The President of the United States and the Governor of California have both declared a State of Emergency as a result of the threat of COVID-19 (the Coronavirus). The Governor issued Executive Order N-33-20 which orders all individuals to stay at home, and also Order N-25-20 which directs Californians to cancel all large gatherings and allows for teleconferencing of public meetings. Additionally, the County of Los Angeles Department of Public Health issued an order on March 19, 2020 prohibiting gatherings of 10 or more people. The health and wellbeing of the public and WRD staff is utmost importance. To that end, no members of the public will be allowed to attend this meeting in person. Instead, members of the public may teleconference into this meeting by following the information below.

To facilitate public participation and comment during this meeting, you may email any comments to board@wrd.org no later than an hour before the meeting is scheduled to begin. You may also listen to the meeting and have the opportunity to provide public comment by calling toll free (800) 309-2350 and pressing 9215521# for the Conference ID. You will be muted on the call to listen but can press *5 during the Public Comment section to request the opportunity to be unmuted and to make a comment.

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" or "For discussion" 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. **APPROVE THE MINUTES OF FEBRUARY 25, 2020**
   *Staff Recommendation: The External Affairs Committee approves the minutes as submitted.*
4. **LEGISLATIVE REPORT**  
*Staff Recommendation:* For discussion and possible action.

5. **COVID-19 OUTREACH UPDATE**  
*Staff Recommendation:* For discussion and possible action.

6. **APPROVAL AND AUTHORIZATION TO ACCEPT THE COMPLETION OF PHASE II OF THE PROFESSIONAL SERVICES AGREEMENT CONTRACT NO. 919 WITH MAD SYSTEMS, INC.**  
*Staff Recommendation:* The External Affairs Committee recommends that the Board of Directors accept the Phase II of Mad Systems Contract No. 919 as complete, authorize the completion of the Professional Services Agreement Contract No. 919, subject to approval as to form by District Counsel, and authorize release of professional services contract retention in an amount not to exceed $50,000.

7. **WRD EDUCATION FOUNDATION AD HOC COMMITTEE UPDATE**  
*Staff Recommendation:* For discussion and possible action.

8. **DEPARTMENT REPORT**  
*Staff Recommendation:* For discussion and possible action.

9. **DIRECTORS' REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF**

10. **ADJOURNMENT**  
*The Committee will adjourn to the next currently scheduled meeting on May 11, 2020.*

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the meeting, please contact Deputy Secretary 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 are available at the District’s website, www.wrd.org.

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 Deputy Secretary at, or prior to, the public hearing. Any written correspondence delivered to the District office before the District’s final action on a matter will become a part of the administrative record.
DATE: APRIL 13, 2020

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: APPROVE THE MINUTES OF FEBRUARY 25, 2020

SUMMARY
A special meeting of the External Affairs Committee of the Board of Directors of the Water Replenishment District of Southern California was held on February 25, 2020 at 10:10 AM in the Silverado Conference Room, 4040 Paramount Boulevard, Lakewood, California 90712. Committee Alternate Chair John D.S. Allen called the meeting to order and presided thereafter.

FISCAL IMPACT
None

STAFF RECOMMENDATION
The External Affairs Committee approves the minutes as submitted.
MINUTES OF FEBRUARY 25, 2020
SPECIAL MEETING OF THE EXTERNAL AFFAIRS COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA

A special meeting of the External Affairs Committee of the Board of Directors of the Water Replenishment District of Southern California was held on February 25, 2020 at 10:10 AM in the Silverado Conference Room, 4040 Paramount Boulevard, Lakewood, California 90712. Committee Alternate Chair Sergio Calderon called the meeting to order and presided thereafter.

1. DETERMINATION OF A QUORUM
A quorum was present, which included:
Committee: President Vera Robles-DeWitt, Director Rob Katherman (left at 10:37 AM and returned at 10:40 AM); Director John D. S. Allen; Director Sergio Calderon; Director Willard H. Murray, Jr. was excused
Staff: Dina Hidalgo; Lawrence Chiu; Evan Lue; Jenn Swart; Ted Johnson; Angie Mancillas; Monica Sijder; Rob Beste; Kimberly Badescu; Tenisha Simeon
Public: Maria Kennedy – Kennedy Communications; Rick Taylor – Dakota Communications; Julie Chlopecki - Pacific Atlantic Partners; Bob Reeb - Reeb Government Relations, LLC; Bob Giroux - Lang, Hansen, O'Malley & Miller

2. PUBLIC COMMENT
Pursuant to Government Code Section 54954.3
None

3. APPROVE THE MINUTES OF JANUARY 13, 2020
Staff Recommendation: The External Affairs Committee approves the minutes as submitted.

| First:   | Katherman |
| Second:  | DeWitt    |
| Discussion: | None |
| Vote:    | DeWitt, Yes; Allen, Yes; Katherman, Yes; Calderon, Yes; Murray, Excused |
| Result:  | ITEM 3 PASSED |
4. LEGISLATIVE REPORT

**Staff Recommendation:** For discussion and possible action.

Manager of External Affairs Angie Mancillas opened discussion for the item before the District’s federal legislative consultant Julie Chlopecki elaborated via phone call.

State legislative consultants Bob Reeb and Awet Kidane also presented follow up on SB1194. Mr. Reeb also presented and suggested that the Board request support from California Assembly Member Cristina Garcia regarding potential funding of $2 million from the state’s general fund for educational programs of the California Coastal Conservancy.

| First:       | DeWitt       |
| Second:      | Allen        |
| Discussion:  | None         |
| Vote:        | DeWitt, Yes; Allen, Yes; Katherman, Yes; Calderon, Yes; Murray, Excused |
| Result:      | The District will approach State Assembly member Cristina Garcia for funding purposes. |

Bob Giroux of Lang, Hansen, O’Malley & Miller and Maria Kennedy of Kennedy Communications also provided an update.

A motion was made to add a subsequent need item 4A by Director Katherman and seconded by Director Allen. The motion carried 4-0.

4A. SUBSEQUENT NEED ITEM: ROUNDHOUSE AQUARIUM FIRST ANNUAL GALA

Director Katherman requested adding the Aquarium to the list of regional sponsorships for the amount of $5,000.

| First:       | Calderon |
| Second:      | DeWitt   |
| Discussion:  | None     |
| Vote:        | DeWitt, Yes; Allen, Yes; Katherman, Yes; Calderon, Yes; Murray, Excused |
| Result:      | The District will add the Roundhouse Aquarium to its list of regional sponsorships in the amount of $5,000. |

5. WRD EDUCATION PROGRAM REPORT

**Staff Recommendation:** For discussion and possible action.

Senior Public Affairs Representative Monica Sijder provided a presentation on field trips from schools in the District’s service area to the Albert Robles Center.

6. WRD EDUCATION FOUNDATION AD HOC COMMITTEE UPDATE

**Staff Recommendation:** For discussion and possible action.

This item was tabled for later discussion.
7. **DEPARTMENT REPORT**  
*Staff Recommendation*: For discussion and possible action.

Ms. Mancillas provided an update on WRD events, including the Water Festival scheduled for May 9, 2020.

6. **WRD EDUCATION FOUNDATION AD HOC COMMITTEE UPDATE**  
Public Affairs Representative Jenn Swart briefed the Committee on the District’s non-profit, the WRD Education Foundation. Discussion followed.

8. **DIRECTORS’ REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF**  
President DeWitt requested a schedule of meetings of the Washington D.C. trip.

9. **ADJOURNMENT**  
There being no further business to come before the Committee, the meeting was adjourned at 11:09 AM to the next meeting scheduled for March 9, 2020 at 9:30 AM.

__________________________________________  
Chair

ATTEST:

__________________________________________  
Member

Approved in minutes of:

____________________
MEMORANDUM
ITEM NO. 4

DATE: APRIL 13, 2020
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: LEGISLATIVE REPORT

SUMMARY
WRD’s Federal and State Legislative Consultants will update the External Affairs Committee on legislation impacting the District. They will also alert the committee about potential funding opportunities available to the district that will allow WRD to accomplish its goals.

Legislative Consultants:
Julie Chlopecki, Pacific Atlantic Partners
Bob Reeb, Reeb Government Relations, LLC
Awet Kidane, Kidane and Associates
Bob Giroux, Lang, Hansen, O’Malley & Miller

In addition, our Sacramento team will provide a list of legislation that could impact the district and will provide recommended positions for the committee to consider.

FISCAL IMPACT
None

STAFF RECOMMENDATION
For discussion and possible action.
DATE: APRIL 13, 2020

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: COVID-19 OUTREACH UPDATE

SUMMARY
At the March 19, 2020 WRD Board of Directors Meeting, the Board directed staff and consultants to develop and implement a coordinated media response utilizing social media, print media, and television ads to assure the public that COVID-19 is not transmitted through drinking water and that their water supply is free from the virus. This outreach is especially important in disadvantaged communities throughout our service area.

Staff has worked with Dakota Communications and CCE Consulting to develop a multi-faceted outreach campaign enacted throughout our service area. Staff will provide an update on outreach efforts to date including social media, print ads, and television.

FISCAL IMPACT
None

STAFF RECOMMENDATION
For discussion and possible action.
MEMORANDUM
ITEM NO. 6

DATE: APRIL 13, 2020
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: APPROVAL AND AUTHORIZATION TO ACCEPT THE COMPLETION OF PHASE II OF THE PROFESSIONAL SERVICES AGREEMENT CONTRACT NO. 919 WITH MAD SYSTEMS, INC.

SUMMARY

Background – After a qualifications based selection process in 2016, WRD entered into a professional services agreement with Mad Systems for a Phase I – Interpretive/Exhibitory design, construction, and installation services project (scope of work) that was limited to items installed in the WRD Headquarters Building Lobby. The scope of work for the Phase I was completed in July of 2017.

As was planned with the execution of the Phase I Mad Systems contract, the CIP Committee authorized staff on August 24, 2017 to work with Mad Systems to develop various concepts, and a detailed scope of work, fee, and project schedule, for the Phase II scope of work associated with the Albert Robles Center for Water Recycling and Environmental Learning (ARC) facility.

On September 21, 2017 the WRD Board of Directors approved Phase II of the contract for an amount of $2,250,000 with a 10 percent contingency for a total project budget of $2,500,000. On December 20, 2018 the contingency was approved for use by the Board of Directors.

Project Completion & Site Handover – The installation of 40 exhibits at the ARC were substantially completed in November 2019 when WRD and Mad Systems performed an inspection walkthrough to outline a punch list of outstanding project tasks which were completed in March 2020. WRD staff were trained on the system’s operations and maintenance needs in November 2019 and WRD staff started a regular exhibit maintenance routine in December 2019.

Mad Systems is providing a 1-year Return to Base Warranty on all exhibits. To best facilitate this work, WRD staff sends daily log reports to Mad Systems so that they can address issues in a timely and efficient manner. Mad Systems have been onsite several times from Nov 2019 to March 2020 to address issues with the exhibits.

The construction contract is now considered complete, and there are no outstanding change orders or stop notices.
FISCAL IMPACT
Sufficient funds exist for Phase II of the Mad Systems ARC Exhibitory Project for release of the retention payment of $50,000 which is budgeted through the District’s current Capital Improvement Program (CIP).

STAFF RECOMMENDATION
The External Affairs Committee recommends that the Board of Directors accept the Phase II of Mad Systems Contract No. 919 as complete, authorize the completion of the Professional Services Agreement Contract No. 919, subject to approval as to form by District Counsel, and authorize release of professional services contract retention in an amount not to exceed $50,000.
MEMORANDUM
ITEM NO. 7

DATE: APRIL 13, 2020
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: WRD EDUCATION FOUNDATION AD HOC COMMITTEE UPDATE

SUMMARY
The creation of the tax exempt WRD Education Foundation will assist WRD in raising funds for the Water Education Program. The WRD Education Foundation Ad Hoc Committee is tasked with establishing the Foundation and overseeing its first orders of business.

The WRD Education Foundation has filed articles of incorporation and is awaiting acceptance by the state before submitting federally. Once incorporated, the WRD Foundation will apply for tax exemption. It is recommended that the inaugural Foundation Board is assembled and convenes a meeting to adopt the draft bylaws and elect the officers prior to applying for tax exemption with the IRS.

As such, the Committee seeks to recruit the inaugural Foundation Board – a group of no less than five board members who will help govern the Foundation while fundraising on its behalf. The Ad Hoc Committee proposes that a recruitment letter is sent to relevant WRD stakeholders which asks that interested applicants send WRD a letter of intent and a current resume for consideration. The initial Board Members will be named as the Founding Sponsors of the Foundation.

WRD Board Members, WRD staff, and any contributing Board Member that will be exempt from the fundraising stipulation will be invited to join the Advisory Board with no voting rights.

The Ad Hoc Committee has identified key stakeholders as potential Founding Sponsors as well as drafted the recruitment letter to be sent to the named agencies and individuals. The committee seeks input from the WRD Board Directors with regards to the recruitment and nominations process.

FISCAL IMPACT
None

STAFF RECOMMENDATION
For discussion and possible action.