



PROJECT AGREEMENT 24 COMMITTEE
Inland Empire Brine Line
REGULAR MEETING MINUTES
November 1, 2022

COMMITTEE MEMBERS PRESENT

T. Milford Harrison, Chair, San Bernardino Valley Municipal Water District Governing Board
Mike Gardner, Vice Chair, Western Municipal Water District Governing Board
David Slawson, Alternate, Eastern Municipal Water District Governing Board
Marco Tule, Inland Empire Utilities Agency Governing Board

ALTERNATE COMMITTEE MEMBERS PRESENT [Non-Voting]

Shivaji Deshmukh, Inland Empire Utilities Agency General Manager
Craig Miller, Western Municipal Water District General Manager

STAFF PRESENT

Karen Williams, David Ruhl, Dean Unger, John Leete, Daniel Vasquez, Sara Villa, Zyanya Ramirez

OTHERS PRESENT

Andrew D. Turner, Lagerlof, LLP; Nick Kanetis, Eastern Municipal Water District; Ken Tam, Inland Empire Utilities Agency; Derek Kawaii, Western Municipal Water District; Mike Metts, Dudek; Rebekka Hosken, Raftelis; Theresa Jurotich, Raftelis; Charles Diamond, Raftelis

1. CALL TO ORDER| PLEDGE OF ALLEGIANCE

The regular meeting of the PA 24 Committee was called to order at 10:00 a.m. by Chair Harrison on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California. Pursuant to the provisions of AB 361, this meeting was conducted virtually. All votes taken during this meeting were conducted via oral roll call.

2. PUBLIC COMMENTS

There were no public comments; there were no public comments received via email.

3. ITEMS TO BE ADDED OR DELETED

There were no added or deleted items.

4. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: AUGUST 2, 2022

Recommendation: Approve as posted.

MOVED, to approve the Consent Calendar as posted.

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

5. COMMITTEE DISCUSSION/ACTION ITEMS

A. INLAND EMPIRE BRINE LINE MASTER PLAN (PA24#2022.9)

David Ruhl provided a presentation on the Inland Empire Brine Line Master Plan, contained in the agenda packet on pages 11-21. The Brine Line Master Plan is a long-term planning document that addresses facility needs to manage and implement the growth and expansion of the Brine Line to best serve the watershed, our member agencies current and future dischargers. In August 2022, SAWPA staff issued a Request for Proposals (RFP) for the professional services for the Inland Empire Brine Line Master Plan. Two (2) proposals were received on September 22, 2022, from Atkins and Dudek. A selection committee consisting of SAWPA, and Member Agency staff reviewed the proposals and interviewed both firms. The firms were scored on criteria outlined in the RFP (project understanding, technical approach, relevant questions, experience, level of effort and references). Dudek received the highest total score and there was unanimous consensus from the selection committee as the most qualified firm to perform the work. Dudek's fee proposal came in \$30k higher than Atkins, though that is due to the hydraulic model development which is important for the basis of the entire master plan. Committee Member Gardner noted that Dudek is a firm that is familiar with all our member agencies and has done excellent work in the past and looks forward to moving forward with the firm.

MOVED, to authorize the General Manager to execute Task Order No. DUDK240-07 with Dudek in an amount not to exceed \$399,980 to provide Professional Services for the Preparation of the Inland Empire Brine Line Master Plan.

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

B. INLAND EMPIRE BRINE LINE RESERVE POLICY (PA24#2022.10)

David Ruhl provided a presentation on the Inland Empire Brine Line Reserve Policy, contained in the agenda packet on pages 75-100. Currently SAWPA retains nine (9) reserves and Mr. Ruhl provided an overview of each reserve category. In November, SAWPA contracted with Raftelis to review SAWPA's Reserve Policy. The scope included to review each reserve policy and fund balance requirement, to recommend a minimum, maximum, and target levels. To recommend a methodology to determine reserve levels and to review the lease rate for the Brine Line capacity. Since November 2021, SAWPA staff has worked closely with member agency CFO's, and Raftelis through several workshops to review data and documentation and refine the preliminary findings to present to the General Managers and PA 24 Committee. Mr. Ruhl referenced the summary of recommendations contained in the presentation included in the agenda packet. The draft memorandum and draft Reserve Policy were presented to the General Managers on October 11, 2022, and overall, the General Managers were supportive of the work performed and recommended that it be presented to the PA 24 Committee for approval. The next steps are to incorporate comments received from the PA 24 Committee and finalize Brine Line Reserve Memorandum, recommend approval of the updated SAWPA Reserve Policy to the SAWPA Commission, and involve the member agencies during the biennial budget process.

Committee Member Mike Gardner expressed his concern by the implication of removing the reserve maximum levels. He suggested clarifying the language and having the target level represent the targeted maximum funding. He noted there isn't an issue with changing the title of maximum and it effectively replacing it with the target level, thought suggests including

an explanation that we do not anticipate exceeding the target level in any of the reserves, and some sort of action by the PA 24 Committee will take place when it occurs. Mr. Ruhl noted that each time SAWPA goes through the budget process, each reserve level with funding is presented for that fiscal year and it would be reviewed by the member agencies and then presented to the PA 24 Committee for approval. Chair Milford Harrison commended SAWPA staff for all their efforts and asked if Andrew Turner, SAWPA's Legal Counsel reviewed the suggested changes to the reserve policy. Mr. Ruhl noted that Mr. Turner reviewed the reserve policy and provided the necessary comments and informed the Committee that he will incorporate the appropriate language to clarify the maximum/target levels to the reserve policy.

MOVED, that the Project Agreement 24 Committee:

1. Receive the Draft Brine Line Reserves and Capacity Lease Memorandum and Direct Staff to Finalize the Report.
2. Approve the updated SAWPA Reserve Policy effective contingent on Approval of the Reserve Policy by the SAWPA Commission.
3. Approve the Transfer of the Balance of the Self-Insurance Reserve, Rate Stabilization Reserve and the Flow Imbalance Reserve to the Pipeline Replacement and Capital Investment Reserve (formerly the Pipeline Replacement Reserve), upon Approval of the Reserve Policy by the SAWPA Commission.

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

Vice Chair, Mike Gardner took over chairing the meeting during Agenda Item No. 5.C.

C. REACH IV AND REACH IV-B DUCTILE IRON PIPE (DIP) BRINE LINE CONDITION ASSESSMENT (PA24#2022.11)

Daniel Vasquez provided a presentation on the Reach IV and IV-B DIP Section Condition Assessment, contained in the agenda packet on pages 103-113. A condition assessment of Reach IV and a portion of Reach IV-B is required to secure the long-term sustainability and reliability of the Inland Empire Brine Line (Brine Line). In 2021, a Criticality Assessment performed by Dudek identified criticality ratings according to an engineering methodology for each reach of the Brine Line. The recommendations made in the consequent technical memorandum included refining the 10-Year CIP to re-prioritize Brine Line infrastructure capital spending according to the highest criticality ratings. This change included Reach IV and IV-B condition assessments. A condition assessment will aid SAWPA in identifying problematic Brine Line system components, necessity of improved access, confirm accuracy in SAWPA's Geographical Informational System (GIS), analyze pipeline conditions, and aid prioritization of SAWPA's capital improvement program. Mr. Vasquez provided a brief report of what the scope of work would entail of the project preparation and requested the PA 24 Committee's approval to release a Request for Proposal for the professional engineering services for the Reach IV and IV-B DIP Brine Line Condition Assessment. There was no discussion.

MOVED, to direct staff to release a Request for Proposal (RFP) for Professional Engineering Services for the Reach IV and Reach IV-B Ductile Iron Pipe (DIP) Brine Line Condition Assessment.

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

The remainder of the meeting was chaired by Chair, Milford Harrison.

6. INFORMATIONAL REPORTS

Recommendation: Receive and file the following oral/written reports/updates.

A. BRINE LINE FINANCIAL REPORT – JUNE 2022

Presenter: Karen Williams

B. BRINE LINE FINANCIAL REPORT – JULY 2022

Presenter: Karen Williams

C. BRINE LINE FINANCIAL REPORT – AUGUST 2022

Presenter: Karen Williams

D. FINANCIAL REPORT FOR THE FOURTH QUARTER ENDING JUNE 30, 2022

Presenter: Karen Williams

7. REQUEST FOR FUTURE AGENDA ITEMS

Chair Milford Harrison requested an update on the claim with Southern California Edison under Closed Session.

8. CLOSED SESSION

There was no Closed Session.

9. ADJOURNMENT

There being no further business for review, Chair Harrison adjourned the meeting at 11:07 a.m.

Approved at a Regular Meeting of the Project Agreement 24 Committee on February 7, 2023.

DocuSigned by:

T. Milford Harrison

T. Milford Harrison, Chair

Attest:

DocuSigned by:

Sara Villa

Sara Villa, Clerk of the Board