consultant shall make available to SAWPA's agents for examination of all such records and will permit SAWPA's agents to audit, examine and reproduce such records.

ARTICLE XI
MISCELLANEOUS PROVISIONS

11.01 This Agreement supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of services by Consultant for SAWPA and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

11.02 Consultant shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of SAWPA. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

11.03 In the event Consultant is an individual person and dies prior to completion of this Agreement or any Task Order issued hereunder, any monies earned that may be due Consultant from SAWPA as of the date of death will be paid to Consultant's estate.

11.04 Time is of the essence in the performance of services required hereunder. 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.

11.05 SAWPA expects that Consultant will devote its full 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.

11.06 Any dispute which may arise by and between SAWPA and the Consultant, including the Consultants, its employees, agents and subcontractors, shall be submitted to binding arbitration. Arbitration shall be conducted by a neutral, impartial arbitration service that the parties mutually agree upon, in accordance with its rules and procedures. The arbitrator must decide each and every dispute in accordance with the laws of the State of California, and all other applicable laws. Unless the parties stipulate to the contrary prior to the appointment of the arbitrator, all disputes shall first be submitted to non-binding mediation conducted by a neutral, impartial mediation service that the parties mutually agree upon, in accordance with its rules and procedures.

11.07 During the performance of the Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status and denial of family care leave. Consultant and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12290 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 et seq., set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Consultant shall include the

non-discrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11.08 Contractor's employees, agents and subcontractors shall adhere to, and comply with, the California Drug Free Workplace Act at Government Code, Sections 8350 through 8357.

In witness whereof, the parties hereby have made and executed this Agreement as of the day and year first above-written.

SANTA ANA WATERSHED PROJECT AUTHORITY

_____

Richard E. Haller, P.E., General Manager Date

JPW COMMUNICATIONS

_____ _____

(Signature) Date Typed/Printed Name

SANTA ANA WATERSHED PROJECT AUTHORITY
TASK ORDER NO. JPW392-01

CONSULTANT: JPW Communications
2710 Loker Avenue, Suite 300
Carlsbad, CA 92010

VENDOR NO.: 2268

COST: **$105,000.00**

PAYMENT: Upon Proper Invoice

REQUESTED BY: Mark Norton, Water Resources & Planning Manager June 16, 2020

FINANCE: _____
Karen Williams, CFO/Deputy GM Date

FINANCING SOURCE: Acct. Coding 392EMERG-6113-01
Acct. Description General Consulting

COMMISSION AUTHORIZATION REQUIRED FOR THIS TASK ORDER: YES (X) NO ( )
Authorization: June 16, 2020; CM#2020.xx

This Task Order is issued upon approval and acceptance by the Santa Ana Watershed Project Authority (SAWPA) and JPW Communications (Consultant) pursuant to the Agreement for Services between SAWPA and Consultant, entered into on June 16, 2020, expiring December 31, 2023.

I. PROJECT NAME OR DESCRIPTION
Emerging Constituents Program Social Media Support Services

II. SCOPE OF WORK / TASKS TO BE PERFORMED
Consultant shall provide all labor, materials, and equipment for the services to develop and implement the Emerging Constituents Program Task Force's Social Media Support Services for three years at $35,000/yr as thoroughly described in Attachment A.

Please also refer to Appendix X for acceptable formats.

III. PERFORMANCE TIME FRAME
Consultant shall begin work July 1, 2020 and shall complete performance of such services by **June 30, 2023.**

IV. SAWPA LIAISON
Mark Norton shall serve as liaison between SAWPA and Consultant

V. COMPENSATION
For all services rendered by Consultant pursuant to this Task Order, Consultant shall receive a total not-to-exceed sum of **$105,000.00**. Payment for such services shall be made monthly upon receipt of timely and proper invoices from Consultant, as required by the above-mentioned Agreement. Each such invoice shall be provided to SAWPA by Consultant within 15 days after the end of the month in which the services were performed.

VI. CONTRACT DOCUMENTS PRECEDENCE

In the event of a conflict in terms between and among the contract documents herein, the document item highest in precedence shall control. The precedence shall be:

a. The Agreement for Services by Independent Consultant/Contractor.
b. The Task Order or Orders issued pursuant to the Agreement, in numerical order.
c. Exhibits attached to each Task Order, which may describe, among other things, the Scope of Work and compensation therefore.
d. Specifications incorporated by reference.
e. Drawings incorporated by reference.

In witness whereof, the parties have executed this Task Order on the date indicated below.

SANTA ANA WATERSHED PROJECT AUTHORITY

Richard E. Haller, P.E., General Manager Date

JPW COMMUNICATIONS

(Signature) Date Print/Type Name and Title

Approach

JPW Communications takes pride in its ability to work closely with clients to see that every project, regardless of size, is delivered on time and within budget, while aiming to exceed client expectations.

Our five phase strategy is designed to collaborate closely with our clients and achieve the best results.

PHASE ONE | Research and Insights
JPW Communications takes the time to learn more about the audiences, goals, challenges and opportunities related to each design project. Understanding the big picture objectives will help inform the development of our strategy and ensure the product helps achieve your goals.

PHASE TWO | Strategy
Working with the gathered data, JPW Communications will interpret and summarize insights to determine how best to reach your target audience, define your unique value and develop an overarching strategy for your approval.

PHASE THREE | Program of Work
Upon agreement of the strategic framework, our team will develop a comprehensive program of work with creative concept, storytelling techniques and all necessary tactics detailed in the program. We will ensure the work plan is fully approved before moving into stage four.

PHASE FOUR | Implementation
JPW Communications will fully execute the plan from concept to completion, providing all copywriting, design and production files for a complete toolkit along with feedback loops, quality assurance measures and budget controls built into the timeline.

PHASE FIVE | Evaluation
Project metrics will be reviewed against original goals and objectives to ensure targets are met and to determine future steps forward. JPW views evaluation as an on-going process conducted throughout our engagement.

Project Schedule

WEEK 1

- Finalize contract, logistics
- Kickoff meeting with SAWPA and JPW

WEEK 2

- Begin research for development of annual plan and social media strategy

WEEK 3

- Continue research for development of annual plan and social media strategy
- Develop insights from research

WEEK 4

- Present research findings and insights to client
- Review preliminary strategy direction for annual plan and social media strategy
- Begin developing annual plan and social media strategy

WEEK 5

- Review annual plan and social media strategy with client
- Edit as needed; prepare to begin work recurring work

WEEK 6 AND BEYOND

- Begin recurring work as scoped:
    - Draft monthly articles
    - Produce quarterly videos
    - Develop social media calendar and content
    - Record metrics and begin reporting as outlined in RFP

Fee Proposal

Description	Subtotal
Task 1: SAWPA Emerging Constituents Public Relations Blog Prepare and publish online monthly articles to educate the public on tap water safety and water resources that support tap water. Work will include research, interviews, copywriting, client review and editing. Articles are estimated to run 500 to 1,000 words. $7,250/year for monthly articles. Prepare, produce and post quarterly short videos (approximately 1 to 2 minutes) that are aligned with blog posts and other relevant information. Work includes research, scriptwriting, creative development, pre- and post-production, client review and editing. $4,000/year for quarterly videos.	$11,250
TASK 2: Website Social Media Support Develop a comprehensive social media strategy to drive the goal of attracting new viewers and driving traffic to the SAWPA Water Blog. Work includes research, strategy development, key message development and digital design direction. One-time fee of $1,050. Create and deploy social media posts based on strategy framework. Work includes writing posts, developing companion digital assets (video, photography, graphics), client review and editing as needed. $10,600/year for up to 10 posts per month. Monitor SAWPA's social media channels as well as other water-related social media sites for cross-promotion. Work includes an estimated 1-2 hours per week of monitoring and cross-promotion along with staff coordination as needed. $4,550/year. Develop social media materials that can be co-branded by each funding agency and shared on their social media platforms. Work includes developing branding social graphics and guiding messages for partners. $2,000/year for up to six sets of materials.	$18,200
TASK 3: Coordinate with SAWPA staff and the EC Public Outreach Workgroup in the development of an effective annual plan for the Emerging Constituents PR Blog Develop a plan for delivering effective, timely messages regarding newsworthy issues for the SAWPA EC PR Blog. One-time fee of $975.	$975
TASK 4: Prepare and present material on project development, accomplishments, and blog viewership Prepare and present a comprehensive metric summary of the blog's accomplishments, viewership growth, and value of linkages between the funding agencies' websites and the SAWPA EC Blog. Monthly tabulations will be provided along with companion strategy for improving overall effort. $3,000/year for monthly reports.	$3,000
TASK 5: Provide presentations to SAWPA Commission and EC Program Public Outreach Workgroup Present a status report twice a year to obtain feedback, review metrics and guide future work. $1,200/year for two presentations.	$1,200
Total	$34,625

Hourly Rates

JPW 2020 Hourly Rate Schedule

Below is the standard JPW Communications hourly rate sheet. Once the initial plan is complete, we can move to an hour rate for ongoing support. We regularly work with our client on per project fees, a monthly retainer for ongoing work, time and materials as-needed, or a combination, depending on your needs. We are happy to work with you to find the right solution.

Description	Hourly Rate
President/Principal-in-Charge Jenny Windle	$200 / hour
Vice President, Client Affairs Revekka Balancier/ Susanne Bankhead	$175 / hour
Account Director Currently Vacant	$160/hour
Senior Communications Manager Leslie Spring	$150 / hour
Art Director Kelly Grady	$125 / hour
Communications Specialist Ari Arango	$95/hour

Client agrees to reimburse Consultant monthly for extraordinary out-of-pocket costs and expenses incurred in performing the functions described above, including, but not limited to: large-volume (more than 100 at a time) photocopying, printing, postage, clipping service, overnight mail delivery and courier services, which shall be billed at net. Additionally, travel costs outside of San Diego County will be billed at net. A customary 25 percent markup will be added to all advertising buyouts, printing, stock photography purchases and other cost of goods sold.

Labor Hours Breakdown

	PROJECT TEAM										
	President	Hourly Rate	Vice President	Hourly Rate	Sr. Comms Manager	Hourly Rate	Graphic Designer	Hourly Rate	Comms Specialist	Hourly Rate	Total Labor
TASK 1: BLOG	5	$ 200	13	$ 175	45	$ 150	6	$ 125	5	$95	**$11,250**
Prepare and publish online monthly articles to educate the public on tap water safety and water resources that support tap water. Work will include research, interviews, copywriting, client review and editing. Articles are estimated to run 500 to 1,000 words. $7,500/year for monthly articles.	5		10		30		0		0		
Prepare, produce and post quarterly short videos (approximately 1 to 2 minutes) that are aligned with blog posts and other relevant information. Work includes research, scriptwriting, creative development, pre- and post-production, client review and editing. $4,000/year for quarterly videos.	0		3		15		6		5		
TASK 2: SOCIAL MEDIA SUPPORT	0	$ 200	2	$ 175	28	$ 150	37	$ 125	95	$95	**$18,200**
Develop a comprehensive social media strategy to drive the goal of attracting new viewers and driving traffic to the SAWPA Water Blog. Work includes research, strategy development, key message development and digital design direction. One-time fee of $950.	0		2		3		2		0		
Create and deploy social media posts based on strategy framework. Work includes writing posts, developing companion digital assets (video, photography, graphics), client review and editing as needed. $10,600/year for up to 10 posts per month.	0		0		15		25		55		
Monitor SAWPA's social media channels as well as other water-related social media sites for cross-promotion. Work includes an estimated 1-2 hours per week of monitoring and cross-promotion along with staff coordination as needed. $4,550/year.	0		0		5				40		
Develop social media materials that can be co-branded by each funding agency and shared on their social media platforms. Work includes developing branding social graphics and guiding messages for partners. $2,000/year for up to six sets of materials.	0		0		5		10		0		
TASK 3: ANNUAL PLAN	1	$ 200	1	$ 175	4	$ 150	0	$ 125	0	$95	**$975**
Develop a plan for delivering effective, timely messages regarding newsworthy issues for the SAWPA EC PR Blog. One-time fee of $975.	1		1		4		0		0		
TASK 4: METRICS	0	$ 200	0	$ 175	8	$ 150	3	$ 125	15	$95	**$3,000**
Prepare and present a comprehensive metric summary of the blog's accomplishments, viewership growth, and value of linkages between the funding agencies' websites and the SAWPA EC Blog. Monthly tabulations will be provided along with companion strategy for improving overall effort. $3,000/year for monthly reports.	0		0		8		3		15		
TASK 5: PRESENTATIONS	0	$ 200	2	$ 175	4	$ 150	2	$ 125	0	$95	**$1,200**
Present a status report twice a year to obtain feedback, review metrics and guide future work. $1,200/year for two presentations.	0		2		4		2		0		
											$34,625

Miscellaneous/Exceptions

JPW Communication has reviewed the contents of this RFP in detail and does not have any exceptions to the scope of work or to the proposed contract (Exhibit A).

Appendix X. Electronic Deliverables

X.1 PRODUCTS

All products that are identified as deliverables under this Contract/Task Order/Work Order (including, but not limited to documents, data analyses, databases, maps, graphics, images, design drawings, and Geographic Information System [GIS] data) will be provided to SAWPA in electronic format in accordance with the project delivery schedule.

Unless specified elsewhere in the Contract/Task Order/Work Order, SAWPA will have no license restrictions, and may use the electronic files/data for purposes it deems appropriate.

X.2 FORMATS

All deliveries will be provided in native (editable) formats. Additional non-native formats (e.g., Adobe Acrobat) will also be provided as described below.

SAWPA's standard data file formats are:

- Documents (including Desktop Publishing)
  - Microsoft Word 2000/XP or later
- Tables/Spreadsheets
  - Microsoft Excel 2000/XP or later
- Presentations
  - Microsoft PowerPoint 2000/XP or later
- Databases
  - Microsoft Access 2000/XP or later
  - Microsoft SQL Server 2000 or later
- Project Schedules
  - Microsoft Project 2000 or later
- Computer Aided Drafting (CAD) - Design Drawings, etc.
  - AutoDesk AutoCAD 2002 or later
- Graphics/Images
  - Adobe Illustrator 10 or later
  - Adobe Photoshop 7 or later
  - Microsoft Visio 2000 or later (less preferred)
  - Microsoft Photodraw 2 or later (less preferred)
  - Standard JPG format
  - TIF 4 format
- Web Information
  - HTML
  - Adobe Acrobat 5.0 or later Portable Document Format (PDF)
- GIS Data
  - ArcGIS 8.2 Coverages/Export Files
  - ArcView 3.2x Shapefiles
  - Data in ODBC-compatible format, preferably one of the following
    - Microsoft Access (for relational data)
    - Microsoft SQL Server (for more complex relational data)
    - dBase DBF format (for flat file data)
    - ASCII (flat file data)
  - GIS Applications to be fully compatible with ArcGIS 8.2 or later
  - See Section X.3 for specifications
- Field mapping (GPS data)
  - Mapping formats to be one of the following
    - Trimble Pathfinder-compatible files
    - GIS format files listed above
- Analytical Data Formats
  - Standard Electronic Data Deliverable (EDD) formats as used by certified laboratories

- Applications
    - Specifications to any applications (specialized software, scripts, code, Plug-Ins, etc.) required as part of the Contract/Task Order/Work Order will be detailed in the body of Statement of Work.

X.3 SPECIFICATIONS (GIS AND RELATED DATA)

In general, data provided to SAWPA for use in SAWPA's GIS will be fully compatible with SAWPA's GIS. Therefore, the following specifications will be followed:

- All data will be provided in Universal Transverse Mercator (UTM), Zone 11 meters, North American Datum (NAD) of 1927
- All vector data will be provided in ESRI Coverage (Export) or shapefile format
- All Grid Data will be provided in ESRI GRID, ESRI TIN, or US Geological Survey DEM format
- All image data (e.g., satellite imagery/aerial photos) will be provided in formats that are fully compatible with ESRI ArcGIS 8.2 at no cost for plug-ins, Extensions, or other software tools
- All database information tied to the GIS will be fully compatible/functional with SAWPA's GIS with no additional software requirements
- All data will have sufficient metadata to identify as a minimum
    - Data description
    - Data sources
    - Data creator
    - Data creation date
    - Data accuracy.
- Metadata formats will be in ESRI Catalog format, based on accepted metadata standards (e.g., the Federal Geographic Data Committee, the CADD/GIS Technology Center's Spatial Data Standards, or other recognized standards format). Documents associated with metadata will identify the format/standards being used.

X.4 DELIVERY OF ELECTRONIC FILES

For each delivery specified, and for each version specified (e.g., Draft and Final Reports; 35%, 60%, 90%, 100%, and As-Built Design Drawings), the Consultant will provide electronic copies of the files in addition to any specified hard copies on the same schedule, unless otherwise specified in the schedule of deliverables. Delivery of electronic files does not substitute for required delivery of hard copies, unless approved in writing by SAWPA's Project Manager.

Review Files. In addition to native file format deliveries, Contractor will provide ALL report, map, graphic, and drawing deliverables in Adobe Acrobat PDF files. The PDF files will faithfully represent the completed hard copy document in terms of color pages, page sizes, etc. These files will be fully integrated files in proper page order, with graphics, tables, attachments, etc. inserted in their proper location in the document (or connected using the Link function). PDF files exceeding 10 pages in length will use internal hyperlinks (in Table of Contents) and/or use Acrobat's Bookmark features to enable easy navigation throughout the file. PDF files will be ready for posting to SAWPA's web site (if deemed appropriate) or distributed for review as part of a technical/peer/management review process.

Media. Delivery method for formal contract deliverables will be specified and approved by SAWPA's Project Manager, but will be one of the following (in general order of preference):

- CD-ROM (for deliverables 1-600 megabytes [MB])
- DVD-ROM (for deliverables exceeding 600 MB)
- Via email to SAWPA's Project Manager (for deliverables less than 15 MB, or time critical)
- 1.44 MB Floppy Diskette (for deliverables less than 1.44 MB)
- USB-2 Portable Hard Drive
- Posted to Consultant's FTP or Web Site
- Zip Disk

X.5 EXCEPTIONS

Exceptions to these formats may be allowed in some cases. All exceptions will be approved within the body of the Contract/Task Order/Work Order or in writing by the Project Manager AND the Information Systems/Data Management Manager.

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COMMISSION MEMORANDUM NO. 2020.41

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Roundtables/Task Force Update and FYE 2021 Goals
(This item is subject to the provisions of Project Agreement 26)

PREPARED BY: Mark R. Norton, PE., Water Resources and Planning Manager

RECOMMENDATION
SAWPA staff recommends that the SAWPA Commission receive and file this summary report presentation regarding the SAWPA Roundtables/Task Forces current activities and goals for FY 2020-21.

DISCUSSION
In accordance with the Project 26 (Roundtables/Task Forces) Committee agreement, SAWPA staff will "provide a report on a quarterly basis to the SAWPA Commission that reflect a concise summary of the group's purpose and recent activities". Such quarterly reports are currently provided to the SAWPA Commission in the month following each quarter. A powerpoint presentation will be provided by the Planning Department Manager, Mark R. Norton to discuss and summarize the ongoing activities and goals to be undertaken in FY 20-21 by all the Roundtables/Task Forces.

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.

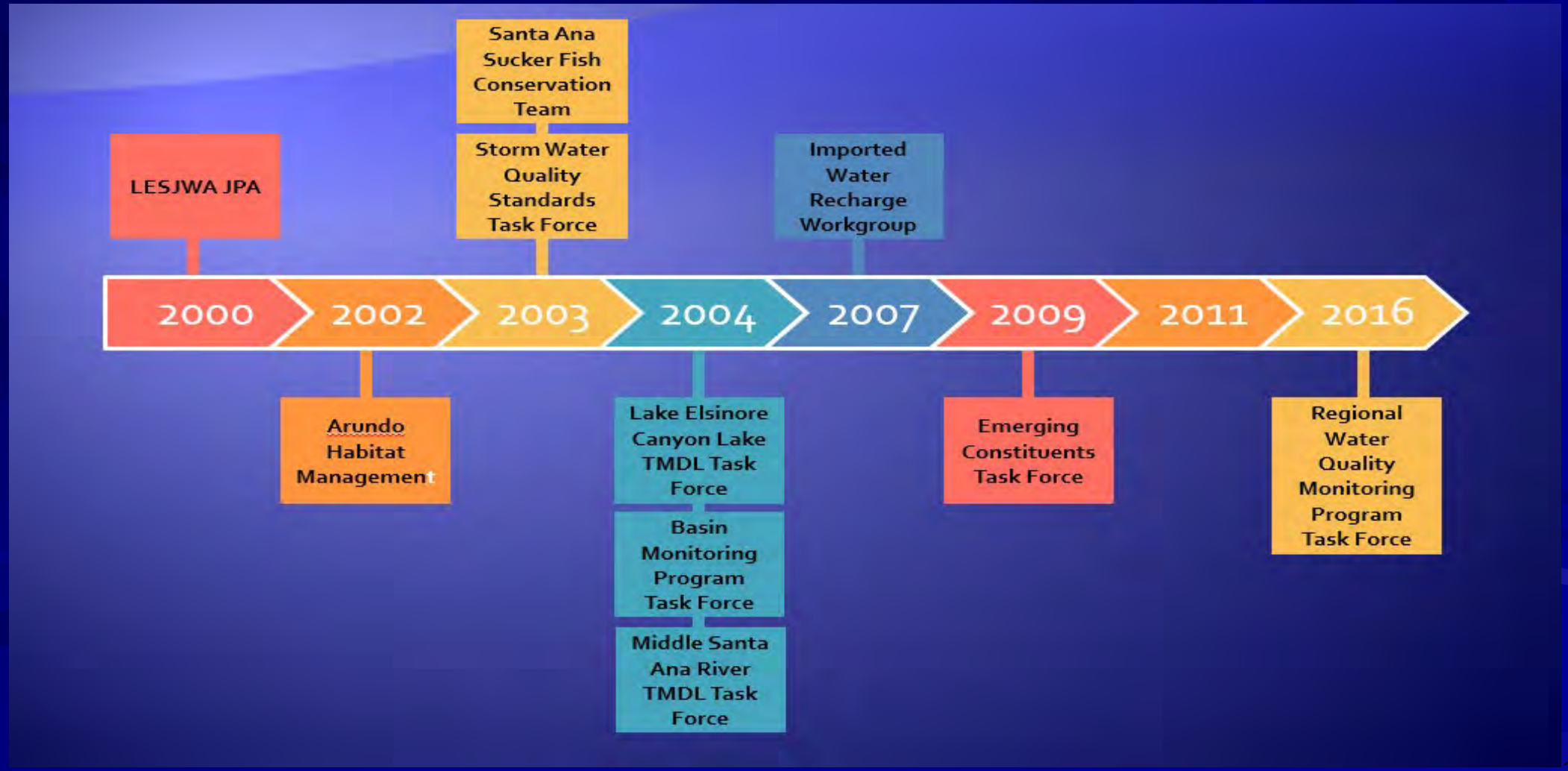
RESOURCE IMPACTS
All active Roundtables/Task Forces revenues and expenses for FY 20-21 are included in the approved SAWPA FYE 2020/2021 Budget.

Attachments:
1. PowerPoint Presentation

SAWPA Roundtables/ Task Forces Status, Goals and Workplan for FYE 2021

Mark R. Norton PE
Water Resources & Planning Mgr.
Commission I June 16, 2020
Item No. 6.F.

Roundtables (Task Forces) formed since 2000 and approved by SAWPA Commission



Roundtables Completed in the past 20 years

- SA River Stakeholder Outreach
- SAR Watershed Group
- SA River Trail Parkway
- GIS Initiative
- ACOE Feasibility Study
- PA16 Colton/Riverside
- Deer Creek Mitigation Support
- Riverside County Biosolids Task Force
- Chino Hills State Park Expansion
- Recreational Mapping
- Trail Marketing Support
- Big Bear TMDL Task Force
- Nitrogen TDS Task Force
- Storm Water Quality Standards Task Force

Roundtables Goals & Objectives

- Fund 374 Basin Monitoring Program TF
- Fund 381 SAR Fish Conservation TF
- Fund 384-01 MSAR TMDL TF
- Fund 386 RWQ Monitoring TF
- Fund 387 Arundo Management & Habitat Restoration
- Fund 392 Emerging Constituents TF

Fund 374 -Basin Monitoring Program Task Force

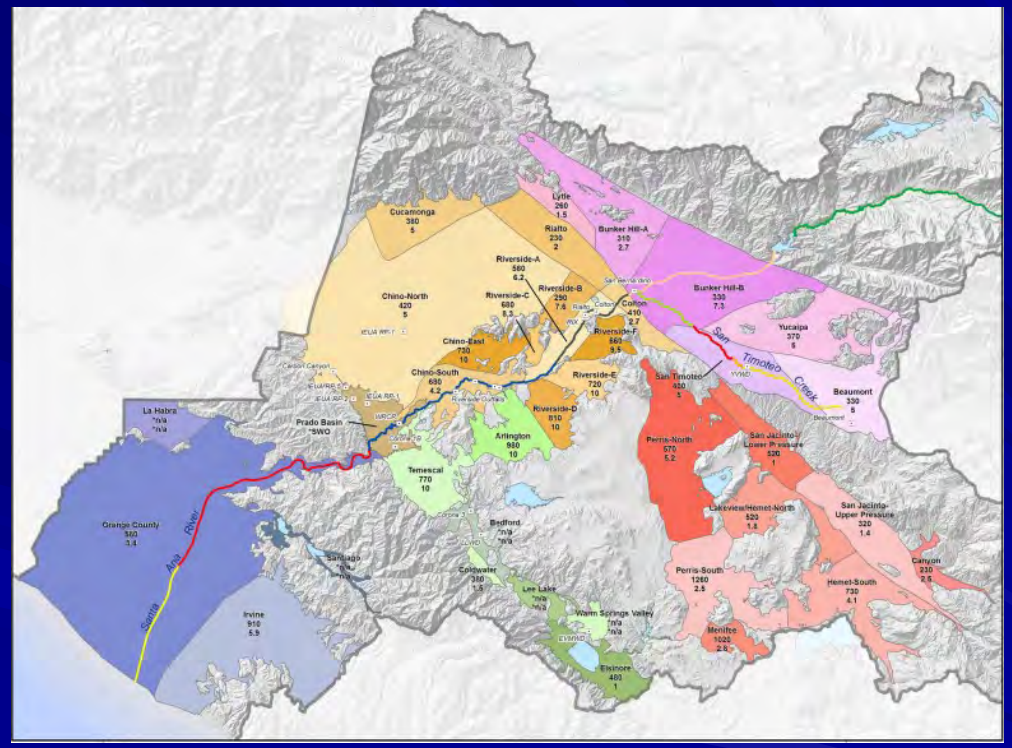
SAWPA authorized agreement in 2004

Description

- Conducts analysis of TDS and nitrate in watershed groundwater every three years to identify trends
- Annual Santa Ana River (SAR) water quality report
- SAR Wasteload Allocation to confirm compliance of river discharges with ground water quality objectives

Benefits

- Meets Basin Plan requirements as follow up to Nitrogen TDS Task Force
- Regional support in addressing salinity issues impacting the groundwater basins, the Santa Ana River and its Tributaries
- Forum for Maximum Benefit Demonstrations in watershed



Basin Monitoring Program Task Force

Eastern Municipal Water District	**Chino Basin Watermaster**
Inland Empire Utilities Agency	**Yucaipa Valley Water District**
Orange County Water District	**City of Beaumont**
City of Riverside	**City of Corona**
Lee Lake Water District	**City of Redlands**
Elsinore Valley Municipal Water District	**City of Rialto**
Irvine Ranch Water District	**Jurupa Community Services District**
Colton/San Bernardino Regional Tertiary Treatment and Wastewater Reclamation	**Western Riverside Co Regional Wastewater Authority/WMWD**
***San Bernardino Valley Municipal Water District**	***City of Banning**
*** San Gorgonio Pass Water Agency**	*** Beaumont Cherry Valley Water District**

- Four new agencies added in 2015
- Santa Ana Regional Board also a non-funding task force agency

Basin Monitoring Program Task Force
Rechargers Subcommittee
SAWPA authorized as Subcommittee – 10-25-19

Description

- Formerly a separate workgroup based on cooperative agreement
- Jan. 2008 Cooperative Agreement approved by Regional Board as alternative to new regulation impacting imported water recharge
- Groundwater rechargers developed more flexible approach to salt compliance

Benefits:

- Allows continued recharge of imported water including Colorado River Water and State Project Water
- SAWPA facilitated resolution
- Allowed about 1/3 of watershed water supply or 514,000 AFY to continue to be used in watershed
- Improved efficiency as subcommittee to BMP Task Force

Recent Activity – BMP TF

- Completed draft triennial ambient groundwater quality update by WSC in May 2020
- Completed Draft Santa Ana River (SAR) Wasteload Allocation Report in Sept. 2019, Final Report by June 2020
- Executed task order for Supplemental Environmental Document preparation for SAR Wasteload Allocation
- Existing WWTP permits were extended to meet new SAR Wasteload Allocation
- Included results of Drought Policy study in proposed permits changes for Basin Plan Amendment by Fall 2020

CALIFORNIA
Water Boards
STATE WATER RESOURCES CONTROL BOARD
REGIONAL WATER QUALITY CONTROL BOARDS

Fund 374 Basin Monitoring Program TF
FY 2020-21 Goals

Project Manager: Mark Norton
Funding Source: Participant Fees and Member Agencies Contributions

- Administer all defined responsibilities and activities under the Regional Board Basin Plan as defined in the Basin Monitoring Program Task Force agreement.
- Provide support for incorporating updated SAR Wasteload Allocation Model Update results into Basin Plan Amendment (BPA)
- Prepare Substitute Environmental Analysis for BPA as required by Regional Board
- Provide support for the regulatory approval process to adopt BPA revising the Wasteload Allocation
- Prepare 2020 SAR Annual Water Quality Update – June 2021
- Support Rechargers Subcommittee to refine future SBVMWD Upper SAR Watershed Integrated Model to include water quality projections to reduce costs for both BMP Task Force and Rechargers

Fund 381 Santa Ana Fish Conservation Team

Description

- Collaboration among local, State and Federal agencies,
- Habitat survey (Riverwalk) and population monitoring, and
- Designing and constructing fish habitat.

Benefits

- Able to receive grant funding that regulated entities are not able to receive,
- Creates good will and strong working relationship between water agencies and regulatory entities, and
- Long track record of monitoring habitat in the Santa Ana River Watershed.

Recent Activity – SAR Fish Conservation Team

- Coordinated with San Bernardino County Department of Public Works on potential patrol sweeps for off-road vehicle trespassers in the Santa Ana River.
- Analyzed the latest 2019 Riverwalk data that was collected in November 2019.
- 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.
- Staff worked with Woodard and Curran on updating a Task Force brochure so it contains up-to-date information on recent projects.

Fund 381 Santa Ana River Fish Conservation TF FY 2020-21 Goals

Project Manager: Ian Achimore
Funding Source: Participant Fees and Member Agency Contributions, SEP Funds, Other Grant Funding

- Administer SAR Fish Conservation Task Force
- Coordinate on Santa Ana sucker habitat restoration opportunities with Upper SAR Habitat Conservation Plan
- Maintenance of the Habitat and Beneficial Use Enhancement Project
- Design and construct a second phase of the Habitat and Beneficial Use Enhancement Project
- Pursue grants or partnership for habitat and beneficial use projects
- Gather habitat data based on Santa Ana Riverwalk monitoring
- Support permit compliance for OCWD

Fund 384-01 Middle Santa Ana River Pathogen TMDL Task Force

SAWPA authorized agreement in 2004

Description

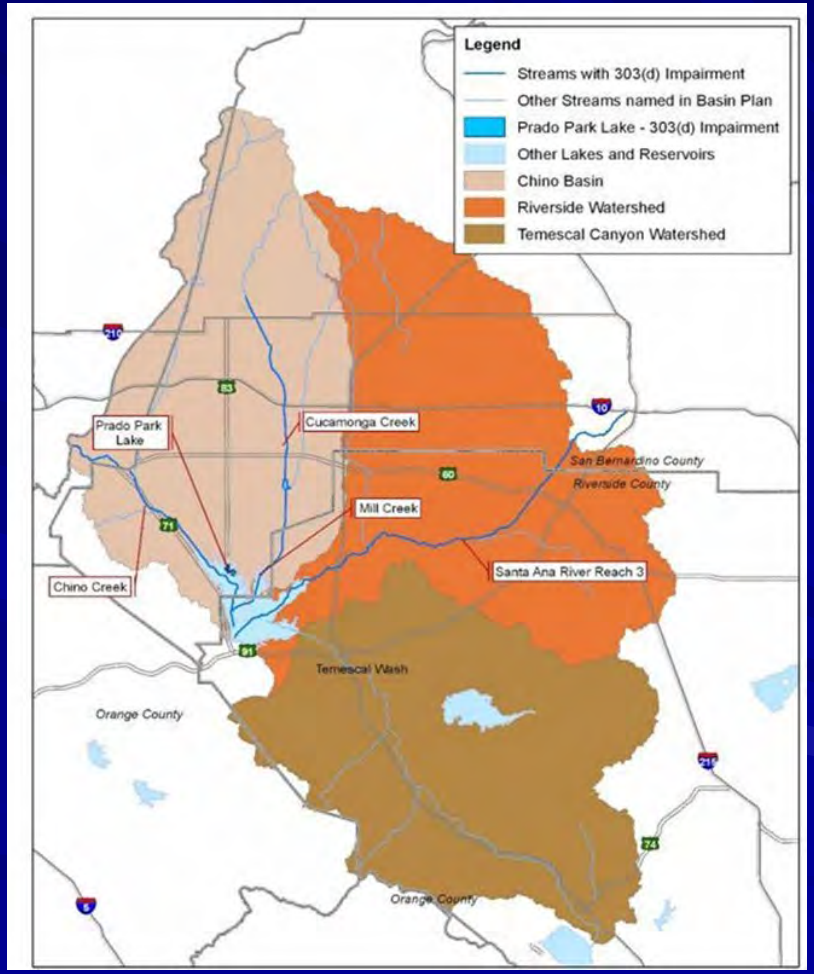
- Addresses water quality impairment to Santa Ana River and its tributaries In the Chino Basin area known as the Middle Santa Ana River watershed
  - -pathogens

Benefits

- Collaborative approach to TMDL compliance
- Healthier river and tributaries resulting in expedited implementation of water resource projects
- Surface Water Quality Improvement

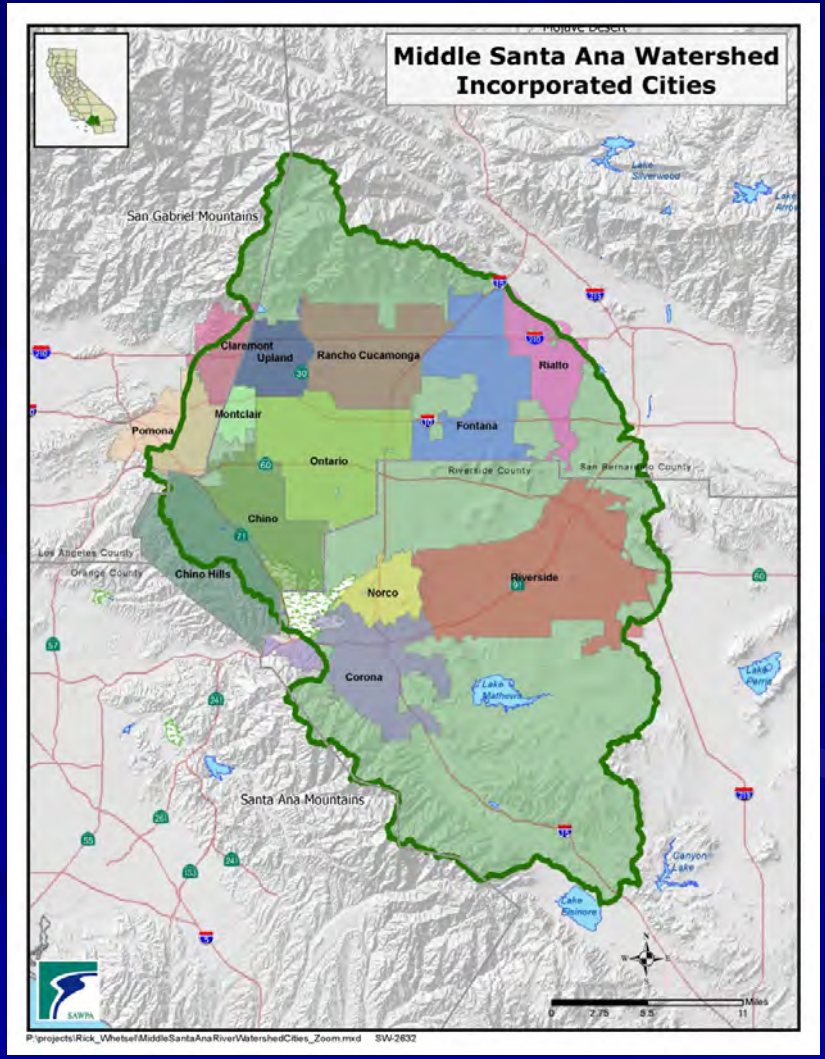
Middle Santa Ana River Pathogen TMDL Task Force

- February 2005, Basin Plan amended to include Bacterial Indicator Total Maximum Daily Loads (TMDLs) for Middle Santa Ana River Waterbodies
  - Santa Ana River, Reach 3
  - Chino Creek, Reaches 1 and 2
  - Cucamonga Creek, Reach 1
  - Mill Creek (Prado Area)
  - Prado Park Lake
- Key Compliance Dates
  - December 31, 2015 - compliance with Dry Season TMDLs, wasteload allocations and load allocations
  - December 31, 2025 - compliance with Wet Season TMDLs, wasteload allocations and load allocations



Middle Santa Ana River Pathogen TMDL Task Force

- Task Force Agencies :
  - County of San Bernardino
  - County of Riverside
  - Cities of Chino, Chino Hills, Claremont, Corona, Eastvale, Fontana, Jurupa Valley, Montclair, Norco, Ontario, Pomona, Rancho Cucamonga, Rialto, Riverside, and Upland
  - Agricultural Operators represented by Chino Basin Watermaster Agricultural Pool



Recent Activity – MSAR TMDL TF

- Administered Task Force meetings
- Completed synoptic study to evaluate the effectiveness of the Comprehensive Bacteria Reduction Plans (CBRPs) implemented by MS4 programs
- Supported the implementation of the Riverside / San Bernardino Counties CBRP in coordination with the Regional Water Quality Program Task Force.
- Explored timing of future MSAR TMDL Updates and need

CALIFORNIA
Water Boards
STATE WATER RESOURCES CONTROL BOARD
REGIONAL WATER QUALITY CONTROL BOARDS

Fund 384-01 Middle Santa Ana River TMDL TF FY 2020-21 Goals

Project Manager: Rick Whetsel
Funding Source: Participant Fees

- Conduct 2020 – 21 Annual Watershed-wide TMDL compliance monitoring
- Conduct source evaluation studies and implement projects to support TF
- Evaluate and quantify dry weather flows of the MSAR and all major tributaries (2020)
- Update bacteria mass balance analysis (2020)
- Evaluate possible revision and update MSAR TMDLs
- Identify appropriate regulatory strategies to address other 303(d) listed waterbodies (2020)
- Develop formal criteria to identify and quantify uncontrollable sources of bacteria
- Support comprehensive bacteria reduction plan (CBRP) implementation

Fund 386 Regional Water Quality Monitoring Program Task Force

TF agreement approved in 2016

Description

- Implements pathogen monitoring program as a result of Stormwater Quality Standards Task Force and Basin Plan
- Includes OC Flood Control, Riverside County Flood Control and Water Conservation District and San Bernardino County Flood Control, Regional Board, SAWPA

Benefits

- Provides monitoring to focus efforts on specific source control
- Reflects improved stormwater quality standards for cost efficiency and applicability
- Complies with Basin Plan regional monitoring requirements for bacteria

Recent Activity – Regional Water Quality Monitoring TF

- Prepared 2019 Annual SAR Regional Bacteria Monitoring plan in April 30.
- Started 2020 Annual SAR Regional Bacteria monitoring in May 2020.
- Worked with Regional Board to encourage issuing a letter of approval for the 2019 updated Santa Ana River Watershed Bacteria Water Quality Monitoring Program Monitoring Plan and QAPP

Fund 386 Regional Water Quality Monitoring TF FY 2020-21 Goals

Project Manager: Rick Whetsel
Funding Source: Participant Fees

- Administer Regional Water Quality Monitoring Task Force
- Implement the 2020 SAR Bacteria Monitoring Program
  - Monitoring and surveillance requirements of the 2012 adopted Basin Plan Amendment
  - Conduct sampling to support implementation of MSAR Bacteria Indicator TMDL
- Review and revise the Regional Bacteria Monitoring Plan (2020)
- Recalculate Antidegradation Target for bacteria to be consistent with State Board's 303(d) Listing Policy (2020)
- Amend Basin Plan to address the recalculation of Antidegradation Targets for bacteria (2021)

Fund 387 Arundo Management & Habitat Restoration

SAWPA agreement with Riverside County Parks for Mitigation Bank in 2002

Description

- Funds non-native plant removal and vegetation re-planting projects,
- Maintains restored habitat funded by Prop 13 Water Bond, and
- Santa Ana River Mitigation Bank provides regulatory mitigation credits to interested parties.

Benefits

- Assists agencies in watershed receive mitigation credit for riparian impacts,
- Removes invasive plants that cause damage to bridges, water agency structures, levees, etc., and
- Increased water flow for recharge by non-native plant Arundo Donax removal.

Recent Activity – Arundo Mgt & Habitat Restoration

- Coordinated with the Riverside County Regional Park and Open-Space District on exploring options to certify the Santa Ana River Mitigation Bank under new California mitigation banking rules.
- Began outreach to landowners for the headwaters project using the contact list and new outreach material.
- Sought services of consultants to fully transform bank so it complies with federal and California mitigation banking rules.

Fund 387 Arundo Mgmt & Habitat Restoration FY 2020-21 Goals

Project Manager: Ian Achimore
Funding Source: Mitigation Credit Sales

- Coordinate Santa Ana River Mitigation Bank with Riverside County Regional Park and Open-Space District,
- Hire consultant to determine updated price per bank credit and modified process to sell credits under California's new mitigation banking rules,
- Assess Arundo removal progress in watershed through coordination with ACOE and SARCCUP, and
- Implement Arundo Removal Headwaters Project – Location Survey.

Fund 392 Emerging Constituents (EC) Program Task Force

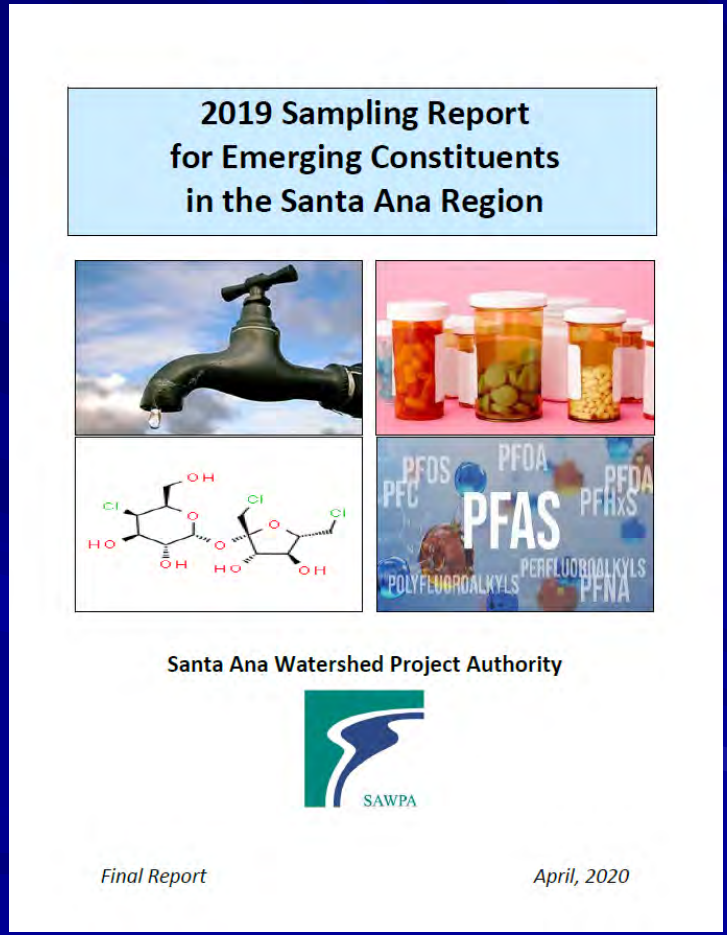
SAWPA authorized TF agreement - 2012

Description

- Complies with Regional Board Resolution under Cooperative Agreement for Imported Water Recharge
- Complete Voluntary Annual Sampling reports for emerging constituents and PFAs
- Implements safe tap water public outreach program based on SAWPA commission direction to respond to Environmental Working Group misinformation

Benefits

- Assisted state and federal agencies in determining most effective measuring and detection practices
- Avoided need to conduct long term EC monitoring costs on 100s of other ECs
- Watershed evaluation of ECs helped frame discussion on ECs at State level to our benefit
- Corrects misinformed media exposure through outreach



21 Water & Wastewater Agencies and Regional Board Sign Agreement to Sample ECs

Who participates:

- Water Wholesalers
- Water Retailers
- Wastewater Treatment Operators
- Regional Board Staff
- DDW Staff
- USGS Staff
- Analytical Lab Staff
- NWRI Staff
- Environmental NGOs

Recent Activity – Emerging Constituents Program TF

- Finalized and released ECs and PFAs Sampling Report by Risk Sciences on April 2, 2020.
- Will shared report results with the Santa Ana Regional Board and the SWRCB as objective data to support appropriate and science-based regulations.
- Coordination with Regulatory Agencies on PFAs developments
- Quarterly EC Program Task Force meetings

Fund 392 - Emerging Constituents Program TF
FY 2020-21 Goals

Project Manager: Mark Norton
Funding Source: Participant Fees

- Administer all defined responsibilities and activities under the Emerging Constituent Program TF agreement including EC data collection, data management, and communication and outreach on the safety of tap water.
- Determine if Action Plan to address PFAs on Regional scale is warranted
- Monitor State Board studies and possible further monitoring requirements for ecosystem impacts from ECs
- Administer “Your So Cal Tap Water” and other social media tools

Questions?

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Santa Ana Watershed Project Authority
Cash Transaction Report
Month of April 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	$ 19,656,037.02
Net Investment Transfers	264,973.26
Cash Disbursements	(15,691,294.64)
Net Change for Month	$ 4,229,715.64
Balance at Beginning of Month	1,872,307.59
Balance at End of Month per General Ledger	$ 6,102,023.23
Collected Balance per Bank Statement	$ 6,108,716.95

ACCOUNTS PAYABLE RECONCILIATION

Accounts Payable Balance @ 03/31/2020	$ 22,135,798.67
Invoices Received for April 2020	2,250,564.15
Invoices Paid by check/wire during April 2020 (see attached register)	(15,455,549.33)
Accounts Payable Balance @ 04/30/2020	$ 8,930,813.49

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CASH RECEIPTS

Brine Line Operating Revenues	$	906,453.45
Participant Fees		201,596.00
LESJWA Admin Reimbursement		21,520.14
Grant Proceeds - Prop 84		345,936.00
Grant Proceeds - Prop 84 Pass-throughs		16,745,230.61
Grant Proceeds - Prop 1		1,434,550.89
Other		749.93
Total Receipts and Deposits	$	19,656,037.02

INVESTMENT TRANSFERS

Transfer of Funds:		
From (to) US Bank (Bank fees)	$	(250.00)
From (to) LAIF		-
From (to) Legal Defense Fund		-
From (to) LESJWA		-
From (to) Investments		265,223.26
Total Investment Transfers	$	264,973.26

CASH DISBURSEMENTS

By Check:		
Payroll	$	-
Operations		15,455,549.33
Total Checks Drawn	$	15,455,549.33
By Cash Transfer:		
Payroll	$	151,728.12
Payroll Taxes		81,771.42
Take Care (AFLAC)		2,245.77
Total Cash Transfers	$	235,745.31
Total Cash Disbursements	$	15,691,294.64

Santa Ana Watershed Project Authority
Check Detail
Apr-20

Category	Check #	Check Date	Type	Vendor	Check Amount
Asset Clearing	4254	4/23/2020	CHK	Dell EMC	$ 7,456.50
Asset Clearing	EFT03298	4/9/2020	CHK	Jimmyfu-tography	$ 4,154.26
Asset Clearing	EFT03327	4/23/2020	CHK	Tricord Floor Covering	$ 19,097.75
Asset Clearing Total					**$ 30,708.51**
Benefits	4222	4/9/2020	CHK	ACWA/JPIA	$ 47,320.94
Benefits	4229	4/9/2020	CHK	Cal PERS Long Term Care Program	$ 152.04
Benefits	4244	4/23/2020	CHK	AFLAC	$ 606.42
Benefits	4246	4/23/2020	CHK	Cal PERS Long Term Care Program	$ 152.04
Benefits	4251	4/23/2020	CHK	WageWorks	$ 140.00
Benefits	4258	4/28/2020	CHK	Mutual Of Omaha	$ 2,749.65
Benefits	EFT03283	4/9/2020	CHK	Vantagepoint Transfer Agents	$ 3,457.79
Benefits	EFT03287	4/9/2020	CHK	Vantagepoint Transfer Agents	$ 392.83
Benefits	EFT03307	4/23/2020	CHK	Vantagepoint Transfer Agents	$ 3,457.79
Benefits	EFT03317	4/23/2020	CHK	Vantagepoint Transfer Agents	$ 392.83
Benefits	P038656	4/9/2020	WDL	CalPERS Supplemental Income	$ 6,830.91
Benefits	P038657	4/9/2020	WDL	Public Employees' Retirement	$ 20,337.48
Benefits	P038750	4/23/2020	WDL	CalPERS Supplemental Income	$ 6,830.91
Benefits	P038751	4/23/2020	WDL	Public Employees' Retirement	$ 20,591.41
Benefits	WDL000005111	4/9/2020	WDL	Takecare	$ 15.00
Benefits	WDL000005112	4/13/2020	WDL	Takecare	$ 304.03
Benefits	WDL000005113	4/14/2020	WDL	Takecare	$ 192.30
Benefits	WDL000005116	4/20/2020	WDL	Takecare	$ 40.08
Benefits	WDL000005123	4/24/2020	WDL	Takecare	$ 384.60
Benefits	WDL000005125	4/28/2020	WDL	Takecare	$ 697.30
Benefits Total					**$ 115,046.35**
Building Lease	4259	4/28/2020	CHK	Wilson Property Services, Inc	$ 1,530.00
Building Lease	4260	4/28/2020	CHK	Wilson Property Services, Inc	$ 1,745.92
Building Lease Total					**$ 3,275.92**
Consulting	EFT03289	4/9/2020	CHK	Accent Computer Solutions Inc	$ 5,479.52
Consulting	EFT03290	4/9/2020	CHK	Dudek	$ 4,735.65
Consulting	EFT03294	4/9/2020	CHK	Water Systems Consulting	$ 35,082.51
Consulting	EFT03308	4/23/2020	CHK	Risk Sciences	$ 6,845.16
Consulting	EFT03311	4/23/2020	CHK	West Coast Advisors	$ 9,750.00
Consulting	EFT03314	4/23/2020	CHK	Santa Ana Watershed Association	$ 1,498.57
Consulting	EFT03316	4/23/2020	CHK	CDM Smith, Inc.	$ 16,843.00
Consulting	EFT03319	4/23/2020	CHK	Integrated Systems Solutions	$ 66.00
Consulting	EFT03321	4/23/2020	CHK	Trussell Technologies, Inc.	$ 1,489.58
Consulting	EFT03322	4/23/2020	CHK	DeGrave Communications	$ 3,439.93
Consulting Total					**$ 85,229.92**
Credit Cards	P038834	4/8/2020	WDL	US Bank	$ 6,799.87
Credit Cards Total					**$ 6,799.87**
Director Costs	EFT03300	4/9/2020	CHK	Kelly Rowe	$ 44.28
Director Costs	EFT03306	4/23/2020	CHK	Eastern Municipal Water District	$ 763.50
Director Costs	EFT03309	4/23/2020	CHK	Western Municipal Water District	$ 527.40
Director Costs	EFT03325	4/23/2020	CHK	June Hayes	$ 25.88
Director Costs	EFT03326	4/23/2020	CHK	T. Milford Harrison	$ 77.63
Director Costs	EFT03329	4/23/2020	CHK	Kelly Rowe	$ 44.28
Director Costs Total					**$ 1,482.97**
Dues	EFT03288	4/9/2020	CHK	Southern California Water Co	$ 5,000.00
Dues Total					**$ 5,000.00**
Employee Reimbursement	EFT03292	4/9/2020	CHK	Kelly Berry	$ 350.00
Employee Reimbursement	EFT03318	4/23/2020	CHK	Karen Williams	$ 31.02
Employee Reimbursement	EFT03323	4/23/2020	CHK	Alison L Lewis	$ 110.00
Employee Reimbursement Total					**$ 491.02**
Employment Recruitment	4249	4/23/2020	CHK	Kaiser Foundation Health Plan	$ 90.00
Employment Recruitment Total					**$ 90.00**
Engineering Costs	4248	4/23/2020	CHK	Stantec	$ 5,310.00
Engineering Costs Total					**$ 5,310.00**
Equipment Rented	4225	4/9/2020	CHK	Konica Minolta Business Solutions	$ 764.77
Equipment Rented Total					**$ 764.77**
Facility Repair & Maintenance	4236	4/9/2020	CHK	Sims Tree Health Specialists	$ 480.00

Santa Ana Watershed Project Authority
Check Detail
Apr-20

Category	Check #	Check Date	Type	Vendor	Check Amount
Facility Repair & Maintenance	4237	4/9/2020	CHK	RivCo Mechanical Services	$ 1,867.02
Facility Repair & Maintenance	4253	4/23/2020	CHK	Ayala Engineering	$ 7,600.00
Facility Repair & Maintenance	EFT03282	4/9/2020	CHK	Orange County Sanitation District	$ 48,909.84
Facility Repair & Maintenance	EFT03291	4/9/2020	CHK	Douglas Environmental Group	$ 1,100.00
Facility Repair & Maintenance	EFT03310	4/23/2020	CHK	Western Exterminator Co.	$ 123.00
Facility Repair & Maintenance	EFT03313	4/23/2020	CHK	Green Meadows Landscape	$ 625.00
Facility Repair & Maintenance	EFT03315	4/23/2020	CHK	Golden State Fire Protection	$ 650.00
Facility Repair & Maintenance	EFT03324	4/23/2020	CHK	Riverside Cleaning	$ 1,500.00
Facility Repair & Maintenance Total					**$ 62,854.86**
Insurance Expense	4255	4/23/2020	CHK	Zenith Insurance Company	$ 5,677.00
Insurance Expense Total					**$ 5,677.00**
Lab Costs	EFT03285	4/9/2020	CHK	E. S. Babcock & Sons, Inc.	$ 1,469.00
Lab Costs	EFT03312	4/23/2020	CHK	E. S. Babcock & Sons, Inc.	$ 366.00
Lab Costs Total					**$ 1,835.00**
Legal	4242	4/9/2020	CHK	Payne & Fears	$ 312.50
Legal	4257	4/23/2020	CHK	Payne & Fears	$ 250.00
Legal	EFT03328	4/23/2020	CHK	Lagerlof, LLP	$ 10,965.00
Legal Total					**$ 11,527.50**
Materials & Supplies	4252	4/23/2020	CHK	Inland Water Works Supply Co	$ 943.21
Materials & Supplies Total					**$ 943.21**
Office Expense	4225	4/9/2020	CHK	Konica Minolta Business Solutions	$ 776.34
Office Expense	4232	4/9/2020	CHK	Staples Business Advantage	$ 889.07
Office Expense	4234	4/9/2020	CHK	Awards & Specialties	$ 13.05
Office Expense	4235	4/9/2020	CHK	Printing Connection, Inc.	$ 855.77
Office Expense	EFT03286	4/9/2020	CHK	Iron Mountain	$ 216.25
Office Expense Total					**$ 2,750.48**
Other Contract Services	EFT03282	4/9/2020	CHK	Orange County Sanitation District	$ 3,844.49
Other Contract Services	EFT03295	4/9/2020	CHK	Lazar Translating & Interpreting	$ 402.80
Other Contract Services	EFT03297	4/9/2020	CHK	Larry Walker Associates	$ 537.75
Other Contract Services	EFT03299	4/9/2020	CHK	Fox Translation Services	$ 855.00
Other Contract Services	EFT03309	4/23/2020	CHK	Western Municipal Water District	$ 9,382.53
Other Contract Services Total					**$ 15,022.57**
Other Expense	4247	4/23/2020	CHK	Stewart Title	$ 500.00
Other Expense Total					**$ 500.00**
Payroll	WDL000005104	4/10/2020	WDL	Direct Deposit 4/10/2020	$ 72,465.74
Payroll	WDL000005105	4/6/2020	WDL	Takecare	$ 612.46
Payroll	WDL000005107	4/10/2020	WDL	Direct Deposit 4/10/2020	$ 200.97
Payroll	WDL000005108	4/10/2020	WDL	PR Tax - Federal	$ 31,476.93
Payroll	WDL000005109	4/10/2020	WDL	PR Tax - State	$ 6,457.45
Payroll	WDL000005110	4/1/2020	WDL	PR Tax - State	$ 3,426.48
Payroll	WDL000005115	4/24/2020	WDL	Direct Deposit 4/24/2020	$ 79,061.41
Payroll	WDL000005119	4/24/2020	WDL	PR Tax - Federal	$ 33,422.38
Payroll	WDL000005120	4/24/2020	WDL	PR Tax - State	$ 6,988.18
Payroll Total					**$ 234,112.00**
Prepaid	4241	4/9/2020	CHK	Carahsoft Technology Corporation	$ 2,900.00
Prepaid	EFT03319	4/23/2020	CHK	Integrated Systems Solutions	$ 9,778.74
Prepaid	EFT03319	4/23/2020	CHK	Integrated Systems Solutions	$ 3,850.00
Prepaid Total					**$ 16,528.74**
Prop84	4243	4/13/2020	CHK	Riverside County Flood Control District	$ 3,294,000.00
Prop84	EFT03301	4/13/2020	CHK	Inland Empire Utilities Agency	$ 330,705.80
Prop84	EFT03302	4/13/2020	CHK	Eastern Municipal Water District	$ 2,272,733.65
Prop84	EFT03303	4/13/2020	CHK	Orange County Water District	$ 28,917.20
Prop84	EFT03304	4/13/2020	CHK	Western Municipal Water District	$ 9,043,259.00

Santa Ana Watershed Project Authority
Check Detail
Apr-20

Category	Check #	Check Date	Type	Vendor	Check Amount
Prop84	EFT03305	4/13/2020	CHK	Orange County Coastkeeper	$ 99,721.02
Prop84 Total					**$ 15,069,336.67**
Safety	EFT03284	4/9/2020	CHK	Underground Service Alert	$ 287.43
Safety Total					**$ 287.43**
Security	4250	4/23/2020	CHK	SafeT	$ 532.22
Security Total					**$ 532.22**
Software	EFT03289	4/9/2020	CHK	Accent Computer Solutions Inc	$ 922.70
Software	EFT03293	4/9/2020	CHK	Adobe Systems Inc	$ 116.42
Software	EFT03319	4/23/2020	CHK	Integrated Systems Solutions	$ 350.00
Software	EFT03320	4/23/2020	CHK	Accent Computer Solutions Inc	$ 69.99
Software Total					**$ 1,459.11**
Temporary Services	EFT03296	4/9/2020	CHK	Mantek Solutions, Inc.	$ 3,750.60
Temporary Services Total					**$ 3,750.60**
Training	4241	4/9/2020	CHK	Carahsoft Technology Corporation	$ 2,300.00
Training Total					**$ 2,300.00**
Utilities	4223	4/9/2020	CHK	Riverside, City of	$ 101.43
Utilities	4224	4/9/2020	CHK	Riverside, City of	$ 1,866.93
Utilities	4226	4/9/2020	CHK	AT&T	$ 801.11
Utilities	4227	4/9/2020	CHK	AT&T	$ 1,018.26
Utilities	4228	4/9/2020	CHK	AT&T	$ 195.78
Utilities	4230	4/9/2020	CHK	Southern California Edison	$ 15.80
Utilities	4231	4/9/2020	CHK	Southern California Edison	$ 98.90
Utilities	4233	4/9/2020	CHK	Burrtec Waste Industries Inc	$ 83.92
Utilities	4238	4/9/2020	CHK	Verizon Wireless	$ 130.61
Utilities	4239	4/9/2020	CHK	Verizon Wireless	$ 1,592.51
Utilities	4240	4/9/2020	CHK	Verizon Wireless	$ 724.34
Utilities	4245	4/23/2020	CHK	AT&T	$ 978.34
Utilities	4256	4/23/2020	CHK	DIRECTV	$ 69.99
Utilities Total					**$ 7,677.92**
Grand Total					**$ 15,691,294.64**

	Accounts Payable
Checks	$ 15,394,158.75
Wire Transfers	$ 61,390.58
	$ 15,455,549.33
Take Care	$ 1,633.31
Other Payroll	$ 234,112.00
Total Disbursements for April 2020	**$ 15,691,294.64**

Santa Ana Watershed Project Authority
Consulting
Apr-20

Check #	Check Date	Task #	*Task Description*	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT03289	4/9/2020	ACS100-11	*IT Support*	Accent Computer Solutions	$ 186,800.00	$ 3,901.52	$ 68,512.60	
EFT03289	4/9/2020	ACS100-13	*Enhanced Security Network*	Accent Computer Solutions	$ 4,378.50	$ 828.00	$ 1,522.50	
EFT03289	4/9/2020	ACS100-14	*COVID-19 Remote Setups*	Accent Computer Solutions	$ 1,500.00	$ 750.00	$ 750.00	
EFT03316	4/23/2020	CDM386-14	*SAR Bacteria Monitoring Program*	CDM Smith	$ 373,715.00	$ 16,843.00	$ 53,722.21	
EFT03322	4/23/2020	DEGR392-05	*Social Media Support - EC TF*	DeGrave Communications	$ 30,000.00	$ 3,439.93	$ 406.23	
EFT03290	4/9/2020	DUDK320-03-01	*Reach 4D MAS Rehabilitation Project*	Dudek	$ 38,530.00	$ 4,735.65	$ 8,036.85	
EFT03319	4/23/2020	INSOL100-14	*Great Plains and Journyx Tech Support*	Integrated Systems Solutions	$ 4,750.00	$ 66.00	$ 157.00	
EFT03308	4/23/2020	RISK374-08	*Basin Monitoring TF Regulatory Support*	Risk Sciences	$ 74,400.00	$ 2,800.00	$ 20,842.61	
EFT03308	4/23/2020	RISK392-05	*Emerging Constituents Sampling*	Risk Sciences	$ 28,250.00	$ 4,045.16	$ 3,386.40	
EFT03314	4/23/2020	SAWA387-06	*Arundo Surveying*	Santa Ana Watershed Association	$ 23,000.00	$ 1,498.57	$ 21,501.43	
EFT03321	4/23/2020	TRU240-24	*BL Sampling Support*	Trussell Technologies	$ 23,590.00	$ 1,489.58	$ 13,826.53	
EFT03294	4/9/2020	WSC374-01	*Recomputation of Ambient Water Quality*	Water Systems Consulting	$ 373,973.00	$ 35,082.51	$ 21,089.04	
EFT03311	4/23/2020	WCA100-03-03	*State Legislative Consulting*	West Coast Advisors	$ 235,000.00	$ 9,750.00	$ 59,250.00	
						$ 85,229.92		

COMMISSION MEMORANDUM NO. 2020.37

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Inter-Fund Borrowing – April 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 April 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	03/31/2020 Balance	Loan Receipts	New Charges	04/30/2020 Balance
130	Proposition 84 Admin R1	$45,134.26	($0.00)	$0.00	$45,134.26
135	Proposition 84 Admin R2	109,941.33	(54,875.46)	5,133.57	60,199.44
140	Proposition 84 Admin R3	72,391.93	(13,243.41)	(4,747.42)	54,401.10
145	Proposition 84 Admin R4	213,576.57	(94,274.44)	6,729.40	126,031.53
398	Proposition 1 – DACI Grant	351,394.83	(351,394.83)	0.00	0.00
477	LESJWA Administration	20,189.05	(21,520.14)	29,978.66	28,647.57
504	Prop 84 - Drought Projects	133,634.47	(61,304.41)	(29,242.34)	43,087.72
	Total Funds Borrowed	$946,262.44	($596,612.69)	$7,851.87	$357,501.62

General Fund Reserves Balance	$1,635,173.54
Less Amount Borrowed	357,501.62
Balance of General Fund Reserves	$1,277,671.92

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

Fund No.	Source of Funding	Billing Frequency	Projected Payment Time
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 and 10% will be withheld for retention.

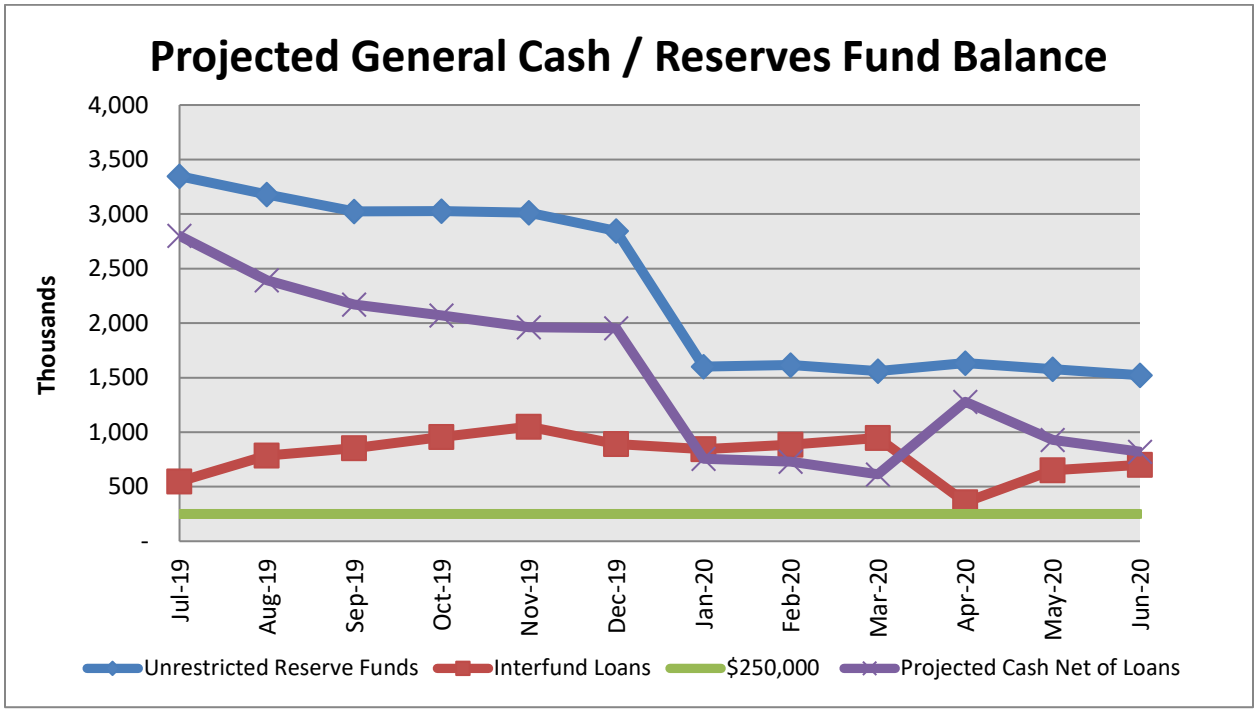
Fund 477
Each month LESJWA is billed the cost for administering the JPA. Once the bill is received, LESJWA submits payment within two weeks.

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 04/30/2020	Remaining Grant Budget
130	Proposition 84 Admin R1	$660,004	($571,491)	$88,513
135	Proposition 84 Admin R2	627,405	(555,891)	71,514
140	Proposition 84 Admin R3	887,860	(836,592)	51,268
145	Proposition 84 Admin R4	3,213,384	(763,042)	2,450,342
398	Proposition 1 – DACI Grant	6,300,000	(3,536,658)	2,763,342
504	Prop 84 - Drought Projects	5,547,816	(3,482,114)	2,065,702
504	Prop 84 – 2015 Round (SARCCUP)	1,543,810	(558,242)	985,568
	Totals	$18,780,279	($10,304,030)	$8,476,249

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 30th 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 Bulot, Chair

CM 5716 InterFundLoan Policy Resolution dlw 12-06-05 rev FINAL

COMMISSION MEMORANDUM NO. 2020.36

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Performance Indicators and Financial Reporting – April 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.

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
2. Revenue & Expense by Fund Type
3. Accounts Receivable Aging Report
4. Open Task Order Schedule
5. List of SAWPA Funds
6. Debt Service Funding Analysis
7. Debt Service Payment Schedule
8. Total Cash and Investments (chart)
9. Cash Balance & Source of Funds
10. Reserve Account Analysis
11. Twelve-Month Maturity Schedule - Securities
12. Treasurer's Report
13. Average Daily Flow by Month
14. Summary of Labor Multipliers
15. General Fund Costs
16. Benefits
17. Labor Hours Budgeted vs. Actual

Santa Ana Watershed Project Authority
Balance Sheet by Fund Type
For the Nine Months Ending Tuesday, March 31, 2020

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
Assets						
Current Assets						
Cash and Investments	$2,142,961.54	$52,192,697.90	($241,190.45)	$303,139.93	$2,418,717.13	$56,816,326.05
Accounts Receivable	0.00	1,826,563.57	0.00	24,140,682.54	24,597.14	25,991,843.25
Prepaids and Deposits	149,226.19	115,998.18	0.00	0.00	0.00	265,224.37
Total Current Assets	2,292,187.73	54,135,259.65	(241,190.45)	24,443,822.47	2,443,314.27	83,073,393.67
Fixed Assets						
Property, Plant & Equipment less accum depreciation	1,382,326.54	81,717,572.00	0.00	0.00	0.00	83,099,898.54
Work In Process	0.00	0.00	389,251.35	0.00	0.00	389,251.35
Total fixed assets	1,382,326.54	81,717,572.00	389,251.35	0.00	0.00	83,489,149.89
Other Assets						
Wastewater treatment/disposal rights, net of amortization	83,650.81	25,082,310.31	0.00	0.00	0.00	25,165,961.12
Inventory - Mitigation Credits	0.00	0.00	0.00	0.00	1,910,560.00	1,910,560.00
Total Other Assets	83,650.81	25,082,310.31	0.00	0.00	1,910,560.00	27,076,521.12
Total Assets	$3,758,165.08	$160,935,141.96	$148,060.90	$24,443,822.47	$4,353,874.27	$193,639,064.68
Liabilities and Fund Equity						
Current Liabilities						
Accounts Payable/Accrued Expenses	$742,085.97	$764,089.00	$16,943.15	$23,138,178.77	$111,637.93	$24,772,934.82
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
Noncurrent Liabilities						
Long-term Debt	4,195,263.00	27,686,940.64	0.00	0.00	0.00	31,882,203.64
Deferred Revenue	0.00	67,698,979.50	0.00	0.00	0.00	67,698,979.50
Total Liabilities	4,937,348.97	96,446,338.85	16,943.15	23,138,178.77	570,234.33	125,109,044.07
Fund Equity						
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	(2,441,410.53)	(1,307,803.49)	(165,248.56)	216,896.34	169,778.65	(3,527,787.59)
Total Fund Equity	(1,179,183.89)	64,488,803.11	131,117.75	1,305,643.70	3,783,639.94	68,530,020.61
Total Liabilities & Fund Equity	$3,758,165.08	$160,935,141.96	$148,060.90	$24,443,822.47	$4,353,874.27	$193,639,064.68

Santa Ana Watershed Project Authority
Revenue & Expenses by Fund Type
For the Nine Months Ending Tuesday, March 31, 2020

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
Operating Revenue						
Discharge Fees	$0.00	$8,618,487.87	$0.00	$0.00	$0.00	$8,618,487.87
Grant Proceeds	0.00	0.00	0.00	1,642,638.64	0.00	1,642,638.64
Financing Proceeds	0.00	0.00	0.00	0.00	130,871.99	130,871.99
Total Operating Revenue	0.00	8,618,487.87	0.00	1,642,638.64	130,871.99	10,391,998.50
Operating Expenses						
Labor	1,361,592.26	736,374.80	18,987.62	372,837.26	86,631.10	2,576,423.04
Benefits	469,711.50	335,786.89	8,658.35	170,013.79	39,503.79	1,023,674.32
Indirect Costs	0.00	1,108,244.06	28,576.35	561,120.10	130,379.79	1,828,320.30
Education & Training	20,620.39	2,720.07	0.00	34.89	0.00	23,375.35
Consulting & Professional Services	276,181.32	67,930.15	80,900.66	1,570,123.64	860,530.28	2,855,666.05
Operating Costs	1,257.10	2,058,742.13	0.00	0.00	0.00	2,059,999.23
Repair & Maintenance	59,104.48	137,021.26	0.00	0.00	0.00	196,125.74
Phone & Utilities	48,287.28	5,593.25	0.00	0.00	0.00	53,880.53
Equipment & Computers	199,569.71	36,691.33	0.00	326.09	0.00	236,587.13
Meeting & Travel	24,554.16	1,962.34	0.00	5,747.12	702.78	32,966.40
Other Administrative Costs	118,217.99	46,963.78	225.27	17,698.41	10,340.80	193,446.25
Indirect Costs Applied	(1,829,281.44)	0.00	0.00	0.00	0.00	(1,829,281.44)
Other Expenses	38,113.49	116,226.09	27,900.31	0.00	0.00	182,239.89
Construction	0.00	0.00	0.00	112,349.67	0.00	112,349.67
Total Operating Expenses	787,928.24	4,654,256.15	165,248.56	2,810,250.97	1,128,088.54	9,545,772.46
Operating Income (Loss)	(787,928.24)	3,964,231.72	(165,248.56)	(1,167,612.33)	(997,216.55)	846,226.04
Nonoperating Income (Expense)						
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	488,084.47	1,123,569.00	1,611,653.47
Interest Income	37,092.98	595,788.70	0.00	12,024.79	23,426.20	668,332.67
Interest Expense - Debt Service	0.00	(675,214.04)	0.00	0.00	0.00	(675,214.04)
Other Income	1,840.11	333.81	0.00	0.00	0.00	2,173.92
Use of Reserves	(75,244.79)	0.00	0.00	0.00	0.00	(75,244.79)
Total Nonoperating Income (Expense)	640,653.30	(79,091.53)	0.00	1,405,109.26	1,166,995.20	3,133,666.23
Excess Rev over (under) Exp	($147,274.94)	$3,885,140.19	($165,248.56)	$237,496.93	$169,778.65	$3,979,892.27

Aging Report
Santa Ana Watershed Project Authority
Receivables as of April 30, 2020

Customer Name	Project	Total	0-30 Days	31-60 Days	61 and Over
Chino Basin Desalter Authority	Brine Line	427,740.01	206,080.63	221,659.38	
Department of Water Resources	Prop 84, Prop 1	5,128,668.88		17,693.84	5,110,975.04
Eastern Municipal Water District	Brine Line, SARCCUP	439,487.40	173,035.70	266,451.70	
Inland Empire Utilities Agency	Brine Line, SARCCUP	269,062.30	81,875.98	187,186.32	
San Bernardino Valley Municipal Water District	Brine Line, SARCCUP	328,147.38	115,669.82	212,477.56	
Western Municipal Water District	Brine Line, SARCCUP	383,277.41	375,596.06	7,681.35	
Total Accounts Receivable		6,976,383.38	952,258.19	913,150.15	5,110,975.04

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Apr-20
(Reflects Invoices Received as of 05/12/20)

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	$ 118,287.40	$ 68,512.60	Dean Unger	
ACS100-13	100-00	Accent Computer Solutions	Enhanced Network Security	12/11/2019	06/30/2020	$ 4,378.50	$ -	$ 4,378.50	$ 2,856.00	$ 1,522.50	Dean Unger	
APC100-01	100-00	Alexander Pacific Contractors	Transfer Switch - Electrical Design and Engineering	04/28/2020	09/30/2020	$ 7,647.00	$ -	$ 7,647.00	$ -	$ 7,647.00	Carlos Quintero	
GGS100-01	100-00	Gladwell Governmental Services	Records Retention Schedule Update	04/21/2020	06/30/2021	$ 8,400.00	$ -	$ 8,400.00	$ -	$ 8,400.00	Kelly Berry	
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	$ 4,593.00	$ 157.00	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	$ 2,606.75	$ 3,423.25	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	$ 8,006.50	$ 21,473.50	Rich Haller	
LSGK100-06	100-00	Lagerlof, LLP	JPA Agreement Restatement	02/18/2020	06/30/2020	$ 4,690.00	$ -	$ 4,690.00	$ 2,177.50	$ 2,512.50	Rich Haller	
MANT100-01	100-00	Mantek Solutions	Temporary Services - OnBase Scanning	05/30/2019	06/30/2020	$ 7,000.00	$ 29,000.00	$ 36,000.00	$ 28,870.50	$ 7,129.50	Dean Unger	
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	$ 551.80	$ 648.20	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	$ 165,750.00	$ 69,250.00	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	$ 4,072.50	$ 1,357.50	Carlos Quintero	
WO2020-02	240	E S Babcock	Brine Line Sample Collection & Analysis	07/01/2019	06/30/2020	$ 91,949.00	$ -	$ 91,949.00	$ 44,802.00	$ 47,147.00	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	$ 4,534.82	$ 91,913.18	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	$ 4,271.25	$ 4,438.75	Rich Haller	
LWA240-01	240	Larry Walker Associates	Pretreatment Program Support Services	08/19/2019	06/30/2020	$ 25,506.00	$ -	$ 25,506.00	$ 8,181.25	$ 17,324.75	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	
TRU240-24	240	Trussell Technologies	BL Sampling Support	09/12/2019	06/30/2021	$ 23,590.00	$ -	$ 23,590.00	$ 9,763.47	$ 13,826.53	Carlos Quintero	

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Apr-20
(Reflects Invoices Received as of 05/12/20)

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	$ 51,660.10	$ 23,339.90	David Ruhl	
WO2020-03	240	WMWD	Brine Line Operations & Maintenance	07/01/2019	06/30/2020	$ 25,000.00	$ -	$ 25,000.00	$ 9,927.10	$ 15,072.90	Carlos Quintero	
DUDK320-03-01	320	Dudek	Reach 4D Maintenance Acc Rehabilitation	05/30/2019	06/30/2020	$ 38,530.00	$ -	$ 38,530.00	$ 30,493.15	$ 8,036.85	David Ruhl	
DUDK320-03-03	320	Dudek	Reach MAS 4A-180 Removal Project	03/02/2020	12/31/2020	$ 29,960.00	$ -	$ 29,960.00	$ 10,317.50	$ 19,642.50	David Ruhl	
STAN320-03	320	Stantec	Alcoa Dike - Brine Line Protection/Relocation - Design	11/04/2019	12/31/2020	$ 49,378.00	$ 32,191.00	$ 81,569.00	$ 41,466.00	$ 40,103.00	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	$ 33,254.42	$ 21,199.58	Ian Achimore	
GEI374-01	374	GEI Consultants	CEQA Compliance Documentation	12/01/2019	12/31/2020	$ 31,900.00	$ -	$ 31,900.00	$ 2,919.50	$ 28,980.50	Mark Norton	
GEOS374-01	374	GeoScience Support Services	Santa Ana River Waste Load Allocation Model Update	02/01/2017	06/30/2020	$ 249,800.00	$ 118,106.00	$ 367,906.00	$ 361,196.25	$ 6,709.75	Mark Norton	
KSC374-01	374	Kahn, Soares, & Conway	Basin Monitoring TF Regulatory Support	04/01/2020	06/30/2021	$ 93,293.60	$ -	$ 93,293.60	$ 2,760.00	$ 90,533.60	Mark Norton	
RISK374-08	374	Risk Sciences	Basin Monitoring TF Regulatory Support	03/21/2019	06/30/2020	$ 74,400.00	$ -	$ 74,400.00	$ 49,357.39	$ 25,042.61	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	$ 19,086.40	$ 93,293.60	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	$ 352,883.96	$ 21,089.04	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	$ 190,248.95	$ 9,751.05	Rick Whetsel	
KSC384-01	384-01	Kahn, Soares, & Conway	MSAR Pathogen TMDL TF Regulatory Support	04/01/2020	06/30/2021	$ 108,156.50	$ -	$ 108,156.50	$ -	$ 108,156.50	Mark Norton	
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	$ 11,633.50	$ 108,156.50	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	$ 319,992.79	$ 53,722.21	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	$ 1,498.57	$ 21,501.43	Ian Achimore	

Santa Ana Watershed Project Authority
Open Task Orders Schedule
Apr-20
(Reflects Invoices Received as of 05/12/20)

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
DEGR392-05	392	DeGrave Communications	Social Media Support - EC TF	07/01/2019	06/30/2020	$ 30,000.00	$ -	$ 30,000.00	$ 29,593.77	$ 406.23	Mark Norton	
KSC392-01	392	Kahn, Soares, & Conway	Emerging Contituents Program TF Regulatory Support	04/01/2020	06/30/2021	$ 46,410.00	$ -	$ 46,410.00	$ -	$ 46,410.00	Mark Norton	
RISK392-05	392	Risk Sciences	Emerging Constituents Sampling Program 2019	02/20/2019	06/30/2020	$ 28,250.00	$ -	$ 28,250.00	$ 24,863.60	$ 3,386.40	Mark Norton	
PO3466	398	California Rural Water Association	Disadvantaged Communities Grant	07/19/2017	07/31/2021	$ 240,000.00	$ 1,177,938.74	$ 1,417,938.74	$ 360,984.39	$ 1,056,954.35	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	$ 19,092.26	$ 907.74	Rick Whetsel	
GEI398-01	398	GEI Consultants	Assess Homelessness Impacts on Water Quality	02/05/2019	06/30/2020	$ 74,441.00	$ -	$ 74,441.00	$ 33,810.86	$ 40,630.14	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	$ 49,845.40	$ 154.60	Rick Whetsel	
PO3463	398	Local Government Commission	Disadvantaged Communities Grant	07/19/2017	07/31/2021	$ 442,000.00	$ 111,352.00	$ 553,352.00	$ 457,234.51	$ 96,117.49	Rick Whetsel	
PO3465	398	University Enterprises Corporation	Disadvantaged Communities Grant	07/19/2017	07/31/2021	$ 1,290,500.00	$ -	$ 1,290,500.00	$ 849,001.07	$ 441,498.93	Rick Whetsel	
PO3464	398	Water Education Foundation	Disadvantaged Communities Grant	07/19/2017	04/30/2020	$ 150,000.00	$ -	$ 150,000.00	$ 112,283.91	$ 37,716.09	Rick Whetsel	Waiting for April Invoice
WLC398-01	398	World Language Communications	On-Call Translation Services	12/16/2019	12/31/2020	$ 10,000.00	$ 20,000.00	$ 30,000.00	$ 9,091.06	$ 20,908.94	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	$ 106,966.61	$ 122,079.39	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	$ 36,964.95	$ 446.05	Mark Norton	
										$ 3,343,186.41		

LIST OF SAWPA FUNDS

Fund No.	Fund Description	Fund Group
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

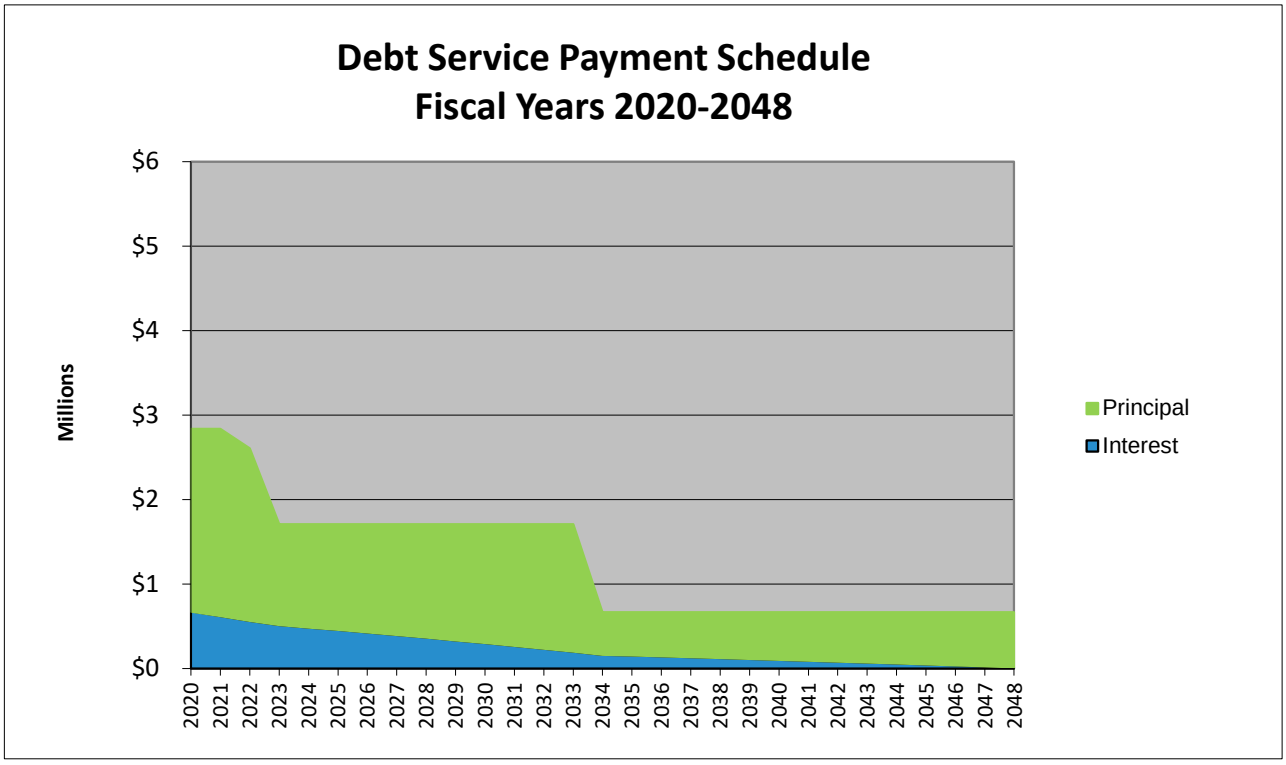
Santa Ana Watershed Project Authority
Brine Line Debt Service Funding Analysis
April 30, 2020

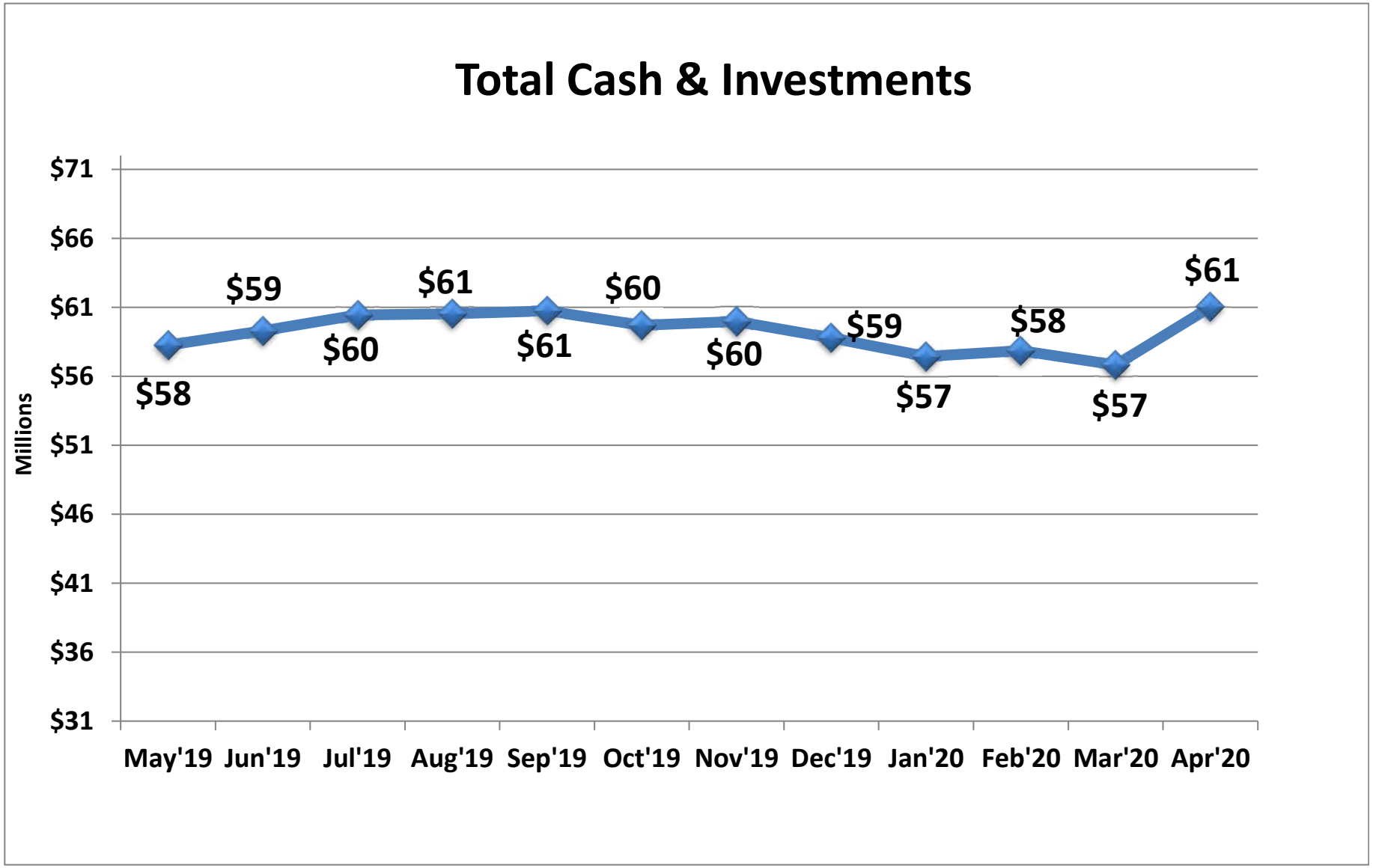
FYE	T-Strip Maturity	Capacity Loan Receipts	Rates	Loan Pymts	Interest Earned *	Excess Cash	Ending Cash Balance
	Beginning Balance						4,808,151
2020	395,000	-	1,709,476	(2,835,753)	96,163	(635,115)	4,173,037
2021	-	-	1,709,476	(2,835,753)	83,461	(1,042,817)	3,130,220
2022	-	-	1,709,476	(2,608,439)	62,604	(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
April 30, 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



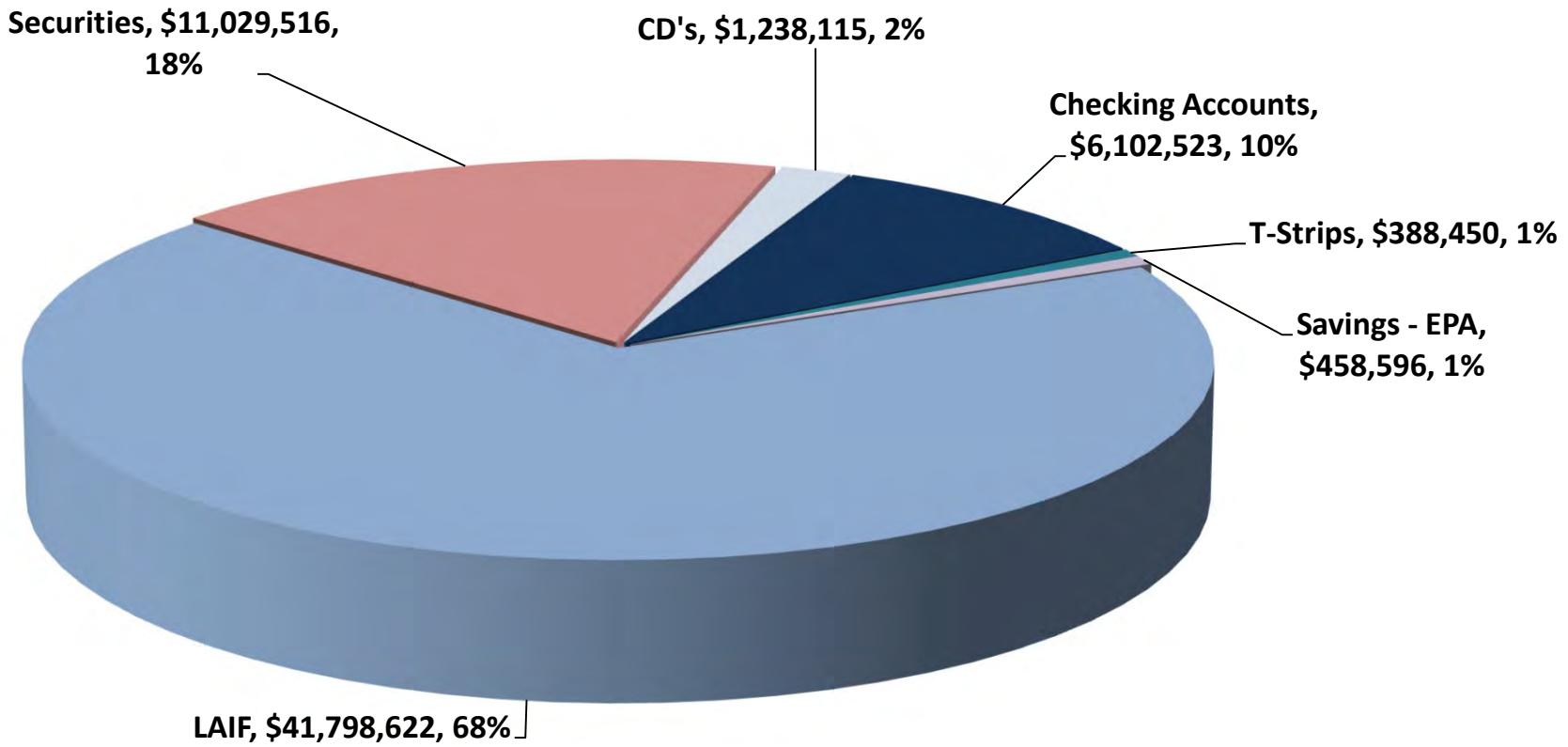

Total Cash & Investments
Millions
$71
$66
$61
$56
$51
$46
$41
$36
$31
$58
$59
$60
$61
$61
$60
$60
$59
$57
$58
$57
$61
May'19
Jun'19
Jul'19
Aug'19
Sep'19
Oct'19
Nov'19
Dec'19
Jan'20
Feb'20
Mar'20
Apr'20

CASH BALANCE & SOURCE OF FUNDS

April 30, 2020

Reserve Accounts			Cash and Investments						
		Total	Checking (Cash)	LAIF Account	Savings EPA	Investment Securities	Certificates of Deposit	Treasury Strips	Total
100	General Fund	$ 1,277,672	1,277,672	-	-	-	-	-	$ 1,277,672
100	Building Reserve	$ 591,187	-	591,187	-	-	-	-	$ 591,187
370	Basin Planning General	$ 366,475	-	366,475	-	-	-	-	$ 366,475
370	USBR Partnership Studies	$ 51,828	-	51,828	-	-	-	-	$ 51,828
373	Watershed Management Plan	$ 393,790	-	393,790	-	-	-	-	$ 393,790
240	Self Insurance Reserve	$ 4,339,041	-	4,339,041	-	-	-	-	$ 4,339,041
240	Brine Line Debt Retirement	$ 3,473,852	-	3,085,402	-	-	-	388,450	$ 3,473,852
240	Brine Line - Pipeline Replacement	$ 22,317,623	831,798	9,218,194	-	11,029,516	1,238,115	-	$ 22,317,623
240	Brine Line - OCSD Rehabilitation	$ 3,706,357	-	3,706,357	-	-	-	-	$ 3,706,357
240	Brine Line - Capacity Management	$ 11,869,104	-	11,869,104	-	-	-	-	$ 11,869,104
240	Brine Line - OCSD Future Capacity	$ 1,817,199	-	1,817,199	-	-	-	-	$ 1,817,199
240	Brine Line - Flow Imbalance Reserve	$ 87,829	-	87,829	-	-	-	-	$ 87,829
240	Brine Line - Rate Stabilization Reserve	$ 1,018,308	-	1,018,308	-	-	-	-	$ 1,018,308
240	Brine Line - Operating Reserve	$ 3,993,053	3,993,053	-	-	-	-	-	$ 3,993,053
401	Legal Defense Fund	$ 458,596	-	-	458,596	-	-	-	$ 458,596
374	Basin Monitoring Program TF	$ 247,352	-	247,352	-	-	-	-	$ 247,352
381	SAR Fish Conservation	$ 131,946	-	131,946	-	-	-	-	$ 131,946
384	Middle SAR TMDL TF	$ 179,716	-	179,716	-	-	-	-	$ 179,716
386	RWQ Monitoring TF	$ 363,484	-	363,484	-	-	-	-	$ 363,484
387	Mitigation Bank Credits	$ 963,893	-	963,893	-	-	-	-	$ 963,893
392	Emerging Constituents TF	$ 21,046	-	21,046	-	-	-	-	$ 21,046
398	Prop 1 DACI Grant	$ 1,045,233	-	1,045,233	-	-	-	-	$ 1,045,233
504	Prop 84 - Round I & II Passthrough	$ 1,736,105	-	1,736,105	-	-	-	-	$ 1,736,105
504	Prop 84 - SARCCUP Projects	$ 565,133	-	565,133	-	-		-	$ 565,133
		$ 61,015,823	$ 6,102,523	$ 41,798,622	$ 458,596	$ 11,029,516	$ 1,238,115	$ 388,450	$ 61,015,823

Cash & Investments - April 2020
$61,015,823

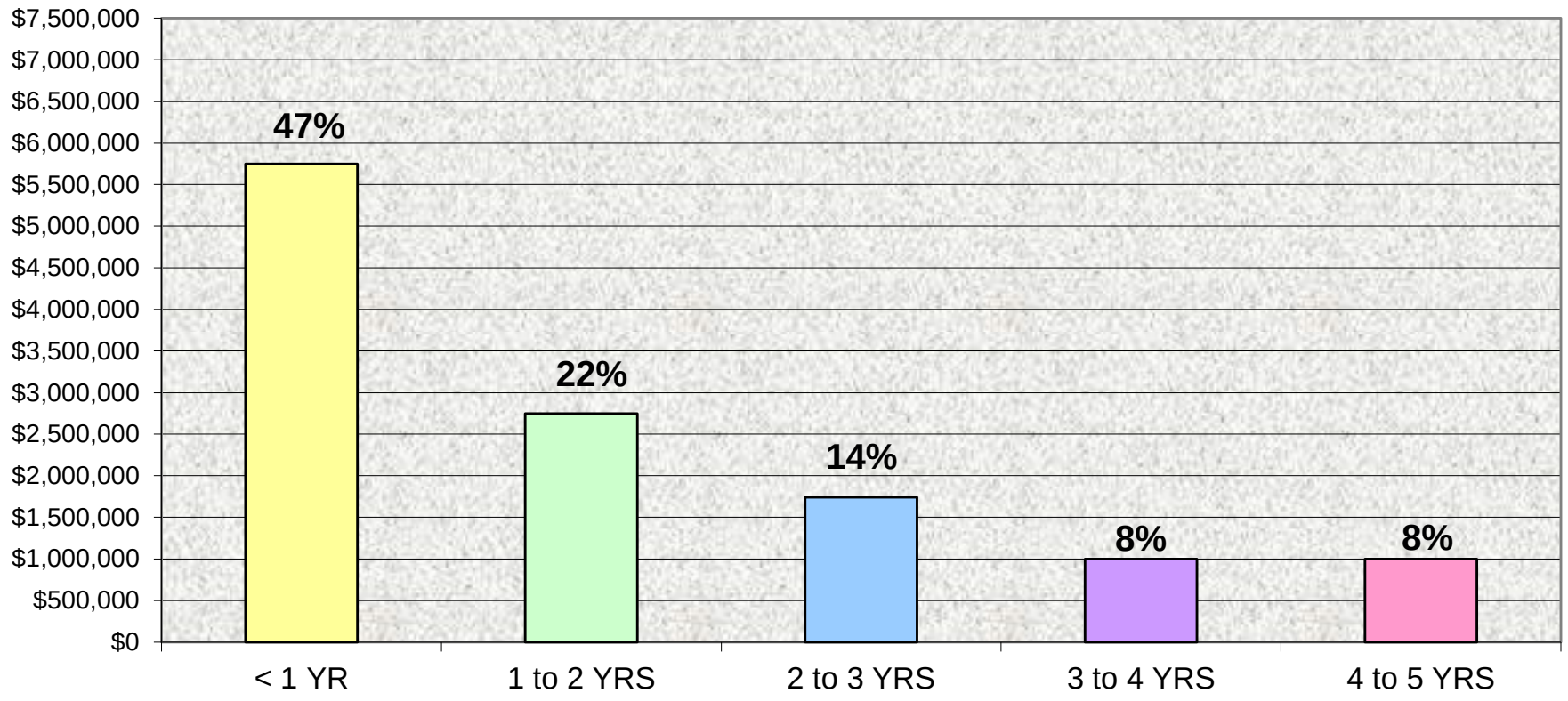


Santa Ana Watershed Project Authority
Reserve Account Analysis
April 30, 2020

Reserve Account	Balance @ 6/30/2019	Interest Earned	Fund Receipts/ Contributions	Loan/T-Strip Receipts	Debt Service Payments	Inter-Fund Loans	Fund Expenses	Balance @ 4/30/2020	Estimated Fund Changes	Balance @ 6/30/2020
Brine Line Operating Reserve	4,512,993	62,880	9,812,193				(10,395,013)	3,993,053	-	3,993,053
Flow Imbalance Reserve	85,989	1,840						87,829	-	87,829
OCSD Future Capacity	1,779,127	38,071						1,817,199	-	1,817,199
Capacity Management	11,620,440	248,664						11,869,104	-	11,869,104
Rate Stabilization Reserve	1,000,000	18,308						1,018,308	-	1,018,308
Pipeline Replacement	21,015,512	371,512	1,196,232				(265,632)	22,317,623	(4,613,256)	17,704,367
OCSD Rehabilitation	3,628,707	77,650						3,706,357	-	3,706,357
Debt Retirement	4,413,151	84,046	1,423,958		(2,835,753)			3,085,402	1,148,722	4,234,124
Self Insurance	4,166,085	89,623	83,333					4,339,041	16,667	4,355,708
General Fund	2,418,254	54,111	681,731			(357,502)	(1,518,922)	1,277,672	-	1,277,672
Building Reserve	684,110	15,938	100,000				(208,862)	591,187	-	591,187
	55,324,368	1,062,644	13,297,447	-	(2,835,753)	(357,502)	(12,388,429)	54,102,775	(3,447,867)	50,654,908

Twelve Month Maturity Schedule

Securities



SAWPA

TREASURER'S REPORT

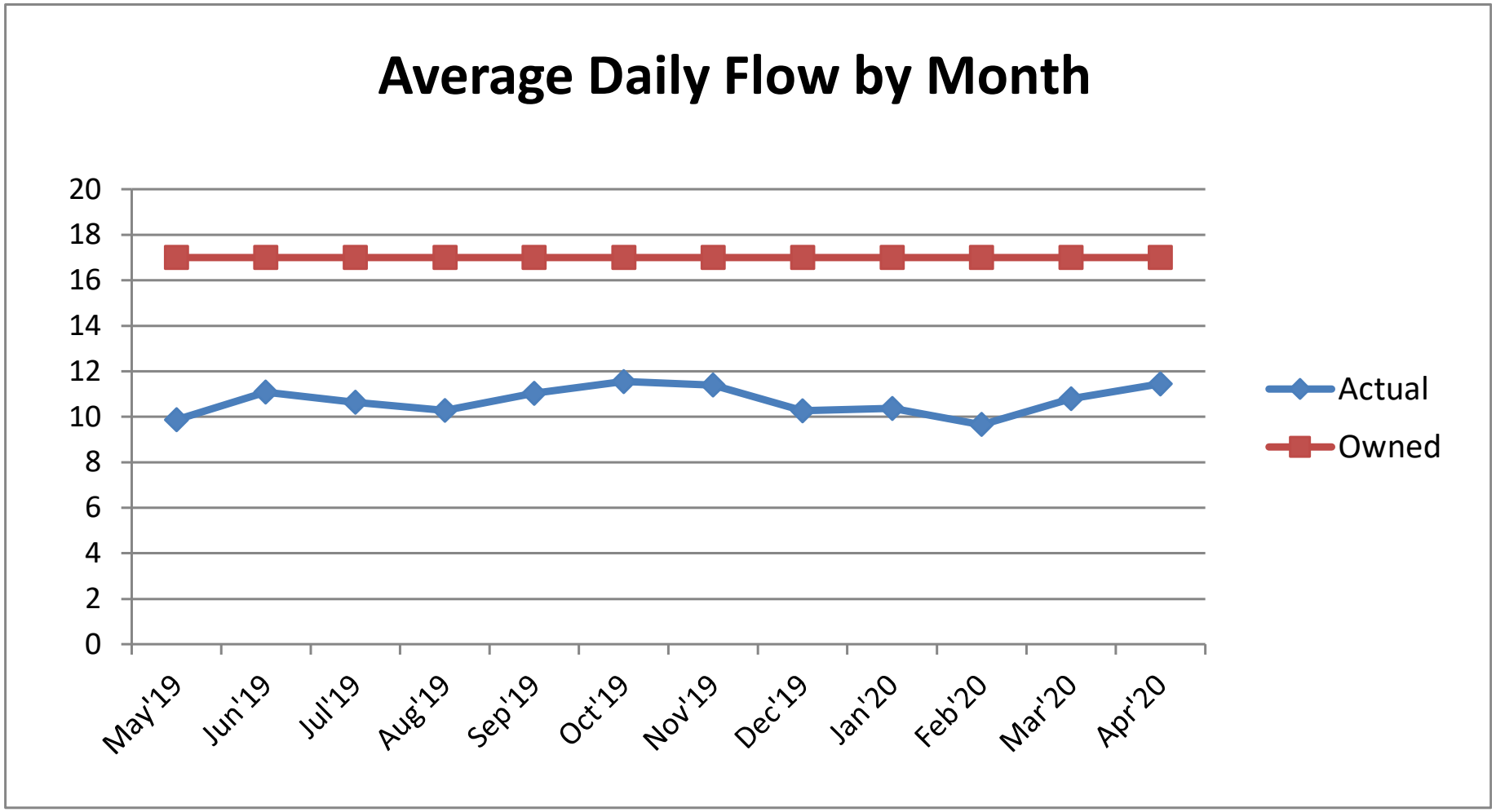
As of April 30, 2020

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	394,985.39	6.36%
				$ 395,000.00	$ 111,030.55	$ 283,969.45	$ 40,451.91	354,548.09	$ 394,985.39	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	1,011,003.00	1.125%
Agency	FHLMC	4/17/2017	1/13/2022	102.55	$ 512,767.00	$ 500,000.00	$ 500,000.00	517,602.50	2.375%
Agency	FHLB	6/16/2016	6/12/2020	102.61	$ 1,026,088.00	$ 1,000,000.00	$ 1,000,000.00	1,001,967.00	1.750%
Agency	FHLB	12/14/2017	6/10/2022	99.89	$ 998,930.00	$ 1,000,000.00	$ 1,000,000.00	1,039,362.00	2.125%
Agency	FHLB	2/4/2020	12/13/2024	106.25	$ 531,250.00	$ 500,000.00	$ 500,000.00	549,588.00	2.750%
Agency	FNMA	12/28/2015	12/28/2020	100.21	$ 1,002,140.00	$ 1,000,000.00	$ 1,000,000.00	1,010,146.00	1.875%
Agency	FNMA	6/16/2016	11/30/2020	101.52	$ 1,015,157.00	$ 1,000,000.00	$ 1,000,000.00	1,007,186.00	1.500%
Agency	FNMA	2/4/2020	1/7/2025	101.08	$ 505,380.00	$ 500,000.00	$ 500,000.00	524,834.00	1.625%
Agengy	USTN	11/17/2015	10/31/2020	100.00	$ 1,005,312.50	$ 1,000,000.00	$ 1,000,000.00	1,008,008.00	1.750%
Agengy	USTN	6/17/2016	8/31/2020	101.13	$ 507,070.31	$ 500,000.00	$ 500,000.00	502,129.00	1.375%
Agengy	USTN	6/16/2016	9/30/2020	101.12	$ 506,992.19	$ 500,000.00	$ 500,000.00	502,695.50	1.375%
Agengy	USTN	6/16/2016	10/31/2020	101.12	$ 506,914.06	$ 500,000.00	$ 500,000.00	503,164.00	1.375%
Agency	USTN	12/14/2017	7/31/2021	96.91	$ 969,062.50	$ 1,000,000.00	$ 1,000,000.00	1,012,031.00	1.125%
CORP	Apple Inc.	10/15/2018	5/3/2023	95.98	$ 479,898.50	$ 500,000.00	$ 500,000.00	523,311.50	2.400%
CORP	Toyota Motor Credit Corp.	10/15/2018	9/20/2023	99.55	$ 497,747.50	$ 500,000.00	$ 500,000.00	531,965.00	3.450%
CD	American Exp Centurion	4/19/2017	4/19/2021	100.00	$ 248,000.00	$ 248,000.00	$ 248,000.00	252,509.45	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%
					$12,292,769.56	$ 12,238,000.00	$12,238,000.00	12,487,501.95	1.969%


Average Daily Flow by Month
20
18
16
14
12
10
8
6
4
2
0
May'19
Jun'19
Jul'19
Aug'19
Sep'19
Oct'19
Nov'19
Dec'19
Jan'20
Feb'20
Mar'20
Apr'20
Actual
Owned

SUMMARY OF LABOR MULTIPLIERS

		Benefit Rate
Total Employee Benefits	1,208,498	0.417
Total Payroll	2,900,702	
Gross Indirect Costs	2,595,792	
Less: Member Contributions & Other Revenue	(498,273)	
Indirect Costs for Distribution	2,097,519	
Direct Labor	1,739,496	0.829
Indirect Costs	2,097,519	

FY 2019-20 Labor multiplier - thru 04/30/20	**1.246**
FY 2019-20 Budgeted Labor multiplier	1.961
FY 2018-19 Labor multiplier	2.050
FY 2017-18 Labor multiplier	1.990
FY 2016-17 Labor multiplier	1.901
FY 2015-16 Labor multiplier	2.073

INDIRECT COSTS

(to be Distributed)

G/L Acct.	Description		Actual thru 4/30/20
51000	Salaries - Regular	$	1,161,207
52000	Benefits	$	529,510
60111	Tuition Reimbursement	$	390
60112	Training	$	10,712
60113	Education	$	2,044
60114	Other Training & Education	$	7,614
60120	Audit Fees	$	22,819
60121	Consulting	$	75,723
60126	Temporary Services	$	23,138
60128	Other Professional Services	$	700
60129	Other Contract Services	$	1,400
60130	Legal Fees	$	79,059
60133	Employment Recruitment	$	2,030
60153	Materials & Supplies	$	-
60154	Safety	$	1,257
60155	Security	$	2,604
60156	Custodial Contract Services	$	16,353
60157	Landscaping Maintenance	$	13,665
60158	HVAC	$	8,426
60159	Facility Repair & Maintenance	$	24,063
60160	Telephone	$	18,582
60161	Cellular Services	$	9,697
60163	Electricity	$	16,954
60164	Water Services	$	6,284
60170	Equipment Expensed	$	22,454
60171	Equipment Rented	$	30,859

(Continued - next column)

G/L Acct.	Description		Actual thru 4/30/20
60172	Equipment Repair / Maintenance	$	2,420
60180	Computer Hardware	$	45,128
60181	Software / Updates / Licensing	$	85,557
60182	Internet Services	$	13,964
60183	Computer Supplies	$	3,791
60184	Computer Repair/Maint	$	100
60190	Offsite Meeting/Travel Expense	$	1,771
60191	In House Meetings	$	1,815
60192	Conference Expense	$	20,783
60193	Car, Repair, Maintenance	$	126
60200	Dues	$	35,476
60202	Subscriptions	$	6,138
60203	Contributions	$	17,250
60210	Bank Charges	$	250
60211	Shipping/Postage	$	381
60212	Office Supplies	$	11,264
60213	Offsite Storage	$	2,506
60220	Commission Fees	$	28,670
60221	Commission Mileage Reimb.	$	3,744
60222	Other Commission Expense	$	475
60230	Other Expense	$	8,529
60240	Building Lease	$	8,475
81010	Retiree Medical Expense	$	82,839
80001	Insurance Expense	$	43,462
80000	Building Repair/Replacement Reserve	$	83,333
13005	Fixed Assets	$	-
	Total Costs	$	2,595,792

Direct Costs Paid by Projects	$	2,102,260
Other Income Offset	$	48,273
Member Contribution Offset	$	450,000
	$	2,600,533

Over (Under) Allocation % 0.2%

BENEFITS SUMMARY

(Distributed based on Actual Labor)

G/L Acct	Description	Budget	Actual @ 4/30/20	Projected FYE 2020
70101	FICA Expense	$ 200,498	$ 137,872	$ 165,447
70102	Medicare Expense	$ 56,208	$ 40,342	$ 48,410
70103	State Unemployment Insurance	$ 4,900	$ 4,073	$ 4,887
70104	Worker's Compensation Insurance	$ 43,068	$ 49,790	$ 59,747
70105	State Disability Insurance	$ 29,183	$ 20,040	$ 24,048
70106	PERS Pension Plan	$ 701,014	$ 493,853	$ 592,624
70111	Medical Expense	$ 578,078	$ 361,706	$ 434,047
70112	Dental Expense	$ 34,765	$ 21,819	$ 26,182
70113	Vision Insurance	$ 8,268	$ 5,691	$ 6,830
70114	Life Insurance Expense	$ 15,871	$ 11,868	$ 14,242
70115	Long Term Disability	$ 18,502	$ 13,389	$ 16,067
70116	Wellness Program Expense	$ 3,500	$ 1,055	$ 1,266
70117	401a Profit Sharing - Employers Contribution	$ -	$ 6,500	$ 7,800
70120	Car Allowance	$ 51,000	$ 40,500	$ 48,600
	Total Benefits	$ 1,744,854	$ 1,208,498	$ 1,450,198
	Total Payroll	$ 3,825,402	$ 2,900,702	$ 3,480,843
	Benefits Rate	45.6%	41.7%	41.7%

Santa Ana Watershed Project Authority
Labor Hours Budget vs Actual
Month Ending April 30, 2020

	Fund	Budget	Actual	%
100	General & Administrative	25,622	24,792	96.76%
135	Prop 84 Round 2 Administration	320	338	105.63%
140	Prop 84 2014 Drought Administration	685	884	129.09%
145	Prop 84 Final Round Administration	2,020	551	27.25%
240	Brine Line Enterprise	21,925	14,589	66.54%
320	Brine Line Protection	695	277	39.78%
327	Reach IV-D Corrosion Repairs	320	7	2.19%
370-01	General Basin Planning	1,715	1,101	64.21%
370-02	USBR Partnership Studies	90	49	54.44%
373	Watershed Management Plan	1,945	1,034	53.14%
374	Basin Monitoring Program	443	397	89.50%
381	SAR Fish Conservation	220	108	49.20%
384-01	Chino TMDL Facilitation	175	121	69.29%
386MONIT	Storm Water Quality Standards TF	155	76	49.03%
387	Arundo Removal & Habitat Restoration	175	25	14.00%
392	Emerging Constituents	45	170	378.33%
397EXPAN	Water-Energy WVWD Administration	-	7	100.00%
398ADMIN	DACI Grant	3,650	1,763	48.29%
477-02	LESJWA - Administration	320	362	112.97%
477TMDL	LESJWA - TMDL Task Force	625	502	80.24%
504-301A	Prop 84 2014 Drought Implementation	100	60	59.75%
504-301C	Prop 84 2014 Drought Implementation	110	195	177.27%
504-401I	Prop 84 Final Round Implementation	335	122	36.34%
504-401PA23	Prop 84 Final Round Implementation	660	81	12.23%
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	47,607	75.52%

Note: Should be at 83.33% of budget for 10 months

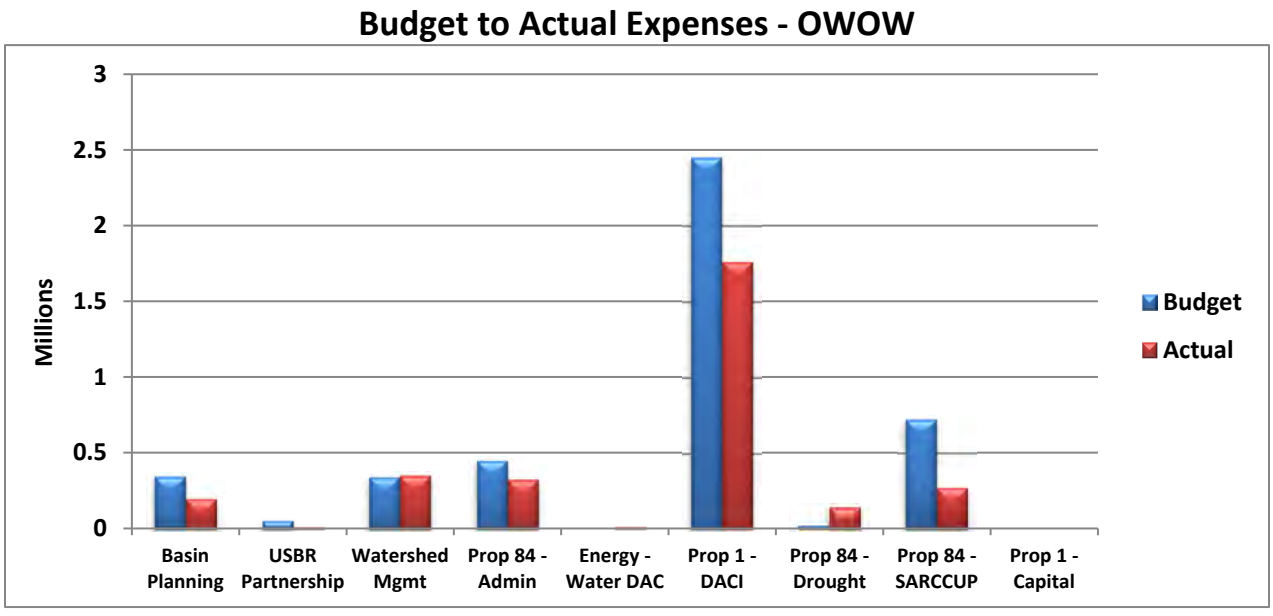
Santa Ana Watershed Project Authority
PA25 - OWOW Fund - Financial Report
March 2020

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

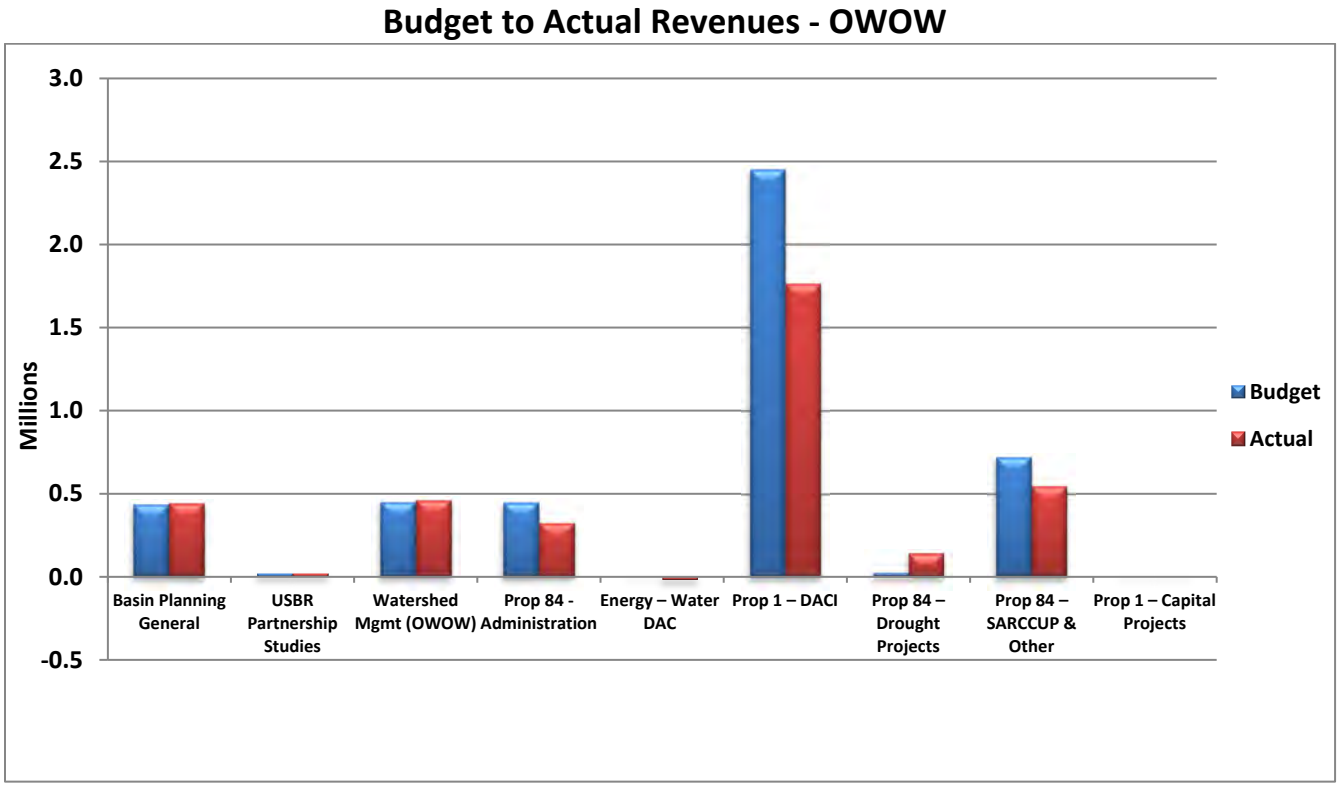
Overview	This report highlights the agency's key financial indicators for the Fiscal Year-to-Date (FYTD) through March 2020 unless otherwise noted.

Budget to Actual Expenses - OWOW — Favorable

	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Basin Planning General	$459,373	$344,530	$199,042	$145,488
USBR Partnership Studies	70,097	52,573	14,193	38,380
Watershed Mgmt. (OWOW)	449,583	337,187	347,482	(10,295)
Prop 84 - Administration	597,237	447,928	323,672	124,256
Energy – Water DAC	-	-	9,191	(9,191)
Prop 1 – DACI	3,264,263	2,448,197	1,761,188	687,009
Prop 84 – Drought Projects	31,595	23,696	137,973	(114,277)
Prop 84 – SARCCUP & Other	959,134	719,351	275,199	444,152
Prop 1 – Capital Projects	290,134	-	-	-
Total	**$6,121,416**	**$4,373,462**	**$3,067,941**	**$1,305,521**



Budget to Actual Revenues - OWOW				Concern
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Basin Planning General	$460,000	$435,000	$441,462	$6,462
USBR Partnership Studies	70,000	20,000	20,839	839
Watershed Mgmt. (OWOW)	450,000	450,000	460,653	10,653
Prop 84 - Administration	597,237	447,928	323,678	(124,250)
Energy – Water DAC	-	-	(17,707)	(17,707)
Prop 1 – DACI	3,264,263	2,448,197	1,761,188	(687,009)
Prop 84 – Drought Projects	31,595	23,696	137,973	114,277
Prop 84 – SARCCUP & Other	959,134	719,351	544,591	(174,760)
Prop 1 – Capital Projects	321,334	-	-	-
Total	**$6,153,565**	**$4,544,172**	**$3,672,676**	**($871,496)**



Reserve Fund Balance - March

	Amount
Basin Planning General	$402,288
USBR Partnership Studies	52,411
Watershed Management (OWOW)	421,594
Proposition 84 – SARCCUP & Other	347,541
Total Reserves	**$1,223,833**

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.

1) Total revenues are 19% below budget. The Proposition 1 DACI and Proposition 84 – SARCCUP projects have had a slow start and invoices from project proponents are coming in slowly. It is anticipated that all projects will be on track with the budget at the end of the fiscal year.

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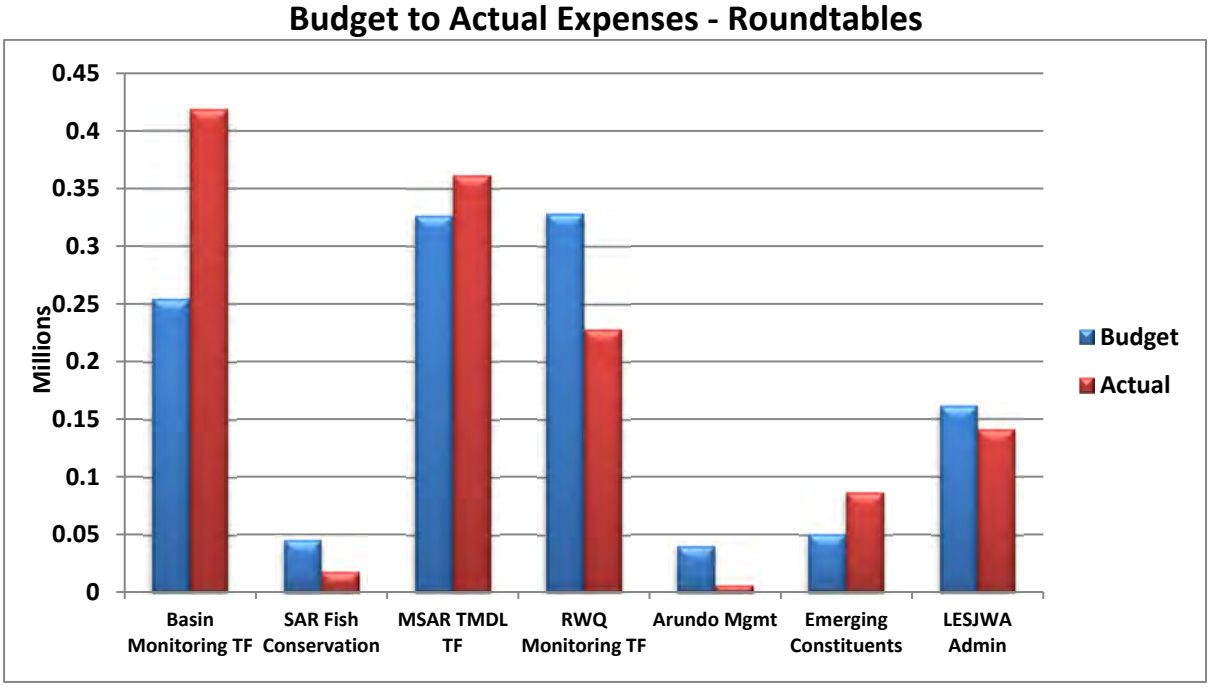
Santa Ana Watershed Project Authority
PA26 - Roundtable Fund - Financial Report
March 2020

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

Overview	This report highlights the agency's key financial indicators for the Fiscal Year-to-Date (FYTD) through March 2020 unless otherwise noted.

Budget to Actual Expenses - Roundtables ⚠ Concern

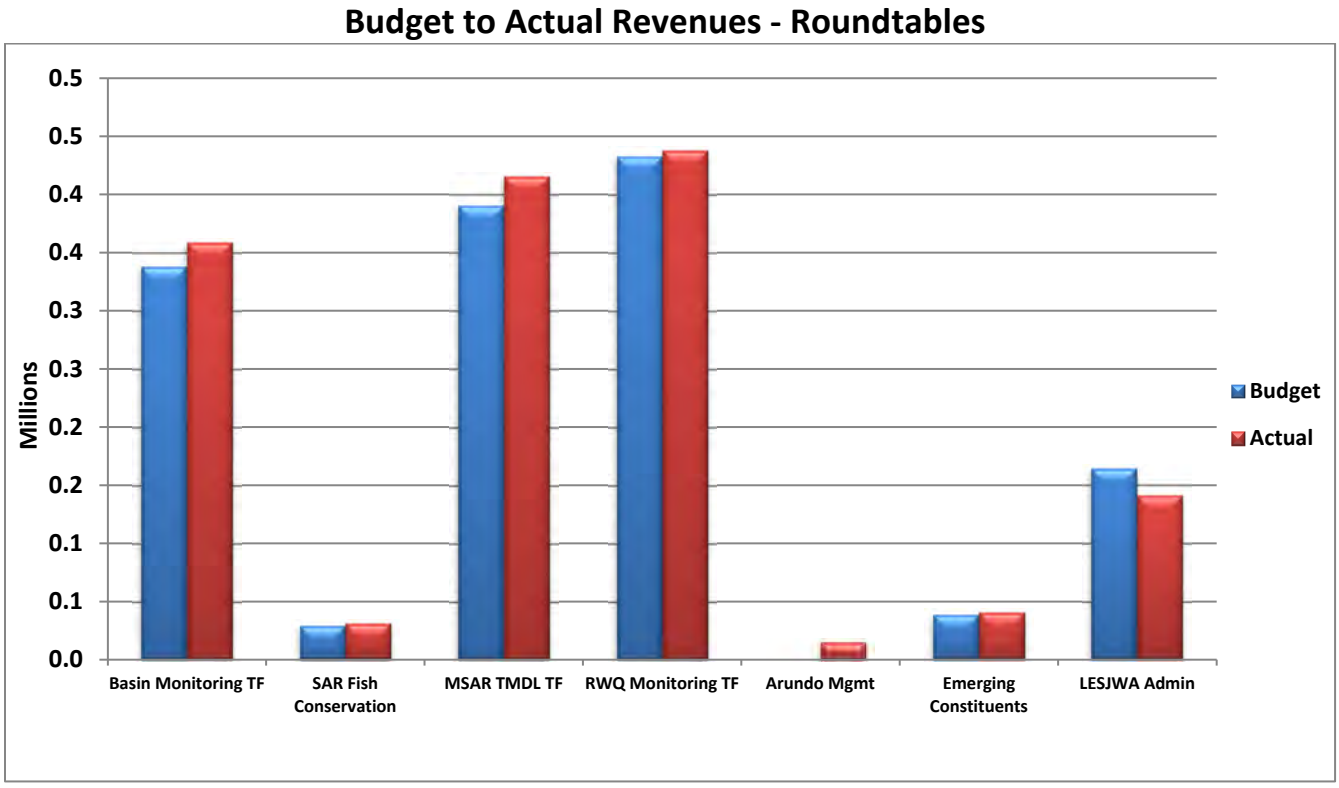
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Basin Monitoring TF	$338,708	$254,031	$418,738	($164,707)
SAR Fish Conservation	60,155	45,116	18,164	26,952
MSAR TMDL TF	391,042	326,367	361,475	(35,108)
RWQ Monitoring TF	437,963	328,472	228,085	100,388
Arundo Mgmt.	52,760	39,570	6,474	33,096
Emerging Constituents	67,643	50,732	86,594	(35,862)
LESJWA Admin	215,185	161,390	140,903	20,487
Total	**$1,563,457**	**$1,205,678**	**$1,260,433**	**($54,755)**



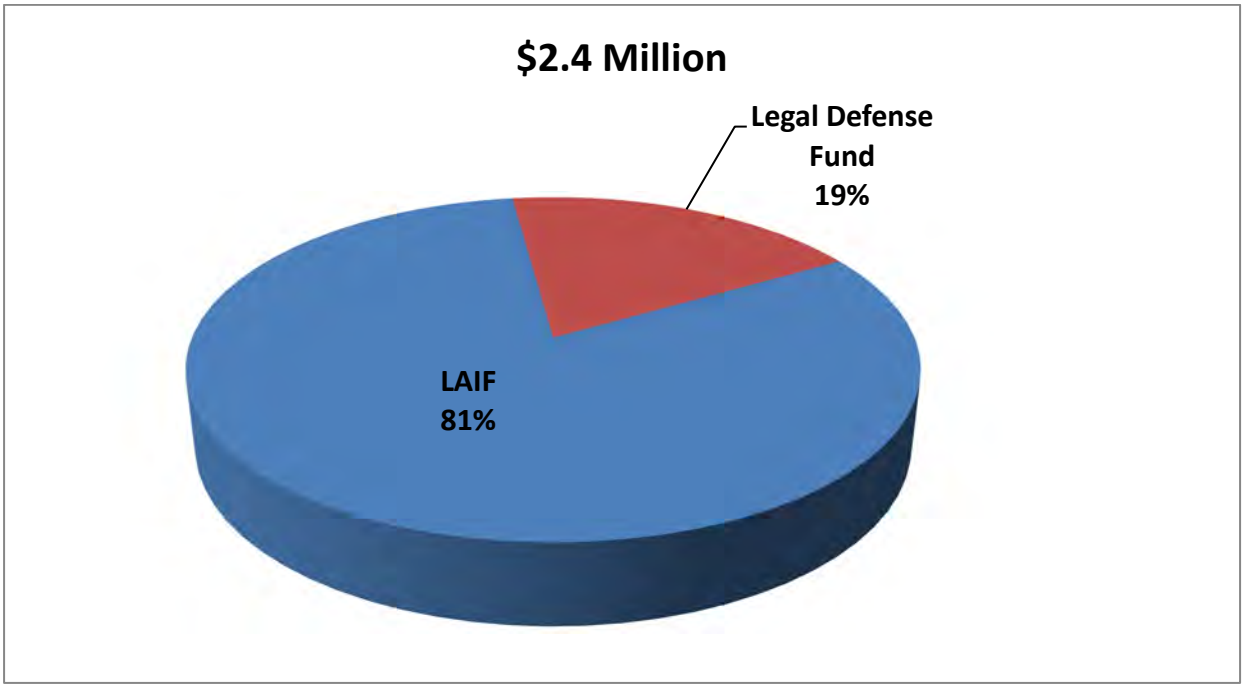
Budget to Actual Revenues - Roundtables

On Track

	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Basin Monitoring TF	$338,000	$338,000	$358,698	$20,698
SAR Fish Conservation	29,000	29,000	30,919	1,919
MSAR TMDL TF	390,344	390,344	415,506	25,162
RWQ Monitoring TF	432,864	432,864	438,005	5,141
Arundo Mgmt.	-	-	14,531	14,531
Emerging Constituents	38,711	38,711	40,666	1,955
LESJWA Admin	215,186	163,890	140,872	(23,018)
Total	**$1,444,105**	**$1,392,809**	**$1,439,198**	**$46,388**



Total Cash & Investments - March



Reserve Fund Balance - March

	Amount
Basin Monitoring Task Force	$292,713
SAR Fish Conservation	132,341
Middle SAR TMDL Task Force	182,137
Regional Water Quality Monitoring Task Force	380,871
Arundo Management & Habitat	962,072
Emerging Constituents Task Force	30,176
LESJWA Administration	-
Legal Defense Fund	458,596
Total Reserves	**$2,438,906**

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.

1) Expenses are 4.5% over budget but that will be offset by a 3.3% increase in revenues. The Basin Monitoring Task Force and the MSAR TMDL Task Force programs are the main cause for the overage, which will be covered by the prior year's fund balance.

COMMISSION MEMORANDUM NO. 2020.42

DATE: June 16, 2020

TO: SAWPA Commission

SUBJECT: Budget vs. Actual Variance Report
FYE 2020 Third Quarter – March 31, 2020

PREPARED BY: Karen Williams, DGM/CFO

RECOMMENDATION
It is recommended that the Commission receive and file the informational report on FYE 2020 Third 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 March 31, 2020. The Agency's net revenue was $1,978,497, which was $2,173,916 more favorable than budgeted. Several significant items comprise the majority of this favorable variance:

Operating Revenue was $154,100 more than budgeted. This favorable variance is due to higher truck discharge than budgeted.

Operating Expense was $5,981,051 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 $3,961,235 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 $500,000 or more for individual revenue categories:

Interest & Investments – The 194% variance of $702,407 is due to receiving higher interest earnings than was projected in the budget.

Unfavorable Revenue Variances
Listed below are explanations of unfavorable variances of $500,000 or more for individual revenue categories:

Grant Proceeds – The 33% variance of $1,050,316 is due to the delay of receiving invoices for Proposition 1 and 84 projects from the project proponents.

Use of Reserves – The 65% variance of $3,663,270 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 $500,000 or more for individual expense categories:

Consulting & Professional Services – The 24% variance of $887,396 is due to slower implementation of the Proposition 84 Drought, SARCCUP, and Proposition 1 DACI projects.

Operating Costs – The 22% variance of $595,536 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 $3,497,100 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 $500,000 or more.

RESOURCE IMPACTS
None.

Attachment:
1. Variance Report

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

Consolidated

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Discharge Fees	$11,532,103	$8,649,078	$8,803,178	$154,100	1.78%
Total Operating Revenue	11,532,103	8,649,078	8,803,178	154,100	1.78%
Operating Expenses					
Labor	3,825,400	2,869,050	2,451,336	417,714	14.56%
Benefits	1,744,855	1,308,641	1,117,809	190,832	14.58%
Education & Training	61,800	46,350	23,375	22,975	49.57%
Consulting & Professional Services	5,001,458	3,751,094	2,863,698	887,396	23.66%
Operating Costs	3,546,000	2,659,500	2,063,964	595,536	22.39%
Repair & Maintenance	572,100	429,075	192,161	236,914	55.22%
Phone & Utilities	80,150	60,113	53,880	6,232	10.37%
Equipment & Computers	372,900	279,675	236,587	43,088	15.41%
Meeting & Travel	112,650	84,488	32,839	51,649	61.13%
Other Administrative Costs	308,013	231,010	153,465	77,545	33.57%
Other Expense	334,500	265,876	255,095	10,781	4.05%
Program Expenses	707,903	313,327	370,040	-56,713	-18.10%
Construction	4,700,000	3,525,000	27,900	3,497,100	99.21%
Operating Transfers	132,344	132,344	132,344	0	0.00%
Indirect Costs	0	0	0	0	0.00%
Total Operating Expenses	21,500,075	15,955,544	9,974,492	5,981,052	37.49%
Net Operating Revenue / (Deficit)	-9,967,972	-7,306,466	-1,171,314	-5,826,952	79.75%
Non-Operating Revenue (Expense)					
Member Agency Contributions	1,601,966	1,601,966	1,601,966	0	0.00%
Participant Fees	1,590,565	1,590,565	1,611,653	21,088	1.33%
Grant Proceeds	4,658,908	3,135,182	2,084,867	-1,050,316	-33.50%
Debt Service	-2,835,027	-2,835,027	-2,835,753	-726	0.03%
Interest & Investments	1,045,000	362,500	1,064,907	702,407	193.77%
Other Income	205,186	153,890	132,887	-21,003	-13.65%
Contributions to Reserves	-3,512,001	-2,659,001	-2,608,416	50,585	1.90%
Operating Transfers	132,344	132,344	132,344	0	0.00%
Use of Reserves	6,908,161	5,628,628	1,965,358	-3,663,270	65.08%
Net Non-Operating Revenue / (Deficit)	9,795,102	7,111,047	3,149,811	-3,961,235	-55.71%
Net Revenue / (Deficit)	-$172,870	-$195,419	$1,978,497	$2,173,916	

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

General Fund

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Total Operating Revenue	$0	$0	$0	$0	0.00%
Operating Expenses					
Labor	1,639,599	1,229,699	1,235,866	-6,167	-0.50%
Benefits	747,858	560,894	563,555	-2,661	-0.47%
Education & Training	49,800	37,350	20,620	16,730	44.79%
Consulting & Professional Services	433,200	324,900	276,181	48,719	14.99%
Operating Costs	6,400	4,800	3,329	1,471	30.66%
Repair & Maintenance	122,100	91,575	57,033	34,542	37.72%
Phone & Utilities	69,150	51,863	48,287	3,575	6.89%
Equipment & Computers	210,900	158,175	199,570	-41,395	-26.17%
Meeting & Travel	77,000	57,750	24,554	33,196	57.48%
Other Administrative Costs	207,113	155,335	102,479	52,856	34.03%
Other Expense	135,250	101,438	53,852	47,585	46.91%
Indirect Costs	-3,289,177	-2,466,883	-1,829,281	-637,601	25.85%
Total Operating Expenses	409,193	306,895	756,045	-449,151	-146.35%
Net Operating Revenue / (Deficit)	-409,193	-306,895	-756,045	449,151	-146.35%
Non-Operating Revenue (Expense)					
Member Agency Contributions	676,966	676,966	676,966	0	0.00%
Interest & Investments	0	0	46,593	46,593	100.00%
Other Income	0	0	1,681	1,681	100.00%
Building Reserve	-100,000	-100,000	-100,000	0	0.00%
Retiree Medical Reserve	-167,773	-125,830	-75,245	50,585	-40.20%
Net Non-Operating Revenue / (Deficit)	409,193	451,136	549,995	98,859	21.91%
Net Revenue / (Deficit)	$0	$144,242	-$206,050	-$350,292	

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

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Discharge Fees	$11,532,103	$8,649,078	$8,803,178	$154,100	1.78%
Total Operating Revenue	11,532,103	8,649,078	8,803,178	154,100	1.78%
Operating Expenses					
Labor	1,206,933	905,200	736,375	168,825	18.65%
Benefits	550,510	412,883	335,787	77,096	18.67%
Education & Training	12,000	9,000	2,720	6,280	69.78%
Consulting & Professional Services	265,000	198,750	67,930	130,820	65.82%
Operating Costs	3,537,600	2,653,200	2,060,635	592,565	22.33%
Repair & Maintenance	450,000	337,500	135,128	202,372	59.96%
Phone & Utilities	11,000	8,250	5,593	2,657	32.21%
Equipment & Computers	156,500	117,375	36,691	80,684	68.74%
Meeting & Travel	10,000	7,500	1,962	5,538	73.84%
Other Administrative Costs	72,900	54,675	28,805	25,870	47.32%
Other Expense	199,250	164,438	194,872	-30,434	-18.51%
Indirect Costs	1,816,182	1,362,137	1,108,244	253,893	18.64%
Total Operating Expenses	8,287,875	6,230,908	4,714,742	1,516,166	24.33%
Net Operating Revenue / (Deficit)	3,244,228	2,418,171	4,088,436	-1,670,266	-69.07%
Non-Operating Revenue (Expense)					
Interest & Investments	1,045,000	362,500	791,174	428,674	118.25%
Other Income	0	0	334	334	100.00%
Debt Service	-2,835,027	-2,835,027	-2,835,753	-726	0.03%
Use of Reserves	1,790,027	1,790,027	1,790,027	0	0.00%
Contributions to Reserves	-3,244,228	-2,433,171	-2,433,171	0	0.00%
Net Non-Operating Revenue / (Deficit)	-3,244,228	-3,115,671	-2,687,389	428,282	-13.75%
Net Revenue / (Deficit)	$0	-$697,501	$1,401,047	$2,098,548	

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

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Total Operating Revenue	$0	$0	$0	$0	0.00%
Operating Expenses					
Labor	752,282	564,212	372,837	191,374	33.92%
Benefits	343,135	257,351	170,014	87,337	33.94%
Education & Training	0	0	35	-35	-100.00%
Consulting & Professional Services	3,157,114	2,367,836	1,570,124	797,712	33.69%
Equipment & Computers	500	375	326	49	13.04%
Meeting & Travel	24,100	18,075	5,747	12,328	68.20%
Other Administrative Costs	14,350	10,763	11,328	-565	-5.25%
Other Expense	0	0	6,370	-6,370	-100.00%
Program Expenses	697,903	305,827	370,040	-64,213	-21.00%
Indirect Costs	1,132,032	849,024	561,120	287,904	33.91%
Total Operating Expenses	6,121,416	4,373,462	3,067,941	1,305,522	29.85%
Net Operating Revenue / (Deficit)	-6,121,416	-4,373,462	-3,067,941	-1,305,522	29.85%
Non-Operating Revenue (Expense)					
Member Agency Contributions	905,000	905,000	905,000	0	0.00%
Participant Fees	503,990	503,990	488,084	-15,906	-3.16%
Grant Proceeds	4,658,908	3,135,182	2,084,867	-1,050,315	-33.50%
Interest & Investments	0	0	194,727	194,727	100.00%
Net Non-Operating Revenue / (Deficit)	6,067,898	4,544,172	3,672,676	-871,494	-19.18%
Net Revenue / (Deficit)	-$53,518	$170,710	$604,735	$434,025	
Project Reimbursement (Prop 84 Capital)	$19,877,081	$14,907,811	$710,452	$14,197,358	

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

Roundtable Fund

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Total Operating Revenue	$0	$0	$0	$0	0.00%
Operating Expenses					
Labor	149,369	112,027	86,631	25,396	22.67%
Benefits	68,131	51,098	39,504	11,594	22.69%
Consulting & Professional Services	961,144	720,858	860,371	-139,513	-19.35%
Equipment & Computers	5,000	3,750	0	3,750	100.00%
Meeting & Travel	1,550	1,163	576	587	50.48%
Other Administrative Costs	11,150	8,363	10,627	-2,265	-27.08%
Program Expenses	10,000	7,500	0	7,500	100.00%
Operating Transfer	132,344	132,344	132,344	0	0.00%
Indirect Costs	224,769	168,577	130,380	38,197	22.66%
Total Operating Expenses	1,563,457	1,205,678	1,260,433	-54,754	-4.54%
Net Operating Revenue / (Deficit)	-1,563,457	-1,205,678	-1,260,433	54,754	-4.54%
Non-Operating Revenue (Expense)					
Member Agency Contributions	20,000	20,000	20,000	0	0.00%
Participant Fees	1,086,575	1,086,575	1,123,569	36,994	3.40%
Other Income	205,186	153,890	130,872	-23,018	-14.96%
Operating Transfer	132,344	132,344	132,344	0	0.00%
Interest & Investments	0	0	32,413	32,413	100.00%
Net Non-Operating Revenue / (Deficit)	1,444,105	1,392,809	1,439,198	46,390	3.33%
Net Revenue / (Deficit)	-$119,352	$187,131	$178,765	-$8,365	

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

	FYE 2020 Budget	9-Month Budget	YTD Actual	Favorable (Unfavorable) Variance	
Operating Revenue					
Total Operating Revenue	$0	$0	$0	$0	0.00%
Operating Expenses					
Labor	77,217	57,913	19,626	38,287	66.11%
Benefits	35,221	26,416	8,950	17,466	66.12%
Consulting & Professional Services	185,000	138,750	89,092	49,658	35.79%
Operating Costs	2,000	1,500	0	1,500	100.00%
Other Administrative Costs	2,500	1,875	225	1,650	87.99%
Construction	4,700,000	3,525,000	27,900	3,497,100	99.21%
Indirect Costs	116,196	87,147	29,537	57,610	66.11%
Total Operating Expenses	5,118,134	3,838,601	175,331	3,663,270	95.43%
Net Operating Revenue / (Deficit)	-5,118,134	-3,838,601	-175,331	-3,663,270	95.43%
Non-Operating Revenue (Expense)					
Use of Reserves	5,118,134	3,838,601	175,331	3,663,270	95.43%
Net Non-Operating Revenue / (Deficit)	5,118,134	3,838,601	175,331	3,663,270	95.43%
Net Revenue / (Deficit)	$0	$0	$0	$0	

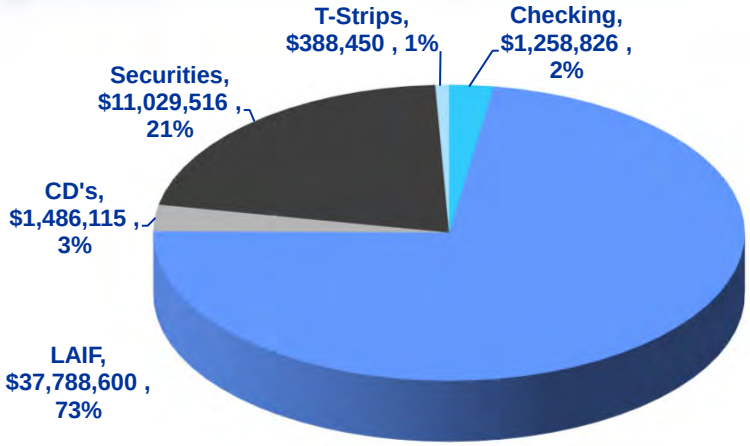
1

Agenda

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

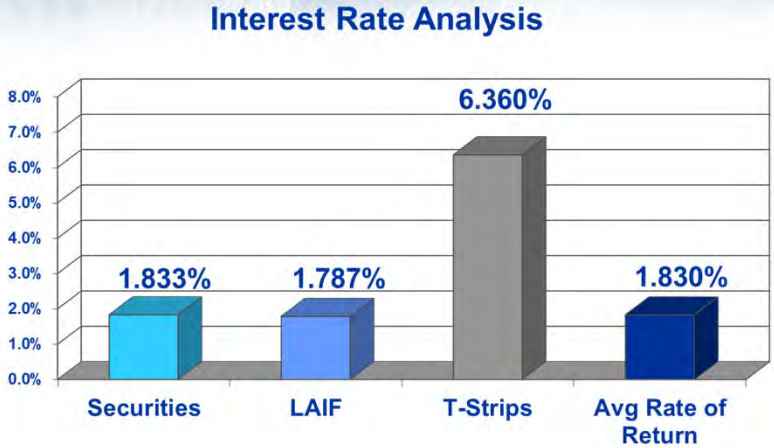
2

Cash & Investments



3

Cash & Investments



4

Reserve Account Balances

Reserve Account	Balance
Self Insurance	$4,311,780
Debt Retirement	3,317,311
Pipeline Replacement	22,125,566
OCSD Rehabilitation	3,690,111
Capacity Management	11,817,079
OCSD Future Capacity	1,809,234
Flow Imbalance Reserve	87,444
Rate Stabilization Reserve	1,013,845
Operating Reserve	3,779,138
Total Reserves	**$51,951,508**

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Reserve Account Balances Trends

Reserve	Balance @ 06/30/19	Balance @ 09/30/19	Balance @ 12/31/19	Balance @ 03/31/20
Self Insurance	$4,166,085	$4,216,433	$4,262,989	$4,311,780
Debt Retirement	4,801,601	5,025,902	3,533,281	3,317,311
Pipeline Replacement	21,015,512	21,332,328	21,748,650	22,125,566
OCSD Rehabilitation	3,628,707	3,650,852	3,669,572	3,690,111
Capacity Mgmt	11,620,440	11,691,357	11,751,304	11,817,079
OCSD Future Capacity	1,779,127	1,789,985	1,799,163	1,809,234
Flow Imbalance Reserve	85,989	86,513	86,957	87,444
Rate Stabilization Reserve	1,000,000	1,003,055	1,008,202	1,013,845
Operating Reserve	4,512,993	4,649,837	4,178,747	3,779,138
Total	**$52,610,454**	**$53,446,263**	**$52,038,865**	**$51,951,508**

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Transfers, Use and Contributions To/From Reserves

- **Pipeline Replacement Reserve**
  - Contribution of $1,076,609
  - Use of $193,374 Fund 320 Brine Line Protection
  - Use of $47,816 Fund 327 Reach IV-D Corrosion Repairs
- **Self Insurance Reserve**
  - Contribution of $75,000
- **Debt Service Reserve**
  - Contribution of $1,281,562
  - Use of $1,790,027
- **Brine Line Operating Reserve**
  - Use of $1,579,163 for CalPERS Unfunded Liabilitiy

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Total Operating Revenues

Source	Actual	Budget	Variance Positive/(Negative)
BOD/TSS Fees	$1,534,110	$1,731,150	($197,040)
Volumetric Fees	2,851,338	2,680,013	171,325
Fixed Charges	3,838,896	3,838,896	0
Truck Discharge	377,985	372,000	5,985
Permit Fees	9,100	27,019	(17,919)
Sampling Surcharge	7,059	0	7,059
Lease Capacity Revenue	184,690	0	184,690
Total Operating Revenues	$8,803,178	$8,649,078	$154,100

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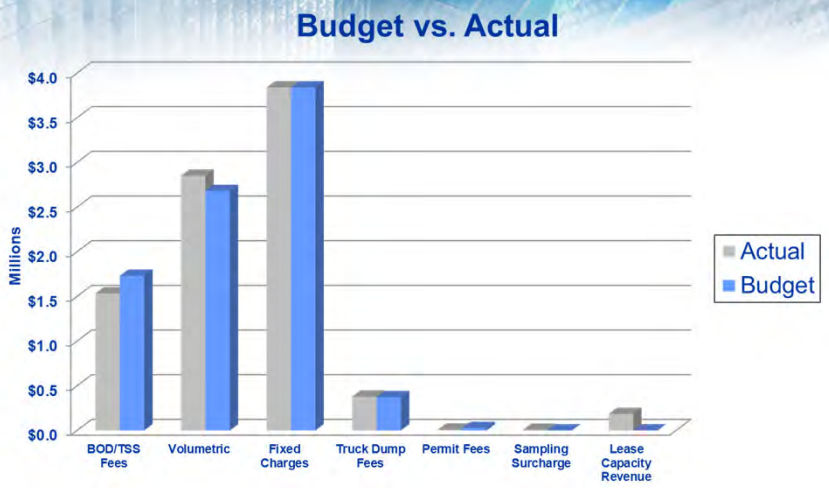
Operating Revenues vs. Budget



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Total Operating Expenses

Source	Actual	Budget	Variance Positive/(Negative)
Treatment Costs	($1,274,371)	($1,731,150)	$456,779
Volumetric Costs	(644,736)	(536,550)	(108,186)
Operating Costs	(141,528)	(385,500)	243,972
General & Administration	(2,451,049)	(3,041,458)	590,409
Facility Repair & Maintenance	(135,128)	(337,500)	202,372
Consulting & Prof. Services	(67,930)	(198,750)	130,820
Total Operating Expenses	($4,714,742)	($6,230,908)	$1,516,166

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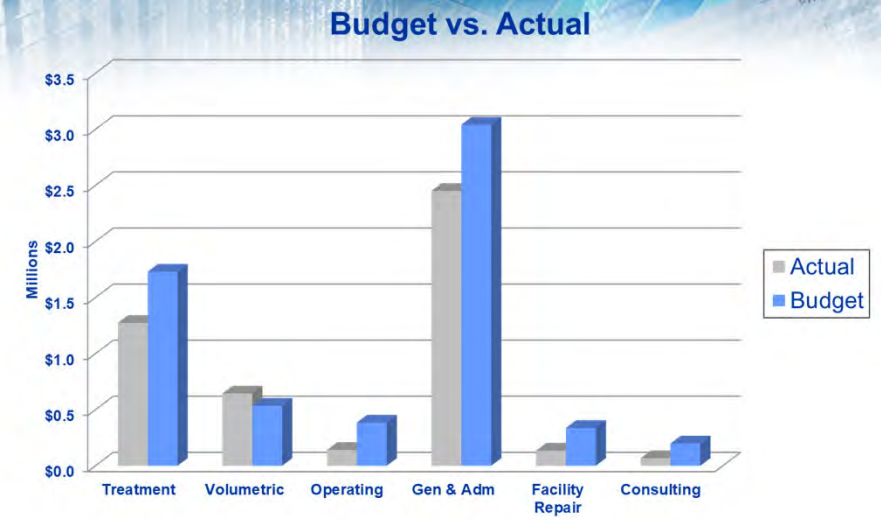
Operating Expenses vs. Budget



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Non Operating Revenues and Expenses

Source	Actual	Budget	Variance Positive/(Negative)
Use of Reserves (Debt Service)	$1,790,027	$1,790,027	$0
Interest & Investments	791,174	362,500	428,674
Other Income	334	0	334
Debt Service Payments	(2,835,753)	(2,835,027)	(726)
Contributions to Reserves	(2,433,171)	(2,433,171)	0
Total Non Operating	($2,687,389)	($3,115,671)	$428,282

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Enterprise Performance

Flow, BOD, TSS Actual vs. OCSD Billing

	SAWPA Billed	OCSD Billing	Difference
Total Flow (MG)	2,923.49	2,916.96	6.53
Total BOD (1,000 lbs)	801.264	815.888	(14.624)
Total TSS (1,000 lbs)	2,897.988	2,148.125	749.863
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)	$573,004	$644,735	($71,731)
BOD	253,199	260,864	(7,665)
TSS	1,280,911	1,013,507	267,404
TD Allowance	26,153	0	26,153
Total	$2,133,267	$1,919,106	$214,161

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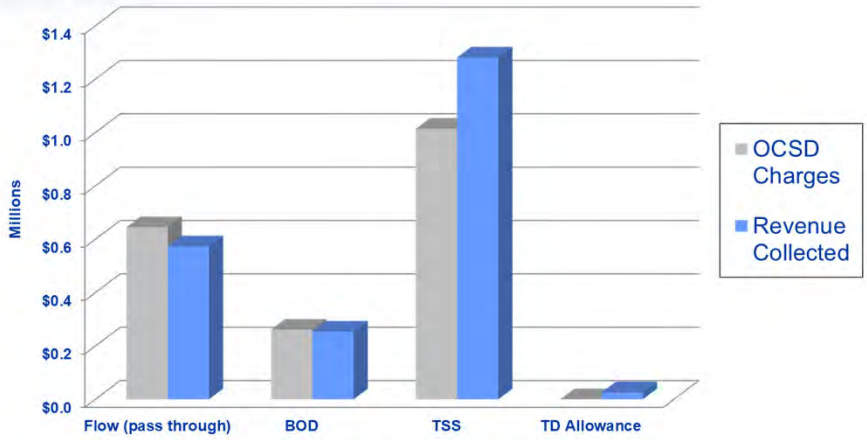
Enterprise Performance

OCSD Flow, BOD & TSS Charges vs. Revenue Collected



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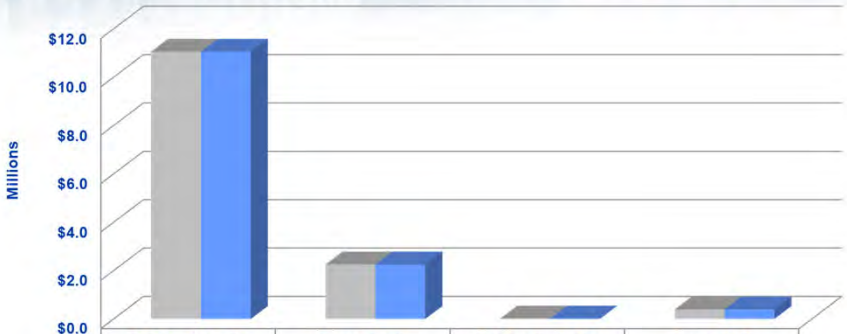
Capital Project Fund

Costs (Project to Date) vs. Funding



	D/S Prado in OC	Above Prado	D/S Prado in Riv	Reach IV-D Corrosion Repair
Funding	$11,050,765	$2,254,398	$14,482	$390,698
Costs	$11,050,765	$2,254,398	$14,482	$390,698

Funding = Reserves and SRF Loans

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Capital Project Fund

	D/S Prado in OC	Above Prado	Reach IV-D Corrosion Repairs
Costs	$129,064	$36,185	$10,082
Budget	$2,132,670	$1,648,772	$57,158

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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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1

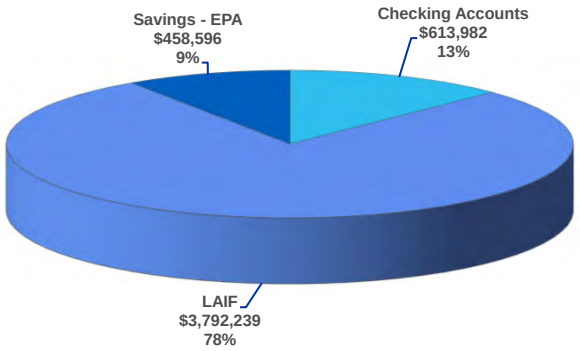
Agenda

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

2

Cash & Investments

$4,864,817



3

Cash & Investments

Total by Fund

General Fund	$1,202,078
OWOW Fund	1,223,833
Roundtable Fund	1,980,310
Fiduciary Fund	458,596
Total	$4,864,817

4

Cash & Investments

General Funds

Fund	Checking (Cash)	LAIF Account	Total
General Fund	$613,982	$0	$613,982
Building Reserve	0	588,096	588,096
Total	$613,982	$588,096	$1,202,078

5

Cash & Investments

OWOW Funds

Fund	LAIF Account
General Basin Planning	$402,288
USBR Partnership Studies	52,411
Watershed Mgmt Plan	421,594
Prop 84 SARCCUP Projects	347,541
Total	$1,223,833

6

Cash & Investments

Roundtable Funds

Fund	LAIF Account
Basin Monitoring	$292,713
RWQ Monitoring TF	380,871
SAR Fish Conservation	132,341
Middle SAR TMDL TF	182,137
Emerging Constituents TF	30,176
Mitigation Banking	962,072
Total	$1,980,310

7

Cash & Investments

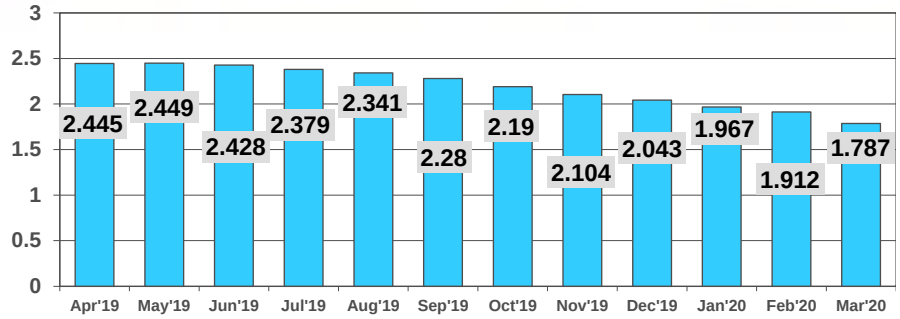
Fiduciary Funds

Fund	Savings EPA
Legal Defense Fund	$458,596
Total	$458,596

8

Cash & Investments

LAIF Interest Rates



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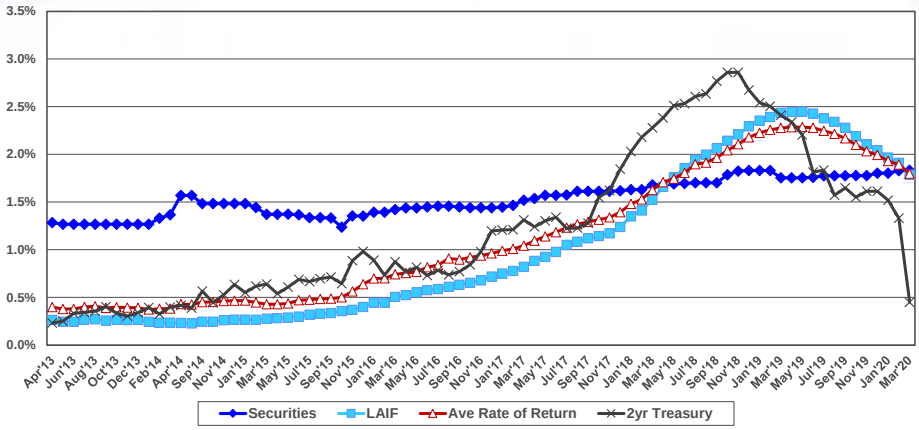
Cash & Investments

Interest Rate Comparison



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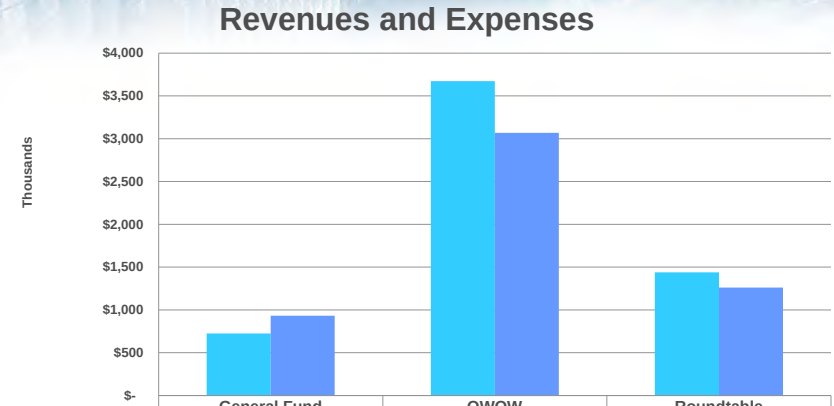
Analysis by Fund Type



	General Fund	OWOW	Roundtable
Funding/Revenue	$725,240	$3,672,676	$1,439,198
Costs/Expenses	$931,290	$3,067,941	$1,260,433

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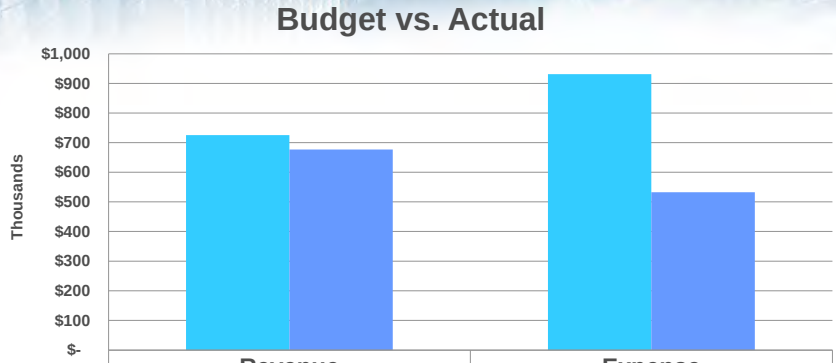
General Fund



	Revenue	Expense
Actual	$725,240	$931,290
Budget	$676,966	$532,725

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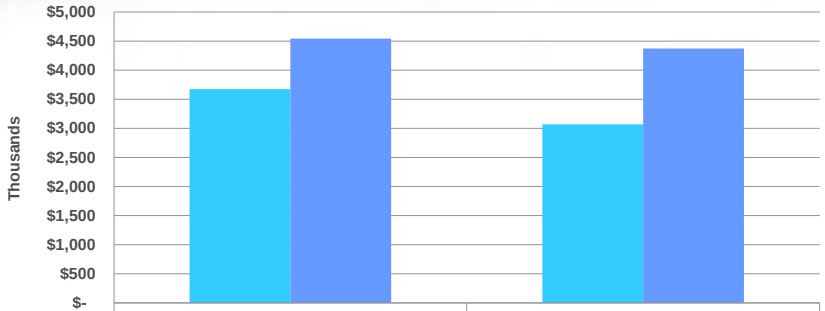
OWOW Funds

Budget vs. Actual



	Revenue	Expense
Actual	$3,672,676	$3,067,941
Budget	$4,544,172	$4,373,462

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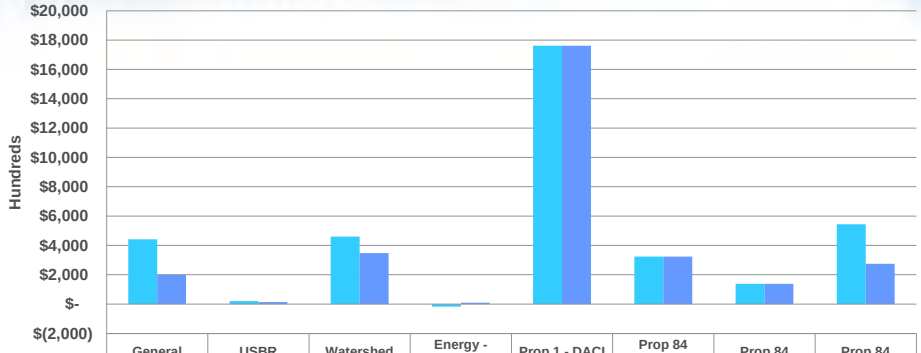
OWOW Funds

Costs vs. Funding



	General Planning	USBR Partnership	Watershed Mgmt	Energy - Water DAC Grant	Prop 1 - DACI Grant	Prop 84 Program Mgmt	Prop 84 Drought	Prop 84 SARCCUP
Funding	$441,462	$20,839	$460,653	$(17,707)	$1,761,188	$323,678	$137,973	$544,591
Costs	$199,042	$14,193	$347,482	$9,191	$1,761,188	$323,672	$137,973	$275,199

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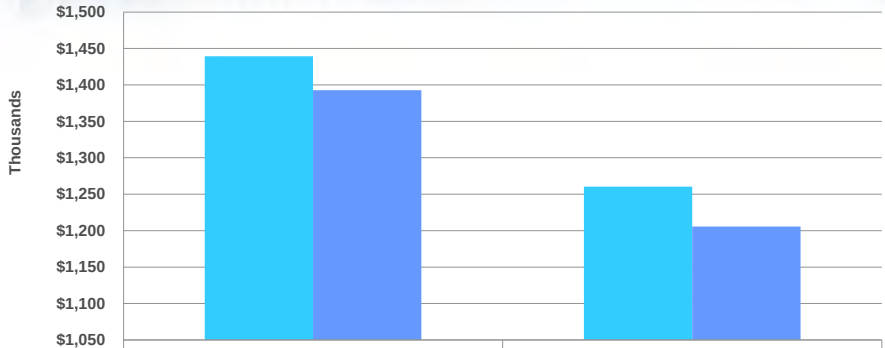
Roundtable Funds

Budget vs. Actual



	Revenue	Expense
Actual	$1,439,198	$1,260,433
Budget	$1,392,809	$1,205,678

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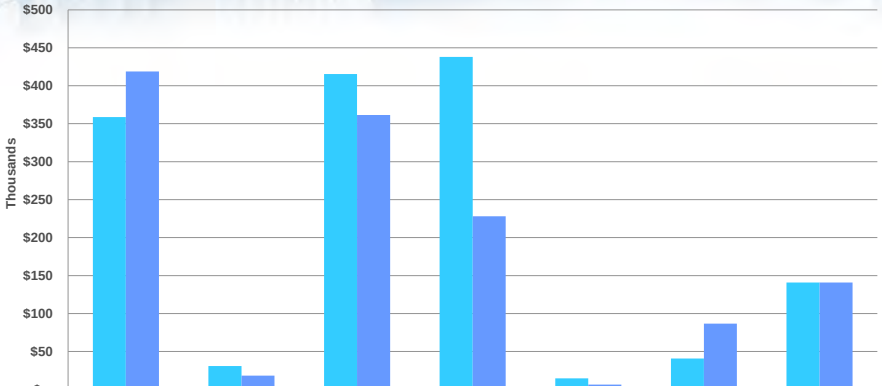
Roundtable Funds

Costs vs. Funding



	Basin Monitoring	SAR Fish Conservation	Middle SAR TMDL TF	RWQ Monitoring TF	Arundo Removal	Emerging Constiuents	LESJWA Admin
Funding	$358,698	$30,919	$415,506	$438,005	$14,531	$40,666	$140,872
Costs	$418,738	$18,164	$361,475	$228,085	$6,474	$86,594	$140,903

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Santa Ana Watershed Project Authority
General Manager - Expense Report
3rd Quarter FYE 2020

Staff	Haller

Sum of Amount		Expn Type				
Posting Date	Activity	Airfare	Hotel	Misc	Registration	Grand Total
01/31/2020	CA Water Policy Conference	425.96			399.00	824.96
01/31/2020 Total		**425.96**			**399.00**	**824.96**
02/29/2020	ACWA Conference and Symposium	555.93			1,015.00	1,570.93
02/29/2020 Total		**555.93**			**1,015.00**	**1,570.93**
03/31/2020	CA Water Policy Conference				(399.00)	(399.00)
	Citizen Hotel		490.34			490.34
	CMT Sacramento			38.50		38.50
03/31/2020 Total			**490.34**	**38.50**	**(399.00)**	**129.84**
Grand Total		**981.89**	**490.34**	**38.50**	**1,015.00**	**2,525.73**

Santa Ana Watershed Project Authority

Staff - Expense Report
3rd Quarter FYE 2020

Sum of Amount			Expn Type							
Staff	Posting Date	Activity	Airfare	Hotel	Meals	Mileage	Misc	Parking	Registration	Grand Total
Achimore	02/29/2020	OC Water Use Effiency Meeting				16.56				16.56
Achimore Total						**16.56**				**16.56**
Blancas	02/29/2020	Commission Meeting Goods					44.93			44.93
	03/31/2020	GM Meeting Goods			31.98					31.98
Blancas Total					**31.98**		**44.93**			**76.91**
Gilbert	01/31/2020	CWEA Conference							300.00	300.00
Gilbert Total									**300.00**	**300.00**
Jauregui	01/31/2020	Meeting for DCI Project				38.41				38.41
Jauregui Total						**38.41**				**38.41**
Lewis	01/31/2020	CSMFO Conference		285.48						285.48
Lewis Total				**285.48**						**285.48**
Lucht	01/31/2020	GM Meeting Goods					22.82			22.82
	02/29/2020	Commission Meeting Goods					35.25			35.25
		GM Meeting Goods					19.57			19.57
Lucht Total							**77.64**			**77.64**
Mullay	01/31/2020	OWOW Meeting Lunch			390.00					390.00
		PA24 Breakfast Items					28.06			28.06
		Recharger's Subcommittee Lunch			106.26					106.26
	03/31/2020	Commission Meeting Goods					37.04			37.04
		GM Meeting Goods					27.15			27.15
Mullay Total					**496.26**		**92.25**			**588.51**
Norton	01/31/2020	Annual Groundwater Conference							245.00	245.00
		Luncheon			58.16					58.16
		Meeting						4.00		4.00
	02/29/2020	ASCE Awards Dinner			100.00					100.00
		ASCE Symposium	345.96						100.00	445.96
	03/31/2020	MSSC Conference		85.04						85.04
Norton Total			**345.96**	**85.04**	**158.16**			**4.00**	**345.00**	**938.16**
Ruhl	01/31/2020	Toll Charge for OCSD Meeting					16.85			16.85
	02/29/2020	Alcoa Dike Design Review Meeting					2.50			2.50

Ruhl	03/31/2020	Tolls for Pretreatment Meeting with OCSD					12.80			12.80
Ruhl Total							**32.15**			**32.15**
Stewart	01/31/2020	CWEA Collection Seminar							55.00	55.00
Stewart Total									**55.00**	**55.00**
Villa	01/31/2020	Commission Meeting Goods					40.14			40.14
Villa Total							**40.14**			**40.14**
Whetsel	01/31/2020	Lunch for CivicSpark Fellows			27.42					27.42
	02/29/2020	Tribal Advisory Council Meeting				31.22				31.22
	03/31/2020	DCI Program Expenses					259.98			259.98
		Lunch for CivicSpark Fellows			56.14					56.14
Whetsel Total					**83.56**	**31.22**	**259.98**			**374.76**
Williams	01/31/2020	CA Water Policy Conference							325.00	325.00
		CGFM Meeting	221.96	199.58			86.15			507.69
		CMTA Conference		268.68						268.68
		SBVMWD Water Tour Snacks			9.08					9.08
		Toll Charge for CSMFO Conference					28.75			28.75
	02/29/2020	Commission Meeting Goods					29.90			29.90
		CSMFO Conference			114.76					114.76
		GIOA & ACWA Conference							775.00	775.00
		GIOA & CSMFO Conference		473.08						473.08
	03/31/2020	ACWA & CMTA Conference	573.93							573.93
		GIOA & CSMFO Conference		(426.28)						(426.28)
Williams Total			**795.89**	**515.06**	**123.84**		**144.80**		**1,100.00**	**2,679.59**
Grand Total			**1,141.85**	**885.58**	**893.80**	**86.19**	**691.89**	**4.00**	**1,800.00**	**5,503.31**

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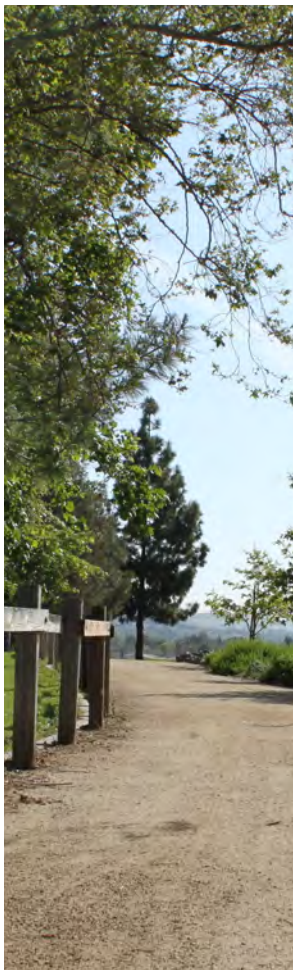
General Manager's Report

June 2020

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

INSIDE THE JUNE REPORT

1. Final Award List - Round 1 IRWM Implementation Grant Solicitation
2. SAWPA Building Renovation - Phase 2
3. Alcoa Dike - Reach IV-B/CRC Lateral Protection Project
4. Euclid Avenue (Reach IV-A and IV-D) MAS Rehabilitation Project



Final Award List - Round 1 IRWM Implementation Grant Solicitation

On January 2, 2020, SAWPA was informed by the California Department of Water Resources (DWR) that the full amount of grant funding, $23,091,428, for 10 projects that SAWPA requested from DWR under the Proposition 1 Integrated Regional Water Management Implementation Grant Program was formally approved as a final award. This represents the culmination of work that SAWPA staff started back in November 2018 with our first request for proposals. Work will commence soon on preparing the DWR grant agreement with SAWPA.

SAWPA Building Renovation - Phase 2

Phase 2 of the Building Renovation effort has been completed. Phase 1 included renovation of the first floor of the SAWPA Building, including, the Board Room, OWOW Room, and other common areas. The focus of Phase 2 was painting the walls and replacing the carpet on the second floor, including all the staff offices. The upstairs Document Room and restrooms were also renovated.

Photo of the second floor document room with new floor (vinyl) tile and re-laminated cabinets.

Alcoa Dike – Reach IV-B/CRC Lateral Protection Project

The project includes the protection of about 480 feet of Reach IV-B and 160 feet of the CRC Lateral. Final plans and specifications are anticipated on June 15, 2020. SAWPA staff will advertise for bids on June 16, 2020. Bids for the project will be received on July 21, 2020.

Euclid Avenue (Reach IV-A and IV-D) MAS Rehabilitation Project

The project includes the modification or "sealing" of five MAS on Reach IV-D along Euclid Avenue to withstand pressurization without allowing a sanitary sewer overflow. The project removes one MAS on Reach IV-A along Euclid Avenue due to significant concrete deterioration. Final plans and specifications are anticipated June 10, 2020. SAWPA staff will advertise for bids on June 16, 2020. Bids for the project will be received on July 21, 2020.

June 8, 2020

To: Santa Ana Watershed Project Authority

From: Michael Boccadoro
Beth Olhasso
Maddie Munson

RE: May Report

Overview:

Carryover water storage is the only shining light in the California water picture. With the Department of Water Resources announcing the final State Water Project allocation at 20 percent it is critical that water was saved in the state's reservoirs over the last several years. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at 81 percent of average and 62 percent capacity for this time of the year. Oroville is at 81 percent of average and 63 percent capacity.

On May 5, the State Water Resources Control Board (State Water Board) adopted regulations to update the Environmental Laboratory Accreditation Program (ELAP), which oversees the accreditation of environmental testing laboratories that test drinking water, wastewater discharges, and hazardous waste cleanup sites for compliance with state water quality standards.

Nine Orange County water agencies have retained a legal team to study whether to file suit to recoup the $1 billion or more it could cost to purify drinking water in local wells contaminated with PFAS chemicals and to pay for more expensive imported water in the interim. It's likely that 3M and DuPont, the primary manufacturers of PFAS products, would be defendants.

The State Water Resources Control Board (SWRCB) and the Water Research Foundation (WRF) announced a partnership to advance water recycling. Through a $4.5 million grant from the SWRCB and almost $1 million from Metropolitan Water District of Southern California, WRF will use $1.4 million for research that will help the Division of Drinking Water to develop direct potable reuse regulations by 2023.

A federal court recently temporarily blocked the Trump administration's efforts to pump more water to through the CVP, which critics said would threaten endangered species and salmon runs.
A judge issued a preliminary injunction in two lawsuits brought against the administration by California's Natural Resources Agency and Environmental Protection Agency and by a half-dozen environmental groups.

As is customary, the Governor released his May Revision of the state's 2020-2021 budget. While there is some debate if the Governor's projected $54 billion deficit maybe a little high, there is no debate that the state is facing significant financial challenges. The Governor also announced that he is no longer pursuing his climate resilience bond in light of the significant budget concerns and not wanting to take on the debt service of a bond. The legislature is now working through their budget process ahead of the June 15 deadline for passage.

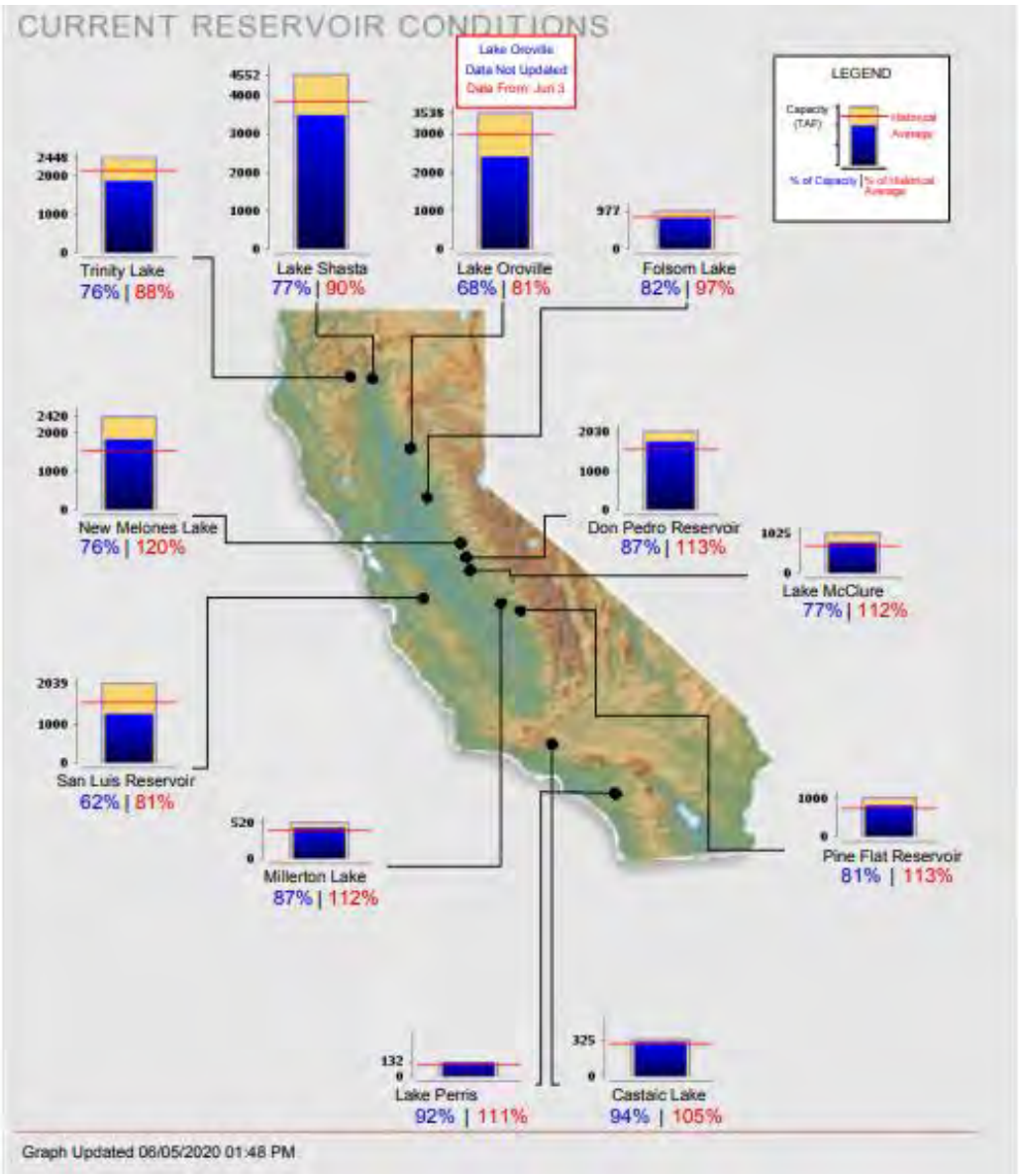
The state Senate and Assembly are working through policy and budget measures. As reported previously, most members are only pursuing a very small number of bills this year, and a lot of those shelved have been water related measures. Nevertheless, legislation considering PFAS regulations and

flushable product labeling, among others, continue to move through the process. The legislature has very little time (until June 25) if they want to see a climate resilience bond reach the November ballot. If they are unable to do so, as seems increasingly likely, it is possible for the legislature to pursue non-bond measures that do not require voter approval.

Santa Ana Watershed Project Authority
Status Report – May 2020

Water Supply Conditions

As summer temperatures hit the state early, and DWR announcing final SWP allocations, it is pretty clear how the water year is going to shape up. Carryover storage in California's reservoirs is a bright spot in the water supply outlook. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at 81 percent of average and 62 percent capacity for this time of the year. Oroville is at 81 percent of average and 63 percent capacity.



SWP Allocation Increased to 20 percent for 2020

The State Water Project (SWP) now expects to deliver 20 percent of requested supplies in 2020 thanks to above-average precipitation in May, the Department of Water Resources (DWR) announced today. An initial allocation of 10 percent was announced in December and increased to 15 percent in January. The recent announcement will likely be the final allocation update of 2020.

SWRCB Adopts New Regulations for Environmental Lab Accreditation

On May 5, the State Water Resources Control Board (State Water Board) adopted regulations to update the Environmental Laboratory Accreditation Program (ELAP), which oversees the accreditation of environmental testing laboratories that test drinking water, wastewater discharges, and hazardous waste cleanup sites for compliance with state water quality standards. Under the adopted regulations, laboratories are required to implement "The NELAC Institute" (TNI) Standard, a national accreditation standard for laboratory compliance, which will replace the current, state-specific accreditation standard. There is a three-year delayed implementation period before laboratories will be required to comply with the new standard.

The new accreditation standard is intended to address a lack of uniform testing practices across laboratories and to improve consistent data quality. While stakeholders disputed the utility of the 2016 TNI Standard for purposes of ensuring data quality, stakeholders and agency staff agreed there was a need for a more effective accreditation program and, specifically, a need to improve ELAP's ability to consistently assess the quality and competency of laboratories.

Stakeholders also expressed concern regarding the agency's estimate of the cost of implementing the 2016 TNI Standard. The State Water Board analyzed costs for small, medium, and large laboratories, but did not distinguish between costs for publicly- and privately-owned laboratories. State Water Board staff maintained that costs could be offset by redistributing some local agency staff responsibilities to third parties or state agency partners. In response to stakeholder concerns expressed at the adoption hearing, State Water Board staff suggested that existing annual reporting requirements could include an update on agency progress under the revised ELAP regulations.

Since the adoption of the regulations, ELAP has issued notices for two stakeholder meetings scheduled for the week of June 8, regarding clarification on the third-party assessment requirement, as well as changes to the fee schedule for ELAP. The fee schedule was not addressed in the recently adopted regulations and will proceed as a separate rulemaking proceeding. The adopted regulations are expected to take effect on October 1, 2020; however, to date, the State Water Board has not submitted the adopted regulations to the Office of Administrative Law for review.

Orange County Water Agencies Prepare to File PFAS Lawsuit

Nine Orange County water agencies have retained a legal team to study whether to file suit to recoup the $1 billion or more it could cost to purify drinking water in local wells contaminated with PFAS chemicals and to pay for more expensive imported water in the interim. It's likely that 3M and DuPont, the primary manufacturers of PFAS products, would be defendants.

If the Orange County agencies file suit, they would join of a growing trend of PFAS litigation in areas where there is no PFAS manufacturing.

A decade ago, the first wave of major lawsuits over PFAS chemicals came from places near production plants, where spilled or dumped toxins contaminated groundwater.

In 2017, chemical manufacturers DuPont and Chemours reached a $671 million settlement in a class-action suit brought by 3,550 people in West Virginia, who said they suffered health consequences from the toxic water. The case was portrayed in the last year's Hollywood drama "Dark Waters." And in 2018, 3M reached a $850 million settlement with the state of Minnesota for contaminating groundwater near its plant.

But as researchers find toxic repercussions from ever smaller quantities of the chemicals, lawsuits have started to be filed in areas where there are no manufacturing plants. The attorney general of Vermont, for instance, has filed suit against manufacturers for groundwater that's been tainted by treated wastewater and runoff from landfills.

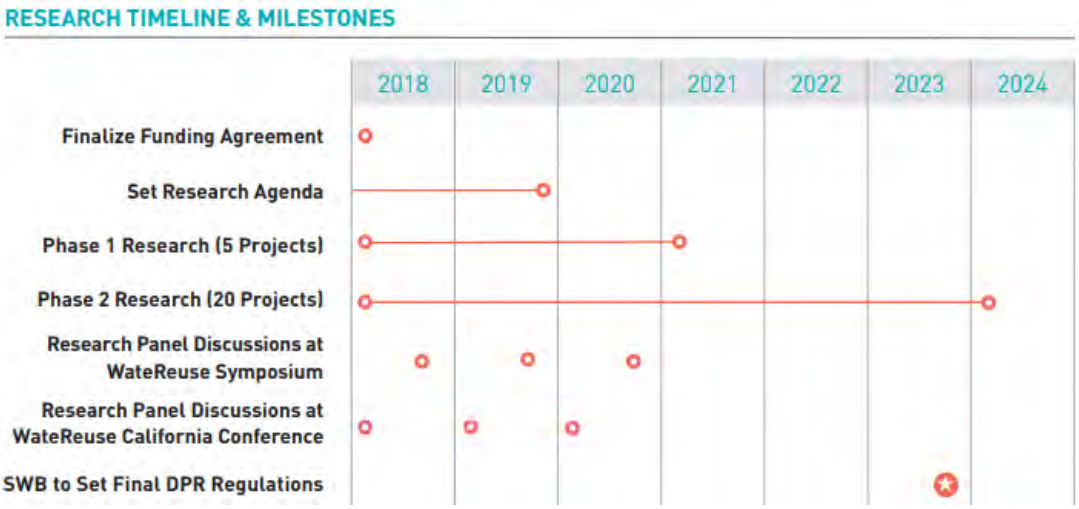
Joining the Orange County Water District in possible litigation so far are the cities of Anaheim, Fullerton, Garden Grove, Tustin and Santa Ana as well as the Irvine Ranch, Yorba Linda and Serrano water districts.

The city of Orange and the East Orange County Water District are still considering whether to join in the effort.

State Water Resources Control Board and WRF Announce DPR Funding

The State Water Resources Control Board (SWRCB) and the Water Research Foundation (WRF) announced a partnership to advance water recycling. Through a $4.5 million grant from the SWRCB and almost $1 million from Metropolitan Water District of Southern California, WRF will use $1.4 million for research that will help the Division of Drinking Water to develop DPR regulations by 2023. The five research projects include:

- Tools to evaluate quantitative microbial risk and plant performance and reliability;
- Measuring pathogens in wastewater;
- Collecting pathogens in wastewater during outbreaks;
- Defining potential chemical peaks and management options;
- Assess methods for identifying unknown contaminants



Federal Court Issues Stay in Delta Pumping Case
A federal court recently temporarily blocked the Trump administration's efforts to pump more water to through the CVP, which critics said would threaten endangered species and salmon runs.
A judge issued a preliminary injunction in two lawsuits brought against the Administration by California's Natural Resources Agency and Environmental Protection Agency and by a half-dozen environmental groups.

The order bars the U.S. Bureau of Reclamation until May 31 from going ahead with expanding the amount of water it pumps from the San Joaquin Delta through the federal Central Valley Project.
The suits argued that the exports would cause irreparable harm to species protected by state and federal law.

State Budget Update
As is customary, the Governor released his May Revision of the state's 2020-2021 budget. While there is some debate if the Governor's projected $54 billion deficit is maybe a little high, there is no debate that the state is facing significant financial challenges.

General Fund Revenue Sources
(Dollars in Millions)

			Change from 2019-20	
	2019-20	2020-21	Dollar Change	Percent Change
Personal Income Tax	$94,773	$76,841	-$17,932	-18.9%
Sales and Use Tax	24,941	20,613	-4,328	-17.4%
Corporation Tax	13,870	16,577	2,707	19.5%
Insurance Tax	3,052	2,986	-66	-2.2%
Alcoholic Beverage Taxes and Fees	385	389	4	1.0%
Cigarette Tax	58	56	-2	-3.4%
Motor Vehicle Fees	31	40	9	29.0%
Other	1,887	12,109	10,222	541.7%
Subtotal	**$138,997**	**$129,611**	**-$9,386**	**-6.8%**
Transfer to/from the Budget Stabilization Account/Rainy Day Fund	-2,160	7,806	9,966	-461.4%
Total	**$136,837**	**$137,417**	**$580**	**0.4%**

Note: Numbers may not add due to rounding.

Governors May Revise includes significant cost cutting measures. To close the gap, the Governor's major proposals include:

- Cancel $6.1 billion in program expansions and spending increases;
- Draw down $16.2 billion from the Rainy Day Fund over three years;
- Borrow and transfer $4.1 billion from special funds;

Governor Newsom is also strongly advocating for funding from the federal government and has signed a letter with other governors asking for $1 trillion for states. He has noted that if California receives significant federal funding, he will likely be able to reinstate many of the cuts he has proposed in the May Revise. The Senate and the Assembly have push backed hard on several significant elements of the

Governor's proposal. The legislature and the Governor are now working out the final details ahead of the June 15 deadline.

Most notably, the Governor announced that he will be pulling back his Water Resilience Bond, and not supporting a bond this year. The Senate version of the budget currently does not include a bond. The Assembly has yet to release their version of the budget. A bond measure must be passed by June 25, and the Assembly is going on recess on June 19, so if something were to come together, it would need to happen very quickly.

The Governor also announced moving the Greenhouse Gas Reduction Fund (GGRF) to pay-as-you go. He noted that there is some significant concern that auction revenues could continue to be significantly lower than expected which would decrease the discretionary funding for the Governor and the Legislature to allocate, as evidence in the May auction that only brought in $25 million into GGRF. One of the priorities he did outline for protection from cuts is the Safe and Affordable Drinking Water Fund. The fund that was created as an alternative to a water tax, is allocated $130 million per year from GGRF to help small, failing water systems. Protection of this funding is important to keep water tax issue from resurfacing.

Legislative Update
Both houses have returned to the Capitol to begin working on the budget (as discussed above) and other essential measures.

Many water measures have been shelved by their authors, but there are still a few moving forward. Notably, AB 3256 (E. Garcia), the Assembly resilience bond proposal passed out of the Assembly Appropriations Committee and is in the Rules Committee. It is unclear if this measure will move forward with the withdrawal Governor's support and the serious budget deficits the state is now facing.

There are discussions about other stimulus measures that do not require a public vote. None have materialized in any significant form, but WCA continues to monitor the discussions.

Bills still active:
AB 1672 (Bloom): CASA has been working on a flushable products labeling measure for several years. They are finally getting close to reaching an agreement with the industry that will not just remove the opposition to the bill, but bring the flushable products manufactures on as a co-sponsor of the legislation to require specific "DO NOT FLUSH" labeling on wipes. The measure is already over in the Senate, so no action is expected until mid-August.

AB 2560 (Quirk) is CMUA and OCWD's bill on procedures for establishing notification and response levels at the SWRCB. The measure has passed out of the Environmental Safety and Toxic Materials Committee and the Appropriations Committee on the consent calendar, and is expected to easily get off the Assembly Floor in the coming days.