



SWEETWATER AUTHORITY

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GENERAL MANAGER

December 15, 2022

Subject: Request For Proposals for the Implementation of a Non-Traditional Section 6 Grant Program for the Preparation of a NCCP/HCP
SWA File: B.P. 20214019 – OM Plan Permitting

To Whom It May Concern:

Sweetwater Authority (SWA or Authority) is seeking a professional services environmental consulting firm to assist the Authority with the implementation of an already awarded Endangered Species Act Non-traditional Section 6 Grant for the Sweetwater Authority Natural Community Conservation Plan / Habitat Conservation Plan (SWA NCCP/HCP), as described in the enclosed grant application (Attachment 2), and related to the Authority's ongoing programmatic effort for Operations and Maintenance (O&M) activities. The Authority invites your firm to review the attached grant application materials and provide a proposal in response to this Request for Proposals (RFP), listing its qualifications to provide professional environmental consulting services including the tasks described in the enclosed grant application, and the information provided below. The Authority's Engineering and Operations Department will serve as the administrative lead on the proposed contract.

The Authority encourages participation by local, small and/or disadvantaged businesses. Persons or entities submitting a proposal in response to this RFP are referred to herein as "Consultant", "Firm", "Proposer" or "Responder".

A. BACKGROUND INFORMATION

The Authority was formed in 1977 as a Joint Powers Agency between the City of National City and the South Bay Irrigation District. Governed by a seven-member Board of Directors, the Authority is a publicly-owned water agency that serves potable water to a population of approximately 200,000 in the City of National City, the western portion of the City of Chula Vista, and the unincorporated areas of Bonita and Lincoln Acres, in San Diego County, CA. The Authority's service area covers approximately 36 square miles. The Authority has several sources of water supply including surface water, fresh and brackish groundwater, and raw and treated imported supplies purchased from the San Diego County Water Authority (SDCWA). The Authority's mission is *"to provide its current and future customers with a safe and reliable water supply through the use of the best available technology, sound management practices, public participation and a balanced approach to human and environmental needs"*.



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Within the 230 square mile Sweetwater River Watershed, the Authority owns and manages approximately 5,200 acres of property in the middle and upper portions of the Sweetwater River watershed (watershed), which includes the Sweetwater Reservoir property and the Loveland Reservoir property. Within these properties, the Authority maintains paved and unpaved roads, drainage conveyance systems, allows recreational use (limited riding and hiking trails and fishing), and many other facilities that are compatible with and/or contribute to watershed protection and stewardship. The Authority also maintains facilities within the middle and upper watersheds that are located in Authority easements. These facilities include, the Sloane Canyon slide gate at Willow Lake and a diversion system that protects Sweetwater Reservoir from polluted runoff, known as the Sweetwater Reservoir Urban Runoff Diversion System (URDS). In addition to facilities and properties in the upper and middle watershed, the Authority owns and manages many facilities located within its service area, including two water treatment plants, multiple well sites, and a distribution system that includes various tank sites, pump stations, and approximately 410 miles of transmission and distribution mains. The Authority also supports natural habitat and species protection, including management of the Sweetwater Reservoir Habitat Management Program (HMP), Skelton Habitat Mitigation Area (HMA), and the Sweetwater Reservoir Shoreline Fishing Program Conservation Easement Area (CEA) that serve as mitigation for various Authority projects.

Maintaining a reliable water supply that continues to meet the needs of its customers and complies with all state and federal drinking water and environmental regulations/laws are the main concerns of the Authority.

Many of the Authority's O&M activities are subject to environmental laws and regulations, including Federal and State Endangered Species Acts (ESAs). The Authority has historically approached permitting and mitigation for state and federally regulated projects and O&M activities on a case-by-case basis. However, preparing the necessary environmental compliance documentation and processing permits for routine O&M activities in this manner results in delays, budgetary impacts, overall uncertainty on the ability to perform critical O&M activities, and inefficient implementation of habitat mitigation. The California Department of Fish and Wildlife (CDFW) supports the Authority's project to complete an administrative draft Natural Community Conservation Plan (NCCP) and Habitat Conservation Plan (HCP) in support of permits for its O&M activities. The funding is in the process to be awarded by the U.S. Fish and Wildlife Service (USFWS), as described in the enclosed grant application, and the Authority is seeking for a qualified consultant to assist with the preparation of the SWA NCCP/HCP and implementation of the grant.

The plan area for the proposed SWA NCCP/HCP includes lands owned and managed, and under easement by the Authority. This includes but is not limited to two reservoirs

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(Sweetwater and Loveland Reservoirs), and other properties and easements. For more information, please see the maps and the initial draft of the Property O&M Plan, attached to the grant application. The Authority has a long-standing interest in the protection and management of the Sweetwater River Watershed and surrounding habitats of these reservoirs. The lands owned by the Authority are located adjacent to and integrated with large blocks of lands conserved as part of the sub-regional Multiple Species Conservation Program (MSCP) NCCP/HCP in San Diego County and represent an important opportunity for conservation. The SWA NCCP/HCP will be implemented in coordination with the management and monitoring of several adjacent subarea plan preserves associated with the MSCP which includes the San Diego National Wildlife Refuge and other adjacent and nearby public lands. By completing and permitting the SWA NCCP/HCP, the Authority will be able to fully contribute to the MSCP conservation goals and conservation strategies for proposed covered species and the natural communities that support them. The NCCP/HCP will establish meaningful conservation actions, and avoidance, minimization, and mitigation measures to be applied across the plan area on a consistent basis.

As noted in the Statement of Need of the grant application, the Authority has worked towards an NCCP/HCP in the past. This Joint Water Agency (JWA) NCCP/HCP involved five water agencies and for various reasons was not completed. This current SWA NCCP/HCP is for Authority O&M only and far less complex. Although the former JWA NCCP/HCP was not completed, prepared documents, such as the sub-regional Plan and Authority specific Subarea Plan should have value and efficiencies in preparation of the new NCCP/HCP. Additionally, the Authority has many project environmental reports that will be available to the selected Consultant as well as biological data in tabular and GIS form. Biological data includes vegetation community mapping and sensitive species locations.

B. AGREEMENT EXECUTION AND RENEWALS

The selected Consultant will be expected to execute the Authority's standard Agreement for Services (Agreement), and complete the project using the grant funds awarded to the Authority and a portion of the match money provided by the Authority, as shown in the grant application. Exceptions to the Agreement should be noted in the proposal for consideration. A copy of the agreement is provided in Attachment 1, and the awarded grant application is provided as Attachment 2. All services shall be performed on a time and materials basis in accordance with the standard hourly rates as submitted by the Consultant and the terms of the Agreement. The Agreement will be in effect for the duration of the project, as described in the grant application.

In addition to showing their qualifications to assist with the Project, consultants interested in submitting a proposal for this project must acknowledge full review and understanding of the grant application materials, including the budget.

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This RFP does not commit the Authority to enter into an agreement for services, to pay any costs incurred in the preparation of proposals, or to procure or contract for services or supplies. The Authority reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified source, or to cancel in part or in its entirety this RFP, if it is in the best interest of the Authority to do so. The Authority shall not be obligated to contract any or all of the requested services to the retained Consultant.

The Authority's Engineering and Operations Department will serve as the administrative lead on the proposed Agreement.

C. CONSULTANT SCOPE OF WORK

The selected environmental Consultant will support the Authority with the implementation and preparation, as applicable, of the three tasks described in the grant application, which include the following:

Task 1. Project management and administration

Task 2. Update existing best available scientific data, confirm basic plan assumptions, and evaluate conservation strategy options

Task 3. Prepare Administrative (Final Draft) SWA NCCP/HCP

For details on each of the tasks, please carefully review the grant application and its attachments. Proposers are expected to develop and include a detailed "approach to complete tasks identified in the scope of work". Proposers are welcome to be creative on how this specific information is presented in the proposal.

Given that a grant is in the process of being awarded to the Authority for the completion of the tasks described above, the proposer shall also identify, in a separate document as noted in D.7 below, the estimated dollar amount for the completion of each task, as described in the grant application. Therefore, interested environmental Consultants are strongly encouraged to carefully review the awarded grant documents, Authority's cash match, and any other materials associated with the grant before submitting a proposal.

D. PROPOSAL REQUIREMENTS

Proposals submitted by potential Consultants shall be concise, well organized and demonstrate the responder's experience applicable to the requirements of this RFP. Proposals submitted should not be longer than 50 pages, including resumes, cover page, introductory letter, and any other attachments (i.e. cover to cover). Page requirement does not include the separate document prepared for Costs. A proposal submitted in response to this RFP shall be in the following order and shall include:

- 1. Introductory Letter:** Describe firm's basic understanding of the Authority's request for the Implementation of a Non-traditional Section 6 Grant Program, for the Preparation of a NCCP/HCP and provide a statement regarding the qualifications of the firm.
- 2. Identification of Responder:**
 - a. Provide legal name and address of company.
 - b. Provide legal form of company (partnership, corporation, joint venture, etc.).
 - c. Identify any parent companies.
 - d. Provide addresses of office(s) and number of employees.
 - e. Provide name, title, address, telephone number, and email of a person to contact concerning the proposal.
- 3. Financial Relationships Disclosure(s):**
 - a. Identify all existing and past financial relationships between Consultant's firm and current members of the Authority's Governing Board and staff and entities for which said members are employed or have an interest, both past and present. If there are none, clearly state this.
 - b. Identify all existing and past financial relationships between Consultant's proposed sub-consultants and current members of the Authority's Governing Board and staff and entities for which said members are employed or have an interest, both past and present. If there are none, clearly state this.
 - c. For a list of the Authority's Governing Board members, see the following link:
<http://www.sweetwater.org/35/Governing-Board>
- 4. Required Qualifications:** The following are the minimum required qualifications for proposers. Interested parties should not submit a proposal if they do not meet these required qualifications:
 - a. The Consultant's primary business or the primary business of a department within the Consultant's firm shall be in environmental consulting services, and shall have been in the business of environmental consulting for at least 10 years.

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- b. The Consultant shall provide a single NCCP/HCP Project Manager as the primary point of contact with the Authority. The Project Manager must have at least 10 years (total, with current firm or other employers) of experience in environmental consulting, specifically managing or assisting, with the management of NCCP/HCP projects in Southern California.
- c. Provide a list of past and on-going qualifying projects for which the Consultant's services were or are similar to those described in this RFP. Limit the list to no more than 7 projects the Consultant feels are most relevant to the RFP. For each project, include the following:
 - A brief description of the project, date initiated, date completed (if applicable).
 - For reference purposes, name of owner and owner's project manager with contact information (e-mail and/or phone).
 - On each of the selected projects, briefly identify the role of the Consultant's organization key personnel that are proposed to work on the Authority's NCCP/HCP project.

In addition, the proposer shall provide in a statement the total number of successfully completed NCCP/HCP projects led by the firm, and the total number of active NCCP/HCP projects currently being led by the firm.

- d. Present the experience of any sub-consultants in the same manner. If no sub-consultants are anticipated to support scope items, please state so.
 - e. Provide evidence of the experience and competence of the Consultant's team proposed to provide services associated with the scope of work of the project.
- 5. Consultant's Organization and Key Personnel:** Provide an organizational chart showing the relationship and titles of key personnel. Describe proposed Consultant's organization, including identification and responsibilities of key personnel and sub-consultants. For each of the key personnel, identify their main work location. Identify the Project Manager who will be responsible for the direct supervision and coordination of all work activities. For reference to job titles of key personnel, use the Table shown in Item 7 below.
- 6. Approach to Complete Tasks Identified in the Scope of Work:** Proposers are expected to develop an include in their proposals a detailed approach to complete each of the tasks identified in the scope of work.

7. Costs: Provide a statement in the Proposal indicating that costs are provided by the Firm in a separate document, which needs to be submitted at the same time as the Proposal. All costs shall be provided in a separate Portable Document Format (PDF) document from the proposal submittal document with the file name titled "Billing Rates and Costs." Costs shall include billing rates per hour for every person proposed to work on the proposed project, percent annual increase (if any), and costs per each task identified in the RFP and Scope of Work. For this proposal and contract, the following position titles must be used (see table below). The Authority understands these job titles may not be the same job titles used by your company, but for comparison purposes, the Authority is requesting that these job titles be used for this RFP.

Position / Job Title	Hourly rate
Principal in Charge	
NCCP/HCP Project Manager <i>(also serves as the QA/QC Manager)</i>	
Principal Environmental Analyst	
Senior Environmental Analyst	
Principal Biologist	
Senior Biologist	
Principal Cultural Analyst	
Senior Cultural Analyst	
Associate-level Environmental Analyst, Biologist, <i>or</i> Cultural Analyst	
Assistant-level Environmental Analyst, Biologist, <i>or</i> Cultural Analyst	
GIS/CAD Specialist	
GIS/CAD Technician	
Word Processor	
Technical Editor	
<i>Percent annual increase</i>	

8. **Exceptions to the RFP:** The proposer shall certify that it takes no exceptions to this RFP, including but not limited to the Authority's Professional Services Agreement (Agreement), as attached in Attachment 1. If the respondent does take exception(s) to any portion of the RFP or Agreement, the specific portion of the RFP or Agreement to which exception(s) is taken shall be identified and proposed alternative language shall be provided and explained in the proposal.
9. **RFP Addendums and Q&A:** All questions regarding the information provided in this RFP or its attachments shall be submitted to the Authority's Project Manager, Israel Marquez, at imarquez@sweetwater.org, **by January 9, 2023**. Responses will be provided by the Authority, no less than one week from RFP due date, in the form of an Addendum to the RFP. Proposals shall acknowledge receipt of addenda to the RFP. In order to guarantee receipt of addenda, interested firms must email Mr. Marquez and let him know of your firm's interest in pursuing this contract. The firm's contact information will be added to an email distribution list for addenda and any other RFP-relevant information. The Authority will do its best to answer all received questions. The Authority cannot guarantee having answers to all the questions, especially those related to the awarded grant or its implementation. To a high degree, it is expected that interested firms have in-house expertise on the implementation of this type of grant and the preparation of NCCP/HCPs.
10. **Proposal Authorization:** The proposal shall be signed by an individual authorized to bind the Consultant and shall contain a statement to the effect that the submittal is in effect for ninety (90) days.
11. **Proposal Submittal:** Provide one electronic copy of the proposal and one separate electronic copy of the proposed costs and billing rates, both documents in PDF format. The PDF electronic copies of the proposal and costs and billing rates shall be submitted by email to the attention of Israel Marquez at imarquez@sweetwater.org. Emails with attachments larger than 10 megabytes are not received by Authority staff. If the file(s) containing the proposal or costs are larger than 10 megabytes, send Mr. Marquez an email, **no later than 1:30 p.m. on January 30, 2023**, requesting a secure file transfer invitation using the Authority's secure file transfer system "SendIt". Proposals in response to the RFP are due to Israel Marquez at imarquez@sweetwater.org **by 5:30 p.m. on January 30, 2023**. Proposals submitted after this deadline will not be considered.

E. CONSULTANT SELECTION PROCESS

The Authority will evaluate all proposals based on the evaluation criteria presented in this section, as well as other information obtained through background information and references.

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The Authority's Governing Board might convene a Committee for consultant selection on this RFP. The Committee is made up of three Governing Board Members assisted by Authority staff responsible for the evaluation, operation, and management of water treatment processes. Using the established evaluation criteria, the Governing Board or Committee will evaluate the proposals based on the firms' personnel and organization, experience, and other information included in the proposal. For firms that are deemed to be equally qualified, billing rates/costs may be considered in the selection process. To determine the firm(s) deemed most qualified to perform the requested services, the Governing Board or Committee will evaluate responses to ensure the Consultant meets all required qualifications. Responses that do not meet all required qualifications may be rejected and not reviewed further. Those proposals that clearly show the firm meets all required qualifications will be evaluated further and scored based on the criteria listed below.

The Governing Board or Committee may choose to select a short list from the proposals received based on proposal evaluation, and conduct interviews of the short-listed firms. After the interviews, short-listed firms may be re-evaluated and ranked based upon the combined proposal/interview process or based solely on the interview process. The Authority reserves the right to eliminate the interview step of the procurement process and reserves the right to cancel the RFP process.

The evaluation criteria that will be used by the Governing Board or Committee are as follows:

Category	Maximum Points
Completeness of proposal in addressing requested information	15
Qualifications and experience of the Consultant's personnel assigned	20
Firm's experience relevant to the type of project being considered	20
Approach to complete tasks identified in the Scope of Work Section and grant application	25
Understanding of budgetary constraints and approach to stay within the budget described in the grant materials	20

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F. CONSULTANT SELECTION SCHEDULE

1. Proposals must be received by the Authority's Engineering and Operations Department **NO LATER THAN 5:30 P.M., January 30, 2023**. Proposals shall be delivered by email to the Authority's Environmental Project Manager Israel Marquez at imarquez@sweetwater.org.
2. Authority staff will evaluate the proposals and make a contract award recommendation to Committee and/or Governing Board.
3. Following award, an Agreement between the Authority and the selected Consultant will be executed and a Notice to Proceed will be issued.

If you have any questions regarding this RFP or the described scope of work, please contact our Environmental Project Manager, Israel Marquez, at 619-410-1590 or by email at imarquez@sweetwater.org.

Sincerely,

SWEETWATER AUTHORITY



Erick Del Bosque, P.E.
Director of Engineering and Operations

Enclosures: Attachment 1: Draft Agreement for Services
Attachment 2: Grant Application

**AGREEMENT FOR SERVICES
BETWEEN SWEETWATER AUTHORITY**

[CLICK & TYPE CONSULTANT NAME**]**

Attachment 1

This Agreement is made and entered into this day of 20 by and between SWEETWATER AUTHORITY (hereinafter referred to as the "Authority"), a joint powers agency operating under the Irrigation District Law, Water Code § 20500 et seq., and **[**CLICK & TYPE CONSULTANT NAME**]** (hereinafter referred to as "Consultant").

RECITALS

- A. The Authority is a public agency of the State of California and is in need of professional services for the following project: **[**CLICK & TYPE PROJECT NAME**]** (hereinafter referred to as "the Project").
- B. Consultant is duly licensed and has the necessary qualifications to provide such services.
- C. The parties desire by this Agreement to establish the terms for the Authority to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services

1.1 Consultant shall provide the Authority with the services described in the Scope of Services attached hereto as Exhibit "A" and by this reference incorporated herein ("Services"). Consultant warrants that it will perform the Services as set forth herein in a competent, professional and satisfactory manner.

1.2 At any time during the term of this Agreement, the Authority may request changes in the Scope of Services, and any such change shall be processed by the Authority in the following manner: a letter outlining the changes shall be forwarded to the Authority by Consultant with a statement of estimated changes in fee or time schedule. An amendment to the Agreement shall be prepared by the Authority and executed by both parties before performance of such services or the Authority will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

2. Compensation

2.1 Subject to paragraph 2.2 below, the Authority shall pay for such Services in accordance with the Schedule of Charges set forth in Exhibit "B" and by this reference incorporated herein.

2.2 Unless otherwise provide herein, Consultant will perform services on a time and material basis. In no event shall the total amount paid for services rendered by Consultant pursuant to Exhibit "A" exceed the sum of \$**[**CLICK & TYPE AMOUNT**]**. Periodic payments shall be made within thirty (30) days of receipt of an undisputed statement for services rendered. Payments to Consultant for work performed will be made on a monthly billing basis.

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2.3 Payment shall not constitute acceptance of any work completed by Consultant.

3. Time of Performance

3.1 Consultant shall perform its services hereunder in a prompt and timely manner, in accordance with the Activity Schedule shown in Exhibit "C," and shall commence performance upon receipt of the written Notice to Proceed from the Authority. The Notice to Proceed shall set forth the date of commencement of work. Consultant shall confer as requested with Authority representatives to review progress of work elements, adherence to work schedule, coordination of work, scheduling of review and resolution of problems which may develop.

3.2 Neither the Authority nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions, floods, earthquakes, fire, epidemics, war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances, sabotage, or judicial restraint.

3.3 Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

4. California Labor Code Requirements

4.1 Consultant is aware of the requirements of California Labor Code Sections 1720 et seq and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws, if applicable. Consultant shall defend, indemnify and hold the Authority, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages, employment of apprentices, hours of labor and debarment of contractors and subcontractors.

4.2 If the services are being performed as part of an applicable "public works" or "maintenance" project, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, Consultant and all subconsultants must be registered with the Department of Industrial Relations ("DIR"). Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants. This Project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR.

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5. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

6. Insurance

****SWA RISK MANAGER TO REVIEW INSURANCE LIMITS PROJECT BY PROJECT BASIS****
****ESPECIALLY THE REQUIREMENT THROUGHOUT TO MAINTAIN THE INSURANCE FOR "24 months following the effective date of the project completion"****

6.1 Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract and for a minimum of twenty-four (24) months following the date of the Project completion and acceptance by the Authority, insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or sub-contractors.

6.2 Coverage: Coverage shall be at least as broad as the following:

6.2.1 Commercial General Liability (CGL): Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the Authority) or the general aggregate limit shall be at least twice the required occurrence limit or Four million dollars (\$4,000,000).

(a) **Required Provisions**: The General Liability policy must contain, or be endorsed to contain, the following provisions:

(i) **Additional Insured Status**: Authority, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

(ii) **Primary Coverage**: For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the Authority, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Authority its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

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6.2.2 ****SWA RISK MANAGER TO DETERMINE IF NEEDED **** Automobile Liability - Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of **one million dollars (\$1,000,000)** for bodily injury and property damage each accident.

6.2.3 Workers' Compensation Insurance - As required by the State of California, with Statutory Limits, and Employer's Liability Insurance with **limit of no less than \$1,000,000** per accident for bodily injury or disease. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this agreement.

(a) **Waiver of Subrogation:** The Workers' Compensation Policy shall be endorsed with a waiver of subrogation in the favor of the Authority for all work performed by Consultant, its employees, agents and sub-consultants. The Insurer(s) agree to waive all rights of subrogation against the Authority, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of the policy which arise from work performed by the Consultant; but this provision applies regardless of whether or not the Authority has received a Waiver of Subrogation from the insurer.

6.2.4 Professional

****SWA RISK MANAGER TO DETERMINE IF NEEDED **** Liability - (Also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.

(a) **If Claims Made Policies:**

(i) The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

(ii) Insurance must be maintained and evidence of insurance must be provided for **at least five (5) years after completion of the contract of work.**

(iii) If coverage is canceled or non-renewed, and not **replaced with another claims-made policy form with a Retroactive Date** prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of contract work.

6.2.5 ****FOR TECHNOLOGY VENDOR-PROVIDERS **** Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions) - limits not less than **\$2,000,000 per occurrence** or claim, and **\$2,000,000 aggregate** or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach

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response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

6.3 Other Required Provisions

6.3.1 If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Authority requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Authority.

6.3.2 Policy limits shall not be less than the minimum limits described above. The limits of insurance required by this Agreement may be satisfied by a combination of primary, and umbrella or excess insurance. Each umbrella or excess policy shall follow the same provisions as the primary policy.

6.3.3 Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the Authority its Board and each member of the Board, its officers, employees, agents, and the Authority's designated volunteers.

6.3.4 Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

6.3.5 Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Authority.

6.4 Deductibles and Self-Insured Retentions - Insurance deductibles or self-insured retentions must be declared to and approved by the Authority. The Authority may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

6.4.1 At the election of the Authority, Consultant shall either 1) reduce or eliminate such deductibles or self-insured retentions, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

6.4.2 Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Authority.

6.5 Acceptability of Insurers - Any insurance carrier providing insurance coverage required by the Contract Documents shall be admitted to and authorized to do business in the State of California and maintain an agent for process within the state, unless waived, in writing, by the Authority Risk Manager. Carrier(s) shall have an A.M. Best rating of not less than an A: VII or better, or as otherwise approved by the Authority Risk Manager.

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6.6 Verification of Coverage - Consultant shall furnish the Authority with certificates (Acord Form 25 or equivalent) and amendatory endorsements, declarations page(s) listing all policy endorsements or copies of the applicable policy language effecting coverage required by this Agreement. Blanket endorsements are accepted with language that states "as required by contract". All certificates and endorsements are to be received and approved by the Authority before work commences.

6.6.1 Such evidence shall include the following:

- (a) Additional insured endorsements with primary & non-contributory wording for each policy providing General Liability coverage
- (b) Workers' Compensation waiver of subrogation

6.6.2 All of the insurance shall be provided on policy forms and through companies satisfactory to the Authority. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Authority reserves the right to obtain complete, certified copies of all required insurance policies, at any time.

6.7 Continuation of Coverage - Consultant shall, upon demand of the Authority deliver evidence of coverage showing continuation of coverage for **not less than 24 months for all policies, and not less than (5) years for claims made policies,** following the termination or completion of this Agreement. Consultant further waives all rights of subrogation under this agreement. When any of the required coverages expire during the term of this agreement, Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement and evidence of waiver of rights of subrogation against the Authority to the Authority at least ten (10) days prior to the expiration date. Failure to continually satisfy the Insurance requirements is a material breach of contract.

6.8 Sub-Consultants - In the event that Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be Consultant's responsibility to require, verify and confirm that each sub-consultant meets the minimum insurance requirements specified above. Consultant shall, upon demand of the Authority, deliver to the Authority copies such policy or policies of insurance and the receipts for payment of premiums thereon.

6.9 The Authority reserves the right to modify these insurance requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage or other circumstances.

7. Indemnification

7.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of the Authority's choosing), indemnify and hold the Authority, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of Consultant's

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Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys' fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the Authority, its officials, officers, employees, agents, or volunteers.

7.2 To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant, but shall not otherwise be reduced. If Consultant's obligations to defend, indemnify, and/or hold harmless arise out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then upon Consultant obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the Authority, Consultant's obligations shall be reduced in proportion to the established comparative liability of the Authority and shall not exceed Consultant's proportionate percentage of fault.

8. Termination or Abandonment

8.1 The Authority has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, the Authority shall be immediately given title and possession to all original field notes, drawings and specifications, written reports, and other documents produced or developed for that portion of the work completed, and/or being abandoned. The Authority shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by the Authority and Consultant of the portion of such task completed but not paid prior to said termination. The Authority shall not be liable for any costs other than the charges or portions thereof, which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

8.2 Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to the Authority only in the event of substantial failure by Authority to perform in accordance with the terms of this Agreement through no fault of Consultant.

9. Compliance with All Laws.

9.1 Consultant shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local government.

9.2 Consultant will use its best professional efforts to interpret all applicable federal, state and local laws, rules and regulations with respect to access, including those of the Americans with Disabilities Act ("ADA"). All documents (including but not limited to plans, specifications, and other technical documents, if applicable) prepared by Consultant pursuant to this Agreement shall be compliant with all applicable requirements of the ADA.

9.3 Consultant shall assist the Authority in obtaining and maintaining all permits required by federal, state, and local regulatory agencies.

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9.4 Consultant is responsible for all costs of clean up and/or removal of hazardous and toxic substances spilled as a result of its services or operations performed under this Agreement.

10. Organization

Consultant shall assign "****CLICK & TYPE PM NAME****" as the Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the Authority.

11. Maintenance of Records

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the Agreement period and for four (4) years from the date of final payment under the Agreement for inspection by the Authority.

12. Job Site Responsibility.

If the services covered by this Agreement involve a construction phase of the Project, the Authority agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the Project, including safety of all persons and property, and that this requirement shall be made to apply continuously and not be limited to normal working hours. Consultant shall not have control over or charge of, and shall not be responsible for, construction means, methods, techniques, sequences, or procedures, as these are solely the responsibility of the construction contractor.

13. Assignment and Subconsultants

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the Authority, which may be withheld for any reason. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

14. Conflicts of Interest

Identify all existing and past financial relationships (including consulting agreements) between "****CLICK & TYPE CONSULTANT NAME****" and members of the Authority's Governing Board, and entities for which said members are employed, or have an interest, both past and present.

15. General Provisions

15.1 Independent Consultant. Consultant is retained as an independent consultant and is not an employee of Authority. No employee or agent of Consultant shall become an employee of the Authority. The work to be performed shall be in accordance with the work described in Exhibit "A," subject to such directions and amendments from the Authority as herein provided.

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15.2 Notice. All notices permitted or required under this Contract shall be given at the following address, or at such other address as the parties may provide in writing for this purpose:

Authority:
SWEETWATER AUTHORITY
505 Garrett Ave
Chula Vista, CA 91910

Consultant:
****CLICK & TYPE ADDRESS****
****CLICK & TYPE COMPANY****

Attn: ****CLICK & TYPE MANAGER****

Attn: ****CLICK & TYPE CONTACT****

The parties may designate, in writing, other individuals to whom notice is to be given. Notices shall be deemed to be received upon personal delivery to the addresses above; if sent by overnight delivery, upon delivery as shown by delivery service records; if sent by facsimile, upon receipt as confirmed by the sending facsimile equipment; if by United States Postal Service, five days after deposit in the mail.

15.3 Severability. The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render other provisions of this Agreement unenforceable, invalid or illegal.

15.4 Integration. This Agreement represents the entire understanding of the Authority and the Consultant as to those matters contained herein, and supersedes and cancels any prior oral or written understanding, promises, or representations with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties hereto. This is an integrated Agreement.

15.5 Survival. All rights and obligations hereunder that by their nature are to continue after any expiration or termination of this Agreement, including, but not limited to, the indemnification obligations, shall survive any such expiration or termination.

15.6 Time is of the Essence. Time shall be of the essence as to all dates and times of performance contained in this Agreement.

15.7 Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Authority and Consultant.

15.8 Disputes. If any disputes should arise between the Parties concerning the work to be done under this Agreement, the payments to be made, or the manner of accomplishment of the work, Consultant shall nevertheless proceed to perform the work as directed by the Authority pending settlement of the dispute.

15.9 Laws, Venue, and Attorneys' Fees. This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of San Diego, State of California. In the event of any such litigation between the parties, the prevailing party shall be entitled to recover all reasonable costs incurred, including reasonable attorney's fees, as determined by the court.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**AGREEMENT FOR SERVICES
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AND**

****CLICK AND TYPE CONSULTANT NAME****

SWEETWATER AUTHORITY

****CLICK & TYPE NAME****

By: _____

By: _____
(Authorized Representative of Consultant)

Name: Carlos Quintero

Name: ****CLICK & TYPE NAME****

Title: General Manager

Title: ****CLICK & TYPE TITLE****

Dated: _____

Dated: _____

Approved as to form: (only required when contract template is modified)

Paula C. P. de Sousa
Legal Counsel
SWEETWATER AUTHORITY

AGREEMENT FOR SERVICES
BETWEEN SWEETWATER AUTHORITY
AND

[CLICK AND TYPE CONSULTANT NAME**]**

EXHIBIT "A"
SCOPE OF WORK

[CLICK & INSERT PROPOSED SCOPE OF WORK**]**

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AND**

[CLICK AND TYPE CONSULTANT NAME**]**

**EXHIBIT "B"
SCHEDULE OF CHARGES**

**AGREEMENT FOR SERVICES
BETWEEN SWEETWATER AUTHORITY
AND**

[CLICK AND TYPE CONSULTANT NAME**]**

**EXHIBIT "C"
ACTIVITY SCHEDULE**

Attachment 2

GRANT APPLICATION

**Endangered Species Act
Nontraditional Section 6 Grant Program
Conservation Planning Assistance
Habitat Conservation Plans
FY2022**

PROJECT TITLE: Sweetwater Authority Natural Community Conservation Plan/Habitat Conservation Plan

PROJECT CONTACTS:

California Department of Fish & Wildlife:

Karen Drewe
858-467-4201

Karen.drewe@wildlife.ca.gov

Heather Schmalbach
858-637-5511

Heather.schmalbach@wildlife.ca.gov

U.S. Fish & Wildlife Service:

Susan Wynn
760-431-9440 x216

Susan_wynn@fws.gov

Mary Beth Woulfe
760-431-9440 x294

Marybeth_woulfe@fws.gov

Local (Sweetwater Authority):

Pete Famolaro
619-409-6814

pfamalaro@sweetwater.org

Israel Marquez
619-410-1590

imarquez@sweetwater.org

PROJECT COST:

Federal Share:	\$ 275,000
Non-Federal Share:	\$ 91,667
Total Cost:	\$ 366,667
Percentage of non-Federal share:	25.00%

** Please note the performance period of this grant is TBD and will be determined once the preliminary awards are announced.

ABSTRACT SUMMARY: The Sweetwater Authority (Authority) is a publicly owned water agency that provides potable water to a population of approximately 200,000 in National City, the unincorporated community of Bonita, and the western portion of the City of Chula Vista. Many of the Authority's operations and maintenance (O&M) activities are subject to environmental laws and regulations, including Federal and State Endangered Species Acts (ESAs). The Authority has historically approached permitting and mitigation for state and federally regulated projects and O&M activities on a case-by-case basis. However, preparing the necessary environmental compliance documentation and processing permits for routine O&M activities in this manner results in delays, budgetary impacts, overall uncertainty on the ability to perform critical O&M activities, and inefficient implementation of habitat mitigation. California Department of Fish and Wildlife (CDFW) is requesting funding to support the Authority's project to complete an administrative draft Natural Community Conservation Plan (NCCP) and Habitat Conservation Plan (HCP) in support of permits for its O&M activities.

The plan area for the proposed Sweetwater Authority NCCP/HCP includes lands owned, managed, and under easement by the Authority. This includes two reservoirs (Sweetwater and Loveland reservoirs) owned by the Authority. The Authority has a long-standing interest in the protection and management of the Sweetwater River Watershed and surrounding habitats of these reservoirs. The lands owned by the Authority are located adjacent to and integrated with large blocks of lands conserved as part of the Subregional Multiple Species Conservation Program (MSCP) HCP/NCCP in San Diego County and represent an important opportunity for conservation. The Sweetwater Authority NCCP/HCP will be implemented in coordination with the management and monitoring of several adjacent subarea plan preserves associated with the MSCP which includes the San Diego National Wildlife Refuge and other adjacent and nearby public lands. By completing and permitting the Sweetwater Authority NCCP/HCP, the Authority will be able to fully contribute to the MSCP conservation goals and conservation strategies for proposed covered species and the natural communities that support them. The NCCP/HCP will establish meaningful conservation actions, and avoidance, minimization, and mitigation measures to be applied across the plan area on a consistent basis.

The work to be completed under this grant will include all steps to prepare an administrative draft of the Sweetwater Authority NCCP/HCP. This will include identification and compilation of best available data, evaluation and determination of a covered species list, review of covered activities, development of a conservation and funding strategy, and prepare the administrative draft NCCP/HCP document. The Authority may seek future section 6 Planning Assistance grant funds to complete additional tasks related to completion of the California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) process and preparation of the public review and final NCCP/HCP. The Authority will continue to collaborate closely with the Wildlife Agencies, key stakeholders, and the public during the preparation of the Sweetwater Authority NCCP/HCP.

STATEMENT OF NEED: This proposal requests \$275,000 in Federal grant funds from the Fiscal Year 2022 Cooperative Endangered Species Conservation Fund (Section 6 of the Endangered Species Act) Nontraditional Conservation Planning Assistance Program. This funding will support the planning phase of the Sweetwater Authority NCCP/HCP in southern California. This NCCP/HCP plan area covers approximately 28,333 acres in southern San Diego County, of which 5,200 is owned and managed by the Authority in the middle and upper portions of the Sweetwater River watershed. Thirty species will be evaluated for coverage under the NCCP/HCP including 8 plants, 5 invertebrates, 2 amphibians, 3 reptiles, 11 birds, and 1 mammal, as well as 6 important natural communities.

The Authority is a publicly owned water agency that provides potable water to a population of approximately 200,000 in National City, the unincorporated community of Bonita, and the western portion of the City of Chula Vista (see Attachment 1, Figure 1). Water is sourced from Sweetwater and Loveland reservoirs, water wells located in numerous locations within the Authority's service area, and imported water purchased from the San Diego County Water Authority (SDCWA). Water supply, reliability, and climate change resiliency are the main concerns of the Authority. To ensure that water delivered to its customers meets drinking water standards, the Authority maintains its water system as necessary, including distribution facilities, treatment facilities, properties owned in-fee, and easements. The Authority has a long-standing interest in the protection and management of the Sweetwater River Watershed and surrounding habitats of the Sweetwater and Loveland reservoirs.

Many O&M activities are subject to environmental laws and regulations, including but not limited to, the Federal Clean Water Act (CWA), state Porter-Cologne Water Quality Control Act (PCA),

Federal and State ESAs, and the California Fish and Game Code (FGC). The Authority has historically approached permitting and mitigation for state and federally regulated projects and O&M activities on a case-by-case basis. However, preparing the necessary environmental compliance documentation and processing permits for routine O&M activities in this manner results in delays, budgetary impacts, overall uncertainty on the ability to perform critical O&M activities, and inefficient implementation of habitat mitigation.

The Authority participated in the preparation of a Joint Water Agencies (JWA) NCCP/HCP as part of a joint effort by several water agencies many years ago. However, the effort to permit the JWA NCCP/HCP was put on hold in 2013 and will not move forward as a multi-water agency joint plan. The purpose of the JWA NCCP/HCP was to mitigate impacts resulting from certain capital improvements and O&M activities of the participating water agencies, including the Authority, as well as contribute important lands to the regional conservation efforts of the MSCP Subregional plan.

In recent years, Authority staff have prepared a Draft O&M Plan (Attachment 4) that identifies the O&M activities that have an ongoing need for a more efficient programmatic permitting strategy. The Draft O&M Plan focuses on certain O&M activities that currently occur, or are proposed to occur, within Authority lands including activities related to maintenance, repairs of structural-damage, repairs to outdoor facilities, road maintenance, brush management, improvements of facilities, and reservoir and recreational programs maintenance. O&M activities also include certain critical operational activities, such as water transfers from Loveland Reservoir to Sweetwater Reservoir.

The Authority has reinitiated efforts independently of the JWA NCCP/HCP to programmatically permit these O&M activities, and in 2021 the Authority contracted with an environmental consultant to assist the Authority with the preparation of a comprehensive programmatic permitting approach. After consideration of Federal and State ESA permitting options, the Authority has determined that completion of a NCCP/HCP in support of permits is the best long-term programmatic approach for O&M activities.

Completion of the Sweetwater Authority NCCP/HCP would allow the Authority to meet the following objectives:

- Finalize and implement a comprehensive O&M Plan for the Authority reservoirs, properties, and easements, and obtain incidental take permits from CDFW and U.S. Fish and Wildlife Service (USFWS) to cover selected O&M activities.
- Cost-effectively maintain facilities and infrastructure to optimize useful life and performance, in support of the Federal Administration's priorities of the Build Back Better framework.
- Inspect and maintain the Authority's easements throughout the Service Area (36 square miles that includes National City, the western portions of Chula Vista, and the unincorporated community of Bonita) to ensure access and minimize negative impacts on water system facilities.

The primary benefits of completing the Sweetwater Authority NCCP/HCP are:

- Establishment of a comprehensive streamlined process for ESA compliance for the Authority's O&M activities, saving time and money for the Authority, CDFW, and USFWS in regulatory permitting.
- Providing "No Surprises" regulatory assurances to the Authority for Federal and State listed species and other non-listed covered species.
- Conservation, management, and contribution to the recovery of dozens of state and

federally listed, candidate, and other rare species of concern and the associated natural communities on which they depend (coastal sage scrub, chaparral, grassland, riparian, aquatic, vernal pool).

- Coordinated management and monitoring associated within the plan area with the regional conservation efforts on adjacent MSCP preserves and the San Diego National Wildlife Refuge (NWR).
- Overall cost-savings in the Authority's operating costs which will benefit Sweetwater Authority ratepayers, including disadvantaged communities.
- Supporting racial justice, equity, diversity and inclusion through the maintenance and enhancement natural habitats and recreational opportunities for the communities in the Sweetwater Authority Service Area and adjacent areas, which include many racially diverse and disadvantaged communities.

Federal and State Approved Plan: The State of California is the only state to enact a law that closely complements the habitat conservation planning process of Federal Endangered Species Act of 1973, as amended. The NCCP Act encourages the development of multi-species, ecosystem-based plans that provide for the conservation and recovery of both listed and unlisted species within the plan area. The NCCP Act requires a plan to provide for the conservation of covered species and includes independent scientific input and significant public participation. When applied together, the ESA and NCCP Act bring their complementary strengths to conservation planning and provide greater conservation benefits than either Act alone. Information on the NCCP program can be found at <https://www.wildlife.ca.gov/Conservation/Planning/NCCP>.

PURPOSE: The Sweetwater Authority NCCP/HCP is intended to streamline regulatory approvals, reduce O&M-related costs and impacts on schedules, and remove uncertainties historically associated with the permitting of O&M activities on a case-by-case basis thereby providing a long-term solution for conservation and management of the covered species within the plan area (Table 1). The NCCP/HCP will be implemented in coordination with the management and monitoring of several adjacent subarea plan preserves of the regional MSCP (see Attachment 1, Figure 2) including the San Diego NWR and other adjacent and nearby public lands (see Attachment 1, Figure 3).

By completing and permitting the Sweetwater Authority NCCP/HCP, the Authority will be able to contribute more fully to the regional MSCP conservation goals and conservation strategies for these species and the natural communities that support them. The NCCP/HCP will establish meaningful conservation actions, and avoidance, minimization, and mitigation measures to be applied across the plan area on a consistent basis.

This opportunity will support the Administration's implementation of the Bipartisan Infrastructure Investment and Jobs Act and the priorities of Build Back Better framework, integrate climate change mitigation, and advance racial justice, equity, diversity and inclusion, as well as supports America the Beautiful initiative.

With a streamlined and programmatic approach for addressing the avoidance, minimization, and mitigation of the Authority's potential impacts to species and their habitats, the Sweetwater Authority NCCP/HCP supports the Authority's Strategic Plan (Sweetwater Authority [SWA] 2017) to provide high quality water that meets regulatory requirements and achieve an uninterrupted, long-term water supply through investment, maintenance and innovation.

This NCCP/HCP will result in the expansion of collaborative conservation efforts of wildlife habitat and corridors in a plan area that is in close proximity to disadvantaged communities. A goal of this program is to create safe outdoor opportunities, where consistent with the NCCP/HCP, for nearby nature-deprived communities. Conservation under this program fits in with local, state, and Federal climate change mitigation approaches and contributes to the broader goals of the State of California to conserve and restore 30 percent of its land and coastal waters by 2030.

Table 1. Sweetwater Authority NCCP/HCP Potential Covered Species List

Common Name		Scientific Name	Federal Status ²	State Status ³	CRPR ⁴	Habitat Potentially Affected by O&M Activities ¹
PLANTS						
1	San Diego Thornmint	<i>Acanthomintha ilicifolia</i>	FT	CT	1B.1	51 ac.
2	San Diego ambrosia	<i>Ambrosia pumila</i>	FE	--	1B.1	5 ac
3	Otay Tarplant	<i>Deinandra conjugens</i>	FT	CE	1B.1	51 ac.
4	San Diego Button Celery	<i>Eryngium aristulatum</i> var. <i>parishii</i>	FE	CT	1B.1	< 1 ac.
5	Spreading Navarretia	<i>Navarretia fossalis</i>	FT	CT	1B.1	< 1 ac.
6	California Orcutt Grass	<i>Orcuttia californica</i>	FE	CT	1B.1	< 1 ac.
7	Otay Mesa Mint	<i>Pogogyne nudiuscula</i>	FE	CE	1B.1	< 1 ac.
8	Variegated Dudley	<i>Dudley variegata</i>	--	--	1B.1	< 1 ac.
ANIMALS						
<u>Invertebrates</u>						
9	San Diego Fairy Shrimp	<i>Branchinecta sandiegonensis</i>	FE	--		< 1 ac.
10	Riverside Fairy Shrimp	<i>Streptocephalus woottoni</i>	FE	--		< 1 ac
11	Monarch (CA Overwintering pop.)	<i>Danaus plexipus</i>	FC	--		< 1 ac.
12	Hermes Copper Butterfly	<i>Lycaena hermes</i>	FT	--		61 ac.
13	Quino Checkerspot Butterfly	<i>Euphydryas editha quino</i>	FE	--		22 ac.
<u>Amphibians and Reptiles</u>						
14	Arroyo Toad	<i>Anaxyrus californicus</i>	FE	SSC		10 ac
15	Western Spadefoot Toad	<i>Spea hammondi</i>	--	SSC		9 ac.
16	Southwestern Pond Turtle	<i>Emys marmorata</i> = <i>Actinemys pallida</i>	--	SSC		560 ac.
17	Blainville's (Coast) Horned Lizard	<i>Phrynosoma blainvillii</i>	--	SSC		89 ac.
18	Orange-throated Whiptail	<i>Aspidoscelis hyperythra</i>	--	--		89 ac.
<u>Birds</u>						

Common Name		Scientific Name	Federal Status ²	State Status ³	CRPR ⁴	Habitat Potentially Affected by O&M Activities ¹
19	Bald Eagle	<i>Haliaeetus leucocephalus</i>	Delisted	CE		560 ac.
20	Belding's Savannah Sparrow	<i>Passerculus sandwichensis beldingi</i>	--	CE		<1 ac.
21	Coastal California Gnatcatcher	<i>Polioptila californica californica</i>	FT	SSC		38 ac.
22	Cactus wren	<i>Campylorhynchus brunneicapillus sandiegensis</i>	--	SSC		24 ac.
23	Southwestern Willow Flycatcher	<i>Empidonax traillii</i> (including <i>ssp. extimus</i>)	FE	CE		5 ac.
24	Least Bell's Vireo	<i>Vireo bellii pusillus</i>	FE	CE		5 ac.
25	Western Burrowing Owl	<i>Athene cunicularia hypugaea</i>	--	SSC		26 ac.
26	Light-Footed Ridgway's Rail	<i>Rallus obsoletus levipes</i>	FE	CE, FP		< 1 ac.
27	Tricolored Blackbird	<i>Agelaius tricolor</i>	--	CT		26 ac.
28	Western Yellow-billed Cuckoo	<i>Coccyzus americanus occidentalis</i>	FT	CE		5 ac.
29	California Least Tern	<i>Sternula antillarum browni</i>	FE	CE, FP		550 ac.
Mammals						
30	Mountain Lion	<i>Felis concolor</i>	--	CE, Specially Protected Mammal		93 ac.

¹ Represents acres of potentially suitable habitat where O&M Activities could occur resulting in incidental take.

² **Federal Status**
FE - Federally Endangered
FT - Federally Threatened
FC - Federal Candidate

³ **California – State Status**
CE - California Endangered
CT - California Threatened
FP - Fully Protected
SSC - Species of Special Concern

⁴ **California Rare Plant Ranking (CRPR)**
1B.1 – Plants rare, threatened, or endangered in California and elsewhere, seriously threatened in California (over 80 percent of occurrences threatened / high degree and immediacy of threat)

OBJECTIVES: The following Table 2 summarizes the proposed tasks to be accomplished during the period of performance pursuant to the stated need.

Table 2. Proposed Tasks for Sweetwater Authority NCCP/HCP

Task Summary	Outcome/Deliverable	Timeframe (Start date: grant award – End date: 2 years post grant award)
Task 1. Project Management and Administration	<ul style="list-style-type: none"> Provide coordination between Authority staff, Wildlife Agencies, and 	Month 1-24

Table 2. Proposed Tasks for Sweetwater Authority NCCP/HCP

Task Summary	Outcome/Deliverable	Timeframe (Start date: grant award – End date: 2 years post grant award)
	maintain accurate tracking of the project schedule and budget <ul style="list-style-type: none"> ○ Meeting agendas ○ Technical support for meetings ○ Contracting services ○ Schedule and budget tracking ○ Progress Reports [as required by grant] 	
Task 2. Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options	<ul style="list-style-type: none"> ● Update Best available scientific data <ul style="list-style-type: none"> ○ GIS data (vegetation mapping, species occurrences, species habitat suitability models, currently protected areas) ○ Species accounts ● Confirm Basic plan assumptions <ul style="list-style-type: none"> ○ Plan area map ○ Memo defining permit term rationale ○ Covered species list ○ Covered activities summary and table of estimated impacts ● Evaluate Conservation strategy options <ul style="list-style-type: none"> ○ Table of biological goals and objectives ○ Outline of conservation tools including avoidance, minimization, and mitigation measures ○ Memo describing long-term management approaches and funding strategy 	<p style="text-align: center;">Months 1-12</p>
Task 3. Prepare Administrative Draft NCCP/HCP	<ul style="list-style-type: none"> ● Administrative Draft Sweetwater Authority NCCP/HCP <ul style="list-style-type: none"> ○ Draft chapters of NCCP/HCP for collaborative reviews ○ Complete Wildlife Agency Review Draft of NCCP/HCP document 	<p style="text-align: center;">Months 3-24</p>

Table 2. Proposed Tasks for Sweetwater Authority NCCP/HCP

Task Summary	Outcome/Deliverable	Timeframe (Start date: grant award – End date: 2 years post grant award)
	<ul style="list-style-type: none"> ○ Respond to comments on Wildlife Agency Review Draft ○ Administrative Draft NCCP/HCP 	

METHODS/APPROACH: Implementation of tasks 1-3 will be undertaken by the Authority in collaboration with USFWS and CDFW. Development of the Sweetwater Authority NCCP/HCP will follow the guidance and methods described in the *CA Fish and Game Code Sections 2800-2835* and *Habitat Conservation Planning and Incidental Take Permit Processing Handbook* (USFWS 2016). All tasks will require Authority travel for field visits or in-person meetings.

Task 1. Project Management and Administration

The Authority will establish a regular meeting schedule that will include monthly meetings (24) with the Wildlife Agencies and quarterly meetings with the Authority and Wildlife Agency management to keep all levels of each organization informed on progress and key issues (as needed). In addition, the Authority will hold periodic meetings (up to 4) with members of the public and local communities, and representatives of the local development, environmental, recreational, and agricultural interest groups. The Authority will follow a rigorous process to track issues for consensus building and implement an approach to maintain project schedules and deliverables.

Task 2. Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options

Note: The Authority is currently working with an environmental consultant on several portions of Task 2. Parts of this task will be completed before section 6 grant funding is available; therefore, only partial funding will be required to complete this task.

This task includes a series of steps to set the groundwork for the preparation of the Sweetwater Authority NCCP/HCP. Specifically:

- *Update existing best available scientific data:* The Authority will collect the best available information to establish the scientific baseline for analysis of the conservation planning. The Authority has previously compiled information on vegetation, species occurrences, species habitat suitability models, and currently protected areas as part of the earlier work on the JWA NCCP/HCP. In addition, an Independent Science Advisors Review was completed for the JWA NCCP/HCP and, while dated, this previous review will continue to serve as the science advisor process under the NCCP Act. The data from the JWA NCCP/HCP and ongoing Authority work will be reviewed and updated to ensure it reflects the best available data from regional conservation planning entities, including USFWS, CDFW, United States Geological Survey (USGS), San Diego Association of Governments (SANDAG) and San Diego Management and Monitoring Program (SDMMP).
- *Confirm Basic Plan Assumptions:* The Authority will collaborate with the Wildlife Agencies to build consensus on a set of key elements of the NCCP/HCP. This will include a review and confirmation of the plan area (anticipated to include the lands owned by the Authority

surrounding the Sweetwater Reservoir (1,793 acres) and Loveland Reservoir (3,330 acres), and lands owned and under easement within their service area [see Figure 1]. Other key elements will include the permit term, covered species list, covered activities, and estimated impacts. A preliminary version of a covered species list is included with this grant application. As part of this task, the Authority will complete a systematic review and documentation of the species to be covered under the Sweetwater Authority NCCP/HCP. The Authority will collaborate with the Wildlife Agencies and other regional conservation planning entities to identify species experts to assist in the review of the most recent information for each species, known threats and stressors for each species, and appropriate conservation actions. The Authority will also complete a review to clearly define the covered activities to be included. The Sweetwater Authority NCCP/HCP is intended to focus on the O&M activities in the Service Area, around Sweetwater and Loveland reservoirs, and the Sweetwater River where species and habitats may be affected by water transfer activities between reservoirs. The Authority will review all O&M activities as described in the Draft O&M Plan as well as any other operations-dependent activities that may have the potential to cause incidental take to determine the final list of covered activities for the Sweetwater Authority NCCP/HCP.

- *Evaluate Conservation Strategy Options.* The Authority will complete an assessment of the covered activities and their potential effects to establish the foundation for the biological goals and objectives of the NCCP/HCP, tools to implement the conservation strategy, long-term management and monitoring, and funding approach.

Task 3. Prepare Administrative Draft NCCP/HCP: This task will include the preparation of NCCP/HCP document in coordination and collaboration with the Wildlife Agencies. It is anticipated the NCCP/HCP will include the following draft chapters:

Executive Summary
Ch 1. Introduction
Ch 2. Physical and Biological Resources Setting
Ch 3. Covered Activities
Ch 4. Impact Assessment and Level of Take
Ch 5. Conservation Strategy
Ch 6. Monitoring and Adaptive Management Program
Ch 7. Plan Implementation
Ch 8. Costs and Funding
Ch 9. Alternatives to Take
Ch 10. Literature Cited

Sweetwater Authority will initially prepare individual chapters for collaborative reviews with the project team. The Authority will then prepare a Wildlife Agency Review Draft for a formal review and comments. The Authority will provide a response to comments and a complete Administrative Draft of the NCCP/HCP.

PROJECT (GRANT) TIMETABLE/ MILESTONES:

Task 1. Project Management and Administration: This task will be ongoing during the full 2 years of the grant.

Task 2. Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options: Task 2 studies will be prioritized as the first task initiated during the first 12 months under this grant.

Task 3. Prepare Administrative Draft NCCP/HCP: The work towards the preparation of the Administrative Draft NCCP/HCP will commence after the first 3 months and be completed by year 2 of the grant.

The Authority anticipates it will complete the proposed activities within two years and commits to accomplish proposed activities at least within the three-year period of performance with the understanding that no extensions will be considered.

The Authority reserves the option to seek future Section 6 Planning Assistance Grant funds for future tasks not included in this FY2022 Habitat Conservation Planning Assistance grant application, including but not limited to tasks related to completion of the CEQA/NEPA process and preparation of the final NCCP/HCP.

DESCRIPTION OF ENTITY(IES) UNDERTAKING THE PROJECT: The Sweetwater Authority NCCP/HCP will be funded by the Authority, with additional support from CDFW and USFWS (Table 3). The Authority has a qualified consultant under contract to support the review and preparation of technical documentation for the future development of programmatic permits to cover the O&M activities as described in the Draft O&M Plan (Attachment 4). The Authority has identified and committed the resources of two Authority staff to manage the planning effort and ensure efficient coordination between the Authority, the environmental consulting firm assisting with the project, CDFW, and USFWS.

Table 3. Entities Undertaking the Sweetwater Authority NCCP/HCP

Entity	Role	Contribution (cash or in-kind)
Sweetwater Authority	NCCP/HCP applicant; responsible for preparation of draft NCCP/HCP	<p><u>In-Kind Contribution: \$40,310</u> Authority environmental planning staff will spend approximately 170 hours at a salary of \$119 per hour including benefits, Authority biologist will spend approximately 120 hours at a salary of \$138 per hour including benefits, and Authority senior management staff will spend approximately 20 hours at a salary of \$176 per hour including benefits to support the NCCP/HCP development process. The specific job duties which support the NCCP/HCP include planning, preparing and reviewing studies and documents for the NCCP/HCP, as well as oversight and management of the entire project. Note that hourly rates referenced are subject to change based on cost-of-living adjustments and labor contract negotiations.</p> <p><u>Cash Contribution: \$51,357</u> The Authority will contribute the remainder of the 25.00% match via cash contribution to hire environmental consultant to complete project.</p>

Entity	Role	Contribution (cash or in-kind)
Environmental Consulting Firm	Consultant supporting preparation of NCCP/HCP	Habitat conservation planning expertise.

In addition, the Authority will be meeting regularly with the U.S. Army Corps of Engineers, Regional Water Quality Resources Board (RWQRB), and CDFW to develop a programmatic permitting strategy and ensure that the conservation strategy developed for the Sweetwater Authority NCCP/HCP also provides compatible mitigation opportunities for impacts to waters of the United States and waters of the State.

Coordination with USFWS Field Office: The Authority has coordinated with the Carlsbad USFWS Field Office on the preparation of the 2013 draft JWA NCCP/HCP. The Authority has recently met with Carlsbad USFWS Field Office staff to discuss plans to complete the Sweetwater Authority NCCP/HCP, including the intent to seek section 6 grant funding to support this effort. Coordination emails and meeting summaries are included as Attachment 2.

ANTICIPATED OUTCOMES/ EXPECTED BENEFITS: The anticipated outcomes and expected benefits of the Sweetwater Authority NCCP/HCP will be the contribution to species conservation by (1) defining appropriate avoidance and minimization measures (AMMs), (2) establishing consistent methods for determining mitigation measures for unavoidable impacts, (3) setting forth management and monitoring protocols within conserved lands, (4) identifying and prioritizing areas for conservation, and (5) establishing and enhancing programs for active management (e.g., habitat restoration and enhancement) to increase populations and contribute to species recovery. Implementation of this NCCP/HCP will be done in conjunction with MSCP preserves, San Diego NWR, and other nearby or adjacent protected lands.

The long-term benefits of streamlined regulatory processes with improved biological outcomes resulting from increased protection and management of the populations of the 30 proposed covered species in perpetuity are well-worth the additional investment required now to complete the Sweetwater Authority NCCP/HCP.

Previous Section 6 Nontraditional Awards: The Authority and the Sweetwater Authority NCCP/HCP effort have not received prior section 6 grant funding, including previous work done for the JWA NCCP/HCP.

MAGNITUDE OF SPECIES BENEFIT: NCCP/HCP PLAN AREA CONSERVATION: The following table summarizes the estimate of benefits for species federally listed, candidate, and at-risk species (as defined in section A of the Notice of Funding Opportunity (NOFO)) through implementation of the Sweetwater Authority NCCP/HCP. A total of 24 of the 30 proposed covered species (see Table 1 above) meet this criterion.

Table 4. Federally Listed, Candidate, and At-Risk Covered Species Benefits

Common Name, Scientific name	Status	Magnitude of Benefit	Benefits (with sources)
Plants			
San Diego Thornmint, <i>Acanthomintha ilicifolia</i>	FT, CT, 1B/1	Low	Suitable habitat will be conserved and managed; however, the species has a relatively low potential to occur in the plan area. The closest known occurrences are south of Bonita Meadow Open Space Park, south of Procter Valley Road (CDFW 2021).
San Diego Ambrosia	FE, CT, 1B/1	Low	Suitable habitat occurs within the vicinity of the Sweetwater reservoir, but this species has never been observed within the reservoir property. Known occurrences are located on the banks above Sweetwater River within the adjacent San Diego NWR (CDFW 2021). Clear avoidance and minimization measures will be established in the Sweetwater Authority NCCP/HCP for any occurrences that are located in the future within the plan area.
Otay Tarplant, <i>Deinandra conjugens</i>	FT, CE, 1B/1	High	Important populations will be conserved and managed by the NCCP/HCP. Robust populations of Otay tarplant are known from the Sweetwater Reservoir Site (SWA 2019). In particular, Otay tarplant is known to occur along the roadsides in the southeastern area of the Sweetwater Reservoir property and in a portion of the Sweetwater Reservoir firebreak maintenance area. This species has a high potential to occur within grasslands and weedy areas with clay soils/ clay lenses in the project area.
San Diego Button Celery, <i>Eryngium aristulatum var. parishii</i>	FE, CT, 1B/1	Medium - Low	One transplanted population will be conserved and managed by the NCCP/HCP. Populations of this species have been recorded in restored/enhanced vernal pools at Sweetwater Reservoir and the adjoining San Diego NWR (SWA 2014). San Diego button-celery is not known from the reservoir area outside of the vernal pool site, is not known to readily spread into road basins, and is not expected in locations outside of the vernal pool preserve. The population could be expanded with additional conservation and restoration of the larger vernal pool complex, yet unmanaged, vernal pool complex at Sweetwater Reservoir.
Spreading Navarretia, <i>Navarretia fossalis</i>	FT, CT, 1B/1	High	Important occurrences will be conserved and managed by the NCCP/HCP. This species occurs in restored/enhanced vernal pool on the Sweetwater Reservoir property and adjoining NWR (SWA 2014). The population could be expanded with additional

Common Name, Scientific name	Status	Magnitud e of Benefit	Benefits (with sources)
			conservation and restoration of the larger vernal pool complex, yet unmanaged, vernal pool complex at Sweetwater Reservoir.
California Orcutt Grass, <i>Orcuttia californica</i>	FE, CT, 1B/1	Low	Suitable habitat will be conserved and managed; however, the species is not currently known to Sweetwater Authority property. It has relatively low potential to spread to shallow road ruts in the vicinity but could be introduced into the existing vernal pools at Sweetwater Reservoir.
Otay Mesa Mint, <i>Pogogyne nudiuscula</i>	FE, CE, 1B/1	Medium	Population of this species will be conserved and managed by this NCCP/HCP. This species has been introduced into restored/enhanced vernal pools on Sweetwater Reservoir and the adjoining NWR (SWA 2014). The population could be expanded with additional conservation and restoration of the larger vernal pool complex, yet unmanaged, vernal pool complex at Sweetwater Reservoir.
Insects			
San Diego Fairy Shrimp, <i>Branchinecta sandiegonensis</i>	FE, --	Medium	Occupied pools will be conserved and managed by the NCCP/HCP. The species is known from natural and restored vernal pools and trail/road pools on the southwestern portion of Sweetwater Reservoir property (SWA 2014). The population could be expanded with additional conservation and restoration of the larger vernal pool complex, yet unmanaged, vernal pool complex at Sweetwater Reservoir.
Hermes Copper Butterfly, <i>Lycaena hermes</i>	FT, -	High	Occupied and suitable habitat will be conserved and managed. Hermes was present prior to 2012 within coastal sage scrub and chaparral habitats with spiny redberry at Loveland Reservoir (Marschalek and Deutschman 2015), however it is currently presumed extirpated. Known populations of this species are concentrated in southern foothill areas that did not burn in the 2003 or 2007 fires. Hermes was detected at Sweetwater Reservoir in 2006 (Lovio, unpublished data) within coastal sage scrub habitat containing spiny redberry in the eastern portion of the property. Recent surveys have not found persistence in suitable habitat in the vicinity (Marschalek and Deutschman 2015). However, the Sweetwater

Common Name, Scientific name	Status	Magnitude of Benefit	Benefits (with sources)
			Reservoir site is still considered suitable habitat and potentially occupied.
Quino Checkerspot Butterfly, <i>Euphydryas editha quino</i>	FE, CE	Medium	Suitable habitat will be conserved and managed by the NCCP/HCP at both Sweetwater and Loveland Reservoirs. Quino has historically occupied the plan area at Sweetwater Reservoir, but there are no recent records on Sweetwater Authority property. Recent translocations are recovering populations on the San Diego NWR that borders the Sweetwater Reservoir property.
Amphibians and Reptiles			
Arroyo Toad, <i>Anaxyrus californicus</i>	FE, SSC	High	Occupied habitat will be conserved and managed by the NCCP/HCP. Water transfer protocols for transfers between Loveland and Sweetwater Reservoirs will be established by the NCCP/HCP that will address maintenance of viable populations in the occupied reaches (USGS 2021). There is an important breeding population within Sweetwater River, particularly in the first several miles below Loveland Reservoir (USGS 2005) and other populations to the eastern limits of Loveland Reservoir (SWA 2000).
Western Spadefoot Toad, <i>Spea hammondi</i>	At-risk, SSC	High	Occupied habitat will be conserved and managed by the NCCP/HCP. The species occurs in riparian habitat and ephemeral pools at Sweetwater Reservoir (SWA unpublished data).
Southwestern Pond Turtle, <i>Emys marmorata</i> = <i>Actinemys pallida</i>	At-risk, SSC	Medium	Occupied habitat will be conserved and managed by the NCCP/HCP, and future translocation paired with habitat enhancement could increase the stability of this population. The species has been observed in former sand-mining ponds near Sweetwater Reservoir. Sweetwater Reservoir is suitable habitat, but this species has rarely been observed (SWA unpublished data).
Birds			
Coastal California Gnatcatcher, <i>Poliophtila californica californica</i>	FT, SSC	High	Occupied habitat will be conserved and managed by the NCCP/HCP. The coastal sage scrub habitat at Sweetwater Reservoir is densely occupied by California gnatcatchers (SWA unpublished data), which are part of a larger, core population of gnatcatchers that inhabit the large expanse of coastal sage scrub extending both north and south of

Common Name, Scientific name	Status	Magnitude of Benefit	Benefits (with sources)
			Sweetwater Reservoir into the NWR (ICF 2022).
Southwestern Willow Flycatcher, <i>Empidonax traillii</i>	FE (E.t. extimus), CE	Low	Suitable and potentially occupied habitat will be conserved and managed by the NCCP/HCP. Willow flycatcher have been observed at Sweetwater and Loveland Reservoir during spring migration (SWA unpublished data). The southwestern subspecies has been recorded rarely at Sweetwater Reservoir with the last occurrence in 2011 and last breeding account in 1999 (SWA 2000).
Least Bell's Vireo, <i>Vireo bellii pusillus</i>	FE, CE	High	Occupied habitat will be conserved and managed by the NCCP/HCP at both Sweetwater and Loveland Reservoirs. The riparian woodland in the eastern limits of Sweetwater Reservoir provides high quality habitat for the least Bell's vireo. The population has ranged between 19 and 76 breeding territories between 1984 and 2020 (SWA unpublished data) and is actively monitored and managed for the species by the SWA under the Least Bell's Vireo Habitat Management Program.
Light-Footed Ridgway's Rail, <i>Rallus obsoletus levipes</i>	FE, FP	Low	Avoidance and minimization measures will be established by the NCCP/HCP to reduce the potential of O&M effects on the species. Primarily this is a species of coastal salt marshes and is not expected to occur above the dam at Sweetwater Reservoir. The lower Sweetwater River downstream from Sweetwater Reservoir has been consistently inventoried for Ridgway's rail (Zemba, Hoffman, and Konecny 2020) and has not been detected further inland from Bonita.

² Federal Status

FE - Federally Endangered
FT - Federally Threatened
FC -Federal Candidate

³ California – State Status

CE - California Endangered
CT - California Threatened
FP - Fully Protected
SSC - Species of Special Concern

⁴ California Rare Plant Ranking (CRPR)

1B.1 – Plants rare, threatened, or endangered in California and elsewhere, seriously threatened in California (over 80 percent of occurrences threatened / high degree and immediacy of threat)

MAGNITUDE OF HCP IMPACT: REGULATORY STREAMLINING: The Sweetwater Authority NCCP/HCP will provide a programmatic approach to comply with Federal and State species regulations regarding take of covered species and loss of habitat. Currently the Authority deals with the necessary environmental compliance documentation and the processing of permits for routine O&M activities on a case-by-case basis which results in delays, budgetary impacts, overall uncertainty on the ability to perform critical O&M activities, and inefficient implementation of

habitat mitigation. With a programmatic approach in place, the Authority will implement an improved and standardized suite of best management practices to avoid and minimize impacts to species and their habitat. One of the primary goals of this project is to establish a streamlined process for endangered species compliance along with improved biological outcomes.

The Authority will also be actively pursuing programmatic permitting for compliance with related regulations at the state and federal level including the Federal CWA and PCA. This will be completed in parallel with the preparation of the Sweetwater Authority NCCP/HCP. As part of the plan implementation of this NCCP/HCP, the expectation is that the Authority will establish an improved in-house process for endangered species compliance along with other related environmental regulations using a 'one-stop shop' approach.

LOCATION/MAPS: The plan area for the Sweetwater Authority NCCP/HCP will include the lands owned, managed, and under easement by the Sweetwater Authority (Attachment 1, Figure 1). This includes lands in their 36 square mile service area in the City of Chula Vista and National City which the Sweetwater Authority operates a networks of water distribution pipelines and tanks. The Sweetwater Authority also owns and operates two reservoirs within the Sweetwater River watershed.

The plan area begins as the Sweetwater River enters Loveland Reservoir shortly after leaving Cleveland National Forest (CNF). Loveland Reservoir is formed by Loveland Dam and is the first of two major dams along the river. Continuing westwards, Sweetwater River receives the North Fork from the right, travels by the community of Rancho San Diego in the Jamacha Valley, and passes through the Rancho San Diego Golf Course. The river then enters Sweetwater Reservoir, which is formed by the Sweetwater Dam. Sweetwater Reservoir is south of the community of Spring Valley and northeast of Bonita and is located within approximately 1,793 acres of Authority-owned land, approximately 17 miles downstream of Loveland Reservoir, and adjacent to the San Diego NWR.

Below the dam, the river flows through Sweetwater Regional Park, in a generally suburban area, passing the community of Bonita. Bending northwest, the river enters a flood-control channel and passes between National City and Chula Vista. California State Route 54 straddles the river, with eastbound lanes to the south and westbound lanes to the north, for a few miles between I-5 and I-805. The tidal portion of the river, which begins roughly in this area, is called the Sweetwater Marsh. The river empties into San Diego Bay about 7.5 miles (12.1 kilometers [km]) southeast of downtown San Diego.

Attachment 1, Figure 2 illustrates the proposed plan area for the Sweetwater Authority NCCP/HCP relative to San Diego, Chula Vista, and the County of San Diego's MSCP plan areas. Attachment 1, Figure 3 shows the location of currently protected areas in relation to the plan area. The Sweetwater and Loveland reservoir properties are adjacent to large blocks of conserved lands in San Diego and represent an important opportunity for conservation.

INFORMATION TO SUPPORT ENVIRONMENTAL COMPLIANCE REVIEW REQUIREMENTS:

- **NEPA:** NEPA compliance, if needed, for individual covered activities will be completed on a project-by-project basis. The approval of the Sweetwater Authority NCCP/HCP and the issuance of the associated ESA incidental take permit does require NEPA compliance. The Authority reserves the option to seek future Section 6 Planning Assistance Grant funds for future tasks related to completion of the NEPA process for the Sweetwater Authority NCCP/HCP.

- **ESA:** The purpose of this grant is to support development of an HCP compliant with section 10(a)(1)(B) of the Federal ESA. The HCP has not yet been drafted so detailed conservation measures are not yet identified. However, as required by the ESA and other California species protection laws, the Authority anticipates that the NCCP/HCP will include a number of conditions on covered activities that are designed to avoid, minimize, and mitigate incidental take. It is likely that many of these conditions on covered activities (also called avoidance and minimization measures) will be developed based on existing regulatory programs in San Diego County.
- **NATIONAL HISTORIC PRESERVATION ACT (NHPA):** The Authority has completed a cultural resources analysis to support programmatic permitting activities. This included a records search of the South Coastal Information Center (SCIC) database for the plan area. Environmentally sensitive areas were geographically defined for cultural resources to be used as a tool for planning purposes when determining areas to avoid ground disturbance, if possible.
- **BALD AND GOLDEN EAGLE PROTECTION ACT:** The potential direct and indirect effects of the covered activities on eagles does not meet the criteria requiring the issuance of a permit under the Bald and Golden Eagle Protection Act. Bald eagle is being considered as a covered species, however, the only anticipated effects on Bald Eagle would be to open water foraging habitat which is not likely to meet the criteria requiring issuance of a permit under the Bald and Golden Eagle Protection Act.
- **CEQA:** The Authority reserves the option to seek future Section 6 Planning Assistance Grant funds for future tasks related to completion of the CEQA process for the Sweetwater Authority NCCP/HCP. CEQA is required for issuance of the NCCPA permit.
- **CALIFORNIA ENDANGERED SPECIES ACT (CESA):** The purpose of this grant is to support the development of a NCCP compliant with Sections 2800-2835 of the California Fish and Game Code. The NCCP has not yet been fully drafted so detailed conservation measures have not yet been identified. However, as required by the CESA and other California species protection laws, the Authority anticipates that the NCCP component will include a number of conditions on covered activities that are designed to avoid or minimize take. It is likely that many of these conditions on covered activities (also called avoidance and minimization measures) will be developed based on existing regulatory programs in San Diego County.

BUDGET NARRATIVE: Please see the attached 2022–2025 Multi-Year Budget for details on project cost.

General Expenses (\$0): This project does not include any general expenses.

Minor Equipment (\$0): This project does not include any minor equipment.

Major Equipment (\$0): This project does not require any major equipment.

Travel/Training (\$0): This project does not include any travel/training.

External Contracts (\$275,000): An external contract will be extended to the Authority, and the Authority will subcontract to a qualified environmental consulting firm. A qualified firm is already under contract for the review of technical documents and environmental documentation for O&M activities; however, contracting the NCCP/HCP tasks will need to go through the Authority's standard contracting procedures. The external contract will also include miscellaneous direct

costs associated with meetings, supplies, travel expenses, printing, mailing/shipping, and other minor expenses as incurred.

The budget was developed to estimate the level of effort expected for each of the three tasks included in Table 5, below. The level of effort for Task 1 (Project Management and Administration) is based on the number of meetings expected over the two-year period of performance and effort for grant administration. This task also includes a reasonable budget to support the overall management of the project. Task 2 (Update Existing Best Available Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options) is based on a thorough understanding of the plan area, the biological data and spatial GIS data available, the scope of the Covered Activities, and a reasonable effort to develop the overall strategy for the NCCP/HCP. The level of effort for Task 3 (Prepare Administrative Draft NCCP/HCP) was based on an understanding of the relevant and applicable text and information included in the previous JWA NCCP/HCP and what will be required to update it to the Sweetwater Authority NCCP/HCP that meets the current overall strategy and current NCCP/HCP standards. All of these cost estimates were informed by the level of effort that is required to prepare NCCP/HCPs in southern California and state-wide.

Useful life (\$0): This project does not include any capital improvements.

Program Income (\$0): This project will not generate any Program Income revenue.

Match Description (\$91,667): The sub-grantee (Sweetwater Authority) will be providing third party match in the form of staff support and cash contribution totaling \$91,667 for the 2-year grant term 2022 through 2024. The Authority will provide \$40,310 of staff time and \$51,357 for covering environmental consulting services and expenses as their non-Federal match for the development of a Sweetwater Authority NCCP/HCP (see Attachment 3, letter of commitment). This constitutes a 25.00% in-kind match.

CONFLICT OF INTEREST DISCLOSURE: There are no conflicts of interest in this proposal.

UNIFORM AUDIT REPORTING STATEMENT: CDFW submitted a single audit report to the California Department of Finance (DOF) for the most recently closed fiscal year. DOF compiles and submits a single audit report on behalf of the state of California. The report is available on the DOF website, located here: <https://dof.ca.gov/programs/osae/california-single-audit-and-state-leadership-accountability-reports/>

Disclosure Of Lobbying Activities: None.

OVERLAP OR DUPLICATION OF EFFORT STATEMENT: There are no overlaps or duplications between this application and any of CDFW's Federal applications or funded projects, including in regard to activities, costs, or time commitment of key personnel. The Authority understands that if at any time they receive funding from another source that is duplicative of the funding CDFW is requesting from the USFWS in this application, CDFW will immediately notify the USFWS point of contact identified in this funding opportunity in writing.

INDIRECT COST STATEMENT: CDFW is a U.S. State government entity receiving more than \$35 million in direct Federal funding each year. The indirect cost rate proposals are submitted to

the U.S. Department of the Interior. Currently, the approved FY22/23 rate is 12.96%. The future Fiscal Year (FY) rate will be submitted for approval and is subject to change.

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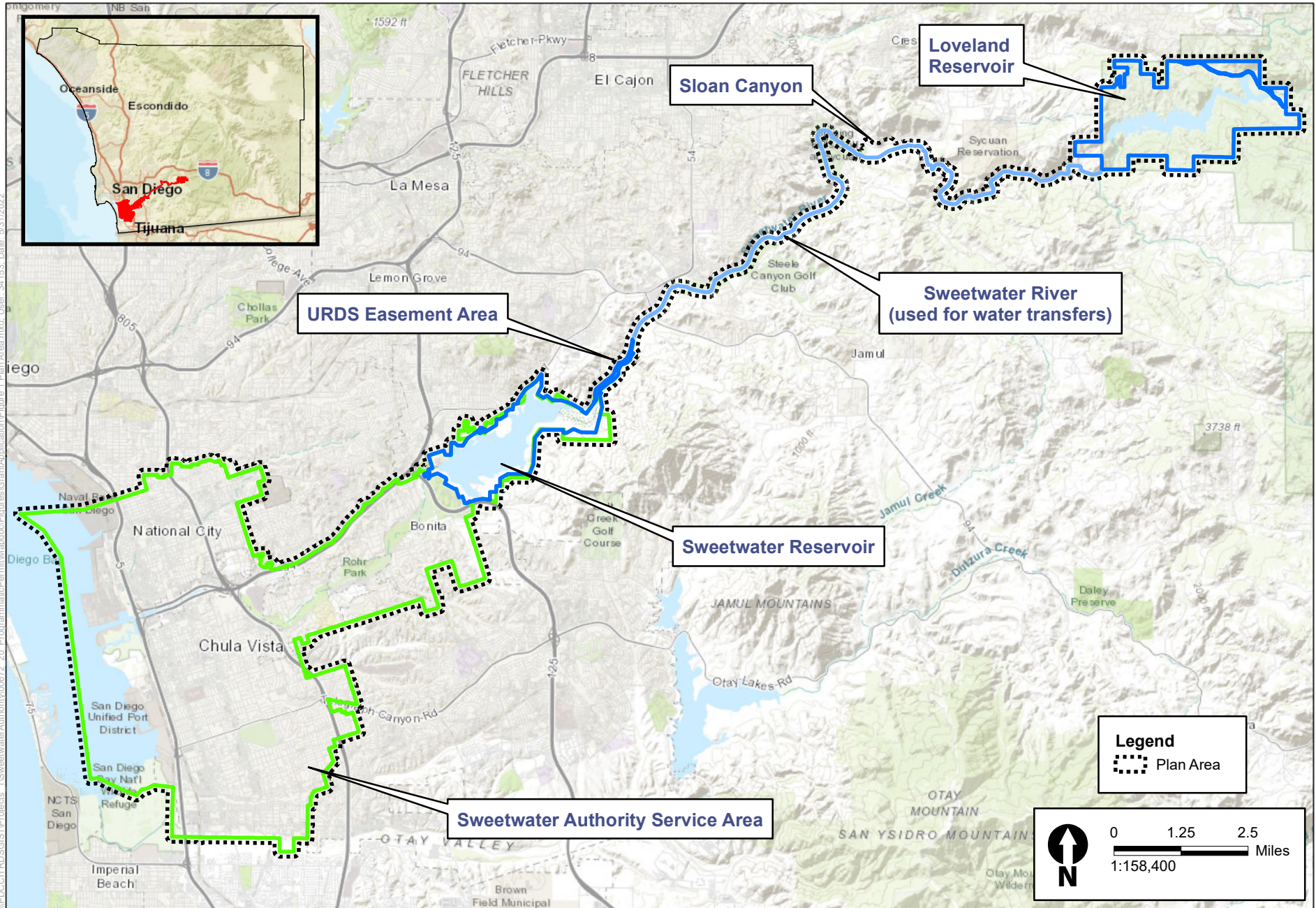
PREPARED BY:

California Department of Fish and Wildlife and Sweetwater Authority

DATE:

June 28, 2022

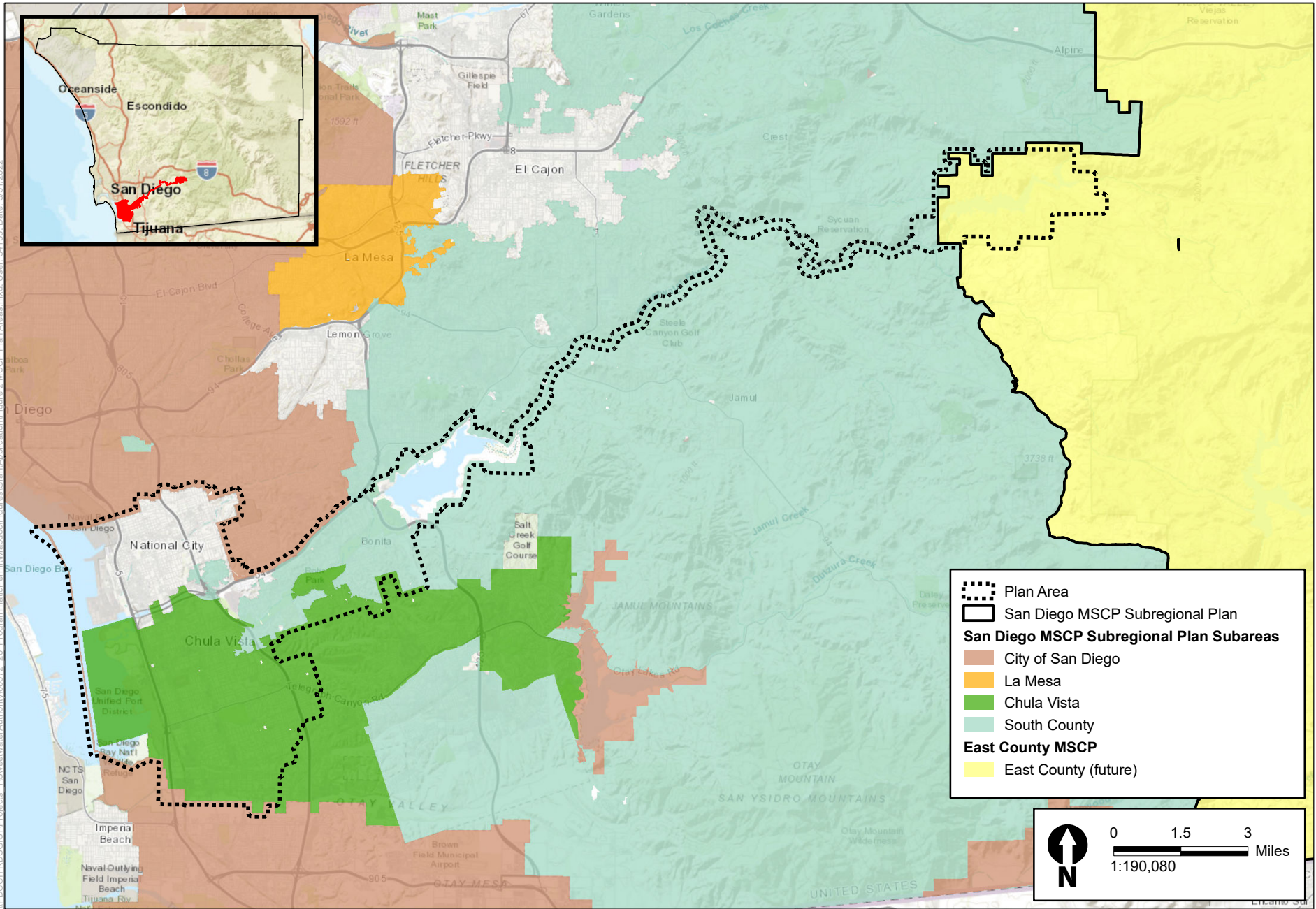
Attachment 1: Figures



**Sweetwater Authority NCCP/HCP
Section 6 Grant Application**

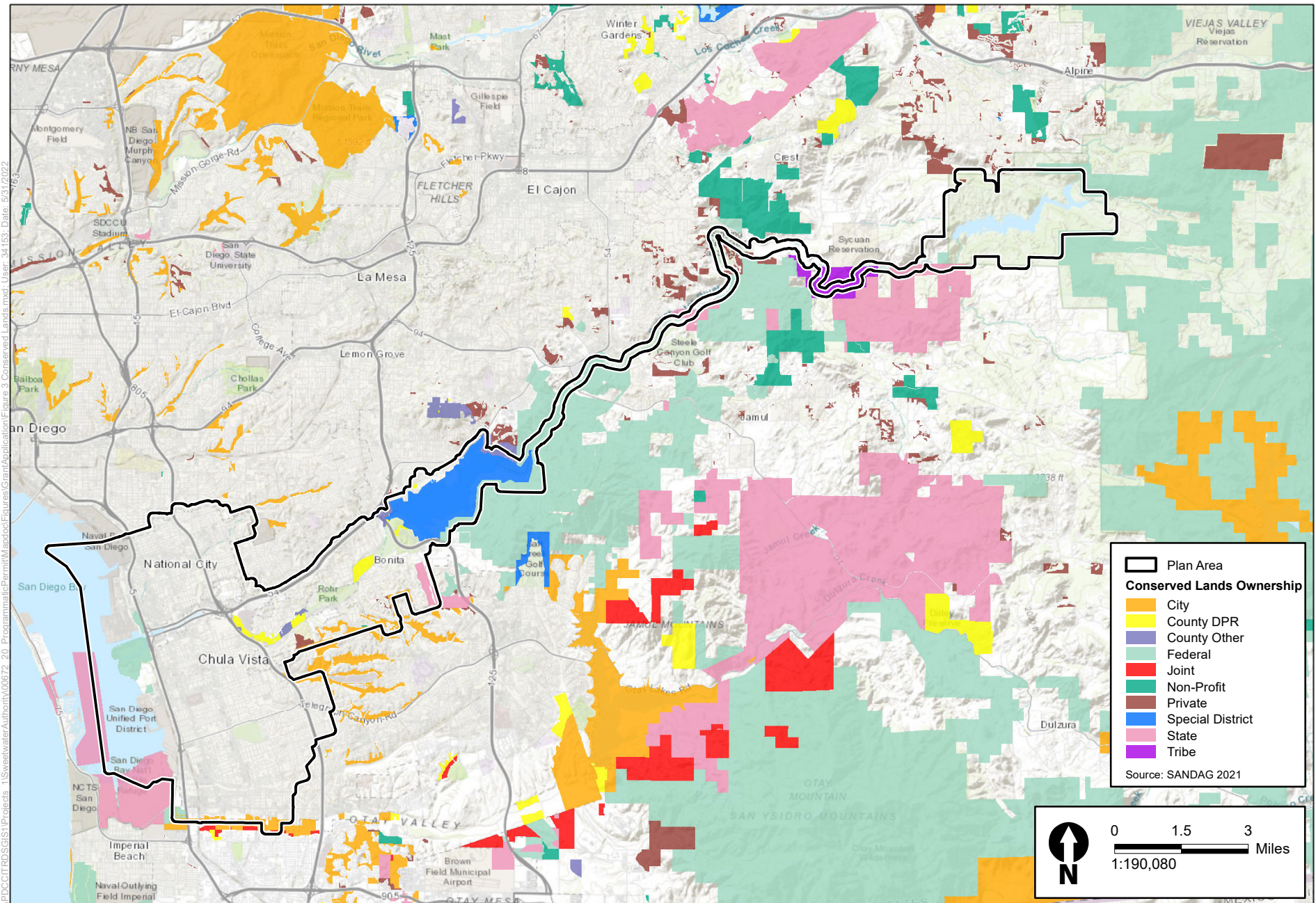
**Figure 1
Sweetwater Authority NCCP/HCP Plan Area**

\\PDC01TRD\SIS1\Projects_1\Sweetwater\Authority\00672_20_Programma\Permit\MapDoc\Figures\Grant\Application\Figure 2 MSCP Plan Areas.mxd, User: 241.53, Date: 5/31/2022



**Sweetwater Authority NCCP/HCP
Section 6 Grant Application**

**Figure 2
Sweetwater Authority NCCP/HCP Plan Area
Relative to Other MSCP Plan Areas**



**Sweetwater Authority NCCP/HCP
Section 6 Grant Application**

**Figure 3
Conserved Lands in the Vicinity of
Sweetwater Authority NCCP/HCP Plan Area**

Attachment 2: USFWS Coordination Emails

Atchison, Pat

Subject: Sweetwater Sec. 6 Grant quick meeting

Start: Tue 6/14/2022 12:00 PM

End: Tue 6/14/2022 12:30 PM

Recurrence: (none)

Meeting Status: Accepted

Organizer: Fleury, Scott

Required Attendees: Drewe, Karen@Wildlife; Marquez, Israel; Famolaro, Pete; Atchison, Pat; susan wynn; Schmalbach, Heather@Wildlife

Optional Attendees: Del Bosque, Erick

Karen requested for this meeting to review input from USFWS (Susan Wynn). Join if you can!

Thanks!

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Join with a video conferencing device

731643270@t.plcm.vc

Video Conference ID: 114 470 124 7

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 213-493-7443,,345064901#](tel:+12134937443345064901) United States, Los Angeles

Phone Conference ID: 345 064 901#

[Find a local number](#) | [Reset PIN](#)



[Learn More](#) | [Meeting options](#) | [Legal](#)

Atchison, Pat

Subject: RE: [EXTERNAL] RE: Sweetwater

From: Drewe, Karen@Wildlife <Karen.Drewe@wildlife.ca.gov>

Sent: Tuesday, June 14, 2022 12:10 PM

To: Fleury, Scott <Scott.Fleury@icf.com>; Atchison, Pat <Pat.Atchison@icf.com>

Cc: Marquez, Israel <imarquez@sweetwater.org>; Del Bosque, Erick <edelbosque@sweetwater.org>; Schmalbach, Heather@Wildlife <Heather.Schmalbach@Wildlife.ca.gov>; susan wynn <susan_wynn@fws.gov>; Famolaro, Pete <pfamolaro@sweetwater.org>

Subject: FW: [EXTERNAL] RE: Sweetwater

Hello all-

Here are USFWS comments.

Karen

From: Wynn, Susan <susan_wynn@fws.gov>

Sent: Monday, June 13, 2022 5:01 PM

To: Schmalbach, Heather@Wildlife <Heather.Schmalbach@Wildlife.ca.gov>; Drewe, Karen@Wildlife <Karen.Drewe@wildlife.ca.gov>

Cc: Snyder, Jonathan <Jonathan_d_Snyder@fws.gov>; marybeth_woulfe@fws.gov

Subject: Re: [EXTERNAL] RE: Sweetwater

WARNING: This message is from an external source. Verify the sender and exercise caution when clicking links or opening attachments.

Hi All - just saw your email - lets talk tomorrow at 8 - I'll send a teams invite - attached are my comments - MB has not had a chance to review yet

Susan Wynn

Supervisory Fish and Wildlife Biologist

San Diego County Division

2177 Salk Avenue, Suite 250

Carlsbad, CA 92008

(760) 431-9440 ext 216

(she, her, hers)

From: Schmalbach, Heather@Wildlife <Heather.Schmalbach@Wildlife.ca.gov>

Sent: Monday, June 13, 2022 4:20 PM

To: Drewe, Karen@Wildlife <Karen.Drewe@wildlife.ca.gov>; Wynn, Susan <susan_wynn@fws.gov>

Subject: [EXTERNAL] RE: Sweetwater

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

Now works for me. Or either time tomorrow.

Heather

From: Drewe, Karen@Wildlife <Karen.Drewe@wildlife.ca.gov>
Sent: Monday, June 13, 2022 4:17 PM
To: Susan Wynn <susan_wynn@fws.gov>
Cc: Schmalbach, Heather@Wildlife <Heather.Schmalbach@Wildlife.ca.gov>
Subject: Sweetwater

Susan,
I can chat now, or we can chat tomorrow about 8:00 or noon. Heather is helping on this project – she has found some of the old documents.

Karen

From: Drewe, Karen@Wildlife
Sent: Monday, June 13, 2022 4:15 PM
To: Susan Wynn <susan_wynn@fws.gov>
Subject: talk now?

Karen

Attachment 3: Sweetwater Authority Letter of Commitment



SWEETWATER AUTHORITY

505 GARRETT AVENUE
POST OFFICE BOX 2328
CHULA VISTA, CALIFORNIA 91912-2328
(619) 420-1413
FAX (619) 425-7469
www.sweetwater.org

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STEVE CASTANEDA
HECTOR MARTINEZ
JOSE PRECIADO
MONA RIOS

CARLOS QUINTERO
GENERAL MANAGER

June 29, 2022

Sara Kern
Sr. Environmental Scientist, NCCP Program Coordinator
California Department of Fish and Wildlife
(submitted via email)

Subject: Local Match Fund Commitment Letter
F22AS00262 – Cooperative Endangered Species Conservation Fund
Conservation Planning Assistance Grants Application
SWA File: B.P. 20214019

Dear Ms. Kern:

As part of the Cooperative Endangered Species Fund; Conservation Planning Assistance Grant Program process, a local funding match is required. This letter serves as Sweetwater Authority's commitment to meet the local match fund requirements for the preparation of a Habitat Conservation Plan (HCP)/Natural Community Conservation Plan (NCCP) and other planning and environmental documents associated with the regulatory approvals of the Sweetwater Authority's Property operations and maintenance activities. The total cost for completing the tasks, as described in the grant application, is estimated at \$366,667. Sweetwater Authority has requested \$275,000 in federal grant funds from the Fiscal Year 2022 Cooperative Endangered Species Conservation Fund (Section 6 of the Endangered Species Act) Nontraditional Conservation Planning Assistance Program.

The source of matching non-federal funds is Sweetwater Authority's Capital Improvement Fund and in-kind contribution. Sweetwater Authority is a local water agency and special district of the state of California and will be matching 25% for a total amount of \$91,667 during the next two fiscal years (FY 2022-23 and -24). The in-kind contribution will be \$40,310 and the cash contribution will be \$51,357. The non-federal funds will be available on July 1, 2022. There is no federal nexus associated with the matching amount provided by Sweetwater Authority. If additional federal funds are requested at a later time, an additional local match fund commitment letter will be required.

Please contact Rich Stevenson at (619) 409-6711, or rstevenson@sweetwater.org with questions regarding funding.



California Department of Fish and Wildlife, CDFW Grants Manager
Re: Local Match Fund Commitment Letter – F22AS00262
June 29, 2022
Page 2 of 2

Sincerely,

SWEETWATER AUTHORITY



Carlos Quintero, P.E.
General Manager

CQ:EDB:ah

cc: Scott Fleury, ICF

Attachment 4: Sweetwater Authority Draft O&M Plan



PROPERTY
OPERATIONS AND MAINTENANCE PLAN
(O&M PLAN)

SWEETWATER AUTHORITY

INITIAL DRAFT

August 2019

Prepared by:

Sweetwater Authority

505 Garrett Avenue

Chula Vista, California 91910

Main Contact:

Israel Marquez, Environmental Project Manager

Phone Number: (619) 409-6759

E-mail: imarquez@sweetwater.org

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ACRONYMS AND ABBREVIATIONS

AF	Acre-foot
Authority	Sweetwater Authority
BMP	Best Management Practice
BVR	Bonita Valley Reservoir
CAL FIRE	California Department of Forestry and Fire
CDFW	California Department of Fish and Wildlife
CEA	Conservation Easement Area
CEQA	California Environmental Quality Act
COSD	County of San Diego
CRHT	California Riding and Hiking Trail
DDW	California Department of Drinking Water
DPR	California Department of Pesticide Regulations
DSOD	Division of Safety of Dams
ESA	Environmentally Sensitive Area
FAHJ	Fire Authority Having Jurisdiction
GAC	Granular Activated Carbon
HMA	Habitat Mitigation Area
HMP	Habitat Management Program
JWA	Joint Water Agencies
LOD	Limits of Disturbance
MOU	Memorandum of Understanding
MSL	Mean Sea Level
NPDES	National Pollutant Discharge Elimination System
NWR	San Diego National Wildlife Refuge
O&M	Operations and Maintenance
O&M Plan	Operations and Maintenance Plan
PVC	Polyvinyl Chloride
QSD/QSP	Qualified SWPPP Developer/Practitioner
ROW	Public Right-of-Way
RWQCB	San Diego Regional Water Quality Control Board
SBID	South Bay Irrigation District
SDCWA	San Diego County Water Authority
SDF	San Diego Formation
SOP	Standard Operating Procedure
SWRCB	State Water Resources Control Board
SWPPP	Storm Water Pollution Prevention Plan
U.C.	University of California
URDS	Sweetwater Reservoir Urban Runoff Diversion System
USACE	U.S. Army Corps of Engineers
USFS	U.S. Forest Service

USFWS	U.S. Fish and Wildlife Service
UTV	Utility Vehicle
WPCP	Water Pollution Control Plan
WTP	Water Treatment Plant
VDL	Vista Del Lago

ACKNOWLEDGEMENTS

Primary Author:

Israel Marquez, Environmental Project Manager, Sweetwater Authority

Sweetwater Authority Contributors/Reviewers:

Justin Brazil, Director of Water Quality

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Nathan Golder, Distribution Manager

Mark Hatcher, Laboratory Supervisor/Regulatory Analyst

Ron Mosher, Director of Engineering

Jim Smith, Principal Engineering Design Technician

Luis Valdez, Engineering Manager (Infrastructure)

Mike Wallace, Engineering Manager (Construction and Watershed Management)

Special thanks to the Sweetwater Authority's Governing Board, Tish Berge, Jennifer Sabine, Dina Yorba, Jim Smyth, Pete Baranov, Scott McClelland for their support during the planning and preparation of this O&M Plan.

The first working drafts of this document were developed with the support of Wood Environment & Infrastructure Solutions.

1.0 INTRODUCTION

Sweetwater Authority (Authority) has prepared the Property Operations and Maintenance Plan (O&M Plan) in an effort to formalize the operations and maintenance activities that occur, or are proposed to occur (hereinafter referred to as “O&M”), within the Authority’s lands, including Authority-owned properties and easements. The O&M Plan covers activities related to maintenance, repairs, and minor improvements of facilities, such as structural damage repairs to outdoor facilities, grounds maintenance and landscaping, brush management, and reservoir and recreational programs maintenance. The O&M Plan also describes and covers certain critical operational activities, such as water transfers from one reservoir to another. Other water purveyor activities, such as the replacement of distribution system facilities or processes related to water treatment, are not covered by this O&M Plan, but are briefly discussed in the O&M Plan for reference purposes. A main goal of the O&M Plan is to eventually facilitate and streamline internal and external approvals for O&M. In the case of externally regulated O&M, programmatic permitting and agreements with the resource and regulatory agencies will be pursued. The O&M Plan will be subject to the proper environmental and public review. The O&M Plan includes the following main sections:

Section 1. Introduction – Provides a general introduction of the O&M Plan.

Section 2. Background – Provides a brief background of the Authority, its facilities and lands, and also identifies which activities are not covered by the O&M Plan.

Section 3. Goals and Objectives – Describes the goals and objectives of the O&M Plan, including obtaining programmatic permitting from regulatory agencies and procedures for amending the O&M Plan.

Section 4. Scope and Implementation - Describes the O&M activities covered under the O&M Plan, which are organized in four broad categories:

- (1) Property Management
- (2) Drainage Systems and Soil Stabilization
- (3) Reservoir Facilities Management
- (4) Public Recreation

Section 5. Environmental Measures – This section describes the environmental measures that Authority staff is to follow while conducting O&M activities in undeveloped lands, environmentally sensitive areas (ESAs), and other areas of concern.

The O&M Plan is being developed in concert with other documents with the main goal of ensuring full regulatory compliance and minimizing environmental impacts to the greatest extent possible. The main appendices to the O&M Plan include:

Appendix A. O&M Mapbook and Vegetation Management Schematics – A series of maps (“Mapbook”) with references to existing land covers is currently being developed for the O&M Plan. The Mapbook will help Authority staff identify the appropriate environmental measures applicable at each unique location while conducting the O&M activities described in the O&M Plan. Vegetation Management Schematics for are also included in Appendix A. The schematics are aimed to capture and communicate how brush management is to be conducted in Authority managed lands.

Appendix B. Generic Water Pollution Control Plan – The Water Pollution Control Plan (WPCP) was developed to inform workers of industry standard Best Management Practices (BMPs) used to protect water quality from stormwater and non-stormwater pollution.

2.0 BACKGROUND

Formed in 1977, the Authority is a public water agency providing water service to southwestern areas of San Diego County, specifically National City, western and central Chula Vista, and the unincorporated community of Bonita (**Figure 1**). The Authority was formed by a Joint Powers Agreement between South Bay Irrigation District (SBID) and the City of National City, and is governed by a seven-member Board of Directors, with five Directors elected from divisions in the SBID and two Directors appointed by the Mayor of National City. The Authority provides water service to approximately 190,000 customers within its 36-square-mile service area.

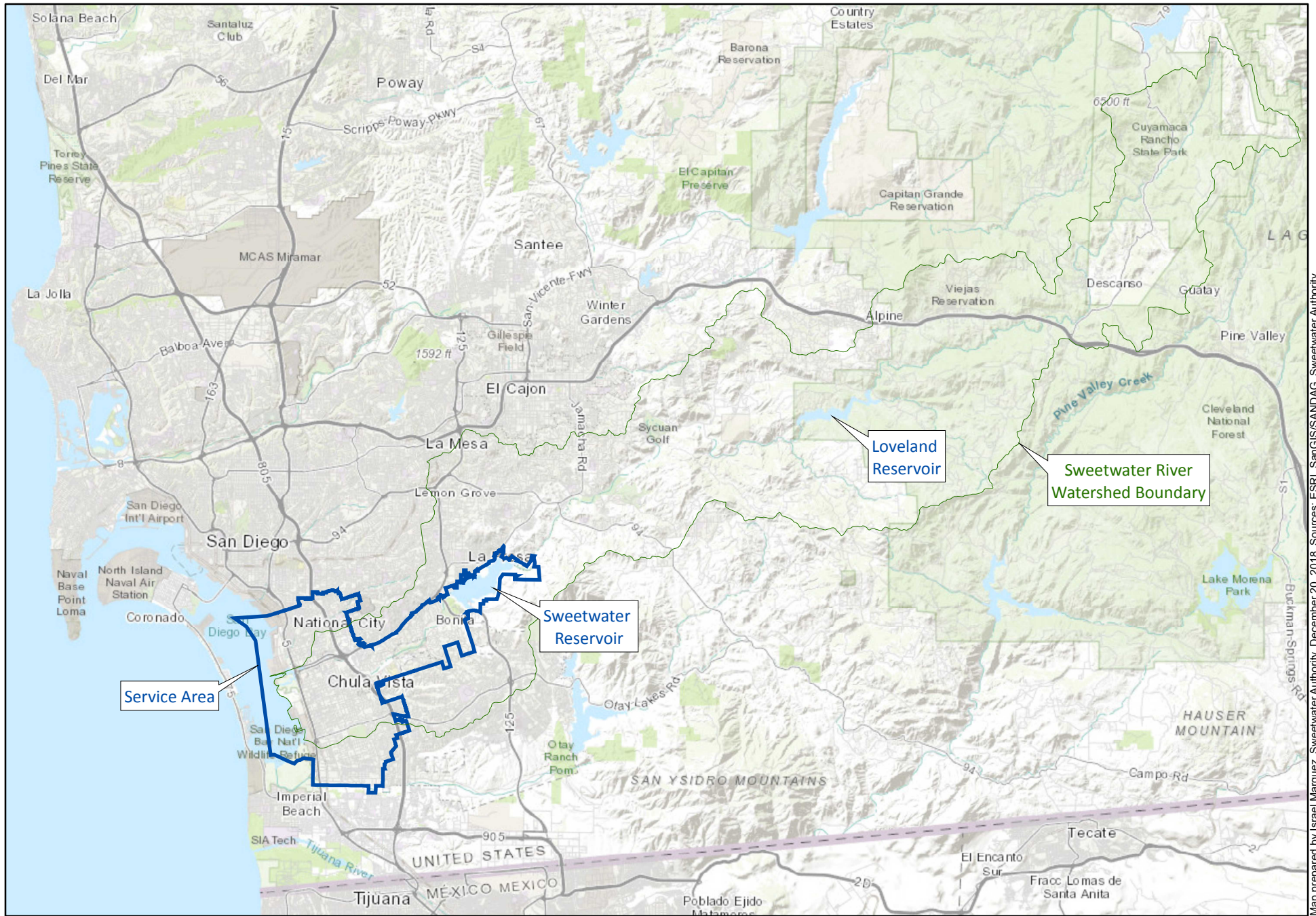
2.1 Properties Description

The Authority owns and manages approximately 5,200 acres of property in the middle and upper portions of the Sweetwater River watershed (watershed), which includes the Sweetwater Reservoir property and the Loveland Reservoir property. The Authority also maintains facilities within the middle and upper watersheds that are located in Authority easements, including the Sloane Canyon slide gate at Willow Lake and a diversion system that protects Sweetwater Reservoir from polluted runoff, known as the Sweetwater Reservoir Urban Runoff Diversion System (URDS).

In addition to facilities and properties in the upper and middle watershed, the Authority owns and manages many facilities located within its service area, including two water treatment plants, multiple well sites, and a distribution system that includes various tank sites, pump stations, and approximately 390 miles of transmission and distribution mains. While most of the tanks, pump stations, and wells are located in urban and suburban areas and in property owned in-fee by the Authority, most of the transmission mains are located within the public right-of-way (ROW) or easements.

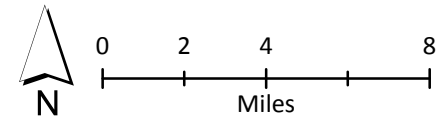
2.1.1 Loveland Reservoir

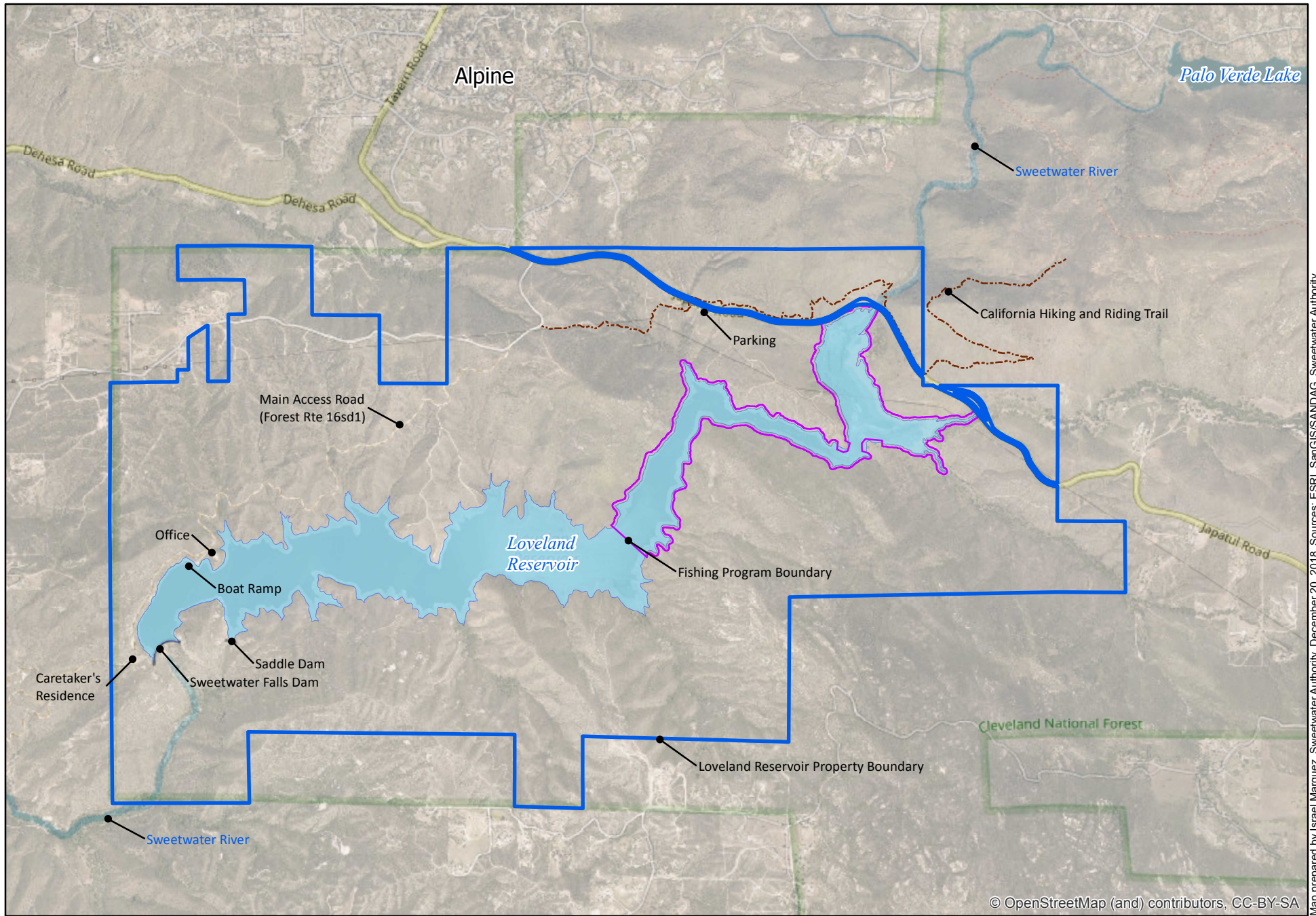
Loveland Reservoir is located within approximately 3,300 acres of land owned in-fee by the Authority, approximately 17 miles upstream of Sweetwater Reservoir, and within the boundaries of the Cleveland National Forest (**Figure 2**). When filled to capacity at an elevation of 1,355 feet above mean sea level (MSL), the 25,387 acre-foot (AF) reservoir has a surface area of approximately 455 acres. Runoff is captured from the 102-square mile upper Sweetwater River watershed, primarily during spring and winter months, and transferred to Sweetwater Reservoir via the Sweetwater River channel. Facilities at or adjacent to Loveland Reservoir include Sweetwater Falls Dam (“Loveland Dam”), the Loveland Reservoir Saddle Dam (dike), the Caretaker’s residence and office, a road network, a small boat dock, small storage buildings, and a public shoreline fishing area, dock, and supporting parking lot. The California Riding and Hiking Trail (CRHT) traverses portions of the Loveland Reservoir property.



Map prepared by Israel Marquez, Sweetwater Authority, December 20, 2018. Sources: ESRI, SanGIS/SANDAG, Sweetwater Authority. I:\eng\Operations and Maintenance Plan\O&M Plan\Working Docs\GIS\Figures for OM Document\Figure 1. Regional Map.mxd

Figure 1. Regional Map
Property Operations and Maintenance Plan

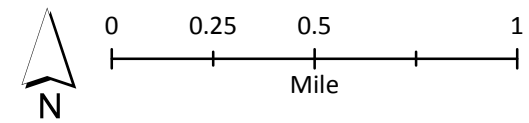




Map prepared by Israel Marquez, Sweetwater Authority, December 20, 2018. Sources: ESRI, SanGIS/SANDAG, Sweetwater Authority, I:\eng\Gen\Operations and Maintenance Plan\O&M Plan\Working Docs\GIS\Figures for OM Document\Figure 2, Loveland.mxd

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Figure 2. Loveland Reservoir
Property Operations and Maintenance Plan



2.1.2 Sweetwater Reservoir

Sweetwater Reservoir is located within approximately 1,793 acres of land owned by the Authority, approximately 17 miles downstream of Loveland Reservoir, and adjacent to the San Diego National Wildlife Refuge, or NWR (**Figure 3**). The 28,079 AF reservoir has a surface area of approximately 978 acres when filled to capacity at an elevation of 239 feet MSL. It can be drawn down to a minimum pool elevation of 196.6 feet MSL with a surface area of approximately 270 acres and a volume of 3,350 AF. Major facilities located at or adjacent to Sweetwater Reservoir include the Robert A. Perdue Water Treatment Plant, Sweetwater Dam, the intake tower, the South Dike, a 42-inch water main, the URDS, a road network, the shoreline fishing facilities, and recreational trails. Other major facilities include two aqueducts owned and operated by the San Diego County Water Authority (SDCWA). In addition to water storage and treatment facilities, the Authority currently maintains habitat preserves on the Sweetwater Reservoir property as mitigation for various projects; these include the Sweetwater Reservoir Habitat Management Program (HMP), Skelton Habitat Mitigation Area (HMA), and the Sweetwater Reservoir Shoreline Fishing Program Conservation Easement Area (CEA).

2.1.3 Other Facilities in the Middle and Upper Watershed

Sweetwater Reservoir Urban Runoff Diversion System - The URDS is comprised of a system of drainage and diversion facilities designed to protect Sweetwater Reservoir from potential negative water quality impacts resulting from urbanization and agriculture upstream of Sweetwater Reservoir (Authority, 2014). The URDS allows for runoff capture, pollutant removal within constructed wetlands via sedimentation and phytoremediation, and runoff diversion from the Sweetwater Reservoir. Typical runoff diversions include the winter “first flush” storm event and dry season low flows. The URDS is also capable of capturing and diverting away from the reservoir any “emergency runoff” (i.e., runoff contaminated by hazardous spills upstream of the reservoir). The URDS was constructed in three phases: Vista del Lago (late 1970s), Phase I (1991), and Phase II (1998). While most of the URDS is located within the Sweetwater Reservoir property, portions of the URDS were built on easements within the NWR and ROW currently managed by the State of California. The entire URDS is located within the middle watershed.

Fishing Programs and Recreational Trails - Each of the two surface water reservoirs owned by the Authority provide opportunities for limited recreation, consisting of shoreline fishing and recreational trail use. Non-contact fishing opportunities exist at both reservoirs in designated areas. At Sweetwater Reservoir fishing is allowed in a 2.5-mile stretch of the southwest shoreline. At Loveland Reservoir fishing is allowed along a 5-mile stretch of the eastern shoreline. Regional recreational trails also exist at both reservoirs, including the Sweetwater Reservoir Riding and Hiking Trail at Sweetwater Reservoir and the CRHT at Loveland Reservoir; these regional trails are not managed by the Authority, but their maintenance is coordinated with the Authority. In addition to the regional recreational trails, the fishing programs have small trail networks that are open to the public when the fishing programs are open.

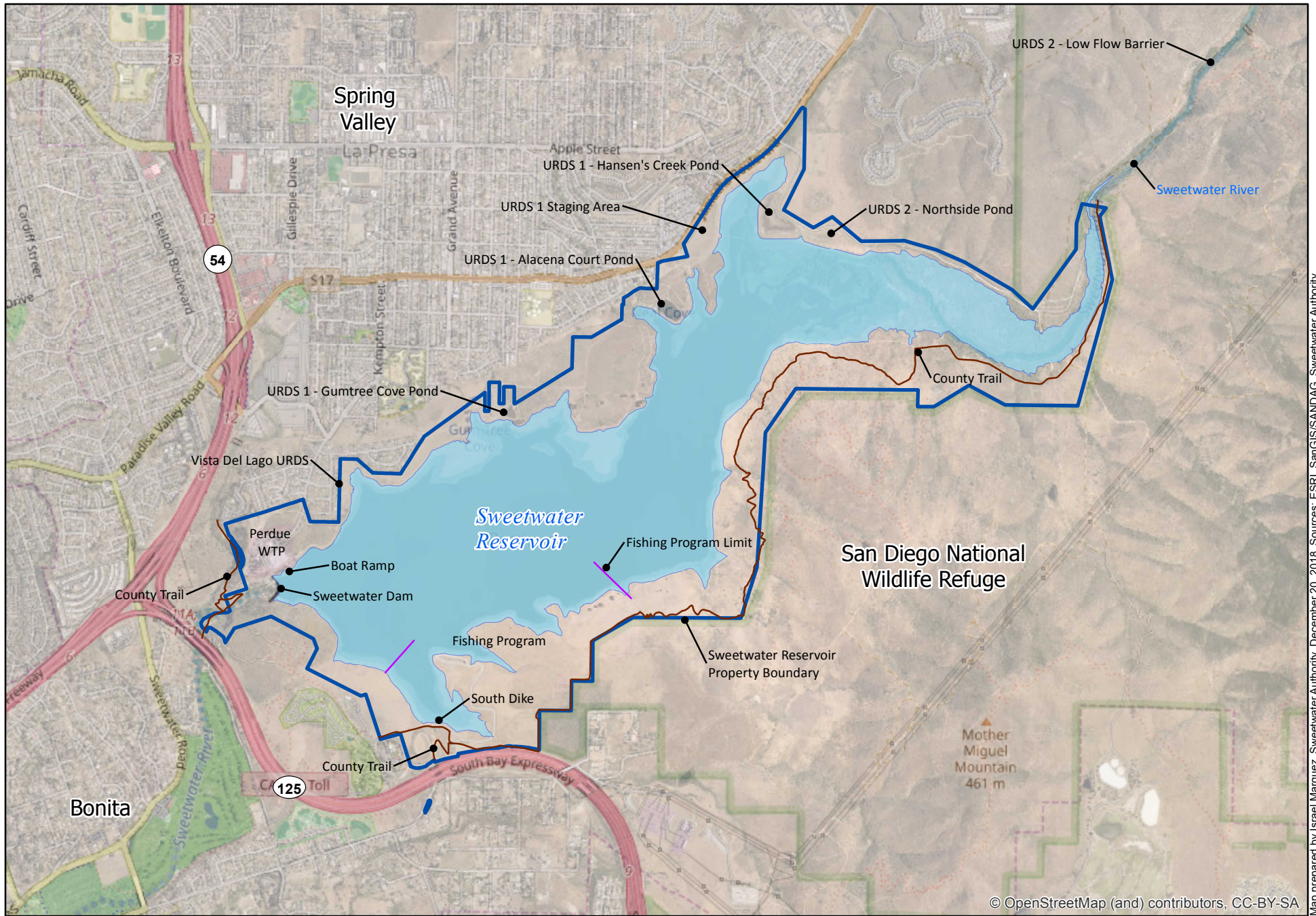
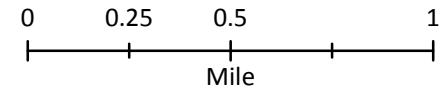


Figure 3. Sweetwater Reservoir
Property Operations and Maintenance Plan



Map prepared by Israel Marquez, Sweetwater Authority, December 20, 2018. Sources: ESRI, SanGIS/SANDAG, Sweetwater Authority, ArcGIS/Gen/Operations and Maintenance Plan/O&M Plan/Working Docs/GIS/figures for OM Document/figure 3. Sweetwater Reservoir.mxd

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Sloane Canyon Slide Gate - The Sloane Canyon Slide Gate is located downstream of Loveland Reservoir within an Authority easement in property managed by the Sycuan Band of the Kumeyaay Nation (Sycuan Tribe). The Sloane Canyon Slide Gate easement area includes access area and the streambed stabilizer at the downstream end of Willow Lake in the former Sloane Canyon Sand Mine. The slide gate acts a stabilizer and was constructed downstream of Willow Lake in order to control severe erosions during storm events, as ordered by an emergency Watercourse Permit issued by the County of San Diego (COSD) to Calmat Company/Fenton Materials in August 1988.

2.1.4 Service Area Facilities

The Authority's service area includes National City, the western and central portions of Chula Vista, and the unincorporated community of Bonita (**Figure 4**). The service area includes the water treatment and distribution system facilities.

Robert A. Perdue Water Treatment Plant - The Perdue Water Treatment Plant (WTP) is located on the north side of Sweetwater Reservoir and, while geographically located in the middle watershed, the Perdue WTP is considered part of the Authority's service area due to its function. The Perdue WTP treats raw water to produce up to 30 million gallons per day (MGD) of potable water. Raw or untreated water is pumped from the reservoir or obtained from the SDCWA aqueduct; water is then treated to remove color, turbidity, taste, odor, and bacteriological contamination through coagulation, flocculation, dissolved air flotation, sedimentation, filtration, and disinfection; and the potable water is then conveyed into the distribution system.

Richard A. Reynolds Groundwater Desalination Facility - The Richard A. Reynolds Groundwater Desalination Facility (Desalination Facility) is in the City of Chula Vista on the northern banks of the Sweetwater River and immediately adjacent to National City. The Desalination Facility uses reverse-osmosis treatment (R/O) to remove dissolved salts, microscopic particles, and other contaminants which could be found in the brackish groundwater. The Desalination Facility began operating in 1999 drawing brackish groundwater from six wells. Construction for a phase two expansion of the Desalination Facility included installation of three additional reverse osmosis trains, a new iron and manganese treatment system, drilling of five new brackish groundwater wells, installation of 23,000 feet of pipe, and additional system upgrades. The Desalination Facility now has a full production potential of 10 MGD of drinking water and provides Authority customers with about one-third of their annual water supply. The Desalination Facility's sustainable design also includes 2,950 ground-mounted solar photovoltaic panels as an alternative energy source.

Bonita Valley Reservoir – The Bonita Valley Reservoir (BVR) is a reinforced concrete underground reservoir located in Bonita, south of the Sweetwater River. BVR can store up to 18 million gallons (MG) of potable water (RECON, 1982).

Service Area Parcels and Easements - Treated water is distributed to customers via approximately 390 miles of pipeline (ranging from 2- to 48-inch diameter), 23 pump stations (with a total capacity of 36,000 gallons per minute) and 25 storage tanks (with a total storage capacity of 42.8 MG). While tanks and pump stations are located on small parcels of land owned by the Authority or on easements granted to the Authority, transmission and distribution mains are located mostly on easements or the public ROW.

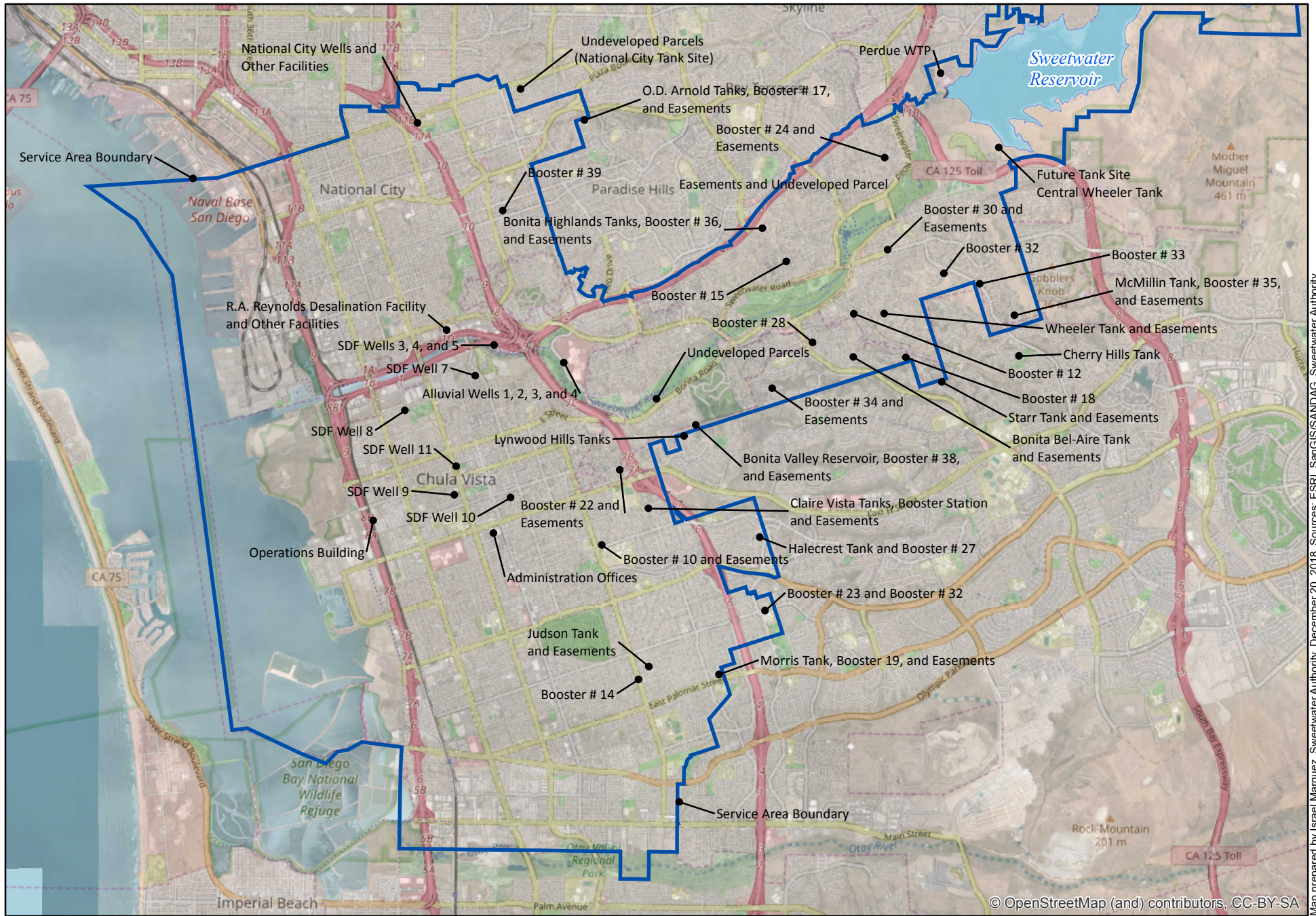
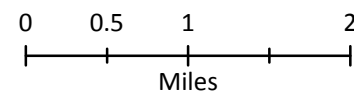


Figure 4. Service Area
Property Operations and Maintenance Plan



Map prepared by Israel Marquez, Sweetwater Authority, December 20, 2018. Sources: ESRI, SanGIS/SANDAG, Sweetwater Authority, I:eng/Gen/Operations and Maintenance Plan/O&M Plan/Working Docs/GIS/ Figures for OM Document/ Figure 4. Service Area.mxd

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The Authority owns multiple parcels scattered throughout the service area. These parcels, mostly associated with treatment and distribution facilities, include many sites that support small reservoirs, tanks, wells, and pump stations. In addition, a small number of parcels owned by the Authority are currently undeveloped, such as the proposed National City Tank parcel. The Authority also holds multiple easements with distribution and treatment facilities throughout the service area. Easements in the service area are generally located in private property or property owned by other public agencies.

2.2 Activities Not Covered by the O&M Plan

There are multiple operational and maintenance activities that the Authority conducts on a regular basis that are not part of this O&M Plan because they are out of the scope of this O&M Plan or because they are conducted under specific existing permit conditions. As a general rule, operations and maintenance of water treatment facilities, habitat preserves, reservoir operations, or distribution system operations, should not be considered covered by this O&M Plan, unless specifically discussed in Section 4 of this document. Amendments to this O&M Plan would be addressed as outlined in Section 3.3 *Plan Amendments*.

Open Water Management - The following activities are examples of open water management activities not covered by the O&M Plan:

- Operation of the reservoirs from minimum pool to the high water mark associated with storage of natural runoff and imported water. This activity is currently regulated by the State Water Resources Control Board (SWRCB) and the Division of Safety of Dams (DSOD).
- Surface waters chemical applications. Sweetwater Reservoir is occasionally treated with chemicals to improve water quality and meet drinking water regulations. For example, to eliminate taste and odor associated with eutrophication and subsequent algae blooms associated with excess nutrients, the reservoir is treated with copper sulfate, along with citric acid as chelating agent. Copper sulfate applications to Sweetwater Reservoir to control algae are covered under the Aquatic Pesticide Statewide NPDES Permit (SWRCB, 2016). Chemicals used for water treatment at the Perdue WTP are all National Sanitation Foundation approved and their usage is covered/regulated under the Authority's State Board-DDW Water Supply Permit.
- Sediment extraction for reservoir capacity management purposes. Minor dredge and fill activities in the reservoirs is proposed and may be required if related to O&M activities outlined in Section 4, but not for reservoir capacity management or for marketing of dredged materials.
- Water quality sampling and water quality-related investigative studies, including the use of divers and boats.
- Water extraction for fire emergencies and training exercises, including helicopter or fixed wing aircraft water extraction.
- Water pumping for water treatment.

- Maintenance associated with quagga mussels. Currently, maintenance and inspection activities associated with quagga mussels are covered under the Authority’s Quagga Mussel Monitoring and Control Plan, which was developed in accordance with California Department of Fish & Wildlife (CDFW) regulatory requirements (Hatcher, 2009).

Water Treatment, Water Distribution, and Associated Programs – Most of the water treatment and distribution facilities have their own O&M procedures and manuals and their own programs and regulatory permits. For example, there is a Standard Operating Procedure (SOP) for O&M of valves in the distribution system or an NPDES permit for discharges associated with drinking water facilities. Facilities in the service area with their own O&M, SOPs, programs, or permit conditions are not covered by this O&M Plan. Replacement or installation of distribution tanks, pump stations, transmission and distribution water mains, laterals, hydrants, valves, meters, and other distribution system appurtenance are not covered by this O&M Plan.

Monitoring or Maintenance of Private Wells – While the Authority may monitor certain private wells within the watershed or service area, the Authority has no responsibility regarding maintenance of private wells.

Habitat Management – The Authority has several mitigation requirements in place to protect and manage sensitive species and habitat within specific areas of the Authority properties, including the Sweetwater Reservoir HMP, Sweetwater Reservoir Shoreline Fishing Program CEA, Skelton HMA and the URDS II Biological Monitoring Program. Habitat and species management activities are conducted by the Authority and include maintenance and enhancement of existing habitat, control of invasive species, and revegetation of native species. Habitat and species management activities are not considered part of the O&M Plan as they occur as result of existing permit requirements.

Mosquito Control – COSD Vector Control Program staff inspects Sweetwater Reservoir property for nuisance and disease carrying mosquitos in the vicinity of inhabited dwellings. Physical control is conducted as necessary by Authority staff, cleaning and removing debris from the URDS channels and other water collection points. Biological control is performed as necessary by COSD staff, and includes adding mosquito fish to the URDS ponds and water collection points where the water stagnates and mosquito breeding can occur (COSD, 2019).

Emergency Actions – Emergency actions or procedures are not part of the O&M Plan.

3.0 GOALS AND OBJECTIVES

The Authority’s mission is to provide current and future customers with a safe, reliable water supply through the use of the best available technology, sound management practices, public participation and a balanced approach to human and environmental needs. This O&M Plan is consistent with the Authority’s mission. In an effort to maximize the use of its assets, the Authority has adopted, through its strategic planning process, the goal of achieving “*uninterrupted, long-term water supply through investment, maintenance and innovation.*” More specifically, the Authority has the goal of “*maintaining its facilities and infrastructure to optimize its useful life and performance.*” The O&M Plan also meets that specific purpose for the properties that are covered by the strategic plan (Authority, 2017). Furthermore, the O&M Plan has the following specific objectives:

- **Objective 1. Identify and describe O&M activities within the scope of the O&M Plan** - Identify O&M activities that occur, or are proposed to occur, on Authority properties. This Plan focuses on maintenance, repairs, and minor improvements of facilities.
- **Objective 2. Streamline O&M activities using programmatic approvals** - The Authority will request programmatic permits or agreements with the applicable resource agencies to streamline the external approval of O&M activities.
- **Objective 3. Describe the management practices conducted to avoid or minimize environmental impacts** - The Plan describes management practices developed to avoid or minimize environmental damage that are required to be performed by Authority staff or its contractors.
- **Objective 4. Plan Amendments** - The Plan will be amended, as necessary, to improve property management practices and O&M activities.

3.1 Streamlining of Programmatic Approvals

Water supply and reliability are the main concerns of the Authority. In order to ensure that water delivered to its customers meets and exceeds all standards, the Authority understands that a well-maintained system is necessary. The Authority conducts all of its functions, including O&M, in compliance with regulatory requirements and is consistent with numerous federal and state regulations including, but not limited to, the federal and state Safe Drinking Water acts, federal Clean Water Act, Migratory Bird Treaty Act, National Historic Preservation Act, federal and state Endangered Species acts, Homeland Security Act, California Fish and Game Code, and California Water Code. The Authority complies with local fire ordinances, which regulate activities such as vegetation clearing and brushing to reduce fire hazards and maintain emergency access. In addition, the Authority coordinates with other local agencies on a regular basis to be consistent with local ordinances, such as vector control conducted by the COSD.

In order to streamline future permitting processes, the Authority intends to pursue programmatic permitting for the applicable O&M that are regulated by the resource and regulatory agencies. Permit streamlining for multiple O&M activities conducted on Authority properties would reduce time required for agency coordination and review, increasing overall efficiency. Programmatic permitting will also allow for comprehensive planning, including conservation and mitigation planning, that contributes to the recovery and protection of sensitive resources. Potential permitting mechanisms are Habitat

Conservation Plans administered by the U.S. Fish and Wildlife Service (USFWS), Natural Community Conservation Plans administered by CDFW, Regional General Permits administered by the U.S. Army Corps of Engineers (USACE) and certified by the California Regional Water Quality Control Board, San Diego Region (RWQCB), and programmatic Lake and Streambed Alteration Agreements administered by CDFW.

3.2 Management Practices

The purpose of the management practices, which include the Environmental Measures, Appendix A, and Appendix B, is to prescribe measures that would be implemented on a case-by-case basis to avoid or minimize potential environmental impacts.

Environmental Measures – The Environmental Measures (Section 5 of O&M Plan) includes applicable environmental measures aiming to avoid or minimize potential environmental impacts. These environmental measures developed for the O&M Plan will accomplish the following objectives:

1. Inform Authority staff and authorized representatives of the adopted measures used to avoid or minimize environmental impacts and to ensure consistency with permit conditions, as applicable.
2. Serve as mitigation measures for areas of concern.

Appendix A. O&M Mapbook and Vegetation Management Schematics – Concurrent with the preparation of the O&M Plan, an annotated Mapbook is being created to identify facilities within each managed property and the land covers surrounding such facilities. The Vegetation Management Schematics, also included in Appendix A, are aimed to communicate to Authority staff, in general terms, the desired measurements and practices for vegetation control and removal. Appendix A is for reference purposes and may be updated as needed.

Appendix B. Generic Water Pollution Control Plan – The purpose of the WPCP is to ensure that O&M activities conducted by Authority staff or its authorized representatives do not result in pollution of waters or waterways regulated by RWQCB. While the WPCP complements the environmental measures, its main goal is ensuring that all O&M activities are conducted with applicable stormwater BMPs.

3.2.1 Staff Training, Coordination, and Record Keeping

Staff Training – Authority staff that work in or adjacent to regulated resources shall attend an employee-training program which shall be reviewed annually, and updated as necessary. The training program will include an overview of sensitive biological, cultural, and water resources on Authority-owned properties and easements; summary and application of the relevant environmental regulations; discussion of standard and relevant BMPs; and procedures to address and resolve potential issues or other conflicts that are not specifically addressed in the O&M Plan. A similar educational program shall be held for all contractors participating in O&M. Appropriate educational materials summarizing the program shall be made available to contractors prior to the initiation of applicable O&M on Authority managed lands.

Compliance Monitoring – The Authority will be responsible for compliance monitoring, as needed, to ensure that O&M activities are being carried out in accordance with the O&M Plan, its appendices, and applicable permit conditions. Implementation of the O&M Plan is not only intended to facilitate internal communications between Authority staff in different departments, but also a cooperative and interactive partnership with the regulatory agencies. Therefore, these agencies shall be provided reasonable site access upon request to observe implementation of O&M activities. Any identified compliance deficiencies shall be discussed between the Authority and the regulatory agencies to determine remedial measures. Similarly, the Authority would provide reports to the regulatory agencies that summarize the O&M that were conducted. The reports shall also quantify and describe impacts to regulated resources and how the permit conditions are being met.

3.3 Plan Amendments Process

It is anticipated that modifications to the O&M Plan will occur due to changes in state and federal regulations, “lessons learned,” regulatory agency guidance, Authority’s Policies and Procedures, newly identified activities not currently covered under the O&M Plan, or currently unforeseen scenarios. The Authority plans to review this O&M Plan every five years or as necessary, with the ultimate goal of ensuring system reliability by conducting O&M as efficiently as possible. Any identified amendment to the O&M Plan is expected to follow the process outlined below:

1. Identify purpose and need of proposed amendment(s).
2. Identify the nature of proposed amendment(s).
 - a. Action-amendment would be the modification, inclusion, or removal of an O&M action.
 - b. Site-amendment would be the removal from, or inclusion of a site to the O&M Plan.
3. Identify if any regulatory/environmental review is triggered by the proposed amendment(s), and comply with regulatory/environmental review as required.
4. Adopt or reject proposed amendment(s).

Plan amendments can also occur to clarify language of the O&M Plan and may have little to no significance in the outcomes of the O&M activities described herein.

3.4 Current Plan Amendments

Plan amendments will be summarized in this section. As of today, no amendments have occurred to the O&M Plan.

4.0 SCOPE AND IMPLEMENTATION

O&M activities are necessary for the Authority to maintain its facilities in proper working condition and meet industry standards. O&M activities include maintenance activities that are routinely implemented by the Authority at Sweetwater Reservoir, Loveland Reservoir, and other Authority properties and easements. Examples of maintenance activities include dirt road maintenance, debris removal from drainage facilities, and general grounds maintenance activities in the vicinity of built properties. Other activities, such as road realignments, are less frequent but still part of the scope of the O&M Plan. While some of these activities are location specific, the majority of these O&M activities occur throughout the Authority properties.

4.1 Property Management

The Authority owns and manages approximately 5,200 acres of land in the middle and upper portions of the Sweetwater River watershed. Within these properties, the Authority maintains roads, drainage conveyance systems, recreational facilities, and many other facilities. The Authority also maintains facilities within the middle and upper portions of the watershed and within the Authority's service area that are located in Authority easements. Many water treatment and distribution facilities exist in parcels of land with brush management needs or may be located on the top of hills with steep slopes subject to erosion. Distribution sites, in general, require landscaping and grounds maintenance on a regular basis. Pipeline corridors, which are within the public ROW or on Authority easements, require brush management or encroachment removal as needed.

4.1.1 Defensible Space

Fire management activities on Authority managed property include preemptive actions intended to reduce the threat of wildfire, actions necessary to control an active wildfire, and any post-wildfire actions necessary to restore the affected area immediately following a burn.

Preemptive Actions – Creation and maintenance of defensible space (i.e., fuel management zones and fuel breaks) is conducted in coordination with the local Fire Authority Having Jurisdiction (FAHJ), and pursuant to the applicable fire codes and any agreements between the FAHJ and the wildlife agencies and other regulatory agencies (COSD, 2017). The general practice on Authority properties includes creating fuel management zones by clearing and thinning vegetation up to 100 feet (horizontal distance) from qualifying structures and up to 15 feet from each side of selected roads, unless a modified fuel management zone is determined to be acceptable by the FAHJ. These fuel management zones are created to aid fire fighters in the event of a fire, and to provide a barrier or gap in vegetation that is utilized to slow or stop the progress of a wildfire (Authority, 2001).

Fuel breaks are created and maintained by mowing, removal, or replacement of combustible vegetation types including weeds, dead or dying trees or foliage. The majority of the fuel breaks located in Authority property have been mowed for logistic and efficiency purposes. In some situations, selective vegetation reduction is performed adjacent to Authority structures. For example, at the Sweetwater Reservoir property, approximately 2 miles of 50-foot-wide fuel breaks are maintained near the housing developments located along the northern perimeter of the reservoir land. These fuel breaks are maintained each year by cutting, trimming, and removing vegetation using a tractor and brush cutter. During the growing season, maintenance activities occur as needed. At Loveland Reservoir property, there is a 2.5-mile fuel break along Forest Route 16Sd1 (10-foot clearance on each side of the road) and two defensible space areas around the Caretaker's residence and Loveland Reservoir Field Office. The local or state FAHJ may eventually require more fuel breaks or vegetation treatments in the lake properties since both lake properties are currently mapped as hvery high fire hazard severity zones (CAL FIRE, 2007). Authority properties in the urban areas, such as tank sites and pump stations, are also maintained following the applicable fire code guidelines.



Certain Authority buildings, such as the Caretaker's Residence at Loveland Reservoir, require the maintenance of defensible space, per applicable fire codes.

Post-Wildfire Actions – Post-wildfire actions are conducted to stabilize soils, protect drainages, and minimize the potential for flooding. These post-wildfire actions may include removal of debris, removal or rehabilitation burnt structures or facilities, minor regrading and/or soil compaction, installation of erosion prevention and sediment control measures, and revegetation either by planting or hydroseeding.

4.1.2 Fencing, Gates, and Signage

The Authority maintains a perimeter around Sweetwater Reservoir and Loveland Reservoir and is delineated with fencing and/or regularly spaced property marker signs. Additionally, the Authority also fences many of its other properties and easements, largely for security reasons. The Authority regularly patrols its properties and assets, including reservoir lands and major facilities, to enforce trespassing restrictions and to provide immediate repairs and replacements.

Fencing – The Authority selects fencing that best accomplishes access control and prevents trespassing. For instance, chain link fencing is used along the areas of the reservoir perimeters that are located adjacent to the roadway or are otherwise highly trafficked by trespassers. Fencing at off-site properties and easements generally consists of chain link fencing topped with barbed wire, which is compatible with the developed urban environment. Chain link fence installation requires post-hole digging and concrete footings for each post. Posts are spaced at approximately 10 feet apart and installed at a depth of

approximately 24 inches. Fencing may also be placed parallel to trails, near recreational areas, or at the boundaries of ESAs. Fences within the reservoir properties typically consist of three- or five-strand barbed or barbedless wire to maintain wildlife movement across the property boundary. Barbed and barbless wire fencing are generally supported by metal T-posts pounded directly into the ground and spaced at approximately 10 feet apart. A 5-foot vegetation clearance on each side of a fence may be maintained; and up to 10 foot vegetation clearance may be maintained in areas where utility vehicles (UTVs) are needed for patrolling the property line. Further, staff removes unnecessary existing fencing from interior portions of the reservoir lands, as appropriate.

Gates and Signs – There is currently a variety of chain link fenced gates and swing arm gates providing access to Authority property and roads. These gates are kept locked to restrict access to reservoirs and other facilities. Maintenance, repair, relocation, and/or replacement of gates are conducted on an as-needed basis with in-kind materials, and following industry-standards. Gates may have a 5 feet vegetation



Signs are installed and maintained throughout the Authority's properties and easements.

clearance and are maintained clear of obstructions. Signs are posted and maintained throughout Authority properties for the purposes of providing access control, regulatory information, hazard notification, and public education. Authority staff inspect signs at least once annually and repair or replace damaged or missing signs as needed. Replacement of signs may occur with in-kind materials, including wooden or metal posts. Vegetation clearance of up to 3 feet from posts is allowed. Selected

branches outside the vegetation clearance buffer may be removed if branches are considered a visual obstacle.

4.1.3 Pest Control and Nuisance Wildlife Management

Control of pest and nuisance wildlife is necessary to protect facilities, including but not limited to building foundations, concrete and dirt channels, berms, and roads. For rats, mice, and some bird species, population control is necessary to avoid health related issues (e.g. water quality impairment from droppings in treatment). Management of pests and other nuisance species includes rodenticide application and fumigation performed by qualified applicators, and ground squirrel control using CDFW-approved depredation traps and methods.

Grouting of Burrows - When burrows created by ground squirrels or other small mammals are identified in the vicinity of existing facilities, burrows are typically filled with a grout mix consisting of sand and water. Depending on the damage, a cement based-mix may also be used to seal the grouts and discourage future burrow activity in the same area. In addition to a grouting pump and a hose, hand tools or heavy equipment may be necessary to complete the repairs. Specific burrow conditions, time of year,

and/or ground squirrel densities are considered in prescribing the preferred treatment method. Grouting of burrows is coordinated with staff Biologist to avoid impacts to wildlife.

Bird Repellents and Nest Removal - Metal bird repellent spikes and auditory deterrence devices (e.g. ultrasonic sound waves that are silent to humans) are used to keep birds/bird droppings from certain facilities and walkways. Consistent with the provisions of the Migratory Bird Treaty Act and in coordination with the applicable wildlife agencies and Authority biologist, active bird nests may be removed for certain bird species to avoid impacts to drinking water quality.

Invasive beetles - Invasive woodboring beetles, such as the Goldspotted Oak Borer, Polyphagous Shot Hole Borer, and Kuroshio Shot Hole Borer, bore holes in and spread diseases among many trees species in Southern California. While boring beetles are not currently known on Authority properties, species populations are growing within the region, including the Sweetwater River watershed. Consequently, O&M activities at Authority properties may include wood boring beetle control methods. Management options for controlling these beetles are primarily limited to cutting, chipping, and/or burning infested branches or limbs.

4.1.4 Operational Trails

There are multiple operational trails throughout Authority properties that were created with the purpose of accessing facilities and monitoring stations. Some examples are the trails to access the URDS facilities and boreholes at Sweetwater Reservoir, or a UTV trail created adjacent to the Spring Canyon subdivision to access a fuel management zone. The typical width of these operational trails does not exceed 6 feet. Some operational trails, however, are up to 10-foot wide to provide access to UTVs. New operational trails may be installed where deemed necessary to provide access to facilities or monitoring stations.

4.1.5 Road Network Management

The Authority maintains roads predominately comprised of native soils, road base, or gravel. Road networks function as access roads to facilities and for patrolling. Road networks are used regularly by Authority staff, but also serve as access routes to other agencies (e.g. San Diego Gas and Electric, Otay Water District) or to access neighboring private properties. The Authority's roadway network requires routine maintenance to ensure continued access across the reservoir properties. Unpaved roads are subject to erosion, pooling of water during the wet season, and general wear and tear from repeated use. As discussed below, road vegetation maintenance, grading, placement of materials and road relocations occur to improve the overall roadway networks.

Roadside Vegetation Maintenance – Areas adjacent to roads are maintained and controlled so that vegetation growing on or adjacent to the roads does not encroach. Trimming and mowing of vegetation adjacent to the road is necessary to maintain access. Roads currently vary in width, but a road right of



Roadside vegetation may be conducted using mechanical equipment.

way (ROW) of 20 feet is being proposed as part of this O&M Plan, except where other standards require roads to be wider or narrower (e.g. roads with fuel breaks). Within this ROW, vegetation can be trimmed and/or removed and surfaces maintained as needed. Vegetation trimming is performed by hand using non-powered and powered trimmers, cutters, and saws, and/or with tractor mounted mowers. In some limited circumstances (e.g. persistent or invasive species), vegetation may also be treated with herbicides. Turnouts may be installed adjacent to the proposed ROW to improve road safety and access.

Road Surface Maintenance – Surface maintenance of unimproved Authority roads is typically performed with a tractor mounted blade or Gannon box. Grading cuts into the road surface to smooth “washboard” ridges, high spots, and depressions that have resulted from on-going vehicle traffic. Roads are also surface dragged by towing large rubber tires or a metal scraper implement behind a pick-up truck. Road shoulders are scraped/maintained to their disturbed width. Reshaping existing roads or adding drainage improvements may be necessary to achieve proper drainage and to address lowering of the road surface and creation of cut banks along the road edge.

Placement of Road Base Materials and Paving – Placement of road base materials is sometimes necessary to fill depressions, bring road levels up to natural grade, and generally improve surface road conditions. Materials may include ¾-inch drain rock, decomposed granite, or Class II road base. Materials placement can be localized for a single area or spread over several hundred feet to improve an entire road segment. Materials are graded smooth and compacted with the weight of the tractor and/or trucks. There are certain paved roads within properties owned or managed by the Authority. These roads are built for accessing facilities or patrolling, and their construction and maintenance is done by qualified contractors, following existing industry standards for the construction of paved roads.

Road Additions and Abandonment – The Authority’s roadway networks at Sweetwater Reservoir and Loveland Reservoir have been developed over time as necessary to facilitate access. As the Authority’s property holdings have grown, the roadway network has expanded with the interior dirt roads experiencing reduced levels of use. The Authority’s existing perimeter roads are incomplete and require small additions to facilitate continuous perimeter access; additionally, some roads may need to be widened and turnout areas added. These additions would be constructed similar in appearance to the existing perimeter road segments and consistent with the proposed 20-foot road width standard. As the Authority’s roadway network is expanded, the interior



Patrol and maintenance roads may be abandoned, realigned, or expanded, depending on changing purpose and needs.

roads that experience little to no use can be abandoned, particularly in areas where these roads may fragment sensitive habitat. During abandonment, the road would be de-compacted and the area would be restored in order to stabilize existing soils.

4.1.6 Brush Management

Brush management activities on Authority properties are necessary to maintain existing facilities. In addition to creating fuel breaks and maintaining roadside buffers, brush management is also necessary to control invasive vegetation and to prevent the establishment of trees as well as large shrubs and other large woody species that may cause damage to Authority facilities or infrastructure. Vegetation overhanging road paths, channels, or ditches, or growing into Authority property fencing is trimmed or pruned as necessary. Brush management activities usually require a variety of equipment including mowers, masticators, string-trimmers, and hand shears. Brush removal on easements occurs as needed (e.g. preventive maintenance, addressing water leaks or encroachments, etc.) and may be performed by Authority staff or the property owners. Vegetation removal outside of Authority property occurs only with approval of the adjacent land owner(s) and when absolutely necessary. The Vegetation Management Schematics are provided in Appendix A.

Invasive Plant Removal – Many invasive plant species require continuous, active management to control their populations to avoid or minimize harm to water resources, facilities, and natural habitats. Control techniques include both mechanical and chemical control. Mechanical control involves girdling, cutting at base, root excavation by hand or small tools (powered and conventional), or by heavy machinery (tractors and mowing equipment). Chemical control uses a variety of approved herbicides that employ of variety of techniques (foliar, cut-stump, basal bark, and injection).

4.1.7 Landscaping and Grounds Maintenance

Landscaping and grounds maintenance activities occur mostly on developed sites. Landscaping activities include planting, seeding, and the installation of horticultural gardens and irrigation systems. These types of planting activities generally consist of planting trees and drought tolerant vegetation for property beautification, but may also include installation of vegetated swales within developed sites. Other landscaping activities include mowing, trimming, waste management, and erosion control. Grounds maintenance include building and grounds maintenance, parking areas and paved road maintenance (e.g. sweeping), surface cleaning, graffiti removal, repairs to concrete work, litter control, pressure washing of buildings, rooftop repairs, remodeling, minor construction, sweeping of developed sites, etc.

4.1.8 Enforcement Actions

Enforcement actions at Authority properties vary, from patrolling properties, to addressing trespassing, illegal dumping issues, removing encroachments, and coordinating with local law enforcement agencies. Patrols of the reservoir properties and easements are conducted on a regular basis to control trespassing, inspect for potential water quality degradation and property damage, and to identify/address other issues that arise. Patrols also include regular inspections of the reservoir shoreline via maintenance boats. Where natural habitats occur, patrol vehicles are confined to the road limits and designated vehicle turnouts.

Authority staff regularly controls trash and other debris from Authority managed facilities and properties. Trash is typically picked up by hand and placed in trash bags or receptacles. Illegal dumping of some waste materials are treated as hazardous waste and its disposal is coordinated with the appropriate authorities. Some other non-hazardous illegal dumpings, such as furniture, are removed using a tractor or similar heavy equipment. All construction- and maintenance-related materials and/or demolition debris are removed from Authority lands and disposed of or recycled, as appropriate.

The Authority installs cameras and uses temporary and permanent lighting for a variety of activities. Surveillance cameras may be installed as needed for monitoring purposes or security reasons. While temporary lighting is generally installed for maintenance- or construction-related activities during the evening hours, particularly during the winter season when the sun sets earlier, permanent lighting is intended to light Authority facilities and infrastructure, as necessary, to deter trespassers and to light Authority sidewalks,



Enforcement actions include the removal of unauthorized encampments within Authority property.

pathways, and work areas. Temporary lighting can sometimes be provided by a lighting tower that is powered by a diesel generator(s), while permanent lighting is tied to a continual source.

4.1.9 Site Specific O&M

There are various operational sites that because of the types of activities conducted on these sites they are included in this O&M Plan. O&M activities in these sites are conducted as described in Sections 4.1.1 to 4.1.8, and Section 4.2, as applicable.

Storage and Staging Areas - During construction or major maintenance activities at Sweetwater Reservoir, Loveland Reservoir, and other Authority properties and easements, the Authority uses construction storage and staging areas to store construction materials and stage heavy equipment, as necessary. At the Sweetwater Reservoir property, permanent staging areas include Gate 100, the Perdue WTP Boneyard, the former Thompson House site, the URDS Staging Area, the South Dike Borrow Site (Borrow Site), and other similar disturbed, developed areas. At the Loveland Reservoir property, the Fishing Program Parking Lot, the Caretaker’s Residence, and the Field Office areas have been used historically for staging materials.

South Dike Borrow Site - The Borrow Site is a large earthen mound that has been previously used to dispose of excavated soils from pipeline replacement and similar projects. As utilities trenching and other similar activities generate additional soils, fill may continue to be stored in this location. Activities at the Borrow Site would include the use of dump trucks and other heavy equipment such as excavators and dozers, necessary to periodically deposit or remove the soils. Grading activities for placing soil would typically involve depositing soil in 12- to 24-inch lifts and compacting each lift with a dozer or other grading equipment. Located south of Sweetwater Reservoir and within the reservoir’s property, the Borrow Site will occasionally be used as a staging area and for other purposes. Soils from the Borrow Site are planned to eventually be used to raise the height of the existing South Dike at Sweetwater Reservoir (Amec-Foster-Wheeler, 2018).

URDS Staging Area - The URDS Staging Area is a 4-acre site upstream of the URDS I facilities and it is one of the main staging areas for field workers in the Sweetwater Reservoir property. The URDS Staging Area includes an area dedicated for staging materials and covered with approximately 6 inches of road base, and a second area where vegetation is staged and wood-chipped. The URDS Staging Area is mostly used by Authority staff conducting land maintenance tasks on a routine basis, but can also be used by Authority contractors (Authority, 2018).

Vegetation Woodchip Site - The Authority maintains vegetation woodchip sites to stage and/or compost cut plant material from on-going maintenance activities. Woodchip sites are located at the Perdue WTP Boneyard and the URDS Staging Area. Collected plant material is staged at these sites and eventually transferred to 40-yard greens bins for off-site disposal at the local landfill. If desired, vegetation can be mulched and disposed at the URDS Staging Area at the area known as the “buffer area” per the URDS environmental documentation (Authority, 2018). The Perdue WTP Boneyard is used for staging and transfer only, where this material is eventually moved to the URDS Staging Area or as greens waste to a local approved landfill. Maintenance of the vegetation woodchip sites include the use of trucks, tractors, or other heavy equipment (e.g. chipper), necessary to periodically deposit, process and/or remove the collected vegetation woodchips, as required for future Authority projects and landscaping. Collected vegetation material is stockpiled and managed consistent with industry standard BMPs.

Service Area Facilities - While this Plan is not being prepared for the general operations associated with the service area facilities (e.g. treatment and distribution of water), the Authority may conduct some O&M, as described in Sections 4.1.1 to 4.1.8, within its service area facilities. These O&M activities include cleaning ditches, repairing slopes, installing/repairing drain pipes, minor grading within disturbed or operational areas, etc. The table below has a list of facilities which are generally located within or adjacent to existing development, and require periodic grounds maintenance and repairs to keep this infrastructure operable and current with industry standards (see also **Figure 4**). Maintenance activities and operations such as those described in Sections 4.1.1 to 4.1.8 and Section 4.2 may be needed in some of these sites and will be addressed as described herein.

O&M SITES WITHIN THE SERVICE AREA

Sites subject to O&M, Service Area
<p>Treatment and Groundwater Facilities Perdue WTP, Desalination Facility, National City wells site, San Diego Formation and alluvial wells sites, raw water and brine discharge pipe corridors, and associated easements.</p>
<p>Bonita Valley Reservoir Reservoir footprint and surrounding easements.</p>
<p>Tank sites Bonita Bel-Aire Tank property and easements; Bonita Highlands Tanks property and surrounding easements; Cherry Hills Tank property; Claire Vista Tanks property and adjacent easements; Halecrest Tank property; Judson Tank property; Lynwood Hills Tank property; McMillin Tank property and surrounding easements; Morris Tank property; O.D. Arnold Tank property and surrounding easements; Starr Tank property and surrounding easements; Wheeler Tank property, and proposed Central Wheeler Tank.</p>
<p>Hydro-Tank Facilities Robinhood Hydro #34; Sea View Hydro #23; Halecrest Hydro #27; Horseridge #32; O.D. Arnold Hydro #17; Steeplechase Hydro #35A; and Steeplechase Hydro #35B.</p>
<p>Booster Stations Facilities Rice Canyon # 22; Claire Vista # 10; Oxford Street #14; Vista Del Lago #37; Bel Aire #28; Starr #18; Bonita Highlands #15; Wheeler #12; Bonita Golf #24; Central Avenue #30; and O.D. Arnold #39.</p>
<p>Selected Easements Rice Canyon to Claire Vista Tank; Lomacitas Lane and vicinity; Bonita Golf Course; SR-125 and S.D. County Park Vicinity; San Diego County Club Golf Course; Chula Vista Golf Course; La Vista Cemetery; National City Golf Course (“Las Palmas”); intersection of Sweetwater Rd. and Plaza Bonita Rd.; North of Bonita Rd. and west of Willow Street.</p>
<p>Undeveloped Properties National City Tank Site, APNs 585-100-24, 590-051-25, 570-170-44, 570-180-04, 570-180-55.</p>

Sloane Canyon Slide Gate and Easement - Operation and maintenance of the Sloane Canyon Slide Gate includes removing the buildup of debris upstream of the gates, taking depth readings, and vegetation management on the access road sides and around the structure. The Authority regularly conducts depth

readings, but notifies Sycuan Tribe to request debris removal. Future activities at the Sloane Canyon Slide Gate may include the installation of gauges for local and/or remote monitoring.

4.2 Drainage Systems and Soil Stabilization

This section describes maintenance and repairs of drainage facilities, and management practices related to erosion prevention, sediment controls and slope stabilization. Drainage facilities include stormwater conveyance and flood control facilities and exist throughout the Authority’s properties and easements. Drainage facilities must be maintained or installed to reduce the potential or extent of flooding and to reduce the likeliness of stormwater pollution and structural or property damage.

4.2.1 Drainage Facilities

Maintenance, Repairs and Replacements - Replacement, repair, and removal of sediment or debris from drainage facilities are routine activities conducted by the Authority. Vegetation and annual weed growth that overhangs concrete brow ditches, concrete channels, manholes, or other storm drain-type facilities, are trimmed or pruned back up to 3 feet from the edge of structure as long as vegetation trimming does not result in erosion. Native plant vegetation is cut no more than 4 inches to the ground so the root system remains intact. In certain circumstances, herbicide is used directly on any plant species that may cause structural damage to the drainage facility or result in a trip hazard. All vegetation and debris growing in concrete channels, concrete ditches, and concrete swales is removed. Occasionally, man-made unlined channels or ditches need to be



Stormwater facilities are maintained and repaired as needed. New facilities are installed as necessary to improve drainage and reduce impacts to water quality and hydrology.

dredged or re-contoured to improve their functionality, and while these ditches may be vegetated or bare ground, inlets and other structures are maintained clear of vegetation or debris to prevent structural damage and reduce likeliness of flooding. Excess sediment and debris accumulated in and around culverts and other drainage pipes and facilities is removed using the appropriate tools. Sediment removal from facilities is conducted to maintain the original volumetric capacity of drainage facilities, and heavy equipment is used if there are excessive amounts of debris accumulated.

Drainage system repairs involve repairs to or replacement of any drainage facility that is damaged or degraded. Work on drainage systems could include, but not be limited to, reclamation of eroded slopes and waterways, and repairs or installation of drainage facilities, such as downdrain flumes, culverts, headwalls, or energy dissipaters (e.g. gabions or rip-rap). French drains could also be used to correct unpaved road drainage areas. Maintenance and repairs of drainages and streambeds may include reshaping of streambeds, revegetation, debris removal, relocation of in-stream structural facilities, installation of retaining walls, etc. Indirect repairs to a streambed may include improvements to, or relocation of, roads and other facilities.

New Drainage Facilities - Ephemeral drainages and streams exist in Authority properties; some of them have been modified by existing roads and associated drainage facilities. Whenever a drainage facility needs to be installed or upgraded within a waterway, the Authority conducts the appropriate hydraulic analysis to ensure that potential hydrological impacts areas are avoided or minimized. If a streambed or stream crossing located within Authority property shows signs of failure due to upstream development or other reasons, the Authority may conduct repairs based on the results of the investigation.

4.2.2 Erosion Prevention and Sediment Controls

Activities involving ground disturbance are accompanied by erosion prevention, sediment control, and slope stabilization measures, as appropriate. Prior to initiation of any project activity where the ground is disturbed, site conditions and proposed activities are evaluated and the proper stormwater BMPs are



Erosion repairs may include a combination of short-term (e.g. re-grading) and long-term (e.g. installation of drainage facilities, paving, etc.) solutions.

selected for installation. The Authority’s BMP efforts generally focus on minimizing or avoiding disturbance to natural land covers and preventing materials from escaping the sites being maintained. Following the completion of maintenance activities, disturbed soils are typically revegetated or stabilized with other non-vegetative materials. Revegetation, typically involving native or drought tolerant non-invasive plants, involves hydroseed application, planting of container plants, or both. Depending on the goal of the project, soils may also be protected in place with mulch or rip-rap or using other

measures. The WPCP prepared for the O&M Plan (Appendix B) includes more detail about each of the erosion prevention and sediment control measures used by the Authority.

Erosion repairs consist of stabilizing or restoring the existing terrain or man-made features, such as retaining walls and dirt roads, to prevent structural damage and further erosion. The Authority implements different measures on an as needed basis to address long-term erosion issues associated with cut/fill slopes or upstream hydromodifications. In the event that severe or otherwise problematic erosion issues develop, Authority staff installs temporary measures while identifying a long-term solution.

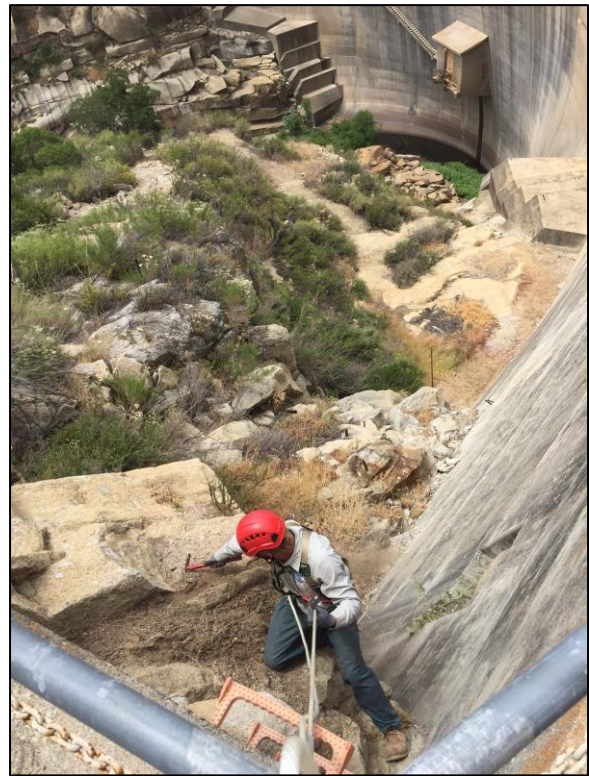
In certain circumstances long-term solutions to erosion issues and slope repairs can include regrading, installation of diversion ditches at the top of cut slopes, installation of downdrain flumes with energy dissipaters on the side of roads, or other stabilization techniques as approved by a Professional Civil Engineer. Erosion repairs could occur in any facility or land managed by the Authority.

4.3 Reservoir Facilities Management

Reservoir maintenance, including maintenance of dams, is one of the most important O&M activities that occurs in Authority lands that allows the Authority to provide safe and reliable water while having safe structures. Reservoir maintenance includes, but is not limited to, maintenance and minor repairs to dams, dikes, discharge pipelines, and intake and outlet structures and facilities; maintenance, repairs and replacement of log booms, buoy and gauges; access, maintenance, repair, or replacement of facilities within the reservoirs; water transfers; and vehicle or equipment access points, boating ramps, and temporary roads within the reservoir footprint.

4.3.1 Dams and Dikes Maintenance

The dams and dikes at Sweetwater Reservoir and Loveland Reservoir are subject to monthly inspections and surveys immediately following any potentially destabilizing events (e.g. earthquakes), as required by DSOD. Maintenance of these facilities include the installation of equipment to monitor horizontal and vertical displacement of the structure and the prolongation of cracks, in kind concrete repair, graffiti removal, the removal of all vegetation from the main dams and the secondary dikes at each reservoir, and regular maintenance of Authority facilities at the reservoirs. Vegetation control is accomplished through the use of hand tools and/or herbicide application. Vegetation control is required to preclude roots from damaging the integrity of these impoundment structures and to maintain surface concrete visibility, including weep holes. Typical vegetation clearances at the dams and dikes include tree and shrub removal, 10-foot clearance from the dike or dams’ crotch, and 15-foot clearance from any associated dam/dike structure where the structure is adjacent to pervious soils. Rodent burrows are addressed by following procedures outlined in Section 4.1.3.



Dams and dikes are inspected, maintained, and repaired in close coordination with the California Division of Safety of Dams (DSOD).

4.3.2 Log Booms Maintenance and Repairs

The log booms at Sweetwater Reservoir and Loveland Reservoir are floating debris barriers that protect the intake tower and the spillways at the dams from floating debris. The log booms require periodic adjustment depending on the water level within the reservoirs, repairs and replacements of segments, and removal of accumulated vegetation or debris. These maintenance activities are generally conducted by Authority staff using a maintenance boat. Log booms are adjusted by winches located above the reservoir high water limits, which are also subject to periodic maintenance. Maintenance in the upland areas include up to 3 feet of vegetation removal on each side of the log boom and 5 feet from the anchoring area. Debris may be removed anytime during the year; however, woody debris collected during the flood season is typically cleared after high water events. Winches and sections of log boom that are in upland areas also require maintenance, including vegetation removal.

4.3.3 Reservoir Floor Maintenance

Reservoir floor maintenance involves management of reservoir floor vegetation at Sweetwater Reservoir – from the high water mark of 239 feet above MSL to the edge of the reservoir water – to maintain an operating pool, preclude permanent establishment of invasive plant species or other vegetation, and deter trespassing and unauthorized activities. Maintenance activities generally include mowing, using a tractor or skid steer mounted rotatory blade or flail. Persistent or invasive plant species, such as giant reed (*Arundo donax*) and salt cedar (*Tamarix* sp.), can also be treated with herbicide, as necessary. Prior



The Sweetwater Reservoir is mowed to maintain an operating pool, preclude establishment of vegetation, and deter trespassing and unauthorized activities.

to mowing the reservoir floor, the surface may need to be prepared by removing rocks – from 6- to 24-inch in size – that could damage the mowing equipment and/or present fire hazards from blade initiated sparks. In some cases, rocks are partially buried by silt or reservoir bottom material and encapsulated by vegetation, which is also removed during site preparation. Once the rocks are removed, the resulting ground depression is filled in with similar lake bottom soils. All of the rocks that are collected during surface preparation are stockpiled above the reservoir’s high water mark at designated areas.

Additionally, eroded areas or deep ravines that would have the potential to create a hazard during maintenance activities are also filled during site preparation. The eroded areas are graded to a “natural” contour, gathering and tapering soil material from the immediately adjacent reservoir bottom areas. Soil material is compacted in place and allowed to revegetate naturally, but would also be subject to annual mowing as with the remaining reservoir area.

Currently, reservoir floor maintenance is authorized within a designated area of the Sweetwater Reservoir under the HMP (RECON, 1994). Consequently, protected habitat areas within this spillway

elevation, such as willow forested habitat within the Upper Sweetwater Reservoir HMP Preserve, are avoided during reservoir floor maintenance activities. However, the Authority is currently proposing additional maintenance activities, including mowing at Sweetwater Reservoir outside of the HMP mowing limits, installation of temporary road crossings, removal or repairs of abandoned road crossings, rock removal, removal of abandoned pipe, and filling ravines or eroded areas for hazard removal (ESA, 2014).

4.3.4 Water Transfers

Runoff captured at Loveland Reservoir is transferred to Sweetwater Reservoir via the Sweetwater River channel to augment water production for the Authority's service area. The amount of water that is transferred depends on both forecasted and actual rainfall and runoff, the estimated raw water available for treatment at Sweetwater Reservoir, and the anticipated consumer water demand. When transferring water, water levels at Loveland Reservoir may be drawn down to minimum pool elevation of 1,297 feet MSL, leaving 7,525 AF and a surface area of approximately 203 acres. Controlled releases have been occurring since the late 1940s and are the only current mechanism for transferring water from Loveland Reservoir to Sweetwater Reservoir. Controlled releases of water are planned to coincide with natural streamflow regimes, generally from December through April. The Authority has developed the "Loveland to Sweetwater Reservoir Water Transfer Standard Operating Procedure" to implement the water transfer when necessary (Authority, 2006).

4.3.5 Sweetwater Reservoir Urban Runoff Diversion System (URDS)

The main goal of the URDS is to protect Sweetwater Reservoir from spills, low or poor quality dry weather urban flows, and "first flush" stormwater runoff (Luke-Dudek, 1982). While the entire URDS system can be operated by Authority staff or remotely at the Perdue WTP, ongoing field maintenance and repairs are required at all URDS facilities. Maintenance and repairs are provided by Authority staff and plant maintenance staff trained in electromechanical and instrumentation. Due to the presence of endangered species and other sensitive resources in the vicinity of the URDS facilities, operations and maintenance activities require close coordination with qualified environmental staff to ensure biological resource impacts or impacts to other sensitive resources are precluded. O&M activities necessary to effectively operate the system are described below, and more detail information can be found in the URDS-specific O&M manuals (Boyle Engineering, 1991; ActivManuals & Enartec, 2012; and Authority, 2018).

Retention Ponds – The retention ponds and associated facilities are periodically inspected, especially after a major "first flush" condition in which a large amount of poor quality runoff has been diverted into the pond and/or flood stage conditions. Any clean-up and/or drainage should be maintained and/or repaired to prevent further damage to the facilities. If there are sediment deposits resting against the outlet slide gate, it may need to be removed before the gate may be opened; especially if it has been closed for a long period of time. Sediment and vegetation accumulated in the pond concrete swale and blocking the channel inlet is removed. Weeds, trash, and other objects that lodge on the trash rack are removed. Floating debris and other waste materials are removed from the shoreline and banks of the pond. At least once a year the 6-inch reservoir bypass gate valve is closed and then opened for check of operation. Trees and bushy growth that has high penetrating root power should not be permitted to remain on the pond slopes and bottom in order to prevent damage to the PVC containment liner.

Occasionally on some bank areas the ground cover may require replanting with the same seed mixture used in the original planting; plant species selected must be tolerant of periods of inundation. The facing



Accumulated debris and sediment are removed from a concrete swale at Hansen’s Pond, an URDS facility.

rock on the slopes (reservoir side) of the pond is flexible and may be displaced due to excessive wave action from the reservoir. During reservoir high water levels in which the water level reaches the facing rock, continuing surveillance is made to detect conditions that may cause scouring and washout. Rodents and rodent burrows that may cause damage to facilities are managed as discussed in Section 4.1.4. Facing rock should be added to areas where the blanket of facing rock is less than 12 inches thick and/or a depressed erosion hole. Harvesting of wetland

vegetation may occur as needed to maximize pollutant removal. Periodic removal of sediment and marsh vegetation may also occur to

maintain water storage capacity of the pond (approximately estimated to be required at 10- to 20-year intervals), and periodic sediment removal (dredging) is followed by wetland restoration.

Diversion Structures – The diversion structures, including forebays, roads, dikes, and their associated facilities, are periodically inspected, especially after severe storm events and/or flood stage conditions. Slide gates and frames are checked for operation and damage, and any structural weakness is repaired to prevent further damage and so the gates with their motorized actuators will continue to be effective. Sediment deposited against the gates is removed before gates are opened. The revegetated slopes of the diversion structure are watered, as needed, to achieve a healthy vegetative cover that helps preventing erosion of dikes. Trees and bushy growth that has high penetrating root power is not permitted to remain on the dike and other areas covered with the PVC containment liner. Rodents and rodent burrows that may cause damage to dikes are managed as discussed in Section 4.1.4. The rock of the dike’s slopes is flexible and may be displaced; rock is added to areas where the blanket of facing rock is less than 12 inches thick. Maintenance of the diversion structures includes removal of any vegetation that could impede flows as intended. Periodic removal of sediment and marsh vegetation is necessary to maintain pond capacity (similar to retention ponds and followed by wetland restoration.) Diversion and Bypass gates repairs are also necessary to ensure proper operation of the URDS. Removal of sediment buildup and debris to provide necessary drainage and gradients, and harvesting of wetland vegetation to maximize pollutant removal, may also occur when appropriate. Appurtenances located on the diversion structures, or channels and culverts connecting with diversion structures or retention ponds, may also need to be repaired or fully replaced to ensure the continual functionality of the URDS.

Low Flow Interceptor Barrier and Flume– The low flow interceptor barrier and flume are regularly inspected, especially after severe storm events and/or flood stage conditions. Any signs of vandalism are addressed and graffiti is removed or painted out, as necessary. Current maintenance practices include vegetation removal on both sides of the low flow barrier. In accordance with URDS II project permits, a 0.02 acre footprint is authorized for maintenance clearing, although maintenance dredging of a 0.13 acre

area is currently being proposed to recover original grade. A ramp or similar facility may need to be built between the existing facilities road and the low flow barrier in order to get the necessary heavy equipment to the proposed work area. To maintain flow capacity in the flume, Authority staff removes litter, debris, vegetation, sediment, and rock on a regular basis. Repairs to the flume occur as needed.

Gravity Pipeline and Manholes – To maintain flow capacity and gradients within the gravity pipeline, Authority staff provides routine inspection of the pipeline and manholes to identify any problems or damage and make any necessary repairs. Access is provided via the manholes along the gravity line for removal of unacceptable levels of sediment. Vegetation near pipelines is managed to prevent root intrusion, direct impacts to the above-ground pipe, and associated damage repairs.



Many URDS facilities are maintained throughout the Sweetwater Reservoir property and the adjacent San Diego National Wildlife Refuge, including runoff diversion structures, supporting access roads, and drainage facilities.

Conveyance Channels – Conveyance channels are patrolled periodically and immediately after a heavy rain and/or flood stage. Concrete linings and buried culverts are inspected, and any damage is repaired and/or reconstructed to prevent further destruction of the lining and erosion of the channel subsurface. Litter, debris, vegetation, sediment, and rocks are removed from channels and culverts as needed. Channels are inspected prior to a rainy season and cleaned as necessary. When it is observed that large amounts of dirt or debris are entering the channels, due to erosion of cut slopes, measures are taken to stabilize the cut slopes and/or intercept the dirt or debris at the surface before it reaches the conveyance channels. The channel’s outlet end (including energy dissipaters) of each channel is kept clean to permit free flow from the channel outlet. The 4-inch flap valves in channel CH-7 are checked annually, during a low flow condition, to ensure that the flap swings freely and seats properly.

Pump Station, Force Main and GAC Facility – The pump station building and equipment is maintained in a clean serviceable condition, and necessary repairs are performed to maintain the system’s operating capabilities. Maintenance of the force main (i.e., 8-inch recirculation line for URDS II) and GAC facility includes regular inspections and flushing of air, vacuum, and blow-off valves. GAC media is replaced as needed to maintain effectiveness.

Miscellaneous Facilities – Visual inspections of URDS miscellaneous facilities, such as electrical access boxes, manholes and air valves are conducted. Any electrical repairs or upgrades are conducted as described in the URDS O&M manuals.

Vegetation Clearances – Vegetation that overhangs, or has the potential to impact, any URDS structure, including concrete brow ditches, concrete channels, diversion structures, pond outlets, or other storm drain-type facility are trimmed or pruned back up to 3 feet from the edge of structure, as long as vegetation removal does not result in any type of erosion issues. The URDS have a 6-foot vegetation clearance. Section 4.2, *Drainage Systems and Soil Stabilization*, explains in more detail the types of activities associated with the maintenance of channels and other stormwater-type appurtenances, including catch basins (“interceptor cups”), drain pipes, and unlined ditches. VDL facilities and appurtenances are maintained in a similar manner. See also Vegetation Management Schematics (Appendix A). Trees and shrubs that have the potential to impact the URDS mains, including the gravity main, the force main, or the VDL interceptor main, are removed.

4.3.6 Boating and Boat Launch Ramps

Public boating is not permitted at either Sweetwater Reservoir or Loveland Reservoir. However, medium-sized power boats owned and operated by the Authority (“maintenance boats”) are used at both reservoirs for patrol, water quality monitoring, and maintenance activities. Small boats and canoes used for lake monitoring and biological resource monitoring are occasionally launched from a variety of roadside areas around the reservoirs where these boats can be launched or carried from a vehicle to the shoreline. All launching sites are within the reservoir high water mark, and they fluctuate in length depending on level of the reservoir. The primary launch site at Sweetwater Reservoir is located south of the Perdue WTP facilities. During periods of low water, alternative launching sites are used, including the area near the SDCWA aqueduct discharge point. The primary launch site at Loveland Reservoir is currently an earthen ramp located along the southwesterly shoreline of the reservoir, although the Authority is considering launch ramp surface improvements (e.g. articulating concrete block, plastic textile energy dissipaters, etc.) that would minimize erosion and improve stability and reliability of this facility.

Periodic grading or in-kind resurfacing of the boat launch ramps may be performed to maintain access. At Loveland Reservoir, grading of both the boat ramp and access road is generally performed using a tractor mounted blade, Gannon box, and other commercial grading equipment, as needed. The activity can occur throughout the year with the need and frequency generated by the extent of erosion and wear that occurs. Boat ramp and road maintenance could include placement of decomposed granite or Class II base material. Boat dock anchor points are slugs of concrete (approximately 2.5 feet in diameter and a volume of 0.5 cubic yard) with an exposed rebar loop to attach cables to the floating boat dock. There are 26 existing anchor points in total, spaced approximately 20 feet apart. At least two anchor points are used at any single time to secure the floating boat dock. The anchors being used will vary with the changes in lake level. Maintenance and repair of these anchors can include excavation and resetting if needed due to shoreline erosion, and/or reinforcement to prevent future exposure. Reinforcement involves installation of metal T-posts, chain-link fabric, and backfilling with rock, gravel, or additional concrete. Up to four additional anchor points are proposed to be installed to accommodate the dock for an extreme low lake level condition. As an O&M activity, the Authority may improve the existing boat launch ramp at Loveland Reservoir to include erosion control features or a permanent water diversion structure, such as a concrete browditch. Vegetation can be removed to up to 10-foot clearance from any boating ramp structure or appurtenance, with the appropriate erosion prevention and sediment control BMP measures.

4.4 Public Recreation

Loveland Reservoir and Sweetwater Reservoir have limited opportunities for public recreation, consisting of shoreline fishing programs and riding and hiking trails.

4.4.1 Fishing Programs

Shoreline fishing occurs in designated areas of the two reservoirs managed by the Authority. At Sweetwater Reservoir, fishing occurs along a 2.5-mile stretch of the southwest shoreline. Support facilities are located at San Miguel Point which can be accessed via San Miguel Road on the south side of Sweetwater Reservoir. The Fishing Program at Sweetwater Reservoir is open during daylight hours on Saturdays, Sundays, and Mondays. The support facilities consist of a parking area with a pay station, fishing program trails, landscape and rest areas, and portable restrooms and trash cans. A vernal pool complex and other sensitive biological resource areas are located near the fishing program area and public access to these ESAs is prohibited at all times. Fishing is also allowed along a 5-mile stretch of the eastern shoreline of Loveland Reservoir. The Fishing Program at Loveland Reservoir is open daily, with seasonal time adjustments and holiday closures. Support facilities at Loveland Reservoir include a 50-space parking lot, fishing program trails, rest areas, portable toilets and trash cans, and access bridges and a fishing float.

Facilities at both fishing programs are maintained for public use on an as-needed basis. The fishing program trails are patrolled, monitored, and maintained to prevent erosion, ensure user safety, and prevent the spread or establishment of invasive species. Pruning during trail maintenance is managed to limit brush and fire danger and expedite decomposition. An information kiosk at the parking/staging area describes public access restrictions, safety precautions, and sensitive biological resources in the area. Fences and signs have been installed to discourage trespassing into ESAs and other undeveloped lands in the vicinity. Portable toilets and trash receptacles are provided and serviced regularly by Authority staff to control waste, and trash is removed when encountered during patrols. Parking areas and other staging and seating areas are maintained to prevent water degradation, garbage buildup, or vehicular fluid deposits. Stormwater BMPs are maintained and monitored at the landscape of the Sweetwater Reservoir fishing program in compliance with County regulations.



Shoreline fishing is allowed in designated areas at Sweetwater Reservoir and Loveland Reservoir. Access trails and other supporting facilities are maintained within the shoreline fishing programs.

Portable toilets and trash receptacles are provided and serviced regularly by Authority staff to control waste, and trash is removed when encountered during patrols. Parking areas and other staging and seating areas are maintained to prevent water degradation, garbage buildup, or vehicular fluid deposits. Stormwater BMPs are maintained and monitored at the landscape of the Sweetwater Reservoir fishing program in compliance with County regulations.

Fisheries management at the reservoirs are generally limited to the placement of fish habitat structures to provide refuge for younger fish and bait fish, as well as attract larger gamefish. Artificial fish habitat is generally constructed of various materials including metal T-posts and interwoven fence materials; various diameter and segment lengths of concrete or PVC pipe; wood pallets; tree logs or limbs; piles of rock or other suitable materials that provide complex habitat but would not impact the water quality in the reservoirs. These structures may be placed individually or combined for added habitat diversity. Depending on type of fish habitat structure, these are placed when reservoir conditions are low. Structures that can float are wired to T-posts or anchored with weights. No fish stocking operations occur at Sweetwater Reservoir or Loveland Reservoir.

4.4.2 Regional Trails

In addition to the trails associated with the fishing programs (discussed above in Section 4.4.1), there are two riding and hiking trails on Authority property that are not managed by the Authority: The Sweetwater Reservoir Riding and Hiking Trail, and the California Riding and Hiking Trail (CRHT). The Sweetwater Reservoir Riding and Hiking Trail is located on the south side of Sweetwater Reservoir and its maintenance is coordinated between the County of San Diego and the Authority, and primarily conducted by volunteers. The CRHT is located on the north side of the Loveland Reservoir property and its maintenance is conducted by the State of California, consistent with the terms of multiple CRHT easements and a Revocable License Agreement. While neither of these Riding and Hiking Trails is maintained by the Authority, fencing posted with signs is provided along these trails to prevent trespassing in the reservoirs. Protection of Authority lands and natural resources is accomplished through patrolling, seasonal restrictions, fencing, restricting pets, and public education. Signs are posted along trails prohibiting trespassing into Authority lands and the collection of wildlife or plants. The Authority reservoir lands are managed for the primary purpose of protecting water quality in the reservoirs. Recreational trails are subordinate to ensuring the safety and reliability of the public water supply. The Authority may close, at any time and indefinitely, any trail within its property if trail use results, or has the potential to result, in an impact to water quality or becomes a safety concern.

5.0 ENVIRONMENTAL MEASURES

O&M activities often include ground disturbance, vegetation clearing, working near ESAs or in the vicinity of storm drains, etc. Implementation of O&M activities may have an impact on sensitive resources or receptors. Impacts may be direct or indirect, temporary or permanent. Depending on the O&M activity being performed, Authority field staff, in coordination with environmental staff, selects environmental measures to be implemented in the field that ensure avoidance or minimization of environmental impacts, and compliance with design features or approved measures associated with each individual O&M action.

1. **Training.** Provide training specific to the O&M task being conducted to all workers.
2. **Limits of Disturbance (LOD).** Limit any O&M activity to operational areas and field maintenance areas. Install temporary LOD flagging or fencing, as appropriate, and ensure all workers understand work limits. Vehicles are to remain within approved roads and previously disturbed areas; avoid driving, parking, or staging on undeveloped lands or ESAs.
3. **Water Pollution Control Plan (WPCP).** Refer to WPCP for selection and installation of appropriate stormwater BMPs. Direct any questions to staff QSD/QSP.
4. **Housekeeping BMPs.** The following housekeeping BMPs are to be followed at all times:
 - Ensure compliance with the 15 miles per hour (mph) speed limit when driving on unpaved roads
 - During clearing, grading, excavation, or hauling of excavated materials, water trucks or trailers shall be used as necessary to reduce airborne dust
 - Do not store or stage hazardous materials (paint, concrete, oil, gas, etc.) near reservoirs, streams, wetlands, natural drainages or storm drains. Report all spills within the same day to the Water Quality Department and environmental staff. Fueling of equipment or staging of equipment to occur within designated areas, at least 100-foot away (horizontal distance) from any identified waterway
 - Littering is strictly prohibited. All O&M generated waste shall be removed from work sites and properly disposed
 - All construction equipment, fixed or mobile, shall be equipped with properly operating and maintained mufflers. Construction noise reduction methods, such as shutting off idling equipment and the use of electric air compressors and similar power tools rather than diesel equipment, shall be used where feasible. Stationary construction equipment shall be placed such that emitted noise is directed away from, or shielded from, residential properties. Where applicable, ensure compliance with noise requirements near sensitive habitat/species
 - Minimize the use of herbicides in the watershed, wetlands and/or waters. Only use approved herbicides. Vegetation outside the approved limits will not be cut or sprayed with herbicide. Only aquatic or wetland approved herbicides are used in or near active waterways, including

rivers, streams, ponds, and reservoirs. Follow federal, state, and local regulations regarding herbicide use. Read and follow product labels

5. **Environmental Monitoring.** If impacts to, or work within, undeveloped lands or ESAs cannot be avoided, coordinate with environmental staff as soon as possible. Give reasonable advance notification to environmental staff since activities within ESAs or undeveloped lands may require a pre-activity biological survey and delineation of LODs, and/or biological monitoring. For grubbing, excavation or grading in undeveloped lands or ESAs, coordinate a month in advance with environmental staff as these activities may require archaeological monitoring.

6. **Habitat Preserves.** Coordinate any O&M activity within a habitat preserve with staff biologist.

7. **Brush Management.** Routine brush management in previously disturbed and approved areas is allowed after supervisor's approval. Brush management to be conducted as follows:

- Request environmental clearance if brush management is to be conducted during the nesting season. Nesting windows are as follow:

Trees/Woodland: January 15 – July 15
Uplands: February 15 - August 31
Riparian/Marsh: March 1 – September 15

- Vegetation removal methods include cutting, trimming using hand or mechanical tools, and mowing
- Vegetation removal should leave the roots of plants intact and 3-to-6 inches of plant trunk or stalk, where possible. If plants are invasive, a trip hazard, or roots can damage a facility, full mechanical removal or herbicide treatment is recommended
- Add temporary and permanent stormwater BMPs as needed. Add a layer of mulch or other stormwater BMP on pronounced, unvegetated slopes to prevent erosion
- Remove all dead vegetation and dispose at approved vegetation disposal sites
- If brush management is conducted for defensible space or fuel break compliance, ensure consistency with the applicable Fire Authority Having Jurisdiction (FAHJ) requirements
- Refer to Vegetation Management Schematics

8. **Drainage Facilities.** Maintenance and repairs of existing drainage facilities to be reported to environmental staff as noted below. Replacements and installation of drainage facilities to be coordinated with environmental staff and approved by staff engineer (hydraulic analysis for installation of new facilities or replacements may be required):

- Maintenance and repairs: one month in advance notification
- Replacements and installations: two months in advance notification

9. Roads and Trails. Maintenance and repairs of unpaved roads and trails are conducted using appropriate stormwater and dust control BMPs. Modifications to an unpaved road or trail shall occur within the appropriate corridor and with the appropriate drainage improvements. Installation or realignments of unpaved roads or operational trails are approved by the Director of Engineering or the Director of Water Quality, and shall occur with the following environmental issues in mind:

- Soils, topography, and the potential for soil erosion issues
- Avoidance/minimization of impacts to Authority facilities and other utilities
- Avoidance/minimization of impacts to cultural resources, aquatic resources, ESAs, and sensitive species

Coordinate with environmental staff in advance when requesting realignments or installation of a new dirt road or trail. For temporary trail closures, a notice shall be posted a week in advance.

10. Notification. Appropriate notification shall be given in advance to impacted customers or neighbors if activity may require water shutdown or temporary impact to other public service. Notify and coordinate with affected landowners and neighbors, if needed, to consider any special features that may be needed.

6.0 REFERENCES

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APPENDIX A

O&M Mapbook and Vegetation Management Schematics

(In development)



APPENDIX B

Generic Water Pollution Prevention Plan

(In development)

NOTE: Cells highlighted blue are locked and cannot be edited. Third party expenses should be included within the external contract.

NON-TRADITIONAL SECTION 6							
Sweetwater Authority NCCP/HCP							
3600XXXX/Project ID - NEW							
				2022-23	2023-24	2024-25	TOTAL
PERSONAL SERVICES	POSITION NUMBER	CNO	INCUMBENT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
Permanent Staff							
0	0	0	0	\$0	\$0	\$0	\$0
0	0	0	0	\$0	\$0	\$0	\$0
0	0	0	0	\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
Permanent Intermittent Staff							
0	0	0	0	\$0	\$0	\$0	\$0
0	0	0	0	\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
Temporary Help (Sci Aides)				\$0	\$0	\$0	\$0
TOTAL PERSONAL SERVICES				\$0	\$0	\$0	\$0
OPERATING EXPENSES							
General Expenses				\$0	\$0	\$0	\$0
Minor Equipment (Equipment under \$5K per item)				\$0	\$0	\$0	\$0
Travel/Training				\$0	\$0	\$0	\$0
C&PS - Interdepartmental				\$0	\$0	\$0	\$0
C&PS - External				\$61,429	\$150,714	\$62,857	\$275,000
1) Project Management and Administration				\$10,000	\$20,000	\$10,000	\$40,000
2) Update Existing Best Available Scientific Data, Confirm Basic Plan Assumption				\$25,000	\$25,000	\$0	\$50,000
3) Prepare Administrative Draft Sweetwater Authority NCCP/HCP				\$26,429	\$105,714	\$52,857	\$185,000
0				\$0	\$0	\$0	\$0
Waste Removal				\$0	\$0	\$0	\$0
Electricity				\$0	\$0	\$0	\$0
Water				\$0	\$0	\$0	\$0
Utilities				\$0	\$0	\$0	\$0
Major Equipment (Equipment over \$5K per item)				\$0	\$0	\$0	\$0
Capital Expenditures				\$0	\$0	\$0	\$0
Gas/Diesel Fuel				\$0	\$0	\$0	\$0
Vehicle/Equipment Maintenance & Repair				\$0	\$0	\$0	\$0
Vehicle/Equipment Parts & Supplies				\$0	\$0	\$0	\$0
TOTAL OPERATING EXPENSES				\$61,429	\$150,714	\$62,857	\$275,000
TOTAL OE&E/PERSONAL SERVICES				\$61,429	\$150,714	\$62,857	\$275,000
*INDIRECT COST RATE (less overhead for Major Equipment, Contracts and PI)				\$0	\$0	\$0	\$0
*Approved FY 22/23 ICRP. The FY 23/24 proposed ICRP will be submitted to the U.S. Depart				12.96%	12.96%	12.96%	
TOTAL FEDERAL SHARE				\$61,429	\$150,714	\$62,857	\$275,000
Federal Share (75%)				\$61,429	\$150,714	\$62,857	\$275,000
State Share (25%) (Third Party Match: Sweetwater Authority)				\$20,476	\$50,238	\$20,952	\$91,667

*NOTE: Cells highlighted blue are locked and cannot be edited. Third party expenses should be included within the external contract.

NON-TRADITIONAL SECTION 6									
Sweetwater Authority NCCP/HCP									
3600XXXX/Project ID - NEW									
									2022-23
PERSONAL SERVICES	POSITION NUMBER	CNO	PY	INCUMBENT	ANNUAL SALARY	GRANT SALARY	BENEFITS	MSA Increase %	AMOUNT
Permanent Staff									
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0						\$0
Total Permanent Staff Salaries									\$0
Permanent Intermittent Staff									
			Hours		\$/Hr.				
			0.0		\$0	\$0	0.00%	0.00%	\$0
			0.0		\$0	\$0	0.00%	0.00%	\$0
Total Permanent Intermittent Salaries									\$0
Temporary Help (Sci Aides)	N/A	N/A	#DIV/0!		\$0	\$0	56.341%	0.00%	\$0
TOTAL PERSONAL SERVICES					\$0	\$0	\$0	\$0	\$0
OPERATING EXPENSES									
General Expenses									\$0
Minor Equipment Equipment under \$5K per item									\$0
Travel/Training									\$0
C&PS - Interdepartmental									\$0
C&PS - External									\$61,429
1) Project Management and Administration									\$10,000
2) Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options									\$25,000
3) Prepare Administrative Draft Sweetwater Authority NCCP/HCP									\$26,429
Waste Removal									\$0
Electricity									\$0
Water									\$0
Utilities									\$0
Major Equipment Equipment over \$5K per item									\$0
Capital Expenditures									\$0
Gas/Diesel Fuel									\$0
Vehicle/Equipment Maintenance & Repair									\$0
Vehicle/Equipment Parts & Supplies									\$0
TOTAL OPERATING EXPENSES									\$61,429
TOTAL OE&E/PERSONAL SERVICES									\$61,429
*INDIRECT COST RATE (less overhead for Major Equipment, Contracts and PI)									\$0
*Approved FY 22/23 ICRP. The FY 23/24 proposed ICRP will be submitted to the U.S. Department of the Interior and is subject to change.									12.96%
TOTAL FEDERAL SHARE									\$61,429
Federal Share (75%)									\$61,429
State Share (25%) (Third Party Match: Sweetwater Authority)									\$20,476

*NOTE: Cells highlighted in light blue are locked and cannot be edited. Third party expenses should be included within the external contract.

NON-TRADITIONAL SECTION 6 Sweetwater Authority NCCP/HCP 3600XXXX/Project ID - NEW									
									2023-24
PERSONAL SERVICES	POSITION NUMBER	CNO	PY	INCUMBENT	ANNUAL SALARY	GRANT SALARY	BENEFITS	MSA Increase %	AMOUNT
Permanent Staff									
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0		\$0	\$0	0.000%	0.00%	\$0
			0.0						\$0
						Total Permanent Staff Salaries			\$0
Permanent Intermittent Staff									
			Hours		\$/Hr.				
			0		\$0	\$0	0.00%	0.00%	\$0
			0		\$0	\$0	0.00%	0.00%	\$0
						Total Permanent Intermittent Salaries			\$0
Temporary Help (Sci Aides)	N/A	N/A	#DIV/0!		\$0	\$0	56.341%	0.00%	\$0
TOTAL PERSONAL SERVICES					\$0	\$0	\$0	\$0	\$0
OPERATING EXPENSES									
General Expenses									\$0
Minor Equipment Equipment under \$5K per item									\$0
Travel/Training									\$0
C&PS - Interdepartmental									\$0
C&PS - External									\$150,714
1) Project Management and Administration									\$20,000
2) Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options									\$25,000
3) Prepare Administrative Draft Sweetwater Authority NCCP/HCP									\$105,714
Waste Removal									\$0
Electricity									\$0
Water									\$0
Utilities									\$0
Major Equipment Equipment over \$5K per item									\$0
Capital Expenditures									\$0
Gas/Diesel Fuel									\$0
Vehicle/Equipment Maintenance & Repair									\$0
Vehicle/Equipment Parts & Supplies									\$0
TOTAL OPERATING EXPENSES									\$150,714
TOTAL OE&E/PERSONAL SERVICES									\$150,714
*INDIRECT COST RATE (less overhead for Major Equipment, Contracts and PI)									12.96%
*Approved FY 22/23 ICRP. The FY 23/24 proposed ICRP will be submitted to the U.S. Department of the Interior and is subject to change.									\$0
TOTAL FEDERAL SHARE									\$150,714
Federal Share (75%)									\$150,714
State Share (25%) (Third Party Match: Sweetwater Authority)									\$50,238

*NOTE: Cells highlighted in light blue are locked and cannot be edited. Third party expenses should be included within the external contract.

NON-TRADITIONAL SECTION 6									
Sweetwater Authority NCCP/HCP									
3600XXXX/Project ID - NEW									
									2024-25
PERSONAL SERVICES	POSITION NUMBER	CNO	PY	INCUMBENT	ANNUAL SALARY	GRANT SALARY	BENEFITS	MSA Increase %	AMOUNT
Permanent Staff					\$0	\$0	0.000%	0.00%	\$0
					\$0	\$0	0.000%	0.00%	\$0
					\$0	\$0	0.000%	0.00%	\$0
					Total Permanent Staff Salaries				\$0
Permanent Intermittent Staff					Hours	\$/Hr.			
					0	\$0	0.00%	0.00%	\$0
					0	\$0	0.00%	0.00%	\$0
					Total Permanent Intermittent Salaries				\$0
Temporary Help (Sci Aides)	N/A	N/A	#DIV/0!		\$0	\$0	56.341%	0.00%	\$0
TOTAL PERSONAL SERVICES					\$0	\$0	\$0	\$0	\$0
OPERATING EXPENSES									
General Expenses									\$0
Minor Equipment Equipment under \$5K per item									\$0
Travel/Training									\$0
C&PS - Interdepartmental									\$0
C&PS - External									\$62,857
1) Project Management and Administration									\$10,000
2) Update Existing Best Available Scientific Data, Confirm Basic Plan Assumptions, and Evaluate Conservation Strategy Options									\$0
3) Prepare Administrative Draft Sweetwater Authority NCCP/HCP									\$52,857
Waste Removal									\$0
Electricity									\$0
Water									\$0
Utilities									\$0
Major Equipment Equipment over \$5K per item									\$0
Capital Expenditures									\$0
Gas/Diesel Fuel									\$0
Vehicle/Equipment Maintenance & Repair									\$0
Vehicle/Equipment Parts & Supplies									\$0
TOTAL OPERATING EXPENSES									\$62,857
TOTAL OE&E/PERSONAL SERVICES									\$62,857
*INDIRECT COST RATE (less overhead for Major Equipment, Contracts and PI)									12.96%
*Approved FY 22/23 ICRP. The FY 23/24 proposed ICRP will be submitted to the U.S. Department of the Interior and is subject to change.									\$0
TOTAL FEDERAL SHARE									\$62,857
Federal Share (75%)									\$62,857
State Share (25%) (Third Party Match: Sweetwater Authority)									\$20,952

GRANT TITLE								2022-23
PROJECT TITLE (If different from Grant Title)								
3600XXXX/Project ID								
PERSONAL SERVICES	POSITION NUMBER	CNO	PY	INCUMBENT	A SALARY	B BENEFITS	C MSA Increase %	AMOUNT
Permanent Staff								
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
Position Title	565-019-xxxx-xxx	xxxxx	0.0	Name	\$0	0.00%	0.00%	\$0
					0.0	Total Permanent Staff Salaries		\$0
Permanent Intermittent Staff								
Position Title	N/A	N/A	# hrs	Name	\$0	0.00%	0.00%	\$0
Position Title	N/A	N/A	# hrs	Name	\$0	0.00%	0.00%	\$0
					Total Permanent Intermittent Salaries			\$0
Temporary Help (Sci Aides)	N/A	N/A			\$0	0.00%	0.00%	\$0
TOTAL PERSONAL SERVICES					\$0	\$0	\$0	\$0

**A
SALARY**

Salaries are now determined by looking at the **most recent FI\$Cal Labor Report** and finding the actual salaries charged for each employee.

**B
BENEFITS**

A standard benefit rate is no longer applied to all employees. Benefit rates are now determined by looking at the **most recent FI\$Cal Labor Report** and dividing the total benefits by the total salary to determine the actual benefit rate for each employee.

**C
MSA Increase**

If an employee is not topped out of their classification salary range, they may receive a 5% Merit Step Adjustment (MSA). The percentage of the MSA increase that will affect the 2022-23 grant budget depends on when the MSA is received. Identify which month the employee will receive the 5% MSA, then determine how many months total in 2020-21 the employee will be paid at that MSA salary. Take the total months of MSA pay and multiply it by .417 (5% divided by 12 months = .417) to determine the MSA Increase % (rounded to 2 decimals).

Ex: Employee receives 5% MSA October 2022. October 2022 through June 2023 = 9 months.
 $9 \times 0.417 = 3.75$
 3.75 is the MSA % for that specific employee for the 2022-23 grant.

All cells in blue are formulas.