

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AT
1720 W. CAMERON AVENUE, SUITE 100
WEST COVINA, CALIFORNIA
WEDNESDAY, JANUARY 15, 2020 AT 12:00 P.M.**

AGENDA

I. CALL TO ORDER **MARQUEZ**

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF BOARD MEMBERS **MORENO**

Jorge Marquez	_____	_____ (alt)
Bob Kuhn	_____	_____ (alt)
Lynda Noriega (alternate)	_____	_____
Valerie Munoz	_____	_____ (alt)
Mike Whitehead	_____	_____ (alt)
Mark Paulson	_____	_____ (alt)
Ed Chavez	_____	_____ (alt)

IV. PUBLIC COMMENTS (Agendized Matters Only): **MARQUEZ**

As provided under Government Code Section 54954.3, this time has been set aside for persons in the audience to provide comment or make inquiries on matters appearing on this Special Meeting agenda only. Please complete the appropriate request card and submit it to the Secretary, prior to the item being heard. A five-minute time limit on remarks is requested.

V. ITEMS TOO LATE TO BE AGENDIZED - Recommended Action: **MARQUEZ**

Approve motion determining need to take action on item(s) which arose subsequent to posting of the Agenda (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board or, if less than two-thirds of Board members are present, a unanimous vote)

VI. ELECTION OF OFFICERS **CHAIRMAN**

- (a) Chairman
- (b) Vice-Chairman
- (c) Treasurer
- (d) Secretary

VII. APPOINTMENT OF COMMITTEE MEMBERS

CHAIRMAN

- (a) Administrative/Finance Committee
- (b) Engineering Committee
- (c) Legislative/Public Information Committee

VIII. CONSENT CALENDAR

CHAIRMAN

(Consent items may all be approved by single motion) [enc]

- (a) Minutes for 12/18/19 Regular Board Meeting
- (b) Demands on Administrative Fund
- (c) Demands on Project Fund

IX. COMMITTEE REPORTS

(These items may require action)

None.

X. ACTION/INFORMATION ITEMS

CHAIRMAN

(These items may require action)

- (a) Discussion/Action Regarding Authorization to Contract Services with the Bank of the West [enc]
 - 1. Adopt Resolution No. 20-001
- (b) Report on Cash Investments for 4th Quarter 2019 [enc]
- (c) Discussion/Action Regarding Monitoring Well MW5-13 License Agreement with Azusa Land Reclamation, Inc.

XI. ENGINEER'S REPORT

SCHOELLERMAN

- (a) Project Updates:

	<u>Status</u>
1. Baldwin Park Operable Unit	
• Arrow/Lante Well (Subarea 1)	Operational
• Monrovia Wells	Operational
• SGVWC B6 Plant	Operational
• SGVWC B5 Plant	Operational
• CDWC Well No. 14	Operational
• La Puente Valley County Water District	Operational
2. El Monte Operable Unit	
• Eastern Shallow Zone	Operational
• Eastern Deep Zone	Operational
• GSWC Encinita Plant	Operational
• Western Shallow Zone	Operational
3. South El Monte Operable Unit	
• Whitmore Street. Ground Water Remediation Treatment Facility	Operational

- City of M.P. Well No. 5 VOC Treatment Facility Operational
- City of M.P. Well No. 12 VOC Treatment Facility Operational
- City of M.P. Well No. 15 Operational
- City of M.P. Well Nos. 1, 3, 10 VOC Treatment Facility Operational
- GSWC Wells SG-1 & SG-2 Operational
- SGVWC Plant No. 8 Operational
- 4. Puente Valley Operable Unit
 - Shallow Zone Design
 - Deep Zone Construction
- 5. Area 3 Operable Unit
 - City of Alhambra Phase 1 Operational
 - City of Alhambra Phase 2 Operational
 - City of South Pasadena Wilson Treatment Operational

XII. ATTORNEY'S REPORT **PADILLA**

XIII. EXECUTIVE DIRECTOR'S REPORT **MANNING**

XIV. FUTURE AGENDA ITEMS **CHAIRMAN**

XV. INFORMATION ITEMS [enc] **CHAIRMAN**

- (a) San Gabriel Basin Water Calendar

XVI. FUTURE BOARD/COMMITTEE MEETINGS **CHAIRMAN**

- (a) The next Administrative/Finance Committee meeting will be held on Tuesday, February 11, 2020 at 10:00 A.M. at WQA
- (b) The next Engineering Committee meeting will be held on Tuesday, February 11, 2020 at 11:00 A.M. at WQA
- (c) The next Legislative/Public Information Committee meeting will be held on Wednesday, February 12, 2020 at 11:00 A.M. at WQA
- (d) The next WQA Board meeting will be held on Wednesday, February 19, 2020 at 12:00 P.M. at WQA

XVII. BOARD MEMBERS' COMMENTS/REPORTS **CHAIRMAN**

XVIII. CLOSED SESSION **CHAIRMAN**

- (a) Pursuant to Government Code Section 54957(b)(1) – Public Employment
- Title: Executive Director

XIX. ADJOURNMENT **CHAIRMAN**

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the Authority's business office located at 1720 W. Cameron Ave., Suite 100, West Covina, CA 91790, during regular business hours. When practical, these public records will also be made available on the Authority's internet web site, accessible at www.wqa.com.

DRAFT

A REGULAR MEETING OF THE SAN GABRIEL BASIN WATER QUALITY AUTHORITY DECEMBER 18, 2019 AT 12:00 P.M.

CALL TO ORDER	Mr. Paulson called the regular meeting of the San Gabriel Basin Water Quality Authority to order and reviewed the actions anticipated on the agenda for the meeting.
ROLL CALL OF BOARD MEMBERS	Bob Kuhn (entered late), Valerie Munoz (entered late), Mark Paulson, Lynda Noriega (alternate), Michael Whitehead, and Al Contreras (alternate)
BOARD MEMBERS ABSENT	Jorge Marquez and Ed Chavez
STAFF MEMBERS PRESENT	Ken Manning, Executive Director; Randy Schoellerman, Assistant Executive Director/Sr. Engineer; Mary Saenz, Director of Finance; Stephanie Moreno, Executive Assistant/Outreach Coordinator; Michelle Sanchez, Admin/Accounting Assistant; Dan Colby; Project Resource Manager; Richard Padilla, Legal Counsel
MEMBERS OF THE PUBLIC PRESENT	Maria Contreras, City of Baldwin Park; Dan Arrighi, San Gabriel Valley Water Company; Jazmine Lopez, Valley County Water District, Marty Zvirbulis, San Gabriel Valley Water Company; Margarita Vargas, Valley County Water District; Lenet Pacheco, Valley County Water District; Gabriel Monares, The Monares Group
PUBLIC COMMENT	None.
ITEMS TOO LATE TO BE AGENDIZED	<p>Mr. Manning reported that there was one item to add the agenda regarding the renewal of a site access agreement with Azusa Land Reclamation, Inc. (ALR) for the Baldwin Park Operable Unit (BPOU) monitoring well MW5-13.</p> <p>Ms. Noriega moved to add this to the agenda as item VIII(b). Mr. Contreras seconded the motion and it was unanimously approved.</p>
CONSENT CALENDAR	<p>Mr. Contreras moved to approve the consent calendar. Ms. Noriega seconded the motion and it was approved. Mr. Whitehead abstained from Project Demand E90722.</p> <p>Mr. Kuhn entered the meeting and took over as Vice-Chairman.</p>
COMMITTEE REPORTS	None.

**OTHER
ACTION/INFORMATION
ITEMS**

***Discussion/Action Regarding
Proposition 68 Application for the
San Gabriel Basin Regional
Groundwater Remediation
Program***

Ms. Munoz entered the meeting.

***Approve Stetson Task Order to
Provide Support for Proposition 68
Application***

Mr. Schoellerman reported that staff is recommending board approval for an amended task order not to exceed \$40K to Stetson Engineers, Inc. (Stetson) to provide support for the preparation of a Proposition 68 grant application. The proposed application will cover more than a dozen eligible projects in the San Gabriel Basin that have existing treatment systems. With a relatively short application period and deadline of January 24, 2020, staff feels Stetson's assistance is beneficial to application process.

***Approve FY 19/20 Administrative
Budget Line Item Transfer for
Engineering/Technical***

Mr. Schoellerman reported that as discussed earlier, staff was proposing to issue an amended task order to Stetson for \$40,000 for their assistance in the preparation of a Proposition 68 grant application. This would increase the projected costs in the Engineering/Technical cost category to \$40,000, which exceeds the budget by \$25,000. Therefore, staff is submitting a request for a budget line item transfer to increase the budget for Engineering/Technical activities by \$25,000 (from \$15,000 to \$40,000), and to decrease the budget for Database and Mapping by \$25,000 (from \$70,000 to \$45,000.)

***Adopt Resolution No. 19-008, A
Resolution of the Board of
Directors of the San Gabriel Basin
Water Quality Authority
Authorizing Entering into a
Funding Agreement with the State
Water Resources Control Board
and Authorizing and Designating
Representatives for the San Gabriel
Basin Regional Groundwater
Remediation Program***

Mr. Schoellerman reported that Resolution No. 19-008 is required to be included in the Proposition 68 grant application package that is currently being prepared by staff. He noted that it was similar to resolutions the board adopted for WQA's Proposition 1 applications and it authorizes the Executive Director or designee to execute agreements with the State Water Resources Control Board pertaining to an eventual grant agreement.

***Adopt Resolution No. 19-009, A
Resolution of the San Gabriel
Basin Water Quality Authority
Concerning a Notice of Exemption
and Approval for the San Gabriel
Basin Regional Groundwater
Remediation Program***

Mr. Schoellerman reported that staff is preparing a Proposition 68 application entitled San Gabriel Basin Regional Groundwater Remediation Program. He indicated that the project involves the operation, maintenance and repair of existing groundwater treatment facilities in the San Gabriel Basin. He noted that The California Environmental Quality Act (CEQA) allows a Class 1 exemption for operation, repair,

maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use at the time of lead agency determination. Therefore, the proposed project qualifies for an exemption under CEQA. He reported that staff is recommending the board adopt Resolution 19-009 and approve the attached Notice of Exemption (NOE). He also noted that following this board action staff will file the NOE with the Los Angeles County Clerk and the State Clearinghouse.

After brief discussion, the board decided to take all four action items listed above into one vote.

Ms. Munoz moved to approve the following:

1. Approve \$40K amended task order for Stetson to provide support for WQA's Proposition 68 application.
2. Approve FY 19-20 Administrative Budget Line Item Transfer for Engineering/Technical.
3. Adopt Resolution No. 19-008.
4. Adopt Resolution No. 19-009.

Mr. Paulson seconded the motion and it was approved by the following roll call vote:

AYES: KUHN, NORIEGA, MUNOZ, WHITEHEAD, PAULSON, CONTRERAS

NO: NONE.

*Discussion/Action Regarding
Monitoring Well MW5-13 License
Agreement with Azusa Land
Reclamation, Inc.*

Mr. Manning reported that Staff is recommending the renewal of a site access license agreement with Azusa Land Reclamation, Inc. (ALR) for Baldwin Park Operable Unit (BPOU) monitoring well MW5-13.

Mr. Schoellerman reported that some comments were just received from ALR prior to the Board meeting.

After some discussion, the Board requested that this agreement come back to the Board at the next meeting after further review by legal counsel.

ENGINEER'S REPORT

Mr. Schoellerman reported that staff was working to complete the final project reports for the Prop 1 Whitmore grant and had an initial conference call to begin the process of securing a grant agreement for the SEMOU site investigation Prop 1 grant award.

ATTORNEY'S REPORT

Mr. Padilla indicated that there was a need for a closed session.

EXECUTIVE DIRECTOR'S REPORT

Mr. Manning reported that Three Valleys Board Member Joe Ruzicka had passed away and noted he would be greatly missed. He also reported that he spoke at the San Gabriel Valley Job Training Graduation. He noted that he was also asked to speak at the WELL Conference in January. He presented the award that was given to the WQA at the NGWA Conference in Las Vegas. He also reported that he along with Mr. Schoellerman, Mr. Arrighi and Mr. Zvirbulis traveled to Sacramento to meet with the Darrin Polhemus, Division of Drinking Water Director, to discuss ways to speed up the permitting process. He reported that there would be two advertorials coming out by the end of this month. He lastly gave an update on the work being done in Washington, D.C. He indicated that the House passed a new funding bill and was expected to pass the Senate. He noted that there was money in that bill but was not specific to WQA. He lastly noted that staff is working on scheduling a trip to Washington, D.C. in February to meet with legislators regarding this funding.

FUTURE AGENDA ITEMS

None.

FUTURE BOARD AND COMMITTEE MEETINGS

The Board decided to cancel all committee meetings for the month of January.

The next WQA Board meeting will be held on Wednesday, January 15, 2020 at 12:00 P.M. at WQA.

BOARD MEMBERS' COMMENTS/ REPORTS

Many members of the Board commended staff on the NGWA award and wished everyone a Merry Christmas.

Ms. Noriega commented that she was happy to fill in for Tim Miller and excited to get to work with the WQA.

CLOSED SESSION

Pursuant to Government Code Section 54957(b)(1) – Public Employment

Mr. Padilla reported that a closed session was held. He indicated that an update was given and there was no final action taken.

Title: Executive Director

Mr. Padilla noted that the vote on the consent calendar needed to be amended.

Mr. Contreras moved to approve the consent calendar with the following abstentions:

Ms. Noriega reported that she would abstain from project demand no. E90721 and Mr. Whitehead would abstain from project demand no. E90722.

Ms. Munoz seconded the motion and it was unanimously approved.

ADJOURNMENT

The Vice-Chairman asked if there were any other items of business to come before the Board. There being none, the meeting was adjourned in honor of Joe Ruzicka to January 15,

2019.

Jorge Marquez
Chairman

Valerie Munoz
Secretary

DRAFT

The following demands on the Administration Fund Account at Bank of the West are hereby submitted for payment.

Check No.	Payable to	Description	Amount
D01635	Bob Kuhn	Board Member Compensation for December 2019	
		6 Days WQA Business	896.58
		Meeting/Travel Expenses/Other	817.72
		Less Deferred Compensation	(827.99)
		Less Taxes Withheld	(68.59)
			817.72
D01636	Michael Whitehead	Board Member Compensation for December 2019	
		1 Day WQA Business	149.43
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			138.00
D01637	Ed Chavez	Board Member Compensation for December 2019	
		6 Days WQA Business	896.58
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(68.59)
			827.99
D01638	Jorge Marquez	Board Member Compensation for December 2019	
		4 Days WQA Business	597.72
		Meeting/Travel Expenses/Other	69.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(295.00)
			371.72
D01639	Valerie Munoz	Board Member Compensation for December 2019	
		1 Day WQA Business	149.43
		Meeting/Travel Expenses/Other	3.48
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			141.48
D01640	Mark Paulson	Board Member Compensation for December 2019	
		1 Days WQA Business	149.43
		Meeting/Travel Expenses/Other	14.44
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			152.44
D01641	Alfonso Contreras	Board Member Compensation for December 2019	
		1 Day WQA Business	149.43
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			138.00
EFT/ACH	SGBWQA - Payroll Fund	Replenish payroll fund for December 2019	
		Staff Payroll	90,828.21
		Board Deferred Compensation-Lincoln Life	827.99
		Board Payroll Taxes - Federal & State	706.53
			92,362.73
		Total replenishment to payroll fund	94,950.08
EFT/ACH	SGBWQA - Revolving Fund	Replenish revolving fund for 12/01/19 to 12/31/19 disbursements	
		Group Insurance	860.89
		Dues and Subscriptions	850.00
		Telephone Service	403.79
		Plant & Water Service	213.51
		Misc. Office Expense	110.00
		Copier Machine	573.38
		Computer Systems O&M	1,059.98
		Outside Services: Computer Consultant	200.00
		Travel & Mileage	423.89
		Meeting & Conferences	396.03
		Project Costs	238.63
			5,330.10

mhe
1-9-2020

DRAFT

The following demands on the Administration Fund Account at Bank of the West are hereby submitted for payment.

Check No.	Payable to	Description	Amount
7188	ACWA/JPIA	Invoice No. 639552, Medical and life insurance premiums for February 1, 2020 to March 1, 2020	8,535.96
7189	ACWA/JPIA	Invoice No. '4Q-2019-WC', For Worker's Compensation program for October 1, 2019 to December 31, 2019	1,522.82
7190	Accent Computer Solutions, Inc.	Invoice No. 132546, Professional IT services for January 2020	1,340.28
7191	Association of California Water Agencies	Invoice No. 2020, For membership agency dues for January to December 2020	10,810.00
7192	Bank of America	Invoice No. '19-12Dec-KM', Credit card expenses incurred for 12/01/19 to 12/31/19 Travel & Mileage 603.83 Meetings & Conferences 4,242.83 Meetings & Conferences (refund) (0.89)	4,845.77
7193	Bank of America	Invoice No. '19-12Dec-RS', Credit Card Expenses incurred for 12/01/19 to 12/31/19 Computer Systems O&M 188.49 Internet Service 29.95 Travel & Mileage 681.46 Meetings & Conferences 486.25	1,386.15
7194	Bank of America	Invoice No. '19-12Dec-SM', Credit card expenses incurred for 12/01/19 to 12/31/19 Accounts Receivable (116.62) Meetings & Conferences 827.30	710.68
7195	California Groundwater Coalition	Invoice No. '2020', Membership dues for 2020	4,500.00
7196	The Gualco Group	Invoice No '19-12Dec', Professional consulting services for December 2019	5,146.25
7197	Kadesh & Associates, LLC	Invoice No. 01-20, Professional consulting services for December 2019	15,000.00
7198	The Monares Group, LLC	Invoice No. '20-02Feb', Professional consulting services for February 2020	16,000.00
7199	Olivarez Madruga Lemieux O'Neill, LLP	Invoice No. 9116, Professional legal services for November 2019	325.00
7200	Ruffle Properties, LLC	Office lease, CAM, and Storage for January 2020 Invoice No. '20-01Feb', Office lease 6,845.79 Invoice No. '20-01Feb-CAM', Electricity charges 643.20 Invoice No. '20-01Feb-Storage', Storage Room 150.00	7,638.99
7201	Stetson Engineers, Inc.	Invoice No. 1609-222-8, Professional services for November 2019	2,884.96
E90733	Civic Publications	Professional services for advertorials Invoice 1556, 2020 Rose Parade Magazine 15,699.00 Invoice 1557, Sustainable Living 8,500.00 Invoice 1558, Annual Report Insert 26,328.00	50,527.00
TOTAL			231,454.04

7mb
1-9-2020



Water Quality Authority

Board Member Per Diem

\$149.43 per meeting, 8 meeting maximum per month

Mileage Rate: \$0.58 per mile

Revised January 2016

EXPENSE SHEET

NAME:

Bob Kuhn

MONTH/YEAR:

Dec-19

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 5)	\$149.43 PER DIEM
12/1/19	ACWA @ JPIA conference Travel Day	146	1	\$149.43
12/2/19	ACWA @ JPIA conference	0	1	\$149.43
12/3/19	ACWA & JPIA Conference	0	1	\$149.43
12/6/19	SGBEP Strategic Planning Ret.	29	1	\$149.43
12/18/19	SGEP Follow up to Strategic Planning Ret.	15	1	\$149.43
12/18/19	WQA Board Meeting	26	1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			6	\$896.58
Total Mileage (at \$0.58 per mile)		216		\$125.28

DATE	Expense Reimbursement Description (receipts required)	Amount
12-1-2-19	Grand Hyatt ACWA Conference	\$692.44
	TOTAL Expenses	\$692.44
	TOTAL MEETINGS, MILEAGE, EXPENSES	\$1,714.30
467	Deferred Compensation Amount (enter a positive number)	896.58
	TOTAL	\$817.72

I hereby certify that I have incurred and paid all of the above expenses on behalf of the SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Please attach any fliers or back-up information regarding meetings listed above to be in compliance with AB 1234. If there are no attachments, a verbal report is required.

GRAND HYATT

Manchester Grand Hyatt San Diego
1 Market Place
San Diego, CA 92101
Tel: 619-232-1234
Fax: 619-233-6464
www.manchestergrand.hyatt.com

INVOICE

Bob Kuhn
1720 W Cameron Ave
Suite 100
West Covina CA 91790

Confirmation No. 4055580301
Group Name Assn CA Water Agencies
Booking No. 32M9ZTML

Room No. 3140
Arrival 12-01-19
Departure 12-05-19
Folio Window 1
Folio No.

Date	Description	Charges	Credits
12-01-19	Parking Overnight - Self	Room# 3140 : 35.00	
12-01-19	Package Room	209.00	
12-01-19	Occupancy Tax 10.5%	21.95	
12-01-19	SD TMD Assessment 2.0%	4.18	
12-01-19	CA Tourism Assessment Fee	0.65	
12-01-19	Guest Room - Upgrade	100.00	
12-01-19	Occupancy Tax 10.5%	10.50	
12-01-19	SD TMD Assessment 2.0%	2.00	
12-02-19	- Brew30 Bar Food	Room# 3140 : CHECK# 0288139 83.30	TVMWD
12-02-19	Parking Overnight - Self	Room# 3140 : 35.00	
12-02-19	Package Room	209.00	
12-02-19	Occupancy Tax 10.5%	21.95	
12-02-19	SD TMD Assessment 2.0%	4.18	
12-02-19	CA Tourism Assessment Fee	0.65	
12-02-19	Guest Room - Upgrade	100.00	
12-02-19	Occupancy Tax 10.5%	10.50	
12-02-19	SD TMD Assessment 2.0%	2.00	
12-03-19	- Brew30 Bar Food	Room# 3140 : CHECK# 0288200 37.82	TVMWD
12-03-19	Parking Overnight - Self	Room# 3140 : 35.00	
12-03-19	Package Room	209.00	
12-03-19	Occupancy Tax 10.5%	21.95	
12-03-19	SD TMD Assessment 2.0%	4.18	
12-03-19	CA Tourism Assessment Fee	0.65	
12-03-19	Guest Room - Upgrade	100.00	
12-03-19	Occupancy Tax 10.5%	10.50	
12-03-19	SD TMD Assessment 2.0%	2.00	
12-04-19	Package Room	209.00	
12-04-19	Occupancy Tax 10.5%	21.95	
12-04-19	SD TMD Assessment 2.0%	4.18	
12-04-19	CA Tourism Assessment Fee	0.65	
12-04-19	Master Card	XXXXXXXXXXXX XX/XX	1,506.74
Total		1,506.74	1,506.74
Guest Signature		Balance	0.00

Divided w/ TVMWD



Water Quality Authority

Board Member Per Diem

\$149.43 per meeting, 6 meeting maximum per month

Mileage Rate: \$0.575 per mile

(updated January 2015)

EXPENSE SHEET

NAME:

Michael Whitehead

MONTH/YEAR:

Dec-19

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$149.43 PER DIEM
12/18/19	WQA Board Meeting		1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			1	\$149.43
Total Mileage (at \$0.575 per mile)		0		\$0.00

DATE	Expense Reimbursement Description	Amount	Receipt Attached
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
	TOTAL Expenses	\$0.00	
TOTAL MEETINGS, MILEAGE, EXPENSES		\$149.43	
457	Deferred Compensation Amount (enter a positive number)		
TOTAL		\$149.43	

I hereby certify that I have incurred and paid all of the above expenses on behalf of the SAN GABRIEL BASIN WATER QUALITY AUTHORITY



EXPENSE SHEET

NAME: Edward L. Chavez MONTH/YEAR: Dec-19

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$149.43 PER DIEM
12/4/19	Baldwin Park City Council Meeting		1	\$149.43
12/9/19	Meeting with Jessica Shewmaker, Councilwoman - City of West Covina		1	\$149.43
12/10/19	Meeting with Lenet Pacheco, Director - Valley County Water District		1	\$149.43
12/11/19	Irwindale City Council Meeting		1	\$149.43
12/15/19	Meeting with Joe Baca Jr., Councilman - City of Rialto		1	\$149.43
12/18/19	South Pasadena City Council Meeting		1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			6	\$896.58
Total Mileage (at \$0.58 per mile)		0		\$0.00

DATE	Expense Reimbursement Description (receipts required)	Amount
	TOTAL Expenses	\$0.00

	TOTAL MEETINGS, MILEAGE, EXPENSES	\$896.58
457	Deferred Compensation Amount (enter a positive number)	
TOTAL		\$896.58

I hereby certify that I have incurred and paid all of the above expenses on behalf of the
SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Signature

Please attach any fliers or back-up information regarding meetings listed above to be in compliance with AB 1234. If there are no attachments, a verbal report is required.



Water Quality Authority

Board Member Per Diem

\$149.43 per meeting, 6 meeting maximum per month
Mileage Rate: \$0.58 per mile (updated January 2019)

EXPENSE SHEET

NAME: JORGE A MARQUEZ MONTH/YEAR: Dec-20

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 8)	\$149.43 PER DIEM
12/3/19	Groundwater Conference in Nevada Las Vegas	0	1	\$149.43
12/4/19	Groundwater Conference in Nevada Las Vegas	0	1	\$149.43
12/12/19	SGVEP December Holiday Event - Inwindale	0	1	\$149.43
12/18/19	WQA - Office Work - Documentations with Staff - West Covina	0	1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			4	\$597.72
Total Mileage (at \$0.58 per mile)		0		\$0.00

DATE	Expense Reimbursement Description (receipts required)	Amount
12/4/2019	Parking at ONT Airport	\$32.00 ✓
12/4/2019	Meal Day 2	\$10.06 ✓
12/3/2019	Meal Day 1	\$18.94 ✓
12/3/2019	24 Hour Transportation - Bus Pass	\$8.00 ✓
	TOTAL Expenses	\$69.00 ✓
	TOTAL MEETINGS, MILEAGE, EXPENSES	\$666.72
457	Deferred Compensation Amount (enter a positive number)	
TOTAL		\$666.72

I hereby certify that I have incurred and paid all of the above expenses on behalf of the
SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Signature _____

Please attach any fliers or back-up information regarding meetings listed above to be in compliance with AB 1234. If there are no attachments, a verbal report is required.

**Ontario International Airport
Authority
Lot 3**

Receipt Number: H0331900169673

Ticket-Nr.: 330025553

In: 12/03/2019 15:24

Out: 12/04/2019 15:53

Duration: 1,00:29

Transient Parker \$ 32.00

Total: \$ 32.00

Validations: \$ 0.00

Balance Due: \$ 32.00

Credit Card \$ 32.00

Change: \$ 0.00

Welcome to White Castle Las Vegas
Harmon & Paradise
4501 Paradise Rd
Las Vegas, NV 89109

990

Host: Carolyn
990

12/04/2019
11:38 AM
20105

Area: Counter 2

#4 Double Cheese Slider	7.94
Soda-Reg	1.35

Subtotal	9.29
Tax	0.77

DriveThru Total	10.06
-----------------	-------

Cash	20.00
------	-------

Change	9.94
--------	------

Questions, Comments, Concerns
www.whitecastlevegas.com
"Crave On"

--- Check Closed ---

664 TJ BIRRIERIA

LAS VEGAS

3061 S LAS VEGAS BLVD.

SUITE 1A

LAS VEGAS NV 89119

(702)795-0199

DATE 12/03/2019 TUE TIME 20:08

FOOD T1	\$3.00
FOOD T1	\$3.00
FOOD T1	\$3.00
FOOD T1	\$3.00
FOOD T1	\$2.50
DRINK T1	\$3.00
TAX1	\$1.44
TOTAL	\$18.94
CASH	\$20.00
CHANGE	\$1.06
C.I FRK 10	032068 00000

The RTC, its transit systems and contractors, assume no liability for lost, stolen or mutilated fare media. This pass is subject to inspection by transit officials upon request. NO RFI/INDS. **PTCSMV.COM**

24 HR All Access

TVM 101 \$8.00

—— **McCarran Airport (Zero Level)**

ISSUED AT:

Dec 03 - 06:12 PM

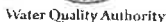
EXPIRES:

- - Wed - -

04 Dec 19

at 06:12 PM

No. 01672094



\$149.43 per meeting, 6 meeting maximum per month

(updated January 2019)

EXPENSE SHEET

Valerie Munoz

Dec-19

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 5)	\$149.43 PER DIEM
12/18/19	WQA Board Meeting	6	1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			1	\$149.43
Total Mileage (at \$0.58 per mile)		6		\$3.48

DATE	Expense Reimbursement Description (receipts required)	Amount
TOTAL Expenses		\$0.00
TOTAL MEETINGS, MILEAGE, EXPENSES		\$152.91
457	Deferred Compensation Amount (enter a positive number)	
TOTAL		\$152.91

I hereby certify that I have incurred and paid all of the above expenses on behalf of the
SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Signature

Please attach any fliers or back-up information regarding meetings listed above to be in compliance with AB 1234. If there are no attachments, a verbal report is required.



\$149.43 per meeting, 6 meeting maximum per month

(updated January 2019)

EXPENSE SHEET

NAME: Alfonso Contreras

MONTH/YEAR: Dec-19

DATE		MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 5)	\$149.43 PER DIEM
	12/18/19	WQA Board Meeting		1	\$149.43
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total Meetings				1	\$149.43
Total Mileage (at \$0.58 per mile)			0		\$0.00

DATE	Expense Reimbursement Description (receipts required)	Amount
	TOTAL Expenses	\$0.00

	TOTAL MEETINGS, MILEAGE, EXPENSES	\$149.43
457	Deferred Compensation Amount (enter a positive number)	
TOTAL		\$149.43

I hereby certify that I have incurred and paid all of the above expenses on behalf of the
SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Please attach any fliers or back-up information regarding meetings listed above to be in compliance with AB 1234. If there are no attachments, a verbal report is required.

DRAFT

The following demands on the Project Fund Account and Trustee Account at Bank of the West are hereby submitted for payment.

Check No.	Payable to	Description	Amount	Funding Sources
<u>BALDWIN PARK OPERABLE UNIT</u>				
E90734	RC Foster Corporation	Invoice No. 02-20-001, Project spare parts costs for January 2020	725.71	CR's
<u>SOUTH EL MONTE OPERABLE UNIT</u>				
E90735	Avocet Environmental Inc.	Project costs for Whitmore Groundwater Treatment System/Hydropunch activities		
		Invoice No. 5953 -Whitmore GW Treatment System	5,324.73	
		Invoice No. 5954 - Round 1 Prop 1-Whitmore Hydropunch	<u>1,435.25</u>	
			6,759.98	WQA/Prop 1
Total Project Costs			<u><u>7,485.69</u></u>	

mls
1-9-2020

DRAFT

The following demands on the Project Fund Account at Bank of the West are hereby submitted for payment. Subsequent release of the demands is expected to be on January 30, 2020, subject to approval and availability of funds pursuant to the BPOU Project Agreement Section 4.7 Payment of Invoices.

Check No.	Payable to	Description	Amount	Funding Sources
<u>BALDWIN PARK OPERABLE UNIT</u>				
E90736	La Puente Valley County WD	Invoice No. 4-2019-12, Project T&R costs for December 2019	182,091.55	CR's
E90737	Main San Gabriel Basin Watermaster	Invoice No. 02-215, Administrative Project Costs for December 2019		
		Administrative costs	22,404.04	
		T&R costs	<u>13,420.40</u>	CR's
4701	Suburban Water Systems	Invoice No. 59881219, for project T&R costs for December 2019	19,266.75	CR's
4702	Valley County Water District	Project costs for December 2019		
		Invoice No. 407, T&R costs	179,682.22	
		Invoice No. 408, T&R costs	<u>44,655.86</u>	CR's
E90738	California Domestic Water Co.	Project costs for December 2019		
		Invoice No. 3339, T&R costs for Perchlorate	22,609.29	
		Invoice No. 3340, T&R costs for NDMA & VOC's	<u>77,776.38</u>	CR's
E90739	San Gabriel Valley Water Co.	Project costs for November 2019		
		Invoice No. 19-12376, B5 T&R costs	107,940.68	
		Invoice No. 19-12378, B6 T&R costs	154,746.11	
		Invoice No. 19-12377, B6 Capital costs-UV Flex Treatment Plant	<u>4,191.47</u>	CR's
Total BPOU Project Costs			<u><u>828,784.75</u></u>	

mls
1-9-2020



San Gabriel Basin Water Quality Authority

1720 W. Cameron Avenue, Suite 100, West Covina, CA 91790 • 626-338-5555 • Fax 626-338-5775

AGENDA SUBMITTAL

To: WQA Board of Directors
From: Kenneth R. Manning, Executive Director
Date: January 15, 2020
Subject: Resolution 20-001 for Authorization to Contract for Service and Establish Accounts with Bank of the West

Discussion

WQA currently has its banking relationship with Bank of the West ("Bank"). The Bank requires that WQA adopt a resolution each time Board Officers are elected, authorizing the Board Officers to contract for service and establish accounts with the Bank, including checking signing authorization. Last year at the January 22, 2019 board meeting Resolution 19-001 was passed and adopted, authorizing the newly elected Board Officers to contract for service with the Bank.

The election of new Board Officers typically takes place at the January regular board meeting. If new officers are elected at today's regular board meeting, WQA will need to rescind Resolution 19-001 and pass and adopt Resolution 20-001 authorizing the newly elected Board Officers to contract for service with the Bank.

A draft resolution is enclosed with this staff report listing the Board's officer positions, but not the officers' names. Once the election has taken place, the resolution will be updated with the information for the newly elected Board Officers.

Attached is a draft copy of Resolution 20-001 for your review.

Recommendation / Proposed Action

Recommend that the Board pass and adopt Resolution 20-001 authorizing Board Officers to contract for service with Bank of the West.

Attachment:

Resolution 20-001

DRAFT

RESOLUTION NO. 20-001

A RESOLUTION OF THE SAN GABRIEL BASIN WATER QUALITY AUTHORITY AUTHORIZING BOARD OFFICERS TO CONTRACT FOR SERVICE AND ESTABLISH ACCOUNTS WITH BANK OF THE WEST

WHEREAS, the San Gabriel Basin Water Quality Authority ("WQA") has a banking relationship with Bank of the West; and

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF THE SAN GABRIEL BASIN WATER QUALITY AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Each of the Board Officers is authorized to open deposit accounts, manage or provide instructions regarding each account and contract for other banking services deemed necessary to manage the deposit accounts with Bank of the West ("Bank") on behalf of the WQA, acting alone, to: (1) establish one or more deposit accounts and from time to time additional accounts; (2) to designate from time to time persons to manage, operate or otherwise provide instructions regarding each account, including the designation of authorized signers; and (3) contract for such other banking services as any authorized representative deems necessary or appropriate to manage this Organization's deposit accounts.

This authorization is in addition to any other authorizations in effect and will remain in force until the Bank receives written notice of its revocation at the address and in the manner designated by it.

SECTION 2. The Board hereby certifies that the Board Officers for the WQA as of January 15, 2020 are as follows:

Chairman

Vice-Chairman

Secretary

Treasurer

SECTION 3. The Board certifies that the above referenced officers constitute all of the WQA's Board Officers.

SECTION 4. The signatures and titles of the authorized person(s) identified in SECTION 1 and SECTION 2 are the genuine signatures and titles of those persons.

SECTION 5. No other person's signature or authorization is required to bind the WQA with respect to the agreements or authorizations mentioned above.

SECTION 6. Resolution 19-001 is hereby rescinded.

PASSED AND ADOPTED THIS 15th DAY OF JANUARY 2020

Chairman

Secretary



San Gabriel Basin Water Quality Authority

1720 W. Cameron Avenue, Suite 100, West Covina, CA 91790 • 626-338-5555 • Fax 626-338-5775

AGENDA SUBMITTAL

To: WQA Board Members
From: Kenneth R. Manning, Executive Director
Date: January 15, 2020
Subject: **Report on Cash and Investments – 4th Quarter 2019**

Discussion

Attached for your review is the quarterly report on cash and investments as of December 31, 2019.

The average monthly effective yields for the Pooled Money Investment Account for October, November and December 2019 are 2.190%, 2.103% and 2.043%, respectively. The Local Agency Investment Fund (LAIF) quarterly rate for October to December has not yet been issued.

Recommendation / Proposed Action

For information only.

Enclosures

Cash Report

Schedule of Interest Received and Interest Rates

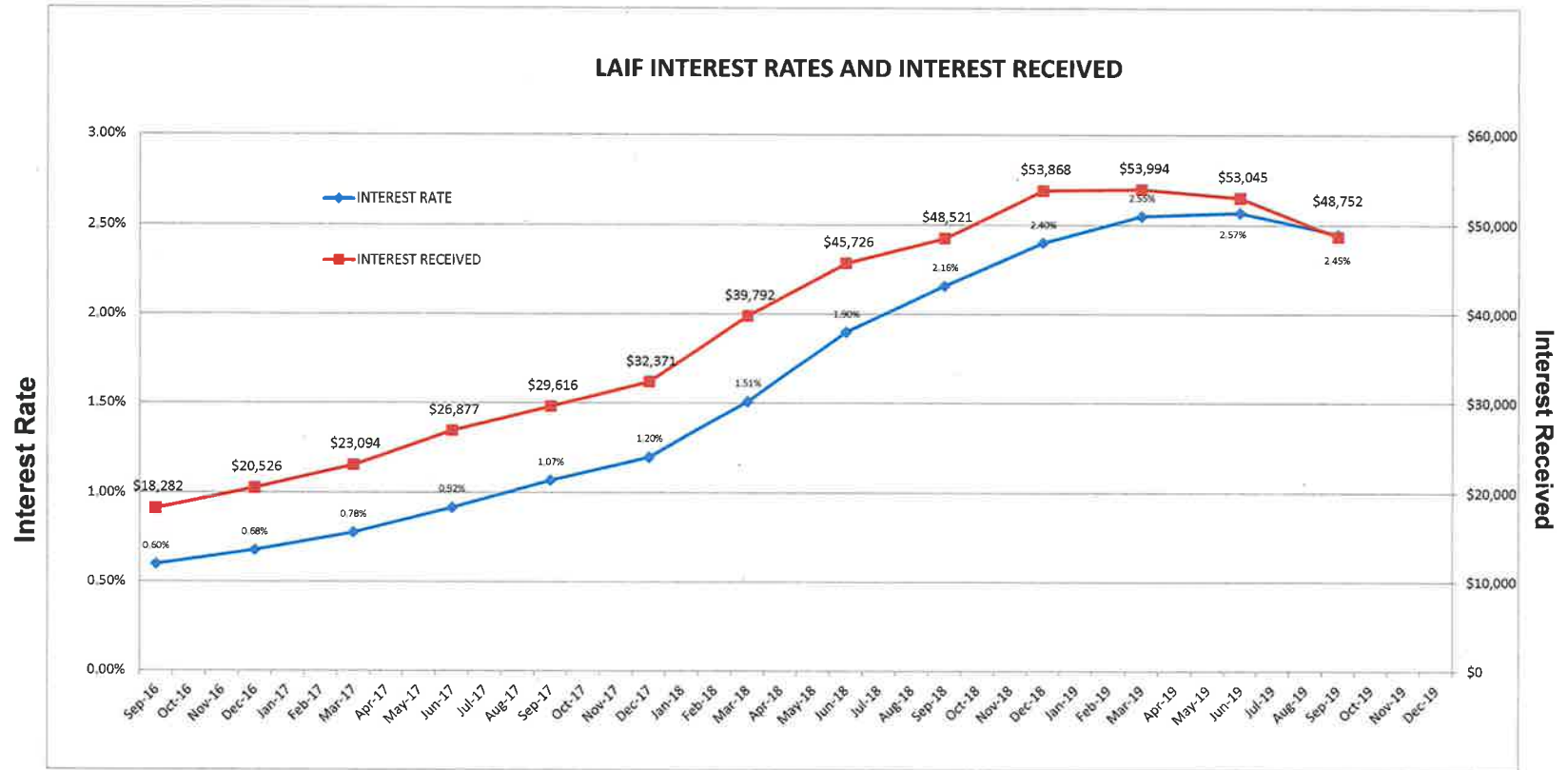
LAIF Performance Report

San Gabriel Basin Water Quality Authority
SUMMARY OF CASH AND INVESTMENTS
December 31, 2019
DRAFT

DESCRIPTION	BALANCE
<u>CASH AND BANK ACCOUNTS</u>	
Cash on Hand	\$ 250
<u>Bank of the West Checking Accounts</u>	
General Account	1,000
Revolving Account	19,655
Payroll Account	32,632
Project Account	1,386,623
Pooled Money Market Account - Project/Admin	11,951
Federal Funding Account	<u>1,000</u>
Total Cash and Bank Accounts	<u>1,453,111</u>
<u>Trustee Accounts</u>	
<u>Bank of the West</u>	
South El Monte Operable Unit (SEMOU) Checking Account	<u>6,543</u>
Total Trustee Accounts	<u>6,543</u>
<u>Investment Accounts</u>	
California Treasurer's Office	
Local Agency Investment Fund (LAIF)	
WQA General	5,417,944
SEMOU RP's	<u>1,745,840</u>
Total Investment Accounts	<u>7,163,784</u>
TOTAL CASH, TRUSTEE AND INVESTMENT ACCOUNTS	<u>\$ 8,623,438</u>

San Gabriel Basin Water Quality Authority
SUMMARY OF CASH AND INVESTMENTS
Schedule of Interest Received and Interest Rates
AS OF DECEMBER 31, 2019
DRAFT

LAIF RATE TABLE		
Quarter Ended	Interest Rate (%)	Interest Rec'd
Sep-16	0.60%	\$ 18,282
Dec-16	0.68%	\$ 20,526
Mar-17	0.78%	\$ 23,094
Jun-17	0.92%	\$ 26,877
Sep-17	1.07%	\$ 29,616
Dec-17	1.20%	\$ 32,371
Mar-18	1.51%	\$ 39,792
Jun-18	1.90%	\$ 45,726
Sep-18	2.16%	\$ 48,521
Dec-18	2.40%	\$ 53,868
Mar-19	2.55%	\$ 53,994
Jun-19	2.57%	\$ 53,045
Sep-19	2.45%	\$ 48,752
Dec-19		





CALIFORNIA STATE TREASURER FIONA MA, CPA



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
11/30/19	2.07	2.15	218
12/01/19	2.07	2.15	217
12/02/19	2.07	2.15	219
12/03/19	2.07	2.14	218
12/04/19	2.07	2.14	218
12/05/19	2.06	2.14	219
12/06/19	2.06	2.14	221
12/07/19	2.06	2.14	221
12/08/19	2.06	2.14	221
12/09/19	2.06	2.14	223
12/10/19	2.06	2.14	224
12/11/19	2.05	2.13	225
12/12/19	2.05	2.13	228
12/13/19	2.04	2.13	227
12/14/19	2.04	2.13	227
12/15/19	2.04	2.13	227
12/16/19	2.04	2.13	226
12/17/19	2.04	2.13	226
12/18/19	2.04	2.13	227
12/19/19	2.04	2.13	226
12/20/19	2.03	2.12	224
12/21/19	2.03	2.12	224
12/22/19	2.03	2.12	224
12/23/19	2.03	2.12	222
12/24/19	2.03	2.12	225
12/25/19	2.03	2.12	225
12/26/19	2.03	2.12	224
12/27/19	2.03	2.12	227
12/28/19	2.03	2.12	227
12/29/19	2.03	2.12	227
12/30/19	2.03	2.11	224

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

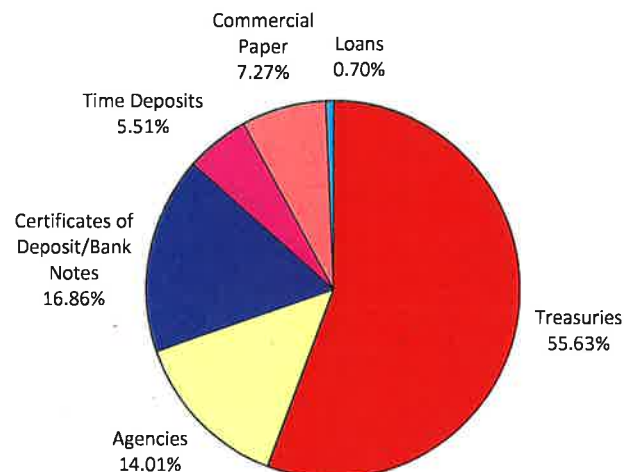
Quarter Ending 09/30/19

Apportionment Rate: 2.45
 Earnings Ratio: .00006701807521016
 Fair Value Factor: 1.001642817
 Daily: 2.25%
 Quarter to Date: 2.34%
 Average Life: 185

PMIA Average Monthly Effective Yields

Dec 2019 2.043
 Nov 2019 2.103
 Oct 2019 2.190

Pooled Money Investment Account Portfolio Composition 11/30/19 \$86.9 billion



Percentages may not total 100% due to rounding

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).
 Based on data available as of 01/08/2020

Calendars



Jan 9 - Apr 8, 2020

January 2020

Mon Jan 13	8:00am - 9:30am	SGVMWD Board Meeting
Tue Jan 14	5:30pm - 6:30pm	USGVMWD Gov Affairs Committee Meeting
Wed Jan 15	8:00am - 10:30am	TVMWD Board Meeting
	12:00pm - 1:00pm	WQA Board Meeting
	1:30pm - 2:30pm	WM Administrative Committee Mtg
Wed Jan 22	9:00am - 10:00am	Upper District Board Meeting
	4:30pm - 5:30pm	USGVMWD Water Policy Committee Meeting
Thu Jan 23	11:30am - 12:30pm	SCWUA Meeting
	4:30pm - 5:30pm	Admin and Finance Committee meeting

February 2020

Wed Feb 5	8:00am - 10:30am	TVMWD Board Meeting
	2:30pm - 3:30pm	Watermaster Board Meeting
Mon Feb 10	8:00am - 9:30am	SGVMWD Board Meeting
Tue Feb 11	10:00am - 11:00am	WQA Admin/Finance Committee
	11:00am - 12:00pm	WQA Engineering Committee
	5:30pm - 6:30pm	USGVMWD Gov Affairs Committee Meeting
Wed Feb 12	9:00am - 10:00am	Upper District Board Meeting
	11:00am - 12:00pm	WQA Leg/Pub Committee
	1:30pm - 3:00pm	WM Basin Watermaster Committee Mtg
Wed Feb 19	8:00am - 10:30am	TVMWD Board Meeting
	12:00pm - 1:00pm	WQA Board Meeting
	1:30pm - 2:30pm	WM Administrative Committee Mtg
Wed Feb 26	All day - Fri Feb 28	ACWA DC Conference
	9:00am - 10:00am	Upper District Board Meeting
	4:30pm - 5:30pm	USGVMWD Water Policy Committee Meeting

Thu Feb 27	11:30am - 12:30pm	SCWUA Meeting
	4:30pm - 5:30pm	Admin and Finance Committee meeting

March 2020

Wed Mar 4	8:00am - 10:30am	TVMWD Board Meeting
	2:30pm - 3:30pm	Watermaster Board Meeting
Mon Mar 9	8:00am - 9:30am	SGVMWD Board Meeting
Tue Mar 10	10:00am - 11:00am	WQA Admin/Finance Committee
	11:00am - 12:00pm	WQA Engineering Committee
	5:30pm - 6:30pm	USGVMWD Gov Affairs Committee Meeting
Wed Mar 11	9:00am - 10:00am	Upper District Board Meeting
	11:00am - 12:00pm	WQA Leg/Pub Committee
	1:30pm - 3:00pm	WM Basin Watermaster Committee Mtg
Wed Mar 18	8:00am - 10:30am	TVMWD Board Meeting
	12:00pm - 1:00pm	WQA Board Meeting
	1:30pm - 2:30pm	WM Administrative Committee Mtg
Wed Mar 25	9:00am - 10:00am	Upper District Board Meeting
	4:30pm - 5:30pm	USGVMWD Water Policy Committee Meeting
Thu Mar 26	11:30am - 12:30pm	SCWUA Meeting
	4:30pm - 5:30pm	Admin and Finance Committee meeting

April 2020

Wed Apr 1	8:00am - 10:30am	TVMWD Board Meeting
	2:30pm - 3:30pm	Watermaster Board Meeting
Tue Apr 7	5:30pm - 6:30pm	USGVMWD Gov Affairs Committee Meeting
Wed Apr 8	9:00am - 10:00am	Upper District Board Meeting
	11:00am - 12:00pm	WQA Leg/Pub Committee
	1:30pm - 3:00pm	WM Basin Watermaster Committee Mtg