

**MEETING OF THE EXTERNAL AFFAIRS COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BLVD., LAKEWOOD, CALIFORNIA 90712
3:00 P.M., MONDAY, JULY 10, 2017**

AGENDA

EACH ITEM ON THE AGENDA, NO MATTER HOW DESCRIBED, SHALL BE DEEMED TO INCLUDE ANY APPROPRIATE MOTION, WHETHER TO ADOPT A MINUTE MOTION, RESOLUTION, PAYMENT OF ANY BILL, APPROVAL OF ANY MATTER OR ACTION, OR ANY OTHER ACTION. ITEMS LISTED AS "FOR INFORMATION" MAY ALSO BE THE SUBJECT OF AN "ACTION" TAKEN BY THE BOARD OR A COMMITTEE AT THE SAME MEETING.

- 1. DETERMINATION OF A QUORUM**
- 2. PUBLIC COMMENT**
Pursuant to Government Code Section 54954.3
- 3. APPROVAL OF MEETING MINUTES**
Staff Recommendation: Approve the minutes of the External Affairs Committee meeting of February 13, 2017.
- 4. LEGISLATIVE REPORT**
Staff Recommendation: For discussion and possible action.
- 5. DEPARTMENT REPORT**
Staff Recommendation: For discussion and possible action.
- 6. DIRECTORS REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF**
Staff Recommendation: For discussion and possible action.
- 7. ADJOURNMENT**
Adjourn to the next regularly scheduled meeting of August 14, 2017.

Agenda posted by Tracey Burke, Senior Administrative Specialist on July 6, 2017. In compliance with ADA requirements, this document can be made available in alternative formats upon request.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the Board meeting, please contact the Senior Administrative Specialist at (562) 921-5521 for assistance to enable the District to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 4040 Paramount Boulevard, Lakewood, California 90712.

Agendas and minutes are available at the District's website.

EXHAUSTION OF ADMINISTRATIVE REMEDIES – If you challenge a District action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District at, or prior to, the public hearing. Any written correspondence delivered to the District before the District's final action on a matter will become a part of the administrative record.



MEMORANDUM

ITEM NO. 3

DATE: JULY 10, 2017
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: APPROVAL OF MEETING MINUTES

**MINUTES OF FEBRUARY 13, 2017
MEETING OF THE EXTERNAL AFFAIRS COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A meeting of the External Affairs Committee of the Board of Directors of the Water Replenishment District of Southern California was held on Monday, February 13, 2017 at 3:25 p.m., at the District Office, 4040 Paramount Boulevard, Lakewood, California 90712. Chair Willard H. Murray, Jr. called the meeting to order and presided thereafter. Senior Administrative Specialist Tracey Burke recorded the minutes.

1. DETERMINATION OF A QUORUM

It was determined that a quorum was present.

Committee: Chair Willard H. Murray, Jr., Vice Chair Sergio Calderon, President Rob Katherman, Director John Allen, Director Robles
Staff: Ken Ortega, Pete Brown
Public: None

2. PUBLIC COMMENT

Pursuant to Government Code Section 54954.3
None.

3. LEGISLATIVE REPORT

WRD State and Federal advocacy representatives were unavailable for teleconference. Manager of Communication and Education Services, Pete Brown, provided a verbal report.

4. THINK EARTH ENVIRONMENTAL EDUCATION FOUNDATION / THINK WATERSHED UPDATE

Mr. Brown and Communication and Education Services Representative Lyndsey Bloxom explained the activities and accomplishments of Think Earth, and how the District has benefited by being a sponsor. Directors Robles and Allen suggested Think Earth, in turn,

find ways to support the District's mission by further incorporating groundwater into its curriculum. Discussion followed.

7. WRD WEBSITE / SOCIAL MEDIA CONTENT DISCUSSION

This item was taken out of order at the request of Director Robles.

Assistant General Manager Ken Ortega presented the item. The Committee discussed content guidelines for the District's web site. Discussion followed.

Director Allen made a motion to limit online retention of minutes and agendas to six months only, Director Robles seconded the motion. Discussion followed.

President Katherman suggested additional research of the records retention requirements for various types of documents. Mr. Ortega said staff will present a list of recommended retention schedules to the Committee at its next meeting. Director Allen asked that the record reflect that his motion stands but is being tabled until additional research is presented at the next External Affairs Committee meeting.

Director Robles was excused to leave the meeting for another commitment.

5. AUTHORIZATION TO EXECUTE AN AGREEMENT WITH GREEN MEDIA CREATIONS (GMC) TO PROVIDE PROFESSIONAL CONSULTING SERVICES FOR IMPLEMENTING THE DISTRICT'S ECO-GARDENER, ECO-PROFESSIONAL, AND ECO-KIDS EDUCATION AND OUTREACH PROGRAMS

Mr. Brown presented this item.

Upon a motion duly made by President Katherman, seconded by Director Allen, and unanimously approved, with Director Robles absent, it was

RESOLVED: The External Affairs Committee recommends that the Board of Directors authorize the General Manager to execute a Professional Services Agreement with Green Media Creations, subject to District Counsel approval as to form, for the implementation of the Eco-Gardener, Eco-Professional, and Eco-Kids Programs for a total not to exceed amount of \$50,000, plus a 10 percent contingency allowance totaling \$5,000.00 for a total project budget of \$55,000.00.

6. AUTHORIZATION TO PREPARE AND RELEASE A REQUEST FOR QUALIFICATIONS (RFQ) FOR MEDIA TRACKING / PRESS RELEASE DISTRIBUTION SERVICES

Mr. Brown presented this item.

Upon a motion duly made by Director Allen, seconded by Director Calderon, and unanimously approved, with Director Robles absent, it was

RESOLVED: The External Affairs Committee recommends that the Board of Directors authorize the General Manager to

prepare and release a Request for Qualifications for media tracking and press release distribution services.

8. DEPARTMENT REPORT

Mr. Brown provided a verbal report on department activities. General Manager Robb Whitaker provided a verbal report on the condition of the Oroville Dam.

9. DIRECTORS REPORTS, INQUIRIES AND FOLOW-UP OF DIRECTIONS TO STAFF

The Committee unanimously instructed the General Manager to send a letter to groundwater agencies statewide dealing with the 2014 Sustainable Groundwater Management Act. The letter should extend an offer of the District's Technical expertise and assistance.

Director Calderon directed staff to reach out to the Arboretum in Arcadia to develop an education program.

10. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 4:57 p.m.

Chair

ATTEST:

Member

Approved in minutes of:



MEMORANDUM

ITEM NO. 4

DATE: JULY 10, 2017

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: LEGISLATIVE REPORT

SUMMARY

Verbal reports on current legislation will be provided by Sacramento and Washington D.C. advocates.

State Legislative Calendar

July

- July 4 Independence Day.
- July 14 Last day for policy committees to hear and report fiscal bills for referral to fiscal committees.
- July 21 Last day for policy committees to hear and report bills. Summer Recess begins upon adjournment, provided Budget Bill has been passed.

August

- Aug. 21 Legislature reconvenes from Summer Recess.

September

- Sept. 1 Last day for fiscal committees to meet and report bills to the Floor.
- Sept. 4 Labor Day.
- Sept. 5-15 Floor session only. No committee may meet for any purpose.
- Sept. 8 Last day to amend on the Floor.
- Sept. 15 Last day for any bill to be passed. Interim Recess begins on adjournment.

IMPORTANT DATES OCCURRING DURING INTERIM RECESS

Oct. 15 Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 15 and in the Governor's possession after Sept. 15.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

For discussion and possible action.