



**SAWPA COMMISSION  
REGULAR MEETING MINUTES  
JULY 18, 2023**

**COMMISSIONERS PRESENT**

Bruce Whitaker, Chair, Orange County Water District  
Mike Gardner, Vice Chair, Western Municipal Water District  
T. Milford Harrison, Secretary-Treasurer, San Bernardino Valley  
Municipal Water District  
David J. Slawson, Eastern Municipal Water District  
Jasmin A. Hall, Inland Empire Utilities Agency

**COMMISSIONERS ABSENT**

None

**ALTERNATE COMMISSIONERS  
PRESENT; NON-VOTING**

Kelly Rowe, Orange County Water District  
Gil Botello, San Bernardino Valley Municipal Water District

**STAFF PRESENT**

Jeff Mosher, Karen Williams, Edina Goode, Ian Achimore, Rick  
Whetsel, Dean Unger, Sara Villa, Zyanya Ramirez, John Leete,  
Melissa Bustamonte

**OTHERS PRESENT**

Andrew Turner, Lagerlof, LLP; Cathy Pieroni, Inland Empire Utilities  
Agency; Kevin O'Toole, Orange County Water District; Craig Miller,  
Western Municipal Water District; Joshua Aguilar, Western Municipal  
Water District; Mallory O'Connor Gandara, Western Municipal Water  
District; Ryan Shaw, Western Municipal Water District

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

**1. CALL TO ORDER**

**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 items to be added or deleted.

**5. CONSENT CALENDAR**

**A. APPROVAL OF MEETING MINUTES: JUNE 20, 2023**

**Recommendation:** Approve as posted.

**B. TREASURER'S REPORT: MAY 2023**

**Recommendation:** Approve as posted.

**C. TREASURER'S REPORT: JUNE 2023**

**Recommendation:** Approve as posted.

**D. ADOPT RESOLUTION NO. 2023-9 TO AMEND SAWPA'S CONFLICT OF INTEREST CODE (CM#2023.44)**

**Recommendation:** Adopt Resolution No. 2023-9, amending SAWPA's Conflict of Interest Code pursuant to the Political Reform Act.

**MOVED**, to approve the Consent Calendar as posted.

Result:	Adopted by Roll Call Vote
Motion/Second:	Gardner/Hall
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**6. NEW BUSINESS**

**A. UPDATED PERSONNEL HANDBOOK APPROVAL (CM#2023.45)**

Edina Goode provided a presentation titled Personnel Handbook Update, contained in the agenda packet on pages 45-48. On June 20, 2023, the Commission voted to defer the approval of the Updated Personnel Handbook to a future meeting to allow the Dress and Appearance section to be revised to include a hygiene standard. The revised proposed language is as follows, "All employees shall present themselves during working hours in a manner that reflects professionalism and appropriate personal hygiene. Employees shall comply or be subject to corrective action. There was no discussion.

**MOVED**, to approve the updated and revised Personnel Handbook.

Result:	Adopted by Roll Call Vote
Motion/Second:	Hall/Harrison
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**B. APPROVAL OF SALARY SCHEDULES (CM#2023.46)**

Jeff Mosher provided a verbal report on the Salary Schedule for FY 2024 as required by CalPERS. The salary schedule referenced on pages 213-214 on the agenda packet was used in preparing the FYE 2024 Budget. The following changes were made to the salary schedule:

- Increased the minimum and maximum salary amounts by the approved 4.6% CPI,
- Added Project Specialist,
- Changed Executive Assistant to Executive Assistant I, and
- Added Executive Assistant II

There was no discussion.

**MOVED**, to approve the salary schedule for FY 2024 as required by CalPERS.

Result:	Adopted by Roll Call Vote
Motion/Second:	Gardner/Hall
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**C. INTEGRATED CLIMATE ADAPTATION AND RESILIENCY PROGRAM REGIONAL RESILIENCE PLANNING AND IMPLEMENTATION GRANT PROGRAM (CM#2023.47)**

Rachel Gray provided a presentation titled Integrated Climate Adaptation and Resiliency Program (ICARP) Regional Resilience Grant Program (RRGP), contained in the agenda packet on pages 219-229. SAWPA staff is pursuing a grant opportunity made available through the Governor's Office of Planning and Research ICARP RRG. Over multiple funding rounds, the RRG will invest funding into regions advancing resilience and responding to their regions' greatest climate risks through three major activities: capacity building, planning (including identifying climate resilience priorities), and project implementation. The total funding for Round 1 is \$9.4 million with the planning grant available at \$650,000, it is anticipated that the project length would be 12-18 months, with no match funding required. There is an overall allocation of 51% of grant funds to go towards Disadvantaged Communities, and 10% funds to be allocated to California Native American Tribes. The goal is to develop a plan to address local, regional, tribal climate resilience needs, and a portfolio projects of climate resilient planning and implementation at a regional scale. The strategy is to align with state priorities and position the region to capitalize on future funding opportunities. State priorities include building on the concepts of watershed resilience and equitable outcomes by identifying climate change vulnerabilities and developing adaptation strategies for a more resilient watershed. Resilient watersheds are better able to respond to and recover from the impacts of climate risks through implementation of adaptation strategies, which are designed to mitigate the impacts and take advantage of beneficial opportunities in response to future climate extremes. Climate risks include drought, extreme heat, flooding, sea level rise, and wildfires.

Ms. Gray noted that there's been continuous collaboration with the member agencies staff and General Managers on the development of ICARP RRG and have reviewed the final solicitation guidelines that were released June 13, 2023, and requests approval to develop the grant application that is due to the Office of Planning and Research on August 29, 2023, with the Grant Award scheduled to be November 9, 2023. Commissioner Slawson emphasized the value of this opportunity and made a motion to approve the staff's recommendation. Chair Whitaker commended Ms. Gray for her presentation and all her efforts.

**MOVED**, to adopt Resolution No. 2023-10 authorizing the General Manager, or designee:

1. To authorize the submittal of a planning grant application to the Governor's Office of Planning and Research for the Integrated Climate Adaptation and Resiliency Program Regional Resilience Grant Program to develop a Regional Climate Adaptation and Resilience Plan for the Santa Ana River Watershed; and
2. Designate a representative to sign the application; and
3. Designate a representative to execute the potential funding agreement and all necessary documentation.

Result:	Adopted by Roll Call Vote
Motion/Second:	Slawson/Gardner
Ayes:	Gardner, Hall, Harrison, Slawson, Whitaker
Nays:	None
Abstentions:	None
Absent:	None

**7. INFORMATIONAL REPORTS**

Recommendation: Receive for Information.

**A. CASH TRANSACTIONS REPORT – MAY 2023****B. INTER-FUND BORROWING – MAY 2023 (CM#2023.48)****C. PERFORMANGE INDICATORS/FINANCIAL REPORTING – MAY 2023 (CM#2023.49)****D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, APRIL 2023****E. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, MAY 2023****F. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, APRIL 2023****G. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, MAY 2023****H. GENERAL MANAGER REPORT**

Jeff Mosher informed the Commission that West Coast Advisors are closely tracking the Resource Bond. There is still uncertainty about the timing and the amounts, and the bond could be on the ballot in March or November 2024.

**I. STATE LEGISLATIVE REPORT****J. CHAIR'S COMMENTS/REPORT**

Chair Whitaker informed the Commission that he attended a field trip to Prado Dam with the Santa Ana River Flood Protection Agency that was led by the Army Corps, and it was a good outing, and he recommends staff to participate in attending any future tours if available.

**K. COMMISSIONERS' COMMENTS**

Commissioner Gardner informed the Commission that the Senate Bill (SB) 366 is now a 2-year Bill and the Assembly Committee is recommending amendments to extend the bill for an additional year. Also, Western Municipal Water District and San Bernardino Valley Municipal Water District are partnering on a weather monitoring forecasting program with the Corps of Engineers with the intention to use that in the Seven Oaks Dam Watershed so that it can be operated not only as a flood control facility, but also to store water and release it at a rate that it can be percolated into the San Bernardino Basins.

Commissioner Hall noted that she attended a WRCOG event on June 29 and there was a historian named Kerns Dorris Goodwin, and it was a great leadership conference.

**L. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS**

There were no requests for future agenda items.

**8. CLOSED SESSION**

There was no closed session.

**9. ADJOURNMENT**

There being no further business for review, Chair Bruce Whitaker adjourned the meeting at 10:00 a.m.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, September 5, 2023.**

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*Bruce Whitaker*

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Bruce Whitaker, Chair

Attest:

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*Sara Villa*

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Sara Villa, Clerk of the Board