

**ACTION MINUTES
SOUTH ORANGE COUNTY WATERSHED MANAGEMENT AREA
EXECUTIVE COMMITTEE**

Date and Location: May 3, 2018 2:30 – 4:30 p.m.
Laguna Niguel Council Chambers
30111 Crown Valley Parkway
Laguna Niguel, CA 92677

****Audio recording for the May 3rd meeting is available [here](#). Recording times noted in the minutes correspond to that item on the recording. ****

ITEM # 1 Roll Call/Self-Introductions (Recording: 00:00:26)

Debbie Neev, Vice Chair, Laguna Beach County Water District
Brendan Dugan for Brad McGirr, City of Rancho Santa Margarita
Elaine Gennawey, City of Laguna Niguel
Mark Monin, El Toro Water District
Mark Tettermer for Mary Aileen Matheis, Irvine Ranch Water District
Matt Collings for Brian Probosky, Moulton Niguel Water District
Megan Yoo Schneider, Municipal Water District of OC
Melody Carruth, City of Laguna Hills
Michael Perea for Ed Mandich, Trabuco Canyon Water District
Noel Hatch for Carol Moore, City of Laguna Woods
Paul Wyatt, City of Dana Point
Rob Zur Schmiede, City of Laguna Beach
Saundra F. Jacobs, Santa Margarita Water District
Victor Cao for Lisa Bartlett, County of Orange
Wayne Rayfield, South Coast Water District
William Phillips, City of Aliso Viejo

ITEM # 2 Public Comments (Non-Agenda Items) (Recording: 00:04:15)

Jennifer Nevius representing the Pacific Marine Mammal Center (PMMC) introduced herself and PMMC's Water Treatment and Recycling System project. Ms. Nevius is looking forward to providing an update on the project at a future meeting.

Roger Bütow representing Clean Water Now introduced himself and provided background information on Clean Water Now. Mr. Bütow stated he is looking to collaborate with other agencies and support efforts to connect with environmental communities. For additional information contact info@clean-water-now.org.

ITEM # 3 Approval of Minutes (Recording: 00:8:52)

The minutes of the February 1, 2018 meeting were presented to the Executive Committee.

Recommended Action: Approve the minutes of the February 1, 2018 meeting

Motion: Approve minutes
First/Second: Sandra Jacobs/Wayne Rayfield
Abstained: None
Outcome: Approved unanimously

ITEM # 4 Election of Chair (Recording: 00:9:08)

Debbie Neev, Acting Chair, provided an overview of the Election of Chair. The Executive Committee members appointed an Ad hoc nominating committee at the February 1st meeting to recommend nominations for Chair to serve for the remaining existing term, ending June 2019. Ms. Debbie Neev, Mr. Ed Mandich, Ms. Carol Moore, Ms. Sandra Jacobs, and Mr. Rick Erkeneff volunteered to participate in the nominating committee. The nominating committee proposed to elect Mr. Jack Hunt, City of San Juan Capistrano as Chair. Acting Chair, Neev confirmed with Mr. Hunt and he accepted the nomination.

Recommended Action: Elect a Chair per recommendations of the nominating committee.

1st Motion: Approve the nominated slate recommended by the nominated committee
First/Second: Melody Carruth/Wayne Rayfield
Abstained: None
Outcome: Approved unanimously

2nd Motion: Elect candidate Jack Hunt, City of San Juan Capistrano as Chair.
First/Second: Rob Zur Schmede/Sandra Jacobs
Abstained: None
Outcome: Approved unanimously

**ITEM # 5 Grant Presentation: Baker Plant Project (Recording 00:10:28)
Scott Toland, Irvine Ranch Water District**

Scott Toland, Irvine Ranch Water District, provided an overview of the Baker Treatment Plant Project (Project). The project, located in the City of Lake Forest, is a joint regional project by five South Orange County Water districts that produces 28.1 million gallons per day of potable water. El Toro Water District, Irvine Ranch Water District, Moulton Niguel Water District, Santa Margarita Water District, and Trabuco Canyon Water District each own capacity rights in the plant, which produces enough water to serve about 63,300 homes within South Orange County.

Primary Project benefits include increased water supply reliability through local treatment capability from multiple water supply sources, protection in emergencies by providing a local water supply, improved water quality using advanced membrane filtration treatment and UV disinfection technologies, sustainability and efficiency through internal plant waste stream recovery, and operational flexibility by creating redundancy within the water conveyance system.

The Project was placed into service in January 2017 and has been providing high quality, reliable drinking water to South Orange County since then. Mr. Toland's presentation included an overview of project development, construction and implementation.

The funding breakdown for the Project was as follows:

Total Construction Cost: \$80,000,000

IRWM Grant: \$500,000

Agency Funding: \$79,500,000

For more information regarding the project contact, Scott Tolland, Senior Engineer at (949) 453-5703 or Toland@IRWD.com.

Mr. Mark Monin asked about the benefit of accessing the survey lakes and if the lake level is low or was cut off how many days of supply would be available. Mr. Tolland stated he would need to talk to operations to find out, however, the plan is to have 15 days of capacity to the plant, if a shut-down occurred would depend on the lake level. Water is also available for purchase from the Santiago lateral.

Ms. Saundra Jacobs acknowledged Mr. Tolland. As one of the investing agencies, the value of cost savings for purchasing water benefits all. She also acknowledged the committee for allocating a small amount of grant funding for the project.

Ms. Megan Yoo also acknowledged Mr. Tolland and the collaborating partners on this project.

Recommended Action: Receive and file.

ITEM # 6 Integrated Regional Watershed Management Plan (IRWM Plan) Approval
(Recording: 00:24:30) Jenna Voss, County of Orange

Jenna Voss, County of Orange, provided an overview of the updated South Orange County IRWM plan for the committees' adoption. Ms. Voss's presentation included primary updates to the plan as indicated and to comply with the State Department of Water Resources (DWR) Plan Standards. The primary updates are as follows:

- Data Management and Monitoring
- Stormwater Resource Plan
- Climate Change Analysis
- Water Needs Assessment
- Project Submittal and assessment process

Ms. Voss also indicated that once the Executive Committee approved the plan, each of the member agencies are requested to present the plan to their respective Boards or Councils for adoption prior to August 9, 2018 [amended to the end of September 2018]. All groups representing projects seeking funding for Proposition 1 will also need to adopt the IRWM Plan to qualify. The approved and adopted 2018 IRWM Plan will be submitted to DWR for review and verification of compliance with Plan Standards.

The Chair opened the floor for discussion.

Ms. Saundra Jacobs asked for clarification on the recommended action. Ms. Voss indicated that staff recommended Committee approval of the 2018 IRWM Plan as presented, including an additional edit to Section 13 per request of South Orange County Wastewater Authority (SOCWA). Section 13 represents a description of the Salt and Nutrient Management Plan (SNMP), which was added with the 2013 IRWM Plan update. The recommended action would include approval of text highlighting the aligned goals of the SNMP, which is incorporated in the IRWM Plan, and State multi-benefit goals for water resources. A copy of the additional text supplied by SOCWA was provided in member's packets for review and did not represent the addition of any technical information. Ms. Jacobs also asked for clarification on the due date for the Letters of Support. Ms. Voss indicated the letters of support would be requested by mid-June 2018. Clarification was also provided regarding the prioritized list currently in the plan. The current list of

projects included in the plan has not gone through a ranking process for grant funding; the current list is prioritized as required by DWR guidelines. Not all projects listed are seeking grant funding, the projects will be ranked and prioritized based on other criteria at a later date, specific to the release of Proposition 1 IRWM grant funds.

Mr. Mark Monin asked for an example/map showing areas of water needs. Ms. Voss stated it is a collaborative effort with other agencies and a final written assessment will be available at a later date. There was no further discussion.

Recommended Action: Approve and adopt the updated 2018 Integrated Regional Watershed Management Plan including the Salt and Nutrient Management Plan.

Motion: Approve and adopt the updated 2018 Integrated Regional Watershed Management Plan
Amended Motion Approve and adopt the updated 2018 Integrated Regional Watershed Management Plan Including the Salt and Nutrient Management Plan, Section 13.7 of IRWM Plan
First/Second: Sandra Jacobs/Melody Carruth
Abstained: None
Outcome: Approved unanimously

ITEM #7 Proposed Reallocations in the 2017-2019 Budget (Recording: 00:41:16)
Jenna Voss, County of Orange

Jenna Voss, County of Orange provided an overview of the proposed reallocations for the FY 2017–19 budget. On May 4, 2017, the Executive Committee adopted, a two-year work plan and budget for FY 2017 – 19. The cost share budget for FY 2017-18 was \$9,095.24 and the cost share budget for FY 2018 – 19 was \$7,619.05. Budget items for Proposition 1 grant programs are developed based on estimated grant schedules; this estimate was based on the State Department of Water Resources (DWR) and State Water Resource Control Board (State Water Board) schedules. Due to delays in disbursement of Proposition 1 grant program administered by the State, several budget elements have not been expended for FY 2017–18. The delays modified grant schedules and impacted budget items.

The proposed recommended reallocation justifications are as follows:

- **IRWM Implementation Grant Funding** - Originally anticipated in spring 2018, funding is now expected for release in late summer or early fall 2018 with an application process extending into early 2019. Funding allocated in line item #1 of **Table 1: Approved 2017-19 Cost Share Budget** aligned with the expectation of funds in spring 2018. Additionally, DWR has indicated a significant change to the grant application process which will extend the process by several months and require more staff time and consultant support to compile the necessary grant application materials. To accommodate this extended process and the change in schedule, the Management Committee recommends moving the majority of the remaining funds from line item #1 in FY 2017-18 to FY 2018-19 for the grant application process and related activities.
- **Stormwater Resource Plan** - The Orange County Stormwater Resource Plan (OC SWRP) must be updated for Round 2 of the Storm Water Grant program administered by the State Water Board; the plan is also appended to the IRWM Plan per the requirements of SB 985. All stormwater capture projects must be listed in the OC SWRP to qualify for IRWM or Storm Water Grant funding. State Water Board staff have indicated that the grant program expected in mid-2018 will either take place in late 2018 or early 2019, impacting available funding for stormwater projects in South Orange County and drawing out the process for updating the OC SWRP. Some update work

has and will continue to be completed in FY 2017-18; however, a portion of the \$40,000 budget in line item #6 in Table 1 below may be needed in FY 2018-19 to finish plan update elements for Round 2. The Management Committee recommends moving any remaining portion of line item #6 to FY 2018-19 to complete the OC SWRP update.

- **Regional Project Development** - Based upon direction from the Executive Committee through the Strategic Visioning Process, line items #8 and #15 were added to support development of regional projects that meet the goals of the IRWM Plan and are competitive for State grant programs. Given delays in State administered grants, these funds have not been utilized; however, several local planning efforts have arisen over the past year supportive of the South OC WMA priority to foster projects in the region. County staff recommended reallocating a portion (\$20,000) of the remaining funds in line item #1 to line item #8 in FY 2017-18 to develop a watershed-based stakeholder framework for fostering regional projects and coordinating projects throughout watershed areas. This effort would entail County staff and consultant support composing the structure for and soliciting community group support for a Watershed-based Project Stakeholder Group framework to realize the Strategic Vision of the Executive Committee. Staff proposes reallocating a smaller portion (\$5,000) from line item #1 in FY 2017-18 to line item #15 in FY 2018-19 for implementation of the Project Stakeholder Group framework. County staff will present more detail on this proposal at a future meeting.

Summarized in **Table 2: Proposed Reallocation 2017-2019 Cost Share Budget**

below are the recommended reallocations of funds between FY 2017-18 and FY 2018-19 of the approved 2017-2019 Cost Share Budget to promote regional project development and the grant application processes. Rows highlighted green in both Tables 1 and 2 below reflect line items with proposed modifications.

Changes recommended by the Management Committee and staff will not impact Member Agency financial contribution in either fiscal year; invoiced amounts for FY 2017-18 will carry over per the recommendations to FY 2018-19. Any other funds not spent in FY 2017-18 in other budget categories will be credited back to the Member Agencies through the FY 2018-19 invoice process. Similarly, any funds not expended in FY 2018-19 will be credited back to the Member Agencies through the FY 2019-20 invoice process.

The Chair opened the floor for comments.

Mr. Victor Cao acknowledged the collaborative efforts of all partners involved with funded projects; he recommended that more information is included in the budget detail showing a total cost of projects and administrative costs within the fiscal year for each shared cost partner. Ms. Voss indicated that the consultant and staff time are both tracked with job codes internally.

Ms. Sandra Jacobs commented that the per party annual cost share for each agency is a valued cost share, however she would also like to see the detail as recommended by Mr. Cao.

There were no further comments.

Table 1: Approved 2017-19 Cost Share Budget (Executive committee approved on May 4, 2017)

| LINE ITEM | APPROPRIATIONS | | | REVENUES | | | |
|--|----------------|---------------------|------------------|----------------|-----------------------------------|--------------------------|---------------|
| | County Costs | Consultant Services | Total Cost Share | Grants/ County | County FTE (Hours, if applicable) | Shared Costs | Total |
| FY 2017-18 | | | | | | | |
| 1. Proposition 1 Implementation Grant Submittals | 10,000 | 60,000 | 60,000 | 10,000 | N/A | 60,000 | 70,000 |
| 2. Call for Projects & List Management | 10,000 | 0 | 0 | 10,000 | N/A | 0 | 10,000 |
| 3. Grant Administration | 45,000 | 0 | 0 | 45,000 | N/A | 0 | 45,000 |
| 4. Data Management & Monitoring | 15,000 | 0 | 15,000 | 0 | 0.125 (260) | 15,000 | 15,000 |
| 5. Committee Support <ul style="list-style-type: none"> • 4 Executive • 12 Management /Stakeholder • 6 Ad hoc & IPAC | 6,000 | 0 | 60,000 | 0 | 0.40 (832) | 60,000 | 60,000 |
| 6. Stormwater Resource Plan (South OC portion) | 10,000 | 40,000 | 40,000 | 10,000 | N/A | 40,000 | 50,000 |
| 7. Team Arundo Program Oversight | 1,000 | 0 | 1,000 | 0 | 0.0075 (16) | 1,000 | 1,000 |
| 8. Regional Project Development | 5,000 | 10,000 | 15,000 | 0 | 0.035 (73) | 15,000 | 15,000 |
| <i>COST SHARE PER PARTY FY 2017-18</i> | | | | | | <i>\$9,095.24</i> | |
| FY 2018-19 | | | | | | | |
| 9. Grant Administration | 45,000 | 0 | 45,000 | 45,000 | N/A | 0 | 45,000 |
| 10. Data Management & Monitoring | 15,000 | 0 | 15,000 | 0 | 0.125 (260) | 15,000 | 15,000 |
| 11. Committee Support <ul style="list-style-type: none"> • 4 Executive • 12 Management /Stakeholder • 6 Ad hoc & IPAC | 60,000 | 0 | 60,000 | 0 | 0.40 (832) | 60,000 | 60,000 |
| 12. IRWM Plan & Stormwater Resource Plan Project List Management | 5,000 | 0 | 5,000 | 0 | 0.035 (73) | 5,000 | 5,000 |
| 13. Team Arundo Program Oversight | 5,000 | 0 | 5,000 | 0 | 0.035 (73) | 5,000 | 5,000 |
| 14. Proposition 1 Implementation Grant Submittals | 10,000 | 60,000 | 70,000 | 10,000 | N/A | 60,000 | 70,000 |
| 15. Regional Project Development | 5,000 | 10,000 | 15,000 | 0 | 0.035 (73) | 15,000 | 15,000 |
| <i>COST SHARE PER PARTY FY 2018-19</i> | | | | | | <i>\$7,619.05</i> | |

Table 2: Proposed Reallocation 2017-2019 Cost Share Budget

| LINE ITEM | APPROPRIATIONS | | | REVENUES | | | |
|--|----------------|---------------------|------------------|----------------|-----------------------------------|-------------------|--------|
| | County Costs | Consultant Services | Total Cost Share | Grants/ County | County FTE (Hours, if applicable) | Shared Costs | Total |
| FY 2017-18 | | | | | | | |
| 1. Proposition 1 Implementation Grant Submittals | 0 | 2,500 | 2,500 | 10,000 | N/A | 60,000 | 70,000 |
| 2. Call for Projects & List Management | 10,000 | 0 | 0 | 10,000 | N/A | 0 | 10,000 |
| 3. Grant Administration | 45,000 | 0 | 0 | 45,000 | N/A | 0 | 45,000 |
| 4. Data Management & Monitoring | 15,000 | 0 | 15,000 | 0 | 0.125 (260) | 15,000 | 15,000 |
| 5. Committee Support <ul style="list-style-type: none"> • 4 Executive • 12 Management /Stakeholder • 6 Ad hoc & IPAC | 60,000 | 0 | 60,000 | 0 | 0.40 (832) | 60,000 | 60,000 |
| 6. Stormwater Resource Plan (South OC portion) | 10,000 | 40,000 | 40,000* | 10,000 | N/A | 40,000 | 50,000 |
| 7. Team Arundo Program Oversight | 1,000 | 0 | 1,000 | 0 | 0.0075 (16) | 1,000 | 1,000 |
| 8. Regional Project Development | 5,000 | 30,000 | 35,000 | 0 | 0.035 (73) | 15,000 | 15,000 |
| COST SHARE PER PARTY FY 2017-18 (NO CHANGE) | | | | | | \$9,095.24 | |
| FY 2018-19 | | | | | | | |
| 9. Grant Administration | 45,000 | 0 | 45,000 | 45,000 | N/A | 0 | 45,000 |
| 10. Data Management & Monitoring | 15,000 | 0 | 15,000 | 0 | 0.125 (260) | 15,000 | 15,000 |
| 11. Committee Support <ul style="list-style-type: none"> • 4 Executive • 12 Management /Stakeholder • 6 Ad hoc & IPAC | 60,000 | 0 | 60,000 | 0 | 0.40 (832) | 60,000 | 60,000 |
| 12. IRWM Plan & Stormwater Resource Plan Project List Management | 5,000 | 0 | 5,000 | 0 | 0.035 (73) | 5,000 | 5,000 |
| 13. Team Arundo Program Oversight | 5,000 | 0 | 5,000 | 0 | 0.035 (73) | 5,000 | 5,000 |
| 14. Proposition 1 Implementation Grant Submittals | 20,000 | 92,500 | 92,500 | 10,000 | N/A | 60,000 | 70,000 |
| 15. Regional Project Development | 5,000 | 15,000 | 20,000 | 0 | 0.035 (73) | 15,000 | 15,000 |
| COST SHARE PER PARTY FY 2018-19 (NO CHANGE) | | | | | | \$7,619.05 | |

*Expenditure not known; expect a majority of the budgeted \$40,000 to be spent in FY17-18; recommend carrying over remaining amount to FY18-19.

Recommended Action: Approve Management Committee and staff recommendations for reallocating funds approved for 2017 – 2019 to support Proposition 1 Grant application process and regional project planning.

Motion: Approve the proposed reallocations in the 2017-19 Budget

First/Second: Wayne Rayfield /Elaine Gennaway

Abstained: None

Outcome: Approved unanimously

ITEM # 8 Executive Officer's Report (Recording: 00:58:10)

Grant Sharp, County of Orange, acknowledged Chair Neev, for assuming the role as Acting Chair and facilitating the election of a new Chair.

Mr. Sharp also acknowledged County of Orange Staff, Jenna Voss and Iris Corpus for their efforts in updating the South OC IRWM Plan and the information presented at the meeting.

Mr. Sharp reported the following:

- Proposition 1 IRWM Grant Program, administered by the Department of Water Resources (DWR) has announced that the first round of grant funding is delayed until early 2019.
- A total of three 2015 Proposition 84 grant funded active projects; Dairy Fork, Crown Valley Parkway, and Recycled Water Distribution Upgrade.
- Aliso Creek Main Stem Restoration Project Update - ongoing communication among Stakeholders
- The Southern California Water Coalition released the [2018 Whitepaper Update](#).
- On April 26, 2018, Los Angeles Department of Public Works hosted DWR, who presented a proposed framework on regulating direct potable water reuse projects in California. The comment period to provide feedback on the proposed framework is open until May 20, 2018.
- Roundtable of Regions (ROR) represent IRWM regions from across the state and they coordinate directly with the DWR. ROR is meeting to discuss the IRWM framework on Friday, May 4th and May 30th. Jenna Voss, County of Orange will be attending the meeting and representing the South OC WMA.
- Water Advisory Committee of Orange County meeting, May 4, 2018 at OCWD/MWDOC join board Room, from 7:30-9:00am.
- The California Stormwater Quality Association is hosting a quarterly meeting on May 10, 2018. Jenna Voss, County of Orange will be attending and representing the South OC WMA.
- The City of Mission Viejo is hosting the May 9, 2018, meeting of the San Diego Regional Water Board. Staff will be in attendance to provide an overview of the South OC WMA, as an informational item on the agenda.
- Represented the South OC WMA and attended the Green Infrastructure Leadership Exchange Annual meeting, April 29th – May 2nd.
- Executive Committee members who would like to meet with Grant Sharp and Jenna Voss, please contact Iris Corpus to schedule a meeting at Iris.Corpus@ocpw.ocgov.com.

ITEM # 9 Executive Committee Member Comments (Recording: 01:19:25)

Ms. Sandra Jacobs, Santa Margarita Water District (SMWD), acknowledged Grant Sharp for his transition into a new role as the SOCWMA EC Executive Officer. Ms. Jacobs announced the annual Water Awareness Festival on May 19, 2018 from 9:00AM-2:00PM at Santa Margarita Water District.

Ms. Jacobs stated that in February 2018, SMWD broke ground on new recycled water reservoir, the 5,000 Acre-ft. Trampas Canyon recycled water reservoir is a \$123 million project, which will enable SMWD to collect and store up to 60% of treated water. A time-lapse video is available to view at <http://smwd.com/313/Trampas-Reservoir>.

Mr. Mark Monin, El Toro, acknowledged the past projects and stated El Toro is looking forward to collaborating with other agencies on future projects.

Mr. Michael Perea, Trabuco Canyon Water District, announced the Water Awareness day event will be held on May 19, 2018 from 10:00AM-2:00PM at the Trabuco Canyon Water District Water.

Mr. Grant Sharp, County of Orange, announced the OC Public Works Open House on May 19, 2018 at 2301 N. Glassell Ave. in Orange, CA.

Ms. Megan Yoo Schneider, Municipal Water District, announced MWDOC should have an update on the Orange County Water Reliability Study, anyone interested in participating in the meetings or for more information contact Karl Seckel or visit: <https://www.mwdoc.com/your-water/water-supply/local-water-supply/orange-county-water-supply-reliability-study/>. Ms. Yoo also announced that MWDOC will continue the Turf Replacement and Landscape Design assistance program. MWDOC is also hosting the OC Water Summit on June 9th.

Mr. Rob Zur Schmiede, City of Laguna Beach, acknowledged Mr. Grant Sharp as the new Executive Officer and for providing comprehensive updates.

Ms. Debbie Neev, Laguna Beach County Water District, acknowledged County of Orange staff and announced that the city hosted the H2O for HOAs meeting on April 26th, a targeted outreach program aimed at HOA board members, property managers, and landscapers focusing on water-saving techniques, eliminating runoff and protecting water quality, for more information about this event contact Ziad Mazboudi. Ms. Neev also acknowledged Grant for his assistance.

There were no further comments.

ITEM # 10 Adjournments (Recording: 01:26:33)

Non-Committee Attendees:

| | |
|-------------------|--|
| Betty Burnett | South Orange County Wastewater Authority |
| Brian Goodell | City of Mission Viejo |
| Devin Slaven | City of Lake Forest |
| Carmel Brown | CA Department of Water Resources |
| E. (Max) Maximous | City of Rancho Santa Margarita |
| Hal Ghafari | City of Laguna Niguel |
| Hasan Nouri | Fluvial Tech Inc. |
| Hazel McIntosh | City of Rancho Santa Margarita |
| Joey Soto | Soto Resources |
| Ken Rosenfield | City of Laguna Hills |
| Lisa Zawaski | City of Dana Point |
| Mark Tettermer | Irvine Ranch Water District |
| Matt Collings | Moulton Niguel Water District |
| Michael Beanan | South Laguna Civic Association |
| Marsha Westropp | Orange County Water District |
| Renaë Hinchey | Laguna Beach County Water District |
| Richard Gardner | Capo Beach Resident |
| Roger Bütow | Clean Water Now |
| Rosalyn Prickett | Woodard & Curran |
| Shaun Pelletier | City of Aliso Viejo |
| Tanya Meeth | CA Department of Water Resources |
| Ziad Mazboudi | City of Laguna Niguel |

County Staff:

Amanda Carr, Grant Sharp, Jenna Voss, Cindy Rivers, and Iris Corpus