REVISED
AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (Susan Lien Longville, 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. 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 16, 2017
   Recommendation: Approve as posted.
   B. APPROVE REVISED CONDITION OF CONTRACT APPROVAL WITH BRI COMMUNICATIONS FOR WATERSHED SIGNAGE (CM#2017.73)
   Recommendation: Approve a revised condition of contract approval with Bri Communications associated with a QR code requirement to include the One Water One Watershed website URL address on the signage in lieu of a QR code as earlier directed.

5. NEW BUSINESS
   A. BRINE LINE SERVICE CONTRACTS FY16-17 (CM#2017.72)
   Presenter: Carlos Quintero
   Recommendation: Approve Work Order 2018-05 with E.S. Babcock Laboratories in the amount of $87,578 for water quality sampling and analysis services and Work Order 2018-01 with Western Municipal Water District in the amount of $90,000 for Brine Line water quality sample collection.
   B. RETIREMENT FROM PUBLIC SERVICE CELEBRATION – JUNE 22, 2017
   Presenter: Rich Haller
   Recommendation: Receive an update on the June 22, 2017 Celeste Cantú retirement event, and provide further direction as warranted.
C. **MEMBER AGENCY GENERAL MANAGERS’ FACILITATED PROCESS, STATEMENT OF PURPOSE AND FUTURE WORKSHOP SCHEDULE** ........................................ 27
   Presenter: Susan Lien Longville
   Recommendation: Receive and file.

D. **MEMBER AGENCY GENERAL MANAGERS’ LIST OF POTENTIAL ATTRIBUTES FOR A SAWPA GENERAL MANAGER** ...................................................... 29
   Presenter: Susan Lien Longville
   Recommendation: Receive and file.

6. **INFORMATIONAL REPORTS**
   Recommendation: Receive for information.

A. **SAWPA ROUNDTABLE QUARTERLY STATUS REPORT FOR THE PERIOD: JANUARY 1 2017 THROUGH MARCH 31 2017** ...................................................... 31
   Presenter: Mark Norton

B. **OWOW INFORMATIONAL REPORTS**
   Presenter: Mark Norton
   • Quarterly Status Report for the Period: January 1, 2017 through March 31, 2017 ............. 43

7. **WORKSHOP DISCUSSION AGENDA**

A. **JPA, PROJECT AGREEMENTS AND DECISIONS UPDATE (CM#2017.74)**

8. **CLOSED SESSION**

A. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1)**
   Name of Case: Spiniello Companies v. Charles King Company, Inc., Santa Ana Watershed Project Authority, The Ohio Casualty Insurance Company (Superior Court of Los Angeles BC616589)

9. **ADJOURNMENT**

Americans with Disabilities Act: If you require any special disability related accommodations to participate in this meeting, please call (951) 354-4230 or email kberry@sawpa.org. Notification at least 48 hours 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 Saturday, June 3, 2017, a copy of this meeting agenda has been uploaded to the SAWPA website at www.sawpa.org, posted in SAWPA’s office at 11615 Sterling Avenue, Riverside, California.

/s/

Kelly Berry, CMC
### 2017 SAWPA Commission Meetings | Events
First and Third Tuesday of the Month; unless otherwise noticed, all Commission Workshops/Meetings begin at **9:30 a.m.** and are held at SAWPA.

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

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**
   Roll call was duly noted and recorded by the Clerk of the Board.

3. **PUBLIC COMMENTS**
   There were no public comments.

4. **GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) ACHIEVEMENT AWARD – FYE JUNE 30, 2016**
   Chair Longville commended CFO Karen Williams for receiving this award on behalf of SAWPA, which is the highest form of recognition in governmental accounting and financial reporting. Attainment of this award represents a significant accomplishment by a government and its management.

5. **CONSENT CALENDAR**
   A. **APPROVAL OF MEETING MINUTES: MAY 2, 2017**
   B. **TREASURER’S REPORT – APRIL 2017**
MOVED, approve the Consent Calendar with one amendment to the May 2, 2017 minutes: the wording under Agenda Item No. 6.B. shall be amended as follows: The wording “Commissioner Sullivan stated first and foremost is that nothing is done here that causes harm to another district.” is revised to read, “Commissioner Sullivan stated first and foremost is that nothing is done here that causes harm to another district, which is the reason some are asking for particular clarification of the JPA agreement.”

Result: Adopted (Unanimously)
Motion/Second: Anthony/Evans
Ayes: Anthony, Evans, Hall, Longville, Sullivan
Nays: None
Abstentions: None
Absent: None

6. CLOSED SESSION
Larry McKenney advised there was no need to discuss Agenda Item No. 6.A. At 9:32 a.m., Chair Longville recessed the meeting to Closed Session for discussion of Agenda Item No. 6.B. Designated personnel were present during Closed Session.

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1)
Name of Case: Spiniello Companies v. Charles King Company, Inc., Santa Ana Watershed Project Authority, The Ohio Casualty Insurance Company (Superior Court of Los Angeles BC616589)

B. PURSUANT TO GOVERNMENT CODE SECTION 54957 – PERSONNEL MATTERS
General Manager
Chair Longville resumed Open Session at 9:59 a.m., and stated no reportable action was taken during Closed Session.

7. NEW BUSINESS
A. EXECUTIVE SEARCH UPDATE
Chair Longville recommended the Board consider forming an Executive Search Ad Hoc Committee, and noted that Commissioner Hall and Commissioner Sullivan have indicated their willingness to serve on the committee. Chair Longville made a motion to form an Executive Search Ad Hoc Committee and appoint Commissioner Hall and Commissioner Sullivan to the committee, with Commissioner Evans serving as an alternate if the need were to arise due to the unavailability of one of the members. Commissioner Anthony asked for a clarification of duties and responsibilities of the Ad Hoc Committee. Chair Longville clarified they would work with staff and the Executive Search firm every step of the way as an extra set of eyes, monitor the process, provide input as it relates to the creation of recruiting materials. With this clarification, Commissioner Anthony seconded the motion.
MOVED, form an Executive Search Ad Hoc Committee to work with staff and the retained Executive Search firm in the recruitment of a General Manager; appoint Commissioner Jasmin A. Hall and Commissioner Ronald W. Sullivan to the Ad Hoc Committee and Thomas P. Evans as an alternate; the Ad Hoc Committee shall be involved throughout and monitor the process, provide input, and oversee the creation of recruiting materials.

Result: Adopted (Unanimously)
Motion/Second: Longville/Anthony
Ayes Anthony, Evans, Hall, Longville, Sullivan
Nays: None
Abstentions: None
Absent: None

B. PROPOSITION 84 PROJECTS STATUS UPDATE – ALL ROUNDS
Nicole Weideman provided a PowerPoint presentation with a Proposition 84 Projects Status Update. This was an update on progress of all projects, both financially and schedule related, on Proposition 84 Round 1, Round 2, Drought Round and 2015 Round. One project was highlighted: Round 2, Forest First: Increase Stormwater Capture and Decrease Sediment Loading (USFS).

Commissioner Anthony voiced his appreciation for the presentation which supported both present and future value of the Forest First program, and he commended Celeste Cantú for her vision in establishing this relationship with the USFS which is now being modeled in other National Forests. These are measurable, tangible results. Weideman noted she is working on an interactive website as a tool to disseminate project information to the public. Commissioner Sullivan encouraged sharing this information with ACWA and NRWA representatives. Chair Longville encouraged staff to ensure the information is widely distributed.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 7.B.

C. FYE 2018 AND FYE 2019 SAWPA BUDGET (CM#2017.66)
Karen Williams provided a PowerPoint presentation on the combined FYE 2018 and 2019 Brine Line Enterprise, OWOW and Roundtables Fund budget. A brief discussion ensued regarding Reach V expenses, contingencies and funded reserves. Commissioner Evans moved staff’s recommendation, which was seconded by Commissioner Hall.

MOVED, adopt the FYE 2018 and FYE 2019 Budget as presented, approve the hiring of the new Brine Line Pipeline Operator II position that is included in the budget, and direct each member agency to: (1) Notice the consideration of the FYE 2018 and 2019 SAWPA Budget on their next Board of Directors Meeting Agenda; (2) Approve by Board Resolution (pursuant to the Joint Powers Authority Agreement) the FYE 2018/19 SAWPA Budget; and, (3) Provide SAWPA with a certified copy of the signed Board Resolution.

Result: Adopted (Passed)
Motion/Second: Evans/Hall
Ayes Anthony, Evans, Hall, Longville
Nays: None
Abstentions: Sullivan
Absent: None
D. **INLAND EMPIRE BRINE LINE RATE RESOLUTION (CM#2017.67)**

Rich Haller provided a PowerPoint presentation outlining the establishment of the new Inland Empire Brine Line rate schedule. Haller emphasized the importance of our continuing collaborative relationship with OCSD in successfully operating the Inland Empire Brine Line.

**MOVED**, adopt Resolution No. 2017.8 establishing the new Inland Empire Brine Line rates to be effective July 1, 2017 (Fiscal Year 2018).

Result: **Adopted (Unanimously)**

Motion/Second: Anthony/Hall

Ayes: Anthony, Evans, Hall, Longville, Sullivan

Nays: None

Abstentions: None

Absent: None

E. **INLAND EMPIRE BRINE LINE REACH V REHABILITATION AND IMPROVEMENT PROJECT – PHASE 1**

David Ruhl provided a PowerPoint presentation updating the Commission on the Inland Empire Brine Line Reach V Rehabilitation and Improvement Project – Phase 1, ovality determinations, and status of lining installation/possible pipeline replacement.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 7.E.

F. **OCSD INVITATION – BOAT INSPECTION INSPECTION TOUR OF OCEAN OUTFALL**

OCSD has extended an invitation to take a boat inspection tour of their ocean outfall; it was the consensus of the Commission to hold a Special Commission meeting at OCSD on June 6, commencing at 9:00 a.m. The boat inspection tour will follow.

G. **DISADVANTAGED COMMUNITIES INVOLVEMENT PROGRAM: GRANT AGREEMENT AND SUB-AGREEMENT EXECUTION (CM#2017.69)**

Mike Antos provided a PowerPoint presentation on the Disadvantaged Communities Involvement Program background and scope, and recommended adoption of Resolution No. 2017.9 authorizing execution of the DAC Program grant agreement. Commissioner Anthony moved staff’s recommendation, which was seconded by Commissioner Evans.

**MOVED**, adopt Resolution No. 2017.9 authorizing the General Manager, or designee, to execute the Disadvantaged Community Involvement Program Grant Agreement 4600011889, and associated sub-agreements.

Result: **Adopted (Unanimously)**

Motion/Second: Anthony/Evans

Ayes: Anthony, Evans, Hall, Longville, Sullivan

Nays: None

Abstentions: None

Absent: None
H. **DISADVANTAGED COMMUNITIES INVOLVEMENT PROGRAM: HOMELESSNESS & WATER SYMPOSIUM (CM#2017.70)**

Mike Antos provided a PowerPoint presentation including background and purpose of the June 29, 2017 Homelessness & Water Symposium which will take place at Stewarts Boathouse at Fairmount Park in Riverside. A discussion ensued regarding the importance of reaching the lower watershed with the same message; Antos concurred and encouraged an opportunity to expand the dialog throughout the watershed.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 7.H.

I. **PAUL REDVERS BROWN, INC. CONSULTING SERVICES (CM#2017.71)**

Chair Longville noted she requested this matter brought back before the Commission to determine if there was support to have a Task Order in place to consult with Paul Brown as the need is established. A discussion ensued relative to engaging the services of Paul Brown and the timing as it relates to the general managers' facilitation process with Sharon Browning and onboarding the new SAWPA general manager. Commissioners Sullivan and Anthony suggested the Commission first discuss and address differences of opinion as it relates to SAWPA governance and the JPA agreement. Commissioner Evans noted his understanding the GM facilitation process is separate and apart from the JPA agreement discussion, which could be discussed and addressed prior to the conclusion of the GM facilitation process. Commissioner Anthony suggested scheduling a workshop to address the JPA agreement, after which the Commission would then determine what services from Paul Brown, if any, could be beneficial.

Lacking a motion, Agenda Item No. 7.I. was not considered by the Commission.

J. **RETIREMENT FROM PUBLIC SERVICE CELEBRATION – JUNE 22, 2017**

Staff volunteered to plan a retirement from public service celebration for Celeste Cantú, proposed a venue and submitted a proposed draft budget. In order to defray costs, staff will be seeking donations which would include SAWPA member agencies. A discussion ensued relative to competing events on June 22, the venue and proposed budget. Chair Longville suggested giving staff direction to release a formal invitation requesting RSVPs with an individual contribution amount of $35 (not applicable to contributing member agencies). Commissioner Sullivan noted member agency contributions would include 5-8 tickets at no cost, and emphasized staff should seek other donations. Rich Haller confirmed staff will seek additional donations, and emphasized at this point staff is seeking approval of the proposed budget and the ability to receive and spend funds relating to the event.

Commissioner Evans voiced his support in approving the budget, stated SAWPA should backstop the funding, and moved staff’s recommendation. Commissioner Hall seconded the motion.

Larry McKenney stated he wanted to make sure that we note we will be paying special attention in seeking contributions; he advised against seeking contributions from current or pending contractors. McKenney requested the Commission include as part of their action that it is the Commission’s finding that supporting this event serves a valid public purpose, illustrates the agency valuing its employee service, shows a positive example of public service, supports morale and employee retention and that the budget represents a reasonable amount overall. Commissioner Evans amended his motion to include this language; Commissioner Hall seconded the amended motion.
MOVED, it is the Commission’s finding that supporting the June 22, 2017 Celeste Cantú retirement celebration serves a valid public purpose, illustrates the agency valuing its employee service, shows a positive example of public service, supports morale and employee retention and that the budget represents a reasonable amount overall; approval of the proposed budget in the amount of $14,000; and, authorize SAWPA staff to receive and expend funds in accordance with the approved budget.

Result: Adopted (Unanimously)
Motion/Second: Evans/Hall
Ayes Anthony, Evans, Hall, Longville, Sullivan
Nays: None
Abstentions: None
Absent: None

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

A. CASH TRANSACTIONS REPORT – MARCH 2017
B. INTER-FUND BORROWING – MARCH 2017 (CM#2017.64)
C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – MARCH 2017 (CM#2017.65)
D. AUDIT COMMUNICATION LETTER FOR FYE JUNE 30, 2017 – WHITE NELSON DIEHL EVANS LLP
E. OWOW PLAN UPDATE 2018 STATUS (CM#2017.68)
F. STATUS REPORT – 2017 OWOW CONFERENCE (May 25 | Ontario Convention Center)
G. STATUS REPORT – JOAQUIN ESQUIVEL RECEPTION (May 25 | Galleano Winery)
H. GENERAL MANAGER’S REPORT
I. STATE LEGISLATIVE REPORT
J. CHAIR’S COMMENTS/REPORT
Chair Longville referenced the May 15, 2017 correspondence to Chair Longville from Commissioners Sullivan and Anthony, with copies to SAWPA Commissioners and Alternates, Celeste Cantú, Larry McKenney and SAWPA member agency general managers. The subject of the letter was the May 2, 2017 SAWPA JPA Agreement workshop. Chair Longville voiced concern that the correspondence was addressing the business of the Commission outside of a public meeting, stating that she believed it violated the Brown Act. Longville noted her openness to resolve their issues and concerns, but encouraged a different avenue. Commissioner Sullivan stated the intent was to communicate their desire for everyone to abide by the SAWPA JPA Agreement, and communicated his desire for better communication, coordination and collaboration, in particular as it relates to the Spiniello lawsuit. Chair Longville noted she is supportive of a workshop to address the subject of their letter, but reiterated the contents of the letter should have been addressed in an open meeting of the Commission.
Commissioner Anthony encouraged the Commission come together on the basic elements of governing SAWPA.
K. **COMMISSIONERS’ COMMENTS**
   There were no Commissioner comments.

L. **COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS**
   Other than set forth above, there were no further requests for future agenda items.

9. **ADJOURNMENT**
   There being no further business for review, Chair Longville adjourned the meeting at 11:38 a.m.

   **Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, June 6, 2017.**

   ________________________________
   Susan Lien Longville, Chair

   Attest:

   ________________________________
   Kelly Berry, CMC
   Clerk of the Board
COMMISSION MEMORANDUM NO. 2017.73

DATE: June 6, 2017

TO: SAWPA Commission

SUBJECT: Approve Revised Condition of Contract Approval with Bri Communications for Watershed Signage

PREPARED BY: Ian Achimore, Senior Watershed Manager

RECOMMENDATION

That the Commission approve a revised condition of contract approval with Bri Communications associated with a QR code requirement to include the One Water One Watershed website URL address on the signage in lieu of a QR code as earlier directed.

DISCUSSION

Staff briefed the SAWPA Commission on the Bri Communications watershed signage contract on April 18, 2017 and the Commission approved the contract with Bri Communications for an amount not-to-exceed $11,200 to design, install and maintain Santa Ana River Watershed signs through the Watershed for four consecutive years. As a condition of approval, the Commission directed that the signage include a QR code that allows those with a smart phone device to connect to the One Water One Watershed webpage on SAWPA’s website. Staff discussed this with Bri Communications and the firm declined to include it because they stated it would be an opportunity for all sign sponsors to have their own QR code thereby distracting from the sign’s design, it would not be agreeable with the property owners where the signs would be located because there would be a lack of control of the QR host websites and QR codes can be visually tampered with whereby taking smart phone users to malicious sites.

Accordingly, Staff developed an alternative solution whereby the SAWPA logo displayed at the bottom of the sign would include a URL that would direct interested members of the public to the One Water One Watershed website. A sample design with the SAWPA logo and One Water One Watershed is attached, as well as the draft description of One Water One Watershed that would be included on the map.

To date, Bri Communications has seven of the fourteen needed sponsors. Staff also asked Bri Communications that if SAWPA contributed to the signage project, would each of SAWPA member agencies be able to include their logo on the signs for those installed in their individual service areas. Bri Communications’ response was that the SAWPA member agencies would need to have their own contract with Bri Communications to have their logos included.

BACKGROUND

Bri Communications approached SAWPA in March 2017 on a Santa Ana River Watershed signage project that would be funded by approximately ten to fourteen sponsors. Bri Communications, based in Seattle Washington, has experience in similar signage projects in the Sacramento River Watershed and the Seattle area surrounding the Puget Sound. The draft sign design, attached to this memorandum, includes a map of the watershed, major cities, county boundaries, water resources such as tributaries, rivers and lakes, and major freeways.
In order to secure a map message and a three inch by three inch logo at the bottom of the map for SAWPA, Bri Communications requires a two year subscription-based fee of $5,600. The subscription fee allows Bri Communications to design the sign, work with approximately nine other sponsors, identify sign locations, secure agreements for placement of the signs at approximately 50 locations across the watershed, and then physically construct and place the sign structure. Each of the approximately 50 signs would have the same content, except for the “You Are Here” locator on the map. With the SAWPA Commission’s approval of an up to $11,200 amount for the Bri Communications contract, it would allow SAWPA to keep the signage up for a total of four years ($5,600/two year period x 2).

SAWPA is engaged in these signage efforts due to its participation in the Santa Ana River Trail Technical Advisory Committee through Commissioner Phil Anthony’s membership on the Trail Policy Advisory Group, as well as through implementation of the One Water One Watershed 2.0 Goal: Accomplish effective, equitable and collaborative integrated watershed management.

CRITICAL SUCCESS FACTORS
- A strong reputation and sufficient capacity within SAWPA staff for strategic facilitation, planning, communication, leadership and community engagement.
- Successful implementation of an integrated regional water resource plan that reflects the watershed management needs of the public and the environment.

RESOURCE IMPACTS
The cost of $5,600 would cover the cost for Bri Communications to design the maps and visuals, secure sign placement locations, install approximately 50 signs throughout the Santa Ana River Watershed, and incorporate information on the signs from approximately ten sponsors including SAWPA. This cost would allow the signs to remain up for two years, and the additional $5,600 ($11,200 total) would extend the period for two additional years (four years total).

If approved, the first $5,600 installment would be provided by Fund 373 Watershed Management Plan in the current FYE 2016/17 SAWPA budget. Pending approval of the SAWPA two year budget for FYE 2018 and 2019, sufficient funding from Fund 373 would be available for the two year contract extension for $5,600 with Bri Communications.

Attachments:
1. Contract with Bri Communications
2. Draft map design with SAWPA logo/URL and the draft One Water One Watershed (OWOW) Map Message
**INVOICE/CONTRACT**

**Santa Ana Watershed (2017 Edition)**

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<td>3&quot; tall by 3&quot; wide ad on at least 50 displays* for at least 23 months ($5,600)</td>
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**Notes:**

Ad Copy

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**ADVERTISER ACCEPTANCE**

1. This contract is NON-CANCELABLE by the advertiser and no copy changes shall be allowed during the contract period.
2. Advertiser agrees to supply artwork & copy within 10 days of signing this contract or allow Bri Communications the right to produce ad.
3. Bri Communications will produce the claims of this contract or be obligated to refund any money already paid. Bri Communications shall not be liable for any error or failure to print beyond the amount the advertiser has made payment for.

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**Terms**

- ☐ Due when contract is signed (all listings)
- ☐ Other

**BRI COMMUNICATIONS (Paul Sherwin)**

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Payable to Bri Communications
Yellow Copy for Customer
Thank you for your business

**YOUR NEXT PAYMENT OF $ _______ IS DUE**

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15
The Santa Ana River Watershed is home to the concept and plan called “One Water One Watershed” or OWOW. OWOW reflects a comprehensive view of the watershed and water resources. It is an integral view encompassing all agencies and organizations in the watershed that looks at all types of water (local surface and groundwater, imported, storm water, wastewater) as components of a single water resource, inextricably linked to land use and habitat, and a part of the watershed's natural hydrology. By this view, new water solutions can be developed that are integrated, multi-beneficial and collaborative.
COMMISSION MEMORANDUM NO. 2017.72

DATE: June 6, 2017

TO: SAWPA Commission

SUBJECT: Brine Line Service Contracts FY16-17

PREPARED BY: Carlos Quintero, Senior Project Manager

RECOMMENDATION
That the Commission approve Work Order 2018-05 with E.S. Babcock Laboratories in the amount of $87,578 for water quality sampling and analysis services and Work Order 2018-01 with Western Municipal Water District in the amount of $90,000 for Brine Line water quality sample collection.

DISCUSSION
On March 17, 2015, the SAWPA Commission approved staff to issue Request for Proposals for the Brine Line Service Contracts. The RFPs required contractors to maintain prices for a minimum of 2 years. The RFP included an option to renew for an additional third year, at SAWPA’s discretion. Issuance of the 2017-18 service contacts fall under the optional third year. A request for proposals for Brine Line service contracts will be issued prior to the start of FY18-19.

SAWPA relies on a variety of service providers to provide specialized support to operate and maintain the Brine Line.

E.S. Babcock provides water quality sample collection and analysis to support the Brine Line pretreatment program. A total of 3,150 analyses are expected during FY17-18 to ensure that dischargers to the Brine Line are in compliance with established local limits. The scope of work for the FY17-18 sampling efforts anticipates new parameters required under the OCSD proposed local limits.

WMWD supports SAWPA’s Pretreatment Program. Specific activities include sampling at the SARI Metering Station (weekly sampling required), as well as support during special sampling activities and collection of samples at facilities permitted by SAWPA. The estimated cost of sampling support is $90,000. A second Work Order for $25,000 will be issued to assist with special activities and emergency response.

A scope of work and budget has been established for FY 2017 activities to be performed by WMWD. One Task Order is issued to the Engineering Department (water quality sample collection) and a second one to Operations and Maintenance. Issuing separate Task Orders facilitates time tracking and invoicing.
Houston Harris provides line cleaning services, including vacuum trucks, water trucks, and traffic control. Pipe cleaning is performed according to the requirements of the Brine Line Sewer System Management Plan. The existing Task Order HOU240-02 with Houston and Harris will be extended one more year through June 30, 2018. The existing Task Order has approximately $269,000 remaining. The Task Order amount will not change for Fiscal Year 2017-18. The scope of work for FY17-18 includes line cleaning during a 10-day period for Reach 4B Upper, and a 10-day period for cleaning portions of Reach 4A Lower and 4B Lower.

The Task Order HAZ240-07 with Haz Mat Trans, Inc. for line draining and emergency response will be extended to June 30, 2018. The existing Task Order has approximately $93,000 remaining. This amount will carry forward to Fiscal Year 2017-18.

In addition, the following service contracts will be awarded (as on-call services) to support Brine Line maintenance activities:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>On-Call Services</th>
<th>Amount ($)</th>
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<tbody>
<tr>
<td>Douglas Environmental Services</td>
<td>Flow meter calibration</td>
<td>12,000</td>
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<td>Haz Mat Trans, Inc.</td>
<td>Debris hauling and disposal</td>
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<td>Houston and Harris, Inc.</td>
<td>Pipeline inspection services</td>
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<td>IEUA</td>
<td>Reach 4A Upper Maintenance</td>
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<td>Innerline Engineering</td>
<td>Pipeline cleaning services</td>
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<td>Nature’s Image</td>
<td>Right-of-way maintenance</td>
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<tr>
<td>TKE Engineering</td>
<td>Surveying services</td>
<td>23,750</td>
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<td>WMWD</td>
<td>Operations and Maintenance</td>
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<tr>
<td>Haz Mat Trans, Inc.</td>
<td>Line draining and emergency response</td>
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</tr>
<tr>
<td>Houston and Harris, Inc.</td>
<td>Pipeline cleaning services</td>
<td>269,000</td>
</tr>
<tr>
<td>WMWD*</td>
<td>Pretreatment support</td>
<td>90,000</td>
</tr>
<tr>
<td>E.S Babcock*</td>
<td>Water Quality Sample Collection and Analysis</td>
<td>87,578</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>729,828</strong></td>
</tr>
</tbody>
</table>

*Require Commission approval

**CRITICAL SUCCESS FACTORS**

5. Protect and preserve the useful life of the Brine Line assets through strategic maintenance, repair, and capital improvement.

8. Operate the Brine Line to: (1) protect the OCSD treatment plant and the environment from non-compliant dischargers, and (2) eliminate any uncontrolled pipeline releases.
RESOURCE IMPACTS
Funds for the Brine Line service contracts are budgeted for FY17-18 under Fund 240 (Brine Line Enterprise).

Attachments:
1. Work Order 2018-05 with E.S. Babcock
2. Work Order 2018-01 with Western Municipal Water District
Santa Ana Watershed Project Authority

WORK ORDER AUTHORIZATION

WORK ORDER NO.: 2018-05
Entry No.: PO003312
Date: July 1, 2017

JOB NAME: Brine Line Sample Collection and Analysis

SERVICE PROVIDER: E.S. Babcock Laboratories
VENDOR NO.: 1404
ADDRESS: 6100 Quail Valley Court
Riverside, CA 92507

SCOPE OF WORK: Provide sample collection, delivery, and analysis for the Brine Line pretreatment program.

DATE OF COMPLETION: June 30, 2018
COST: $87,578.00
PAYMENT: Upon receipt of invoice

REQUESTED BY: 
Carlos Quintero

DEPARTMENT HEAD: 
Rich Haller

FINANCE: 
Karen L. Williams

FUNDING SOURCE: 240-00-60143-00
Brine Line Sampling

COMMISSION AUTHORIZATION REQUIRED: ☒ YES □ NO CM #2017.72

APPROVED:
General Manager (or Designee) or 
Chief Financial Officer for 
SANTA ANA WATERSHED PROJECT AUTHORITY

APPROVED: 
E.S. Babcock Laboratories

ATTACHMENT A CONTAINS ADDITIONAL WORK ORDER TERMS AND CONDITIONS. 
READ THESE TERMS CAREFULLY.
ATTACHMENT A
TERMS AND CONDITIONS

1. **Approval.** This Work Order is of no force or effect until signed by both parties. Service Provider shall not commence performance until such approval has been obtained.

2. **Amendment.** No amendment or variation of the terms of this Work Order shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated in the Work Order is binding on any of the parties.

3. **Compliance with Laws and Regulation.** The Service Provider agrees that it shall, at all times, comply with, and require all of its subcontractors to comply with, all applicable federal, state and local laws, rules, regulations, guidelines. Service Provider, and its subcontractors, shall obtain and pay for all appropriate permits and licenses in order to perform the scope of work required by this Work Order.

4. **Governing Law.** This Work Order shall be governed by the laws of the State of California.

5. **Assignment of Contract.** This Work Order shall not be assigned by Service Provider without prior written authorization from the Santa Ana Watershed Project Authority (“SAWPA”).

6. **Contract Term.** The services provided under this Work Order shall be completed as outlined in the Scope of Work.

7. **Termination.** SAWPA reserves the right to terminate this Work Order, in whole or in part, without cause, at any time, by written notice to Service Provider. Such termination shall release SAWPA from any further liability, fee, cost or claim by the Service Provider other than for work performed to the date of termination. Upon receipt of a termination notice, the Service Provider shall immediately discontinue all work under this Work Order (unless the notice directs otherwise). SAWPA shall thereafter, within thirty (30) days of receipt of a valid invoice, pay the Service Provider for unpaid work performed to the date of termination.

8. **Prevailing Wage Law.** - SAWPA is subject to the provisions listed in the prevailing wage determination made by the Director of Industrial Relations pursuant to California Labor Code, Sections 1770, 1773 and 1773.1. Service Provider shall not pay less than the prevailing wage.

9. **Damage to SAWPA Property.** Any SAWPA property damaged by the Service Provider, or its employees, agents or subcontractors, shall be repaired or replaced by the Service Provider at no cost to SAWPA.
10. **Payment and Invoicing.** Upon approval by an authorized SAWPA employee, SAWPA will pay, within 30 days after receipt of valid, itemized invoices, submitted in duplicate, in a form acceptable to SAWPA to enable audit of the charges thereon. All such invoices shall be mailed to SAWPA, 11615 Sterling Avenue, Riverside, California 92503, attention Accounts Payable.

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

12. **Safety.** Service Provider agrees to conform to, and comply with all applicable health and safety laws and regulations, including the Federal and State Occupational Safety and Health Act (OSHA) regulations. Service Provider assumes complete responsibility and liability for the safety of its employees, agents and subcontractors, and shall indemnify and hold harmless SAWPA from any claims, damages, fines, penalties, attorney's fees and costs arising from any injuries, damages or claims relating to this Work Order.

13. **Indemnification.** Service Provider shall hold harmless, defend and indemnify SAWPA and its officers, officials, employees, agents, volunteers and supervising engineer from and against any and all liability, loss, damage, expense, fines, penalties, and costs (including, without limitation, attorneys' fees and litigation expenses) of every nature arising out of or in connection with Service Provider's performance of the work under this Work Order or its failure to comply with any of its obligations contained in this Work Order, except such loss or damage which was caused by the active or sole negligence or willful misconduct of SAWPA.

14. **Insurance Requirements.** Service Provider shall procure and maintain for the duration of this Work Order insurance against claims for personal injuries or property damages which may arise from or relate to the performance of the work hereunder by the Service Provider, its employees, agents, subcontractors or representatives, as follows:

   A. Commercial General Liability, including operations, products and completed operations shall have a liability limit of $2,000,000 per occurrence for bodily injury, personal injury and property damage, $1,000,000 if the total amount of the Work Order is less than $35,000 and authorized by the General Manager. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work required by this Work Order or the general aggregate limit shall be twice the required occurrence limit. Coverage shall at least be as broad as Insurance Services Office Commercial General Liability Coverage (Form CG 00 01) or Insurance Services Office Form (CG 00 09 11 88 Owners and Contractors Protective Liability Coverage Form).

   B. Automobile liability coverage shall be no less than $1,000,000 per accident for bodily injury and property damage and coverage shall be at least as broad as Insurance Services Office Form CA 0001 covering Automobile Liability, Code C1 (any auto).

   C. Workers Compensation Insurance as required by the State of California and Employer's Liability Insurance.
D. Builders Risk (Course of Construction Insurance) covering all risks of loss for the completed value of the project with no co-insurance penalty provisions. SAWPA shall be named as a loss payee.

☐ Yes  ☒ No

E. Professional Liability Insurance in an amount of no less than $1,000,000 as needed for any design-build requirements of this Work Order.

☐ Yes  ☒ No

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by SAWPA in advance.

G. SAWPA as Additional Insured. The Commercial General Liability and Automobile Liability Policies shall provide that SAWPA, its officers, officials, employees, agents, volunteers and supervising engineer are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Service Provider or arising out of work or operations performed by or on behalf of the Service Provider under this Work Order, including materials, parts or equipment furnished in connection with such work or operations. For any claims related to the work formed under this Work Order, the Service Provider's insurance coverage shall be primary as to SAWPA, its officers, officials, employees, agents, volunteers and supervising engineer. Any insurance maintained by SAWPA, its officers, officials, employees, agents, volunteers or supervising engineer shall be excess to Service Provider's insurance and shall not contribute with it. Each insurance policy required by this subsection shall be endorsed to state that coverage shall not be cancelled by either party except after thirty (30) days prior written notice to SAWPA.

H. Waiver of Subrogation. Service Provider hereby agrees to waive subrogation which any insurer of Service Provider may require from Service Provider by virtue of the payment of any loss. Service Provider agrees to obtain any endorsement that may be necessary to give effect to this waiver of subrogation. The Workers Compensation policy shall be endorsed with a waiver of subrogation in favor of SAWPA for all work performed by Service Provider, its employees, agents and subcontractors.

I. Acceptability of Insurers. Insurance required by this Section 14. is to be placed with an insurer admitted in and regulated by the State of California with a current AM Best rating of no less than A-VII. If the insurance company is not admitted in the State of California, it must be on the List of Eligible Surplus Line Insurers (LESLI), shall have a minimum AM Best rating of “A”, Financial Category “X”, and shall be domiciled in the United States, unless otherwise approved by SAWPA in writing.

J. Coverage Verification. Service Provider shall furnish SAWPA with original certificates and amendatory endorsements effecting coverage required by this Section 14. All certificates and endorsements shall be in a form acceptable to SAWPA. Service Provider shall require and verify that all of its subcontractors maintain insurance meeting all of the requirements of this Section 14.
15. **Right to Review Services, Facilities and Records.** SAWPA reserves the right to review any portion of the services performed by the Service Provider under this Work Order, and the Service Provider agrees to cooperate to the fullest extent possible. The Service Provider shall furnish to SAWPA such reports, statistical data, and other information pertaining to the Service Provider's services as may be reasonably required by SAWPA.

The right of SAWPA to review or approve drawings, specifications, procedures, instructions, reports, test results, calculations, schedules, or other data that are developed by the Service Provider shall not relieve the Service Provider of any obligation set forth in this Work Order.

16. **Permits, Ordinances and Regulations.** Any and all fees required by State, County, local laws, regulations and/or tariffs that pertain to work performed under the terms of this Work Order shall be paid by the Service Provider.

17. **Independent Contractor.** The Service Provider, and its employees, agents and subcontractors operate as independent contractors and not as employees or agents of SAWPA.

18. **Disputes.** Contractor shall continue to perform as required by this Work Order during any dispute between SAWPA and Service Provider.

19. **Timeliness.** Time is of the essence for this Work Order.

21. **Unenforceable Provisions.** In the event that any provision of this Work Order is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Work Order shall continue to be in full force and effect and shall not be affected thereby.

21. **Dispute Resolution.** Any dispute which may arise under this Agreement shall first be submitted to non-binding mediation. Should any dispute remain unresolved by the mediation, then the parties shall submit the dispute to binding arbitration. In the event of any litigation or arbitration between the parties to enforce any of the provisions of this Agreement or any right of any party hereto, the unsuccessful party to such litigation or arbitration agrees to pay to the successful party all such costs and expenses, including reasonable attorneys' fees, incurred therein by the successful party.
JOB NAME: Brine Line Sample Collection and Analysis

SERVICE PROVIDER: Western Municipal Water District (Vendor #1217)

ADDRESS: 14205 Meridian Parkway
Riverside, CA 92518

SCOPE OF WORK:
Sample Collection and Analysis as part of the Brine Line (formerly known as SARI) permit/pretreatment program requirements under agreement with SAWPA. Special tasks will be authorized by separate work orders during the year. Work to consist of the following task.

Sample Collection and Analysis: Sample collection, analysis, documentation and QA/QC. Schedule sampling events to comply with the industry’s permit/pretreatment program requirements and billing requirements.

DATE OF COMPLETION: June 30, 2018

COST: Not-to-exceed $90,000

PAYMENT: Upon receipt of approved invoice

REQUESTED BY/DEPT HEAD: _______________________________ DATE: ___________________
Rich Haller

FINANCE: _______________________________ DATE: ___________________
Karen L. Williams

FUNDING SOURCE: 240-00-60148-03 $90,000

COMMISSION AUTHORIZATION REQUIRED: ❑ YES ❑ NO

APPROVED: _______________________________ DATE: ___________________
General Manager (or Designee) or Chief Financial Officer for SANTA ANA WATERSHED PROJECT AUTHORITY

ACCEPTED: _______________________________ DATE: ___________________
Western Municipal Water District
Purpose Statement - Background
It was agreed that a purpose statement would be developed for the issue resolution meetings that defines a clear scope of work and desired outcomes reflecting the Commissions’ directive to “...Support a facilitated process with member agencies to discuss and resolve management issues... including a report prepared, at the conclusion of the process and signed off on by all six general managers.”

The Commission’s original directive was subsequently amended to include “provide input to assist the Commission in developing job description criteria and related information for use in SAWPA’s upcoming search for a new SAWPA GM, the input to be provided by June 1, 2017.”

The Commission’s original directive was subsequently further amended to include “...address the following questions:
1. Is a member agency experiencing harm from SAWPA’s current business practices?
   a. I.e. Are member agencies being obligated involuntarily for member agency contribution?
2. How should the SAWPA general budget be approved?
3. What is the purpose of Project Agreements?
4. What are the essential elements of a Project Agreement?
5. What authority should Project Committees have?
6. Who should Project Committee representatives be?
7. How should enterprise-funded activities be handled by the Commission?
8. How should the Commission make decisions about actions implementing an approved budget?
9. To implement OWOW, does SAWPA compromise the appropriate member agencies?”

To accomplish the Commission’s original and twice-amended directive, the GM’s developed the following purpose statement.

Purpose Statement
“To prepare, for Commission consideration, recommendations that will assist SAWPA to effectively implement programs and projects that achieve the member agencies’ interests and needs.”

Specifically the recommendations will:
1. Identify some job performance criteria and desired attributes of a new SAWPA GM.
2. Strengthen the working relationship between the SAWPA GM and Agency GM’s.
3. Strengthen communications and working relationships among the SAWPA agency GM’s.
4. Affirm, clarify and strengthen the relationship between SAWPA and the member agencies.
5. Respond to Commission questions related to SAWPA business practices, operations under the JPA agreement and implementation of OWOW.
The following list of attributes for a SAWPA GM was prepared by the SAWPA agency’s GM’s. The list was prepared in response to the Commission’s request for input to a job description that will be developed and used in the Commission’s search for a new SAWPA GM.

Desired potential attributes are:

- Be a consensus builder among the Commissioners.
- Establish effective peer-to-peer relationships with the member agency GM’s based upon mutual respect and collaboration.
- Understand and represent member agency needs and interests.
- Embrace a culture of transparency, honesty, and openness in business and interpersonal relationships.
- Be a strategic thinker who can balance the big-picture watershed objectives of the integrated Regional Watershed Plan with those of the SAWPA member agencies.
- Effectively and efficiently manage the SAWPA agency’s resources and balance the use of staff and consultants.
- Foster an internal and external culture of collaboration.
- Be an effective external spokesperson and advocate based upon the SAWPA Commission’s established priorities and mission.

The SAWPA GM’s are in the process of developing recommendations for the Commissions’ consideration that will describe practices, procedures and methods for achieving the desired collaboration, consensus-building, effective working relationships and culture listed above. These recommendations will be included in the final consensus report that the GM’s anticipate submitting to the Commission before or by the first of August, 2017.
# SAWPA Roundtable Status Report

## 1/1/17 thru 3/31/17

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>DESCRIPTION</th>
<th>STATUS</th>
<th>TASKS/DEADLINES</th>
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</table>
| 1 | Middle Santa Ana River (MSAR) Pathogen TMDL Task Force | • Task Force Administration by SAWPA continues.  
• Management and review of consultant contracts, project invoices and annual Task Force budget by staff continues.  
• Stakeholders approved the FY 2017-18 budget at the February 15th Task Force meeting. Task Force budget was then included in the SAWPA Budget for FYE 2018.  
• A Draft amendment to extend the Task Force agreement for an additional 5 year term was distributed to stakeholders for review and comment.  
• Task Force consultant Tim Moore/Risk Sciences continues his effort to orchestrate the TMDL Implementation strategy for the MSAR TMDL Task Force.  
• Task Force consultant CDM Smith continues their effort to support the implementation of the Riverside / San Bernardino Counties CBRP in coordination with the MSAR TMDL Task Force. | • Draft amendment to extend the MSAR TMDL Task Force agreement for an additional 5 year term was distributed to stakeholders for review and comment. Deadline for signatures is Dec. 2017. |
| | TMDL Task 3 Watershed Monitoring Program | • MSAR TMDL Compliance monitoring is now conducted as a component of the Santa Ana River Bacteria monitoring program implemented through the Regional Water Quality Monitoring Task Force.  
• SAWPA, on behalf of the MSAR TMDL Task Force submitted a revised 2016 Triennial Report for the MSAR Bacterial Indicator TMDL to Regional Board for review. The Task Force is awaiting approval from Regional Board Staff.  
• New draft 303-D list released by State included several sites likely to be listed for bacterial TMDL development. These include San Timoteo Creek and Warm Creek. Tim Moore/Risk Sciences was tasked to prepare a comment response letter to the Regional Board to address a number of issues with the 303-D listings relating to bacteria.  
• Task force authorized a Task Order with CDM Smith to format and upload available metals water quality data from the City of Riverside into CEDEN. This data was believed to be critical to the next round of 303-D listing data review by the State. | • Finalize 2016 Triennial Report submitted to Regional Board for approval in November 2016.  
• CDM Smith tasked to format and upload available metals water quality data from the City of Riverside into CEDEN by May 3, 2017. |
## SAWPA Roundtable Status Report
1/1/17 thru 3/31/17

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</table>
| TMDL Task 4 Source Evaluation and Management | • MSAR TMDL Task Force meetings continue to be used as a forum for stakeholders to update Regional Board staff on their CBRP implementation activities  
• All current source evaluation work relating to the bacteria indicator TMDLs is being conducted through the individual Counties MS4 program to implement their respective Comprehensive Bacteria Reduction Plans.  
• SAWPA acts as the contracting party, for the benefit of Task Force agencies to implement specific studies and projects to support each County's Comprehensive Bacteria Reduction Plan implementation activities. | • All current deliverables due under this task are currently being addressed by individual agencies. |

| 2 Lake Elsinore and Canyon Lake Nutrient TMDL Task Force | Implement TMDLs to address water quality issues relating to excess nutrients in Lake Elsinore and Canyon Lake. | • Task Force Administration by LESJWA continues.  
• LESJWA staff continues to coordinate issues relating to a stakeholder load/cost allocations, in-lake modeling, and the design on in-lake treatment projects with various consultants.  
• LESJWA staff continues management and review of consultant contracts, project invoices and annual Task Force budget.  
• Stakeholders approved the FY 2017-18 budget at the March 22nd Task Force meeting.  
• Stakeholders approved an amendment to extend the Task Force agreement for an additional 5 year term at the March 22nd Task Force meeting.  
• LESJWA submitted a draft Final Project Report for the Round 2 Prop 84 IRWM funded Canyon Lake Hybrid Treatment Project to the State in January 2017.  
• Risk Sciences continues its role of working with stakeholders on a long-term plan to revise and update the Lake Elsinore and Canyon Lake nutrient TMDLs.  
• CDM Smith continues their effort to prepare a technical document to revise and update the Lake Elsinore and Canyon Lake nutrient TMDLs.  
• CDM Smith is continuing to receiving comments on the following chapters of the TMDL Technical Document:  
  - Chp 3 – Numeric Targets (Draft distributed 12/20/16)  
  - Chp 4 – Source Assessment (Draft distributed 10/5/16) | • Amendment to extend the Task Force agreement for an additional 5 year term is anticipated to be executed by June 30, 2017.  
• CDM Smith’s revised TMDL draft technical document will be ready for submittal to the Regional Board in November 2017. |
# SAWPA Roundtable Status Report

1/1/17 thru 3/31/17

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| TMDL Task 4 Monitoring Program | | • Amec Foster Wheeler (FW) continues to implement the Phase 2 TMDL Compliance monitoring Program.  
• Amec FW continues to work to update the in-lake and watershed water quality monitoring database.  
• Staff worked with Amec Foster Wheeler to prepare next quarterly lake and watershed quality monitoring report and shared the report with the LE/CL TMDL TF in January 2017.  
• On March 22, 2017, Dr. Meredith Howard of Southern California Coastal Water Research Project (SCCWRP), provided a presentation about Freshwater Harmful Algal Blooms in California and the SCCWRP monitoring program that included Canyon Lake and Lake Elsinore which was funded by the Santa Ana Regional Board. The Task Force agreed to support a new algae toxicity monitoring program for the lakes and asked Amec to prepare a scope and Tim Moore, Risk Sciences, to prepare a written justification for conducting this additional monitoring.  
• In February 2017, stakeholders requested Amec Foster Wheeler add aluminum monitoring and laboratory analysis of aluminum in sediments as part of the regular TMDL Compliance monitoring to support the ongoing Canyon Lake Alum Treatment project.  
• Tim Moore informed stakeholders of the new 303-D list published by the State and the listing of DDT for Lake Elsinore. A comment response letter will be prepared by Risk Sciences on behalf of stakeholders and submitted to the State. | • LESJWA staff informed stakeholders of a Harmful Algal Blooms (HABs) Webinar on April 5th, 2017, and a workshop at SCCWRP April 25th to 27th, 2017. SAWPA staff will participate in the webinar and representative from Amec will attend the later workshop. |
| TMDL Task 9 Lake Elsinore TMDL Compliance Implementation Activities | | • Work relating to the implementation of Lake Elsinore In-Lake Sediment Nutrient Reduction Plan performed in conjunction with the RCFC&WCD MS4 Comprehensive Nutrient Reduction Plan continues.  
• LESJWA staff continues to coordinate meetings to facilitate the preparation of a new O&M agreement to operate the Lake Elsinore Aeration and Mixing System (LEAMS). Through this agreement it is proposed that the agencies co-sponsoring the project agree to license excess unused nutrient offset credits to other stakeholders named in the TMDL using LESJWA as their exclusive agent.  
• The License Agreement for Offset Credits Generated by the Lake Elsinore Aeration & Mixing System is expected to be finalized in April 2017 and be brought to the LESJWA Board for approval in April 2017 | }
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</table>
| TMDL Task 10 Canyon Lake TMDL Compliance Implementation Activities | • Work relating to the implementation of Canyon Lake In-Lake Sediment Treatment Evaluation performed in conjunction with the RCFC&WCD MS4 program Comprehensive Nutrient Reduction Plan continues.  
• LESJWA staff continues as the lead implementing agency for the Canyon Lake Hybrid System (Canyon Lake Alum dosing project). Alum was applied to Canyon Lake in the last week of January with post water quality monitoring showing good improvement.  
• LESJWA is finalizing its administration of the Round 2 Prop 84 IRWM funded Canyon Lake Hybrid Treatment Project. LESJWA staff submitted a draft Final Project Report for the Round 2 Prop 84 IRWM funded Canyon Lake Hybrid Treatment Project to the State in January 2017.  
• Aquatechnex completed the first of two semi-annual alum dosing applications in Canyon Lake in February 2017.  
• Alum effectiveness monitoring will be conducted by AMEC Foster Wheeler as part of the regular TMDL compliance monitoring.  
• Stakeholders funded and installed two new Canyon Lake Alum Dosing project signs to inform residents and uses of the lake of the benefits of the alum applications. | • The next Canyon Lake Alum Dosing is anticipated to occur in Sept. 2017. |
| TMDL Task 11 Model Update | • Dr. Michael Anderson/U.C. Riverside continues work to support of the effort by CDM Smith to revise and update the LE&CL nutrient TMDLs. | • Dr. Anderson is anticipated to complete tasks associated with Lake Elsinore and Canyon Lake model update for TMDL Update in April 2017. |
| 3 Basin Monitoring Program Task Force | Annual Monitoring Report | • Back in Feb. 2017 the Regional Board staff agreed to some reformatting changes to the annual SAR water quality report based on BMP TF and Regional Board priorities. After discussion, edits were made to the 2016 SAR WQ Report. | • Draft 2016 SAR Water Quality Report to be prepared by early May 2107. |
### SAWPA Roundtable Status Report
1/1/17 thru 3/31/17

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| Basin Plan Amendment for SAR Wasteload Allocation and Chino South Objective Revision | • Work continues on two separate Basin Plan Amendments (BPA) 1) focusing on the Chino South Mgt Zone change and 2) focusing on incorporate the current SAR Wasteload Allocation. The purpose for the separation is due to EPA not having to review a groundwater management objective change while the SAR Wasteload Allocation is a surface water change. The Basin Plan amendment for Chino South objective is anticipated to be taken to the Regional Board on August 4th for approval.  
• CDM Smith completed the draft Supplemental Environmental Document and Economic Analysis for the Chino South BPA. One comment letter was received and will be considered as part of the comments during the official BPA review period 45 days prior to the Regional Board consideration date.  
• Work is proceeding with CDM Smith doing the Triennial Ambient Water Quality Update for TDS and Nitrate in all groundwater management zones in the watershed.  
• A task force budget was shared and approved by the Task Force on Feb. 14th subject to governing boards of SAWPA and TF agencies approval.  
• A comment letter regarding revisions to the proposed 303 d list affecting salinity and nitrate in the SAR were prepared and submitted to the Regional Board. Overall the suggested edits were supported by the Regional Board staff. The Regional Board 303 d list will not be submitted to the State Board. | • Next BMP TF meetings are scheduled for Apr. 19th and May 15th, 2017.  
• The 1st Basin Plan Amendment for Chino South is anticipated to be considered by the Regional Board on Aug. 4th, 2017. The 2nd Basin Plan Amendment is anticipated to be considered by the Regional Board on Sept. 15, 2017.  
• Triennial Ambient Water Quality Update is anticipated to be complete by July 2017. |
| Santa Ana River Wasteload Allocation Update | • A contract with Geoscience Inc. was approved by the SAWPA Commission on Feb. 12th. The consultant has commenced data collection and preliminary analysis that calibrates the HSPF model being developed by Geoscience with the past SAR Wasteload Allocation Model called the WLAM. Calibration performance of daily and monthly streamflows at key monitoring locations of the new model reflects very good calibration performance using statistical R analysis techniques. | • Water quality calibration will be conducted in next reporting period. Final report is scheduled for Dec. 2017. |
### Drought Policy
- The Regional Board has defined the creation of a new drought policy as one of their triennial Basin Plan priorities.
- Tim Moore of Risk Sciences has been working with the BMP TF and the Southern California Salinity Coalition (SCSC) to develop an outline of the work necessary to justify a new Drought Policy.
- SCSC hired CDM Smith to undertake a technical analysis of salt impacts from the drought to be followed by a policy evaluation. SCSC has agreed to undertake the technical analysis. The BMP TF will use the results of the technical analysis to move into the policy work in late 2017.
- Data collection has commenced and EMWD will serve as the pilot area for analysis.

### Emerging Constituents Program Task Force
- The 2013 Emerging Constituents Sampling Report, the last annual sampling report was submitted to the Regional Board on March 14, 2014.
- By agreement the EC Program Task Force and the Regional Board agreed to discontinue the annual EC sampling and transition to a triennial EC sampling program if necessary.
- Based on discussions with the Task Force and their consultant, Risk Sciences, the State Board was evaluating additional emerging constituents through a State Board Blue Ribbon Panel on Ecotoxicology to see if any additional EC constituents for sampling were needed that may affect future discharge permit renewals. No new recommendations have come out from the SWRCB to date. No EC monitoring under the task force is anticipated for the foreseeable future. Since some unused funding reserves have accumulated by the task force in the absence of an annual EC sampling program and report, available funding reserves should be sufficient to cover any costs for the early development of an EC sampling program and report should the need arise in the future as well as continuing the outreach program.
- Work continues with the social media tools in support of water quality for the general public. This work is funded by a subset of the EC Program Task Force called the EC Public Outreach Committee. The Committee approved a budget for FY 17-18 to continue the work by DeGrave Communications. The TF budget was included in the SAWPA Budget.
- In order increase outreach of the blog, a new reusable water bottle campaign has been kicked off to educate the public and partner with retail water agencies.

### Preliminary Analysis
- Preliminary analysis is anticipated to be completed in the next reporting period. The overall technical works is anticipated to be completed by Oct. 2017.

### All Annual EC Sampling
- All annual EC sampling has been discontinued and has been placed on hold pending results of Ecotoxicology results.
- A presentation about the Reusable Water Bottle Campaign to increase outreach will be shared with the SAWPA Commission on June 20, 2017.
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| 5 | **Imported Water Recharge Workgroup** | Support imported recharge agencies in agreement deliverables | • The Imported Water Recharge Technical Committee met on Jan. 11, 2017.  
• A presentation by EMWD and its consultant, CDM Smith, was made about the Canyon Basin Groundwater Model Status Presentation since this work was recently prepared as an additional basin which has recharge operations and was required to undertake the conditions of the Imported Water Recharge Cooperative Agreement and conduct a 20 year groundwater model. Their report was submitted in late January 2017.  
• The next set of modeling will begin in 2018 with new modeling updates due from the upper watershed basins of Beaumont, Yucaipa and San Timoteo by June 2018.  
• The next series of summary reports on the amount and quality of imported water recharged in each groundwater management zone during the previous three year period will be due by July 18, 2018.  
• Sufficient carryover reserves exist to cover administrative costs for FY 17-18 so no additional funding is being requested. | • Next Technical Committee meeting will be scheduled for June 2017 to provide an update on the status of the agreement requirements. |
| 6 | **Reclamation So Cal Studies** | Support regional studies with Bureau of Reclamation | No action this reporting period. | • Reclamation will likely release another grant proposal for Basin Studies and updates by June 2017.  
• Include budget to pursue future Reclamation grants and studies under 370-02 in SAWPA Budget being prepared for FYE 2018 and FYE 2019 |
### Santa Ana River Fish Conservation Task Force

**DESCRIPTION**: Determine the reasons for the decline of the Santa Ana sucker fish (*Catostomus santaanae*) in the Santa Ana Watershed and implement projects that will benefit the species.

- Following SAWPA Commission approval, on February 21, 2017, staff released the request for proposals (RFP) to acquire the services of an engineer to design the Santa Ana Sucker Habitat Protection and Beneficial Use Enhancement Project. Six responses were received and an interview panel vetted the candidates. A contract is planned for execution on April 18, 2017 with the selected firm.
- Staff managed the Colton Police Department work order (contract) on implementing the project where the Department would patrol the river near important wetted channels, where there has been known to be off road vehicle activity and Santa Ana sucker fish. The work order includes about 42 hours of patrol time over the course of the SAWPA fiscal year which ends on June 30, 2017.
- Staff sent out Task Force membership invoices for the current fiscal year, FYE 2017, on January 17, 2017.
- Staff acquired the approval of the FYE 2018 and FYE 2019 budget from the Task Force members on January 20, 2017.
- Staff updated the Task Force’s white paper document that describes the goals of the team, the funds it’s received from various partners and the projects and research it conducts.

### Regional Water Quality Monitoring Task Force

**DESCRIPTION**: Implement a coordinated regional water quality monitoring program in the Santa Ana River watershed to meet the requirements of the amended Recreational Use Water Quality Standards and Implementation Plan requirements of the Santa Ana Basin Plan, and to assist Regional Board with future triennial reviews of the Basin Plan.

- Task Force Administration by SAWPA continues.
- Management and review of consultant contracts, project invoices and annual Task Force budget by staff continues.
- Stakeholders approved the FY 2017-18 budget at the February 15th Task Force meeting. The Task Force budget will be included in the SAWPA two year budget.
- SAWPA staff continues to coordinate with Orange County and Regional Board staff on obtaining approval of the Regional Water Quality Monitoring Program Task Force agreement.
- CDM Smith continues to implement the Santa Ana River Watershed Bacteria Water Quality Monitoring Program.

- The next Task Force meeting is scheduled for April 24, 2017.
- Coordinate with the U.S. Army Corps of Engineers and San Bernardino Valley MWD on their sucker habitat project in order to build on their successes for implementing the Task Force’s Habitat Protection Project.
- Work with Colton Police Department on implementing another sweep detail of the River on major holiday weekends.
- Execute design contract for the Habitat Protection Project in April and hold kick off meeting.

- Staff has been informed by Orange County staff that it will not be able to take the Task Force agreement before their Board for approval until May 2017.
- The 2016 Draft SAR Regional Monitoring Program Annual Report is on schedule to be released to stakeholders in May 2017.
- Routine monitoring for 2017 Year is on schedule to begin in May 2017.
## SAWPA Roundtable Status Report

1/1/17 thru 3/31/17

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| 9 LESJWA | Support lake quality improvement projects at Lake Elsinore and Canyon Lake | • Continuing support to LESJWA as administrator for the LE/CL TMDL Task Force with task force meetings and technical advisory committee meetings held every 1-2 months.  
• The LESJWA Board did not meet during this reporting period.  
• Alum was applied to Canyon Lake in late January 2017 as part of the spring application. The application was done early to suppress the significant nutrients inflow resulting from the winter rains. Water quality testing in Feb. and Mar indicate continued improvement in Canyon Lake.  
• Work is continuing on the TMDL Revision by CDM Smith.  
• Reporting and invoicing under the Prop 84 IRWM grant funding agreement with SAWPA/DWR was completed. The alum application undertaken in September 2016 was the last application that used grant funds and the grant funds are now fully expended. | • Next LESJWA Board meeting is scheduled for April 19, 2017.  
• Next Canyon Lake Alum application is anticipated to occur in Sept 2017.  
• The LESJWA budget will be prepared and presented to the LESJWA Board at the April meeting. SAWPA staff time to support LESJWA will be included in SAWPA Budget being prepared for FYE 2018 and FYE 2019. |
|         | Provide education and outreach | • Liselle DeGrave of DeGrave Communications continues her support to LESJWA. The Committee held a meeting with the LESJWA Education and Outreach Committee on Feb. 13th. Quarterly meetings with the LESJWA Education and Outreach Committee will continue.  
• LESJWA Authority Administrator, Mark Norton was invited to make a presentation for a newly formed Save the Lake Elsinore Committee, a local citizen group. The event occurred on Feb. 27th. | • The next LESJWA Education and Outreach meeting is scheduled for May 15, 2017.  
• Mr. Norton was invited to speak at the LE Chamber of Commerce as a luncheon speaker on April 20th. |
# SAWPA Roundtable Status Report

1/1/17 thru 3/31/17

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| 10      | So Cal Salinity Coalition | Support regional salt management and practices in Southern California | • The SCSC held its last Board meeting on Mar. 9, 2017. The Board discussed the status of NWRI’s hiring of a new executive director for SCSC and NWRI now that Jeff Mosher had resigned to become the director of the Water Environment and Reuse Foundation in Virginia. Mike Wehner, OCWD, interim co-director of NWRI, explained that interviews have been conducted and a final offer was in process to the new director. Suzanne Faubi is conducting administrative duties in support of SCSC until such time that the NWRI position is filled. It is anticipated that the next director of NWRI will likely take over the role of administering SCSC.  
• The SCSC Board discussed the status of the Conceptual Study Design for the technical analysis necessary to develop a Drought Policy. The Conceptual Study Design was prepared by Tim Moore of Risk Sciences and the technical analysis will be conducted by an outside consultant. The technical work will focus on the data necessary for salinity management and permitting impacts from drought conditions at about seven major retail water/wastewater agencies in the So Cal. The follow up policy work would be funded and conducted by a SAWPA’s Basin Monitoring Program Task Force who has been working closely with the Santa Ana Regional Board in the Drought policy development.  
• The RFP and scope for the technical analysis was prepared and released by SCSC on Jan. 6, 2016. A Technical Advisory Committee (TAC) of SCSC met via conference call on February 13, 2017, to discuss the five proposals submitted in response to the RFP. Based on the discussion, the TAC supported the proposal by CDM Smith. The SCSC Board supported the selection.  
• Work continues on the Reclamation-MWDSC-SCSC joint project to update the 1998 Salinity Management Plan for Southern California. The work led by MWDSC staff and Reclamation to evaluate regional economic impacts of salinity. The work had been placed on hold but has now restarted.  
• The SCSC Board received a presentation by Mr. Bob Sun of Los Angeles Department of Water and Power (LADWP) about the Upper Los Angeles River Salt and Nutrient Management Plan (SNMP) which is being developed in accordance with the Recycled Water Policy adopted in February 2009 by the State Water Resources Control Board. Mr. Sun also indicated that his agency may request to become a member of the SCSC soon. | • The next meeting is scheduled for Jun. 1, 2017.  
• Costs for SAWPA role with SCSC are included under 370-01 Basin Planning Budget and included in the proposed SAWPA Budget being prepared for FYE 2018 and FYE 2019. |
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<tbody>
<tr>
<td>11</td>
<td>Santa Ana River Parkway and Open Space Plan Technical Advisory Committee</td>
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<td>The next meeting is scheduled for April 11, 2017.</td>
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<td></td>
<td>- Help identify priorities and values for the Santa Ana River Parkway and Open Space Plan</td>
<td>No action this reporting period.</td>
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<td>- Identify project selection criteria and projects for inclusion in the Parkway Plan</td>
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<td>- Provide input and feedback on the Plan throughout its development</td>
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<td>12</td>
<td>Water Energy Community Action Network (WECAN)</td>
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<td>- Support water and energy efficiency on disadvantaged communities in the watershed.</td>
<td>• Local partner contributions are on-schedule</td>
<td>• Pursue an extension of the grant from DWR to assure work can be successfully completed.</td>
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<td>• Turf removal underway in all four service areas</td>
<td>• Redouble efforts to support Fontana Water Company identification of eligible customers</td>
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<td>- Some delays in West Valley Water District and Fontana Water Company service areas resulting from need for greater outreach about grant program to disadvantaged communities</td>
<td>• Initiate additional outreach in WVWD to support expanded program.</td>
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<td>- Nearly done in Anaheim Public Utilities and Jurupa Valley Community Services District service areas</td>
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<td></td>
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<td>• All three Community Action Partnerships are completing indoor retrofits. Orange and Riverside counties are on-schedule, San Bernardino is behind</td>
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<td>Reporting and invoicing DWR are on schedule</td>
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<td>Potential for an extension has been raised with DWR</td>
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<td>Annual reporting of energy, water and GHG reduction submitted on time.</td>
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<td>During this period we executed the agreement with West Valley Water District to receive additional funds, partly supported by a grant they received from Reclamation, to complete additional work in their service area.</td>
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# SAWPA OWOW Status Report
1/1/17 thru 3/31/17

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| OWOW    | Integrated Planning Process for the Santa Ana River Watershed | ● During the period the OWOW Plan Update 2018 project ramped up, including OWOW Steering Committee, Pillar Integration, and individual Pillar meetings.  
  ○ OWOW Steering Committee expressed a desire to be involved in affirming or changing the Goals and Objectives of the OWOW 2.0 Plan.  
  ○ Pillars reconstituted around Pillar Chairs or their delegates.  
  ○ Pillar Integration meetings focused on the update timeline and scope, and on the Goals & Objectives of OWOW 2.0  
  ● The DWR Tribal Policy Advisor was invited by the Steering Committee and presented to their meeting on March 23  
  ● The Orange County functionally-equivalent Stormwater Resources Management Plan was received and incorporated into the OWOW 2.0 Plan.  
  ● A contract for compensation for Ken Gutierrez, the Land Use and Water Planning Pillar chair was discussed with Mr. Gutierrez and drafted. | ● Finalize and execute the OWOW Plan Update 2018 Planning Grant by May 2017.  
● May 25, 2017 OWOW Conference will have a station in the exhibitor hall for participants to engage with the Goals & Objectives update  
● Provide support for Pillar integration, both bi-monthly all-call meetings, and more targeted meetings between select Pillars |
| Disadvantaged Community Involvement (DCI) Program | ● During the period, the DCI Program moved forward with several meetings among partners, work by SAWPA staff and the CivicSpark Fellows.  
  ○ Outreach meetings in the region  
  ○ Engagement with the DWR Tribal Policy Advisor  
  ● The agreement with the State was worked on by DWR and SAWPA, and is expected to be signed in May.  
  ● Subagreements with the project partners were drafted, distributed for comments, and will be ready for execution following the May 16, 2017 Commission meeting.  
  ● Planning for a June Homelessness & Water Symposium is underway.  
  ● The DWR Tribal Policy Advisor attended the Disadvantaged and Tribal Communities Pillar Meeting on 3/23.  
  ● A process was developed with Water Education Foundation to receive and approve applicants for subsidized attendance and exhibiting at the OWOW Conference in May. | ● Execute the state agreement and subagreements to activate the program by May 2017.  
● Conduct Homelessness & Water Symposium on June 29th  
● Invite speakers to the OWOW Engaging Overburdened Communities Panel  
  ○ Conduct a pre-conference planning call |
SAWPA OWOW Status Report  
1/1/17 thru 3/31/17

- Planning for the Engaging Overburdened Communities panel of the OWOW Conference is underway.
- SAWPA GIS Intern Matthew Shubin is supporting the program with his master’s thesis, pursuing a more effective methodology for community identification.

| Prop 84 IRWM Drought Round Grant Program | Region-wide water demand reduction program for the Santa Ana River Watershed through the PA 22 Committee | • The PA22 Committee met on January 26, 2017 and February 23, 2017.  
• Staff continues to work on outreach to retail water agencies to promote the OmniEarth/Dropcountr conservation outreach tool. As of April, eleven agencies have signed up for this tool and are in different stages of implementing it in order to encourage their customers to conserve water.  
• The PA 22 Committee approved a change order of $35,043 for classification of non-living vegetation measurements, which can be useful data if agencies decide to give water budgets (through their rate structures) to customers who have removed living vegetation.  
• SAWPA staff worked on the scope of work for bringing on consultants to support retail water agencies comply with the conservation framework to be required through Executive Order B-37-16 and build an application program interface that displays the SAWPA aerial mapping data for retailers without sufficient GIS capabilities.  
| Staff will work with the 9 agencies who have accepted for funding for conservation-based rates; some of the agencies have requested moving the deadline to July 2018 to finalize rate implementation.  
• Initiate preparation for a time extension to the DWR/SAWPA grant agreement  
• Present the PA 22 Committee budget for FYE 2018 and FYE 2019 to the PA 22 Committee in June. |

| Prop 84 IRWM Round 1 | Grant administration of Prop 84 IRWM Round 1 | • Staff continues to work with the agencies implementing the 15 projects involved in the first round of Prop 84 IRWM program to undertake all labor associated with interaction with DWR staff; project invoices processing including review, verification and submittal to DWR; project reporting review, verification and submittal to DWR; project implementation inspection and verification; assembling, reviewing and submittal of Financial Statements; coordination and review of all Labor compliance; review and verification of all certifications, permits, and CEQA; project deliverables review, verification and submittal to DWR; project benefit assessment; review and verification of project monitoring plan; review and verification of project signage; review, verification and preparation of all documentation for audit review; grant administration budget preparation, monitoring, projections and assessment; SAWPA management review, oversight and direction regarding these defined tasks.  
<p>| All grant administration will continue until the final Round 1 project is implemented and continues with annual monitoring for 10 years after the completion of the projects. |</p>
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<tr>
<th>Prop 84 IRWM Round 2</th>
<th>Grant administration of Prop 84 IRWM Round 2</th>
<th>● Staff continues to work with the agencies involved in the 19 projects under the second round of Prop 84 IRWM program to undertake all labor associated with interaction with DWR staff; project invoices processing including review, verification and submittal to DWR; project reporting review, verification and submittal to DWR; all DWR agreements, SAWPA Sub-agreements and Amendments preparation, processing and execution; DWR payment processing; project implementation inspection and verification; assembling, reviewing and submittal of Financial Statements; coordination and review of all Labor compliance; review and verification of all certifications, permits, and CEQA; project deliverables review, verification and submittal to DWR; project benefit assessment; review and verification of project monitoring plan; review and verification of project signage; review, verification and preparation of all documentation for audit review; grant administration budget preparation, monitoring, projections and assessment; SAWPA management review, oversight and direction regarding these defined tasks.</th>
<th>● All grant administration will continue until the final Round 2 project is implemented and continues with annual monitoring for 10 years after the completion of the projects.</th>
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| Prop 84 IRWM 2015 Round | Grant administration of Prop 84 IRWM 2015 Round | ● Staff worked with Orange County Sanitation District, Riverside County Flood Control, Orange County Coastkeeper and the SAWPA member agencies on their sub-grantee agreements. In addition to Orange County Sanitation District and Riverside Flood Control which finalized their agreements in late 2016, Eastern Municipal Water District also finalized their agreement.  
● SAWPA staff worked on finalizing an earned value reporting framework so the project proponents would be able to have a single tracking mechanism that aggregates the progress of each of their project’s sub-tasks. Staff briefed Woodard and Curran, formerly RMC, so they could use it for the SARCCUP Project.  
● SAWPA staff prepared for a kick off meeting with the SARCCUP project proponents regarding the database that Woodard and Curran developed for progress report and invoice submittals. | ● The remaining SARCCUP agencies are planning to bring their SAWPA sub-agreements to their boards by Fall 2017.  
● Prepare PA 23 Committee budget for FYE 2018 and FYE 2019 for PA 23 Committee approval on June 6 2017. |