SAWPA COMMISSION
REGULAR MEETING MINUTES
JUNE 15, 2021

COMMISSIONERS PRESENT
Jasmin A. Hall, Chair, Inland Empire Utilities Agency
Bruce Whitaker, Vice Chair, Orange County Water District
Brenda Dennstedt, Secretary-Treasurer, Western Municipal Water District
David J. Slawson, Eastern Municipal Water District
June D. Hayes, San Bernardino Valley Municipal Water District

COMMISSIONERS ABSENT
None

ALTERNATE COMMISSIONERS PRESENT; NON-VOTING
T. Milford Harrison, Alternate, San Bernardino Valley Municipal Water District
Mike Gardner, Western Municipal Water District
Kelly E. Rowe, Alternate, Orange County Water District

STAFF PRESENT
Jeff Mosher, Karen Williams, Mark Norton, Dean Unger, David Ruhl, Carlos Quintero, Marie Jauregui, Rick Whetsel, Ian Achimore, Sara Villa, Haley Mullay

OTHERS PRESENT
Andrew D. Turner, Lagerlof, LLP; Jason Pereira, CWE; Nick Kanelis, Eastern Municipal Water District; Richard Meyerhoff, GEI Consultants; Ken Tam, Inland Empire Utilities Agency; Cathy Pieroni, Inland Empire Utilities Agency; Shivaji Deshmukh, Inland Empire Utilities Agency; Jodie Monaghan, JM Consultants; Greg Woodside, Orange County Water District; Mallory Gandara, Western Municipal Water District; Craig Miller, Western Municipal Water District; Samantha Adams, West Yost; Brooke Jones, Yorba Linda Water District

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

1. CALL TO ORDER
   Pursuant to the provisions of Executive Order N-29-20, this meeting was conducted virtually, and all votes were taken by oral roll call.

2. ROLL CALL
   An oral roll call was duly noted and recorded by the Clerk of the Board.

3. PUBLIC COMMENTS
   There were no public comments; there were no public comments received via email.

4. ITEMS TO BE ADDED OR DELETED
   There were no added or deleted items.
5. **CONSENT CALENDAR**

A. **APPROVAL OF MEETING MINUTES: JUNE 1, 2021**
Recommendation: Approve as posted.

**MOVED**, approve the Consent Calendar.

Result: **Adopted by Roll Call Vote (Unanimously)**

Motion/Second: Dennstedt/Hayes
Ayes: Dennstedt, Hall, Hayes, Slawson, Whitaker
Nays: None
Abstentions: None
Absent: None

6. **NEW BUSINESS**

A. **COLA AND MERIT POOL INCREASES – FY 2021-22 (CM#2021.47)**
Jeff Mosher provided a verbal presentation on the COLA and Merit Pool Increases for FY 2021-22. The recommendation is a 2.2% COLA and a 4% Merit pool increase. The 4% Merit Pool is in line with a transition schedule that was approved by SAWPA Commission five years ago, and the COLA using the Consumer Price Index (CPI). The Riverside-San Bernardino-Ontario index is calculated every other month and has a 2.25% CPI for January 2021, and a 3.56% CPI for March 2021. Staff recommends using the Long Beach-Los Angeles-Anaheim index that reflects a 2.2% CPI from March.

<table>
<thead>
<tr>
<th>FYE</th>
<th>PERS Employee Contribution</th>
<th>COLA greater of CPI or a floor</th>
<th>Merit Pool</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>1.40%</td>
<td>1.00%</td>
<td>4%</td>
</tr>
<tr>
<td>2018</td>
<td>2.80%</td>
<td>1.25%</td>
<td>4%</td>
</tr>
<tr>
<td>2019</td>
<td>4.20%</td>
<td>1.25%</td>
<td>4%</td>
</tr>
<tr>
<td>2020</td>
<td>5.60%</td>
<td>1.25%</td>
<td>4%</td>
</tr>
<tr>
<td>2021</td>
<td>7.00%</td>
<td>1.25%</td>
<td>4%</td>
</tr>
</tbody>
</table>

Jeff Mosher noted that due to inflation of the CPI and how it varies month to month, SAWPA tends to go in line with what the member agencies are doing. Some of the member agencies are still in negotiations for COLA and Merit increases for FY 2021-22, the chart below lists the information provided by the member agency CFO’s.

<table>
<thead>
<tr>
<th>Member Agency</th>
<th>COLA</th>
<th>Merit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMWD</td>
<td>2.6% projected</td>
<td>2.5% - 5%</td>
</tr>
<tr>
<td>IEUA</td>
<td>3% budgeted</td>
<td>In negotiations</td>
</tr>
<tr>
<td>OCWD</td>
<td>In negotiations</td>
<td>3% budgeted</td>
</tr>
<tr>
<td>SBVMWD</td>
<td>4.1% budgeted</td>
<td>Based on performance</td>
</tr>
<tr>
<td>WMWD</td>
<td>2.2%</td>
<td>Based on performance</td>
</tr>
</tbody>
</table>

Commissioner Dennstedt questioned if there is a standard month where the CPI Information is pulled from. Mr. Mosher noted that historically it has not been determined by a particular month, but based on what the member agencies are doing, though he would like to
recommend for future an approach of using the average of the 12 months. Chair Hall noted that this falls in line with what has been done in the past and staying in range of the member agencies; and agrees that it is reasonable, fair, and within the budget. Karen Williams confirmed the FY 2021-22 budget includes a 7% increase in salaries for the year, which means we will be under budget.

MOVED, approve a 2.2% COLA increase and a 4% Merit pool for FY 2021-22.

Result: Adopted by Roll Call Vote (Unanimously)
Motion/Second: Dennstedt/Slawson
Ayes: Dennstedt, Hall, Hayes, Slawson, Whitaker
Nays: None
Abstentions: None
Absent: None

B. CALPERS UNFUNDED LIABILITY PAYMENT OPTIONS (CM#2021.48)
Karen Williams provided a presentation on CalPERS Unfunded Liability Payment Options contained in the agenda packet on pages 21-28. Classic employees participate in the 2% at 55 Miscellaneous Employee Pension Plan, and PEPRA employees participate in the 2% at 62 Miscellaneous Pension Plan. The unfunded liability payment for a Classic employee for FYE 2022 is $115,529 and FYE 2023 at $151,673. The funding status as of June 30, 2019, for Classic is 77.7% funded and PEPRA is 91.4% funded. Ms. Williams referenced the UAL – Classic Members slide (contained on page 24 of the agenda packet) showing the unfunded liability payments made since 2015 and future projections to 2023. To pay off the unfunded liability, Ms. Williams recommends making a higher UAL payment than what is currently requested for a 30-year amortization schedule and go to a 10-year amortization schedule projected to be $255,091 per year. The increased annual payment amount for FYE 2022 is $139,562, and $103,418 for FYE 2023; with the estimated interest savings of $589,264.
Commissioner Hayes questioned what the implications may be of paying off too much of the liability and going to the 10-year amortization schedule. Ms. Williams noted that the rate of return is at 7% even though it could change we will still have funds in the account, and we will be earning interest as well as using the reserves. Chair Hall questioned if we are maintaining the same standards throughout the next 10 years and not anticipating big project costs. Ms. Williams clarified that the reserve funds will only be used the first two years (FYE 2022 and 2023), and then after the payment of $255,091 will be built within the budget. Commissioner Dennstedt questioned how many Classic and PEPRA employees are eligible for retirement? In terms of the reserve policy, what depletion of percentage are we drawing down off the reserves? Ms. Williams confirmed that there is about four (4) that are Classic employees and are eligible to retire, and the general fund reserves right now is about $2 million, and $240,000 will be used. It was questioned if there is a set policy that requires maintaining a minimum amount for the reserve policy. Ms. Williams noted the only policy is for sick and vacation accruals that SAWPA is liable to pay to employees, and currently the amount for those benefits is $600,000. Jeff Mosher noted that an analysis of the reserve policies is anticipated to be reviewed within the next fiscal year and we could revisit with the Commission to make sure we maintain and set a minimum/maximum reserve funds. Alternate Commissioners Mike Gardner and T. Milford Harrison expressed their full support. Ms. Williams noted that she will provide the report to the Commission once it becomes available.

MOVED, approve using the Alternate 10-year Schedule to make the Unfunded Liability Payment for our CalPERS Unfunded Liability projected to be $255,091 annually and fund the difference from General Fund Reserves. ($139,562 for FYE 2022 and $103,418 for FYE 2023)
Result: Adopted by Roll Call Vote (Unanimously)
Motion/Second: Dennstedt/Hayes
Ayes: Dennstedt, Hall, Hayes, Slawson, Whitaker
Nays: None
Abstentions: None
Absent: None

C. BASIN MONITORING PROGRAM TASK FORCE – CONSULTANT SUPPORT
   (CM#2021.49)
Mark Norton provided a presentation on the Basin Monitoring Program Task Force (BMP TF)
contained in the agenda packet on pages 61-69. The Basin Plan Amendment defined specific
agencies throughout the watershed responsible for several monitoring and analyses programs
for TIN and TDS. Some of the programs are conducted on an annual basis and some on a
triennial basis. SAWPA serves as the administrator to conduct these monitoring and analyses
programs through the Basin Monitoring Program Task Force (BMP TF) since its formation in
2004. On May 15, 2021, a presentation was made to the SAWPA Commission by the BMP
TF regulatory advisor, Tess Dunham of KSC, where she discussed the upcoming Basin Plan
Amendment which reflects the work of BMP TF to update the Santa Ana River Wasteload
Allocation. The Basin Plan Amendment is scheduled for approval by the Regional Board in
August 2021. SAWPA released a Request for Proposals for this work on April 1, 2021, and
two consultant proposals were received: 1) Water Consulting Systems Inc., in partnership with
GEI Consultants, LeClair & Associates and Geoscience Support Systems, and 2) West Yost
Inc. (formerly Wildermuth Environmental Inc.) A consultant review committee composed of
experienced representatives from the BMP TF conducted a rating and ranking of the
proposals received and interviewed both candidates. The consultant review committee was
unanimous in recommending the West Yost Inc. as the most qualified to conduct the Task
Force Planning Priorities and Implementation work for the BMP TF. The funding for this work
has been budgeted by the BMP TF and SAWPA. West Yost requested edits to the SAWPA
standard General Services Agreement (GSA) which SAWPA’s legal counsel has reviewed
and has modified to some extent. The proposed edits to the GSA are included in track
changes within the agenda packet (pages 93-99) along with a final recommended GSA
version. Samantha Adams of West Yost thanked the Commission for giving her the
opportunity to speak and noted that she has been working closely with the BMP TF in
management planning issues since 2006 and it is a concept where she is familiar with and
happy to continue the proposed efforts given the budget and time constraints to achieve
compliance with the Regional Board schedule. Commissioner Whitaker noted that he follows
the BMP TF closely and the OCWD staff is in full support of this contract.

MOVED, Authorize the General Manager to execute a General Services Agreement and
Task Order WEST374-01 for an amount not-to-exceed $339,102 with West Yost to
conduct work to assist the Basin Monitoring Program Task Force to implement its 2021-
2022 Planning Priorities.

Result: Adopted by Roll Call Vote (Unanimously)
Motion/Second: Whitaker/Dennstedt
Ayes: Dennstedt, Hall, Hayes, Slawson, Whitaker
Nays: None
Abstentions: None
Absent: None
D. **UPPER SANTA ANA RIVER WATERSHED HOMELESS ENCAMPMENT - PHASE 1A WATER QUALITY MONITORING AND TRASH ASSESSMENT – CONSULTANT SUPPORT (CM#2021.50)**

Rick Whetsel provided a presentation on the Upper Santa Ana River Watershed Homeless Encampment – Phase 1A Water Quality Monitoring and Trash Assessment (contained in the agenda packet on pages 105-116). In 2018, SAWPA Commission directed staff to hire a consultant to conduct assessment of the homelessness impact on water quality, riparian, and aquatic in the upper Santa Ana River Watershed. The contract for work was approved in February 2019 with GEI Consultants to conduct work for $74,441. The report was funded by Proposition 1 IRWM Disadvantaged Communities Involvement Grant Program and was completed and submitted September 2020. In November 2020, SAWPA Commission directed staff to proceed with initial Phase 1A Monitoring Program to Assess Homelessness Impact on Water Quality in the Upper Santa Ana River Watershed, subject to local match commitments. In May 2021, SAWPA staff issued a Request for Proposals (RFP), and one (1) proposal was received from GEI Consultants. SAWPA staff and the stakeholders of the Regional Water Quality Monitoring Task Force unanimously recommend GEI Consultants to oversee and implement the Upper Santa Ana River Watershed Homeless Encampment - Phase 1A Water Quality Monitoring and Trash Assessment. Following completion of the Phase 1A Water Quality Monitoring and Trash Assessment, SAWPA Staff will report back to the SAWPA Commission on the results of this monitoring and recommendations for next steps. Jeff Mosher noted that the San Diego Region also did a water quality study of the homelessness, and SAWPA staff and GEI Consultants looked at their study and made modifications based on what was found.

Alternate Commissioner Mike Gardner noted that he is on the Riverside City Council and represents most of the area that is being studied. The affect of fires that start in the river bottom are started by the people and has a big impact on the habitat and recommends having a fire impact component to the study. Mr. Gardner also noted that the City of Riverside has a lot of information on population and location and can help pull together staff to make that information available to the Consultant. Richard Meyerhoff of GEI Consultants thanked the Commission for giving him the opportunity to be here and noted that the biggest challenge is the population and appreciates Commissioner Gardner’s comments on potentially connecting with his staff to provide data. Mr. Meyerhoff noted that he will be working closely with CWE staff and there is an approach in the scope use aerial imagery to characterize the areas. Commissioner Dennstedt noted that she used to be the law enforcement and first responder liaison and participated in the pit count herself and has point of contacts that she would recommend the Hot Team where there are deputies assigned at the County of Riverside that particularly deal with the homeless population. Commissioner Dennstedt recommended a survey questionnaire be sent out to the list of consultants where the RFP was distributed to follow-up as to why there were no interests in responding to the RFP. Alternate Commissioner Gardner questioned what the intent is to acquire aerial data? Jason Pereira of CWE noted that they explored using drones in the area to identify the encampments and to help assist with the count, however, because of the proximity of the airport there are some challenges. Mr. Gardner noted that the police department has exceptional photography capability and are very interested in the issues of the homelessness in the area and can potentially provide specific photography, and he can direct them to the point of contact.

**MOVED,** Authorize the General Manager to execute a General Services Agreement and Task Order GEI386-01 for an amount not-to-exceed $119,514 with GEI Consultants to oversee and implement the Upper Santa Ana River Watershed Homeless Encampment - Phase 1A Water Quality Monitoring and Trash Assessment.
E. ROUNDTABLE OF REGIONS NETWORK COORDINATOR FOR FISCAL YEAR ENDING 2022 TERM – CONSULTANT SUPPORT (CM#2021.51)

Ian Achimore provided a presentation on the Roundtable of Regions Network Coordinator for Fiscal Year Ending 2022 Term contained in the agenda packet on pages 175-186. The Roundtable of Regions is focused on building the capacity of the statewide Integrated Regional Water Management Program (IRWM) which formally began in 2002 with a passage of Senate Bill 1672. Various bond measures such as Proposition 1, have provided $1.5 billion in IRWM funding to projects that are selected through local IRWM planning in 48 regions. The Roundtable leverages relationships among organizations engaged in the IRWM Program to extend limited resources and amplify on the ground results. The complexity of the Roundtable’s work justifies the need for a dedicated professional who can coordinate the activity of the network. The Network Coordinator maintains a membership contact list, schedules/coordinates, and note-takes during regular participant calls. Assists in development of Summit for Roundtable and Department of Water Resources engagement; and develops and administers surveys of membership to support the IRWM Program. On May 4, 2021, the SAWPA Commission approved executing a cost share agreement extension and providing $5,000 in funding toward the consultant’s FYE 2022 term and the issuance of a Request for Proposal (RFP) for a Network Coordinator. Twelve (12) other IRWM regions are also signatory to the agreement extension and providing individual funding amounts in the range of $1,000 to $10,300. RFP responses were due May 25, 2021, and one (1) proposal was received from JM Consultants. Review and coordination were done amongst the Roundtable of Regions, and all are supportive in executing a contract with JM Consultants. The recommendation is to authorize the General Manager to execute a General Services Agreement (GSA) and Task Order JMC373-03 for an amount not-to-exceed $72,900 with JM Consultants to fill the collaboratively funded Network Coordinator consultant role for the California IRWM Roundtable of Regions for fiscal year ending 2022. Mr. Achimore noted a minor change to the GSA; the auto liability accident coverage was changed from $1 million per accident to $300,000. Jodie Monaghan of JM Consultants thanked the SAWPA Commission and noted that she has been involved with IRWM since 2010 and working with roundtables since 2019 and is very familiar with the scope of work and appreciates SAWPA staff for the opportunity.

MOVED, Authorize the General Manager to execute a General Services Agreement and Task Order JMC373-03 for an amount not-to-exceed $72,900 with JM Consultants to fill the collaboratively funded Network Coordinator consultant role for the California IRWM Roundtable of Regions for fiscal year ending 2022.
7. INFORMATIONAL REPORTS
Recommendation: Receive for Information

A. CASH TRANSACTIONS REPORT – APRIL 2021

B. INTER-FUND BORROWING – APRIL 2021 (CM#2021.44)

C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – APRIL 2021 (CM#2021.45)

D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, MARCH 2021

E. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, MARCH 2021


G. FINANCIAL REPORT FOR THE THIRD QUARTER ENDING MARCH 31, 2021

H. THIRD QUARTER FYE 2021 EXPENSE REPORT

I. GENERAL MANAGER REPORT
Jeff Mosher noted there is a new Executive Order that pertains to public meetings; we can maintain virtual public meetings through September; however, we will bring back a potential plan for the Commission to consider.

J. STATE LEGISLATIVE REPORT
Jeff Mosher informed the Commission that AB377 restrictions on flexibility on permits for waste discharge requirements has become a two-year bill. The drought package measure is currently being negotiated and the funding levels will probably be a generic list and will be worked out into the next fiscal year.

K. CHAIR’S COMMENTS/REPORT
There were no Comments.

L. COMMISSIONERS’ COMMENTS
Commissioner Dennstedt informed everyone on the passing of Don Galleano. Western is in constant communication with his family in terms of arrangements that are being made to honor him. Mr. Galleano was a long time SAWPA Commissioner and has served this region with distinction. Western is looking into doing some sort of memorial service to honor Don Galleano and Bob Stockton.

M. COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS
Chair Hall requested the reserves set minimum and maximum information, and the CalPERS Report, once available.

8. CLOSED SESSION
There was no closed session.
9. **ADJOURNMENT**

There being no further business for review, Chair Hall adjourned the meeting at 11:06 a.m. in memory of Don Galleano and his contributions to over the years.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, July 20, 2021.**

Jasmine A. Hall, Chair

Attest:

Sara Villa, Clerk of the Board