

*In light of the Governor's Executive Orders N-25-20 dated March 12, 2020 and N-29-20 dated March 17, 2020 (collectively, the "Executive Order") issued in response to the Covid-19 outbreak, the WQA Board Has Suspended Application of Certain Public Meeting Requirements otherwise required under Brown Act during the term of the Executive Order, Including Restrictions and Noticing Requirements Relating to the Conduct of Teleconferenced Board Meetings.*

*Due to the essential nature of the WQA Board Meetings in conducting Authority business, the WQA Board meeting will take place via online and teleconference.*

*Copies of Executive Order will be made available to members of the public upon request.*

**You may join the meeting by clicking on the following link:**

<https://attendee.gotowebinar.com/register/2214738983994689036>

Public comments can be emailed prior to the meeting to [stephanie@wqa.com](mailto:stephanie@wqa.com)

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**A REGULAR MEETING  
OF THE  
SAN GABRIEL BASIN WATER QUALITY AUTHORITY  
AT  
1720 W. CAMERON AVENUE, SUITE 100  
WEST COVINA, CALIFORNIA**

**WEDNESDAY, AUGUST 19, 2020 AT 12:00 P.M.**

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**\*\*\*AMENDED\*\*\***

**AGENDA**

**I. CALL TO ORDER** **MARQUEZ**

**II. PLEDGE OF ALLEGIANCE**

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

Jorge Marquez, Chairman	_____	_____	(alt)
Bob Kuhn, Vice-Chairman	_____	_____	(alt)
Mark Paulson, Treasurer	_____	_____	(alt)
Valerie Munoz, Secretary	_____	_____	(alt)
Lynda Noriega	_____	_____	(alt)
Mike Whitehead	_____	_____	(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. PUBLIC HEARING**

**MARQUEZ**

***“To Receive Comments on the Proposed 2020/2021 Fiscal Year  
\$12.00/Acre-Foot Assessment on Those Holding Prescriptive Water  
Pumping Rights in the San Gabriel Basin”***

**VII. CONSENT CALENDAR**

**MARQUEZ**

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

- (a) Ratification of Project Demand No. E90900
- (b) Minutes for 7/15/20 Regular Board Meeting
- (c) Minutes for 8/11/20 Administrative/Finance Committee – Special Joint Meeting
- (d) Minutes for 8/11/20 Legislative/Public Information Committee – Special Joint Meeting
- (e) Demands on Administrative Fund
- (f) Demands on Project Fund

**VIII. COMMITTEE REPORTS**

(These items may require action)

- (a) Administrative/Finance Committee Report [enc]
  - 1. Discussion/Action Regarding Disposal of Surplus Personal Property [enc]
  - 2. Discussion/Action Regarding Re-Affirming WQA Investment Policy and Guidelines [enc]
  - 3. Discussion Regarding SAS 114 Planning Letter for the Audit of Fiscal Year Ended June 30, 2020 [enc]
  - 4. Discussion/Action Regarding Assistant Executive Director/Senior Project Manager Job Description Modification [enc]
- (b) Legislative/Public Information Committee Report [enc]

**IX. OTHER ACTION/INFORMATION ITEMS**

**MARQUEZ**

(These items may require action)

- (a) Adopt Resolution No. 20-005, A Resolution of the San Gabriel Basin Water Quality Authority Imposing an Annual Prescriptive [enc]

**X. PROJECT REPORTS**

**COLBY**

- (a) Treatment Plants:

- |    |                                |               |
|----|--------------------------------|---------------|
| 1. | Baldwin Park Operable Unit     | <u>Status</u> |
|    | • 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
- 2. El Monte Operable Unit
  - Eastern Shallow Zone
  - Eastern Deep Zone
  - GSWC Encinita Plant
  - Western Shallow Zone
- 3. South El Monte Operable Unit
  - Whitmore Street. Ground Water Remediation Treatment Facility
  - City of M.P. Well No. 5 VOC Treatment Facility
  - City of M.P. Well No. 12 VOC Treatment Facility
  - City of M.P. Well No. 15
  - City of M.P. Well Nos. 1, 3, 10 VOC Treatment Facility
  - GSWC Wells SG-1 & SG-2
  - SGVWC Plant No. 8
- 4. Puente Valley Operable Unit
  - Shallow Zone
  - Deep Zone
- 5. Area 3 Operable Unit
  - City of Alhambra Phase 1
  - City of Alhambra Phase 2

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Operational

Design

Construction

Operational

Operational

#### **XI. ATTORNEY'S REPORT**

**PADILLA**

#### **XII. EXECUTIVE DIRECTOR'S REPORT**

**SCHOELLERMAN**

#### **XIII. FUTURE AGENDA ITEMS**

**MARQUEZ**

#### **XIV. INFORMATION ITEMS [enc]**

**MARQUEZ**

- (a) San Gabriel Basin Water Calendar

#### **XV. FUTURE BOARD/COMMITTEE MEETINGS**

**MARQUEZ**

- (a) The next WQA Board meeting is scheduled for Wednesday, September 16, 2020 at 12:00 P.M. at WQA

#### **XVI. BOARD MEMBERS' COMMENTS/REPORTS**

**MARQUEZ**

#### **XVII. ADJOURNMENT**

**MARQUEZ**

*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](http://www.wqa.com).*

**\*\*RATIFICATION\*\***

The following demand E90890 on the Project Fund Account at Bank of the West was approved for payment at the July 15, 2020 Board Meeting with payment expected on July 29, 2020. Subsequent to the release of the demands, San Gabriel Valley Water Company's Invoice No. 20-04110 was not approved and therefore was not paid by the BPOU Project Committee. This reduced the payment amount, therefore, check E90890 in the amount of \$738,072.99 was reversed and has been reissued with Check E90900 in the amount of \$552,180.73.

Check No.	Payable to	Description	Amount	Funding Sources
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**BALDWIN PARK OPERABLE UNIT****Reversed Payment****Invoices originally submitted for approval at July 15th Board Meeting as follows:**

E90890	San Gabriel Valley Water Co.	Project costs for May 2020			
		Invoice No. 20-06168, B5 T&R costs	(214,648.22)		
		Invoice No. 20-06166, B6 T&R costs	(247,917.48)		
		Invoice No. 20-04110, B6 T&R costs - Single Pass Ion Exchange (Invoice No. 20-04110 was not approved by the BPOU Committee)	(185,892.26)		
		Invoice No. 20-07176, B6 Capital costs-UV Flex Treatment Plant	<u>(89,615.03)</u>	<u>(738,072.99)</u>	CRs

**Revised Payment****Revision to invoices and paid as follows:**

E90900	San Gabriel Valley Water Co.	Project costs for May 2020			
		Invoice No. 20-06168, B5 T&R costs	214,648.22		
		Invoice No. 20-06166, B6 T&R costs	247,917.48		
		Invoice No. 20-07176, B6 Capital costs-UV Flex Treatment Plant	<u>89,615.03</u>	<u>552,180.73</u>	CRs

ms  
8-12-20

# DRAFT

## A REGULAR MEETING OF THE SAN GABRIEL BASIN WATER QUALITY AUTHORITY JULY 15, 2020 AT 12:00 P.M.

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*To the extent authorized by the Governor's Executive Order N-25-20 dated March 12, 2020 ("Executive Order") issued in response to the Covid-19 outbreak, the WQA Board Reserved the Right to Suspend Application of Certain Public Meeting Requirements Under the Brown Act during the term of the Executive Order, Including Restrictions and Noticing Requirements Relating to the Conduct of Teleconferenced Board Meetings.*

*Due to the essential nature of the WQA Board Meetings in conducting Authority business, the WQA Board meeting took place on Wednesday, July 15, 2020 at 12:00pm online and teleconference.*

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### **CALL TO ORDER**

The Chairman 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**

Jorge Marquez, Bob Kuhn, Lynda Noriega, Valerie Munoz, Mike Whitehead, and Ed Chavez.

### **BOARD MEMBERS ABSENT**

Mark Paulson.

### **STAFF MEMBERS PRESENT**

Randy Schoellerman, Executive Director; Mary Saenz, Director of Finance; Stephanie Moreno, Executive Assistant/Outreach Coordinator; Dan Colby, Project Resource Manager; Michelle Sanchez, Admin/Accounting Assistant; Richard Padilla, Legal Counsel

### **MEMBERS OF THE PUBLIC PRESENT**

None.

### **MEMBERS OF THE PUBLIC THAT PARTICIPATED VIA ONLINE/TELECONFERENCE**

Jennifer Santana, Upper District; David Muse, Valley County Water District; Al Contreras, Upper District; Craig Gott, Suburban Water Systems; Gabriel Monares, The Monares Group

### **PUBLIC COMMENT**

Mr. Contreras indicated his greetings to the board and noted that he was attending the meeting from Arizona.

### **ITEMS TOO LATE TO BE AGENDIZED**

None.

### **CONSENT CALENDAR**

Ms. Munoz moved to approve the consent calendar. Ms. Noriega seconded the motion and it was approved. Mr. Whitehead abstained from Project Demand No: E90890 and Ms. Noriega abstained from Project Demand E90889.

### **COMMITTEE REPORTS**

None.

### **OTHER ACTION/INFORMATION**

## ITEMS

### ***Discussion/Action Task Order for Avocet Environmental to Implement Proposition 1 SEMOU Site Source Investigation Project***

Mr. Schoellerman reported that the State Water Resources Control Board Division of Financial Assistance awarded WQA a Proposition 1 Planning Grant for the Regional Site Investigation South El Monte Operable Unit in the amount of \$2,500,000 which includes a 20% match of \$500,000. He indicated that staff is recommending issuing a Task Order to Avocet Environmental Inc. to implement the project based on their proposal for \$2,395,000 to implement the project. He noted that the costs are included in the FY20/21 budget. The funding under this grant is for the purpose of conducting site assessments at a minimum of twelve sites identified by the L.A. Regional Water Quality Control Board and the Department of Toxic Substance Control to characterize the extent of volatile organic compound (VOC) contamination and evaluate or develop cleanup alternatives for the prevention of VOC contamination in the SEMOU.

Ms. Munoz moved to approve the task order for Avocet Environmental to implement Proposition 1 SEMOU Site Source Investigation Project. Mr. Kuhn seconded the motion and it was unanimously approved.

### ***Report on Cash and Investments for 2<sup>nd</sup> Quarter 2020***

Ms. Saenz reported that report on cash and investments as of June 30, 2020 was enclosed for review. She noted that the average monthly effective yields for the Pooled Money Investment Account (PMIA) for April and May 2020 are 1.648% and 1.363%, respectively. The Local Agency Investment Fund (LAIF) quarterly rate for April through June 2020 had not yet been issued.

## PROJECT REPORTS

Mr. Colby provided a report on the Whitmore Street Groundwater Remediation Facility Project. He reported that a notice of violation was received for a one-time exceedance of CrVI in May 2019 due to a failed transducer. He noted that a notice of violation was given with a \$3,000 fine.

Mr. Whitehead asked if Avocet Environmental might have some responsibility here.

Mr. Schoellerman indicated that Avocet had reimbursed WQA in the past and that this situation was different.

Mr. Colby reported that staff was working to secure site access for WQA's Prop 1 Whitmore Street Expanded Site Investigation project. Staff had conducted a site walk with the property management to discuss well locations and were waiting approval of the property owners.

## ATTORNEY'S REPORT

Mr. Padilla provided a report on AB5 and how it could affect the contract with Mr. Manning. He indicated that AB5 does not apply since it does not apply to public agencies.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Schoellerman noted that staff is generally working remotely during the current COVID-19 situation. However, some staff are also in the office occasionally.

He reported that the House Energy and Water Appropriations bill had passed out of the committee and included \$15M in the United State Bureau of Reclamation (USBR) budget with language similar to the prior year's request as submitted by Rep. Napolitano on behalf of WQA. He reported that the Senate probably would not discuss their Energy and Water Appropriations bill until after their August recess. He noted that WQA is working to broaden the language in the Senate bill to improve its chances of success. He also reported that staff is still monitoring the \$10M approved in the prior budget that has yet to be allocated by USBR.

He lastly reported that grant agency staff for the Prop 68 Groundwater Treatment and Remediation Grant Program were recommending approval of a \$35M award for WQA. The grant program is administered by the State Water Resources Control Board Division of Financial Assistance (DFA). He noted that the original application was for \$18M and that staff worked with DFA to increase to amount to \$35M, which requires State Water Board approval to exceed the \$20M limitation per applicant. He indicated that the request was scheduled for their August 18<sup>th</sup> board meeting and was expected to be a consent calendar item. The grant would provide several years of funding for the 21 treatment facilities listed in the application.

## **FUTURE BOARD AND COMMITTEE MEETINGS**

The next WQA Board meeting will be held on Wednesday, August 19, 2020 at 12pm.

An Admin/Finance Committee Meeting was scheduled for August 11, 2020 at 10 am.

A Legislative/Public Information Committee was scheduled for August 11, 2020 at 11:00 am.

## **BOARD MEMBERS' COMMENTS/ REPORTS**

Ms. Munoz requested an item on the next Legislative/Public Information Committee meeting to discuss briefings to update the cities on PFAS.

Ms. Noriega commended staff on the grant funding and commended Stetson Engineers on the outreach they did to help prepare the application.

Mr. Whitehead commended Mr. Schoellerman and staff on the grants.

Mr. Kuhn commended Mr. Schoellerman and requested that he have Mr. Manning attend the Legislative/Public Information Committee meetings.

Mr. Marquez reported that he created an ad hoc committee to review the Monares Group contract.

## **ADJOURNMENT**

The Chairman asked if there were any other items of business to come before the Board. There being none, the meeting was adjourned to September 16, 2020.

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Jorge Marquez  
Chairman

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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
D01727	Bob Kuhn	Board Member Compensation for July 2020	
		6 Days WQA Business	896.58
		Meeting/Travel Expenses/Other	14.95
		Less Deferred Compensation	(827.99)
		Less Taxes Withheld	(68.59)
			14.95
D01728	Michael Whitehead	Board Member Compensation for July 2020	
		1 Day WQA Business	149.43
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			138.00
D01729	Ed Chavez	Board Member Compensation for July 2020	
		6 Days WQA Business	896.58
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(68.59)
			827.99
D01730	Jorge Marquez	Board Member Compensation for July 2020	
		6 Days WQA Business	896.58
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(458.32)
			438.26
D01731	Valerie Munoz	Board Member Compensation for July 2020	
		1 Day WQA Business	149.43
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(11.43)
			138.00
D01732	Lynda Noriega	Board Member Compensation for July 2020	
		3 Days WQA Business	448.29
		Meeting/Travel Expenses/Other	0.00
		Less Deferred Compensation	0.00
		Less Taxes Withheld	(34.29)
			414.00
EFT/ACH	SGBWQA - Payroll Fund	Replenish payroll fund for July 2020	
		Staff Payroll	66,622.86
		Board Deferred Compensation-Lincoln Life	827.99
		Board Payroll Taxes - Federal & State	915.57
			68,366.42
		<b>Total replenishment to payroll fund</b>	<b>70,337.62</b>
EFT/ACH	SGBWQA - Revolving Fund	Replenish revolving fund for 7/01/20 to 7/31/20 disbursements	
		Prepaid - ACWA JPIA Property Program 07/2020 to 06/2021	2,096.72
		Group Insurance	1,049.09
		Office Supplies	252.18
		Telephone Service	802.40
		Plant & Water Service	56.33
		Misc. Office Expense	40.00
		Equipment Lease	600.11
		Security System	306.00
		Computer Systems O&M	450.97
		Copier Machine O&M	473.04
		Public Relations	1,648.15
		Meetings & Conferences	106.01
		Project Costs	1,321.82
			9,202.82

4mb  
2-12-20

**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
E90901	Kenneth Manning	Professional services for July and August 2020	
		Invoice No. 20-07Jul	4,000.00
		Invoice No. 20-08Aug	<u>4,000.00</u>
			8,000.00
E90902	ACWA/JPIA	Invoice No. 651613, Medical and life insurance premiums for September 1, 2020 to October 1, 2020	8,449.96
E90903	Accent Computer Solutions, Inc.	Invoice No. 136953 Professional IT services for August 2020	1,311.21
E90904	Bank of America	Invoice No. '20-07Jul-RS', Credit Card Expenses incurred for 07/01/20 to 07/31/20	
		Internet Service	29.95
		Office Supplies	<u>31.22</u>
			61.17
E90905	Bank of America	Invoice No. '20-07Jul-SM', Credit card expenses incurred for 07/01/20 to 07/31/20	
		Office Supplies	<u>125.44</u>
			125.44
E90906	The Gualco Group	Invoice No '20-07Jul', Professional consulting services for July 2020	5,140.70
E90907	Kadesh & Associates, LLC	Invoice No. 08-20, Professional consulting services for July 2020	15,000.00
E90908	The Monares Group, LLC	Invoice No. '20-09Sep', Professional consulting services for September 2020	16,000.00
E90909	Olivarez Madruga Lemieux O'Neill, LLP	Invoice No. 11685, Professional legal services for July 2020	2,312.50
E90910	Ruffle Properties, LLC	Office lease, CAM, and Storage for September 2020	
		Invoice No. '20-09Sep', Office lease	6,845.79
		Invoice No. '20-09Sep-CAM', Electricity charges	643.20
		Invoice No. '20-09Sep-Storage', Storage Room	<u>150.00</u>
			7,638.99
E90911	Stetson Engineers, Inc.	Invoice No. 1609-222-11, Professional services for June 2020 - 97-005 Permit	573.00
<b>TOTAL</b>			<u><u><b>144,153.41</b></u></u>

mb  
8-17-20

**Board Member Per Diem**

\$149.43 per meeting, 6 meeting maximum per month

Mileage Rate: \$0.575 per mile

Updated January 2020

**EXPENSE SHEET**

NAME:

Bob Kuhn

Jul-20

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$149.43 PER DIEM
7/13/20	Meeting with Exec. SGVEP and Randy	26	1	\$149.43
7/15/20	Board Meeting	0	1	\$149.43
7/16/20	Glendora Former Mayors meeting	0	1	\$149.43
7/22/20	SGVEP Legislative Committee Meeting	0	1	\$149.43
7/27/20	JPIA Board Meeting	0	1	\$149.43
7/30/20	Meeting with Chris Landcaster update on his publications coming up soon.	0	1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Total Meetings</b>			<b>6</b>	<b>\$896.58</b>
<b>Total Mileage (at \$0.575 per mile)</b>		<b>26</b>		<b>\$14.95</b>

DATE	Expense Reimbursement Description (receipts required)	Amount
	<b>TOTAL Expenses</b>	<b>\$0.00</b>

<b>TOTAL MEETINGS, MILEAGE, EXPENSES</b>		<b>\$911.53</b>
457	Deferred Compensation Amount (enter a positive number)	896.58
<b>TOTAL</b>		<b>\$14.95</b>

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.



**Board Member Per Diem**  
\$149.43 per meeting, 6 meeting maximum per month  
**Mileage Rate: \$0.575 per mile** (Updated January 2019)

## EXPENSE SHEET

NAME: MICHAEL WHITEHEAD MONTH/YEAR: Jul-20

DATE	MEETING DESCRIPTION	Roundtrip Mileage (not to exceed 6)	# of Days	\$149.43 PER DIEM
7/15/20	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 \$0.575 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.***



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: Edward L. Chavez MONTH/YEAR: Jul-20

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$149.43 PER DIEM
7/2/20	Meeting with Joe Baca, Jr., Councilman - City of Rialto		1	\$149.43
7/9/20	City Council Meeting - City of Industry		1	\$149.43
7/13/20	Water Planning & Stewardship Committee - Metropolitan Water District of Southern California		1	\$149.43
7/14/20	Board of Directors' Meeting - Rowland Water District		1	\$149.43
7/15/20	Board Members' Meeting - San Gabriel Basin Water Quality Authority		1	\$149.43
7/16/20	Meeting with Supervisor Kathryn Barger - SGV Economic Partnership & SGV Public Affairs Network		1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Total Meetings</b>			<b>6</b>	<b>\$896.58</b>
<b>Total Mileage (at \$0.58 per mile)</b>		<b>0</b>		<b>\$0.00</b>

DATE	Expense Reimbursement Description (receipts required)	Amount
<b>TOTAL Expenses</b>		<b>\$0.00</b>

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

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: \$0.575 per mile (updated January 2020)

## EXPENSE SHEET

NAME:

Jorge A Marquez

MONTH/YEAR:

Jul-20

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$149.43 PER DIEM
7/6/20	WQA - ad hoc committee		1	\$149.43
7/13/20	Regional Chamber Government Committee		1	\$149.43
7/14/20	WQA - ad hoc committee		1	\$149.43
7/15/20	WQA Boardmeeting - GoToWebinar		1	\$149.43
7/16/20	SGV Regional Chamber E-Board Meeting		1	\$149.43
7/21/20	Legislative update with WQA Lobbyist		1	\$149.43
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Total Meetings</b>			<b>6</b>	<b>\$896.58</b>
<b>Total Mileage (at \$0.575 per mile)</b>		<b>0</b>		<b>\$0.00</b>

DATE	Expense Reimbursement Description (receipts required)	Amount
<b>TOTAL Expenses</b>		<b>\$0.00</b>

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

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
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**BALDWIN PARK OPERABLE UNIT**

E90912	RC Foster Corporation	Invoice No. 02-20-037, Project costs for Spare parts costs for August 2020	740.22	CR's
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**SOUTH EL MONTE OPERABLE UNIT**

E90913	Avocet Environmental Inc.	Project costs for Whitmore Street Groundwater Remediation Facility for July 2020		
		Invoice No. 6206 - Round 1 Prop 1-Whitmore Hydropunch	3,166.50	
		Invoice No. 6207 - Prop 1 SGV Priority Sites	829.75	
		Invoice No. 6208 - Whitmore GW Treatment System	<u>16,730.44</u>	20,726.69 WQA/Prop 1
E90914	Golden State Water Company	Invoice No. 13510-ACD, Project T&R costs for SG1 & 2 VOC for January to March 2020	32,629.16	EPA
E90915	San Gabriel Valley Water Co.	Project T&R Costs for Plant 8 LGAC and Air Stripper for January to March 2020		
		Invoice No. 20-06158, Plant 8 A.S. for January	13,212.82	
		Invoice No. 20-06161, Plant 8 LGAC for January	8,460.32	
		Invoice No. 20-06159, Plant 8 A.S. for February	18,660.75	
		Invoice No. 20-06162, Plant 8 LGAC for February	10,224.86	
		Invoice No. 20-06160, Plant 8 A.S. for March	10,987.75	
		Invoice No. 20-06163, Plant 8 LGAC for March	<u>8,758.00</u>	70,304.50 EPA

<b>Total Project Costs</b>	<b><u>124,400.57</u></b>
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**SOUTH EL MONTE OPERABLE UNIT - TRUSTEE**

E90916	Golden State Water Company	Invoice No. 13510-B, Project T&R costs for SG1 & 2 for January to March 2020	660.00	RP's
E90917	San Gabriel Valley Water Co.	Project T&R Costs for Plant G4 LGAC for January to March 2020		
		Invoice No. 20-06155, Plant G4 LGAC - January	5,109.75	
		Invoice No. 20-06156, Plant G4 LGAC - February	7,124.19	
		Invoice No. 20-06157, Plant G4 LGAC - March	<u>8,089.69</u>	20,323.63 RP's

<b>Total Trustee Costs</b>	<b><u>20,983.63</u></b>
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<b>Total Project and Trustee Costs</b>	<b><u>145,384.20</u></b>
----------------------------------------	--------------------------

*mlh*  
8-13-2020

# DRAFT

## SAN GABRIEL BASIN WATER QUALITY AUTHORITY ADMINISTRATIVE/FINANCE COMMITTEE AND SPECIAL MEETING OF THE BOARD OF DIRECTORS AUGUST 11, 2020 AT 10:00 A.M.

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*To the extent authorized by the Governor's Executive Order N-25-20 dated March 12, 2020 ("Executive Order") issued in response to the Covid-19 outbreak, the WQA Board Reserved the Right to Suspend Application of Certain Public Meeting Requirements Under the Brown Act during the term of the Executive Order, Including Restrictions and Noticing Requirements Relating to the Conduct of Teleconferenced Board Meetings.*

*Due to the essential nature of the WQA Board Meetings in conducting Authority business, the WQA Administrative/Finance Committee and Special meeting of the Board took place on Wednesday, August 11, 2020 at 10:00am online and teleconference.*

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### CALL TO ORDER

Mr. Whitehead 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.

### COMMITTEE MEMBERS PRESENT

Mike Whitehead, Bob Kuhn, and Mark Paulson,

### WATERMASTER LIASON

Dave Michalko

### COMMITTEE MEMBERS ABSENT

None.

### OTHER BOARD MEMBERS PRESENT

Lynda Noriega, Ed Chavez

### STAFF MEMBERS PRESENT

Randy Schoellerman, Executive Director; Stephanie Moreno, Executive Assistant/Public Outreach Coordinator; Mary Saenz, Director of Finance; Michelle Sanchez, Accounting Assistant; Dan Colby, Project Resource Manager

### MEMBERS OF THE PUBLIC PRESENT

Lenet Pacheco, Valley County Water District; John Mendoza, Three Valleys Municipal Water District; Ken Manning, WQA Consultant

### PUBLIC COMMENT

None.

### *Discussion Regarding Disposal of Surplus Personal Property*

Ms. Saenz reported that staff wishes to dispose of surplus equipment as listed on the attached schedule that is either broken, worn out or has been replaced with updated technology, and is of no further use. She indicated that these items have been fully depreciated and have a net book value of \$0. She noted that under Guideline #1 of Administrative Procedure 35, the value of the property shall be determined by the Executive Director after contacting appraisers or dealers, vendors, or other businesses which buy used equipment or take such items as trade-in. After review of the list of surplus items and further examination of the actual equipment, it was determined that the iPads currently have a trade-in value of \$40

each. All other items proposed for disposal do not have any resale value. Guideline #3 states that if the property has no reasonable resale value, the Executive Director may determine to donate the property to another governmental agency or a charitable institution.

After brief discussion, the committee recommended that this item go to the full Board for approval.

***Discussion Regarding Re-Affirming WQA Investment Policy***

Ms. Saenz reminded the Committee that the WQA Investment Policy was discussed briefly at the March 18, 2020 Board meeting. The discussion arose during the presentation of the audited financial statements for the fiscal year 18/19 and was not a separate discussion item for that meeting. At that time, the Board agreed that the policy was acceptable as is and did not need to be modified. She indicated that at the June 17, 2020 Board meeting, WQA staff submitted the Investment Policy for affirmation. During that meeting, the Board requested staff submit the policy at the next Administrative/Finance committee meeting for further review and discussion. She reported that the investment guidelines require that WQA invest its public funds in a manner which will provide the highest investment return while meeting the daily cash flow demands, maintaining an appropriate risk level and conforming to all state and local statutes. Procedure No. 26 itemizes the acceptable investment instruments for the WQA and includes a specific requirement that investments be limited to a 12-month term. She noted that staff is requesting that the Committee recommend that Administrative Procedure No. 26, Investment Policy and Guidelines be affirmed by the Board as of August 19, 2020 as part of the procedures for the fiscal year 20/21.

After some discussion, the committee recommending that re-affirming of the WQA investment policy go to the full Board for approval.

***Discussion Regarding SAS 114-Planning Letter for the Audit of Fiscal Year Ended June 30, 2020***

Ms. Saenz reported that the SAS 114-Planning Letter was enclosed with the agenda for your review. She noted that it is for the audit of fiscal year ended June 30, 2020. She indicated that SAS 114 is an auditing standard that requires certain information be communicated between auditors and those charged with oversight of the organization being audited. She reported that WQA's auditors, Vasquez & Company LLP are communicating the information via this Planning Letter which they have addressed to the Board of Directors. She lastly reported that Mr. Roger Martinez, CPA, the audit partner, has requested that he be contacted directly if you have questions or need additional information. He is asking that he be contacted if any Board member has knowledge of any fraud, internal control weaknesses, improper accounting practices, or any other matters that may be relevant. She noted that this was for information only and no action was needed.

***Discussion Regarding Assistant  
Executive Director/Senior Project  
Manager Job Description  
Modification***

Mr. Schoellerman reported he modified the job description for the Assistant Executive Director/Senior Engineer. He noted he was modifying the position by expanding the minimum qualifications and changing the title to Assistant Executive Director/Senior Project Manager. He indicated that modification to the qualifications include allowing for bachelor's degrees in hydrogeology, chemistry, or other related environmental fields in addition to engineering. Additionally, the requirement to be registered as a professional engineer is now preferred, but not required. He noted that these changes and the new title reflect the current needs of the WQA and allow for additional flexibility when considering candidates for the position.

Mr. Whitehead asked about the reason for not requiring a registered engineer or an engineering degree.

Mr. Schoellerman commented that other environmental-related degrees are applicable for the work that the WQA requires.

Mr. Kuhn commented that in the past the WQA had two Assistant Executive Directors, one for Engineering and one for Administration. He questioned if the WQA should consider that approach again. He commented that he would like to see someone work locally with the cities and public affairs, which the presented job description does not address.

Mr. Paulson noted that Mr. Schoellerman had only been in the position a short time and if he felt that it was necessary to restructure the small staff in the future then he should look at that.

Mr. Schoellerman indicated that after modifying this position now in the short-term, in the long term there will be an opportunity for an overall review of WQA's staffing structure to address the committee's comments.

After some discussion, the committee recommended that Assistant Executive Director/Senior Project Manager job description go to the full Board for approval.

**EXECUTIVE DIRECTOR'S  
REPORT**

Mr. Schoellerman reported that he attended the ACWA virtual conference and was very impressed with the format of the conference. He noted that the WQA staff was still working remotely and within the office. He reported that staff has received a few letters and phone calls from residents from the City of Monterey Park protesting the annual assessment. He indicated that staff has communicated with the residents to help them better understand the assessment process.

Mr. Whitehead commented on his concerns with the WQA's financial sustainability going forward. He suggested that staff

consider setting up a meeting to examine the options and what the WQA can do to keep the momentum going with the current activities.

## **ADJOURNMENT**

Mr. Whitehead asked if there were any other items of business to come before the Board. There being none, the Board meeting was adjourned.

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Chairman

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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 of Directors  
**From:** Randy Schoellerman, Executive Director  
**Date:** August 19, 2020  
**Subject:** Disposal of Surplus Personal Property

---

### **Background and Discussion**

Under WQA Administrative Procedure 35, the Executive Director has the authority and responsibility for the disposal of surplus personal property that has been maintained as fixed assets of the WQA. If it is determined that the items are either broken, obsolete or of no further use for the purposes of the WQA, the Executive Director shall submit the items to the Board of Directors to be declared surplus.

WQA wishes to dispose of surplus equipment as listed on the attached schedule that is either broken, worn out or has been replaced with updated technology, and is of no further use. These items have been fully depreciated and have a net book value of \$0.

Under Guideline #1 of Administrative Procedure 35, the value of the property shall be determined by the Executive Director after contacting appraisers or dealers, vendors, or other businesses which buy used equipment or take such items as trade-in. After review of the list of surplus items and further examination of the actual equipment, it was determined that the iPads currently have a trade-in value of \$40 each. All other items proposed for disposal do not have any resale value. Guideline #3 states that if the property has no reasonable resale value, the Executive Director may determine to donate the property to another governmental agency or a charitable institution.

### **Recommendation / Proposed Action**

The Administrative / Finance Committee recommends that the furniture and equipment items listed on the attached schedule be declared surplus allowing the Executive Director to dispose of the property in accordance with Administrative Procedure 35.

<b>SCHEDULE OF SURPLUS / OBSOLETE EQUIPMENT</b> <b>AUGUST 19, 2020</b>					
<b>Date Acquired</b>	<b>Equipment Description</b>	<b>Original Cost</b>	<b>Accum Depr</b>	<b>Net Book Value</b>	<b>Explanation for Disposal</b>
04/23/93	Low Back Work Chairs (3)	1,190.31	(1,190.31)	0.00	Chairs are no longer operational
08/15/05	3 flat panel monitors	982.28	(982.28)	0.00	Obsolete
11/21/05	Dell Dim 9100 Pentium	1,254.23	(1,254.23)	0.00	Obsolete, no longer operational
06/28/07	Dell Dim 9200 2GB DDR2 SDRAM	1,527.82	(1,527.82)	0.00	Obsolete, no longer operational
08/31/07	Mas90 upgrade to v 4.3	3,181.75	(3,181.75)	0.00	Software; replaced with SAGE upgrade
06/30/10	Vostro Laptop 3500	1,102.71	(1,102.71)	0.00	Obsolete, no longer operational
12/31/10	Mas90 additional user license	2,519.91	(2,519.91)	0.00	Software; replaced with SAGE upgrade
05/04/11	MS Windows 7 Upgrade	1,193.91	(1,193.91)	0.00	Software; replaced with upgrade
05/21/11	MS Office 2010 (7 users)	1,891.81	(1,891.81)	0.00	Software; replaced with Office 365
05/24/11	New Website - live on 7/1/2011	3,600.00	(3,600.00)	0.00	Replaced by new website
06/04/12	1 Dell Vostro 470 CTO Desktop	1,112.17	(1,112.17)	0.00	Obsolete, no longer operational
06/22/13	8 iPads for 7 board & 1 staff	4,922.19	(4,922.19)	0.00	Obsolete; need to be replaced
10/27/16	Website Upgrade	800.00	(800.00)	0.00	Replaced by new website
		<u>25,279.09</u>	<u>(25,279.09)</u>		



# 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:** Randy Schoellerman, Executive Director  
**Date:** August 19, 2020  
**Subject:** Affirm WQA Investment Policy and Guidelines

---

### **Recommendation / Proposed Action**

The Administrative/ Finance Committee recommends that the Board of Directors affirm Administrative Procedure No. 26, Investment Policy and Guidelines.

### **Discussion**

WQA's Administrative Procedure No. 26, Investment Policy and Guidelines was last updated on September 25, 2013 in accordance with the relevant Government Code Sections and the Local Agency Investment Guidelines. It is WQA's policy to submit the Investment Policy for affirmation by the Board at the beginning of each fiscal year. Procedure No. 26 was affirmed by the Board last fiscal year on August 21, 2019.

The investment guidelines require that WQA invest its public funds in a manner which will provide the highest investment return while meeting the daily cash flow demands, maintaining an appropriate risk level and conforming to all state and local statutes. Procedure No. 26 itemizes the acceptable investment instruments for the WQA and includes a specific requirement that investments be limited to a 12-month term.

The WQA Investment Policy was discussed briefly at the March 18, 2020 Board meeting. The discussion arose during the presentation of the audited financial statements for the fiscal year 18/19 and was not a separate discussion item for that meeting. At that time, the Board agreed that the policy was acceptable as is and did not need to be modified. At the June 17, 2020 Board meeting, WQA staff submitted the Investment Policy for affirmation. At that time, the Board requested staff submit the policy at the next Administrative/Finance committee meeting for further review and discussion.

### **Attachments:**

*Administrative Procedure No. 26*

*SGBWQA Schedule of Allowable Investments – Procedure 26*

*MAG (Market-at-a-Glance) 8-6-2020*

*PMIA LAIF Performance Report 7-29-2020*



SAN GABRIEL BASIN WATER QUALITY AUTHORITY  
Policy and Procedure Manual

ADMINISTRATIVE PROCEDURES

No. 26

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Date: 6/19/95; Revised: 9/25/13; Affirmed: 6/21/17; Affirmed: 6/20/18; Affirmed: 8/21/19

INVESTMENT POLICY AND GUIDELINES

Approve: \_\_\_\_\_

POLICY

The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern.

The legislative body of a local agency may invest monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Section 53601.

It is the policy of the San Gabriel Basin Water Quality Authority (WQA) to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands and conforming to all statutes governing the investment of public funds.

PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the WQA, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. WQA's Board of Directors, acting in accordance with WQA written procedures and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

## SCOPE

WQA's Board of Directors may invest that portion of WQA funds not required for immediate expenditure as is deemed wise or expedient and in compliance with the governing provision of law as set forth in this investment policy.

Any reference to portfolio shall mean the total of the WQA's cash and securities under management by WQA's Board of Directors. Those securities held in trust or escrow by a trustee or escrow agent on behalf of the WQA are invested under the direction of WQA's Board of Directors and the authority and terms of the specific trust agreements and indentures related to those securities.

## OBJECTIVES

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing WQA funds, the primary objectives, in priority order, of the investment activities shall be:

- a. **Safety:** Safety and preservation of principal is the foremost objective of the investment program. Investments of the WQA shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification and maturity limitations are required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- b. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the WQA to meet all operating requirements which might be reasonably anticipated. Securities should mature concurrent with cash needs to meet anticipated demands.
- c. **Return on Investments:** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk restrictions and the cash flow characteristics of the portfolio. Return on investment is of secondary importance compared to the safety and liquidity objectives.

## INVESTMENT AUTHORITY

The authority of WQA's Board of Directors to invest funds is derived from Section 53601 of the California Government Code. WQA's Board of Directors shall establish procedures for the management of investment activities, including the activities of WQA staff in strict accordance with this policy. WQA's Board of Directors may retain the services of an outside investment advisor or manager to assist it with WQA's investment program. Any investment advisor selected shall make all investment decisions and transactions in strict accordance with State law, and this policy.

## ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall not engage in any personal business activity which could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

## AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Executive Director shall maintain a list of approved security broker/dealers who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by federal and state laws

For broker/dealers of government securities and other investments, the WQA shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, WQA's Board of Directors shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the WQA's account with that firm has reviewed this investment policy and that the firm understands the policy and intends to present investment recommendations and transactions to the WQA that are appropriate under the terms and conditions of this investment policy.

## ACCEPTABLE INVESTMENT INSTRUMENTS

Funds required to meet daily cash flow demands shall be held in checking accounts (interest bearing and/or non-interest bearing) of a nationally or state chartered bank or a state or federal association located within the State of California. The account balances are to be secured by federal insurance and maintained at levels that are considered necessary for the purposes for which the accounts were established.

The classes of investments, as listed below, that most adequately meet the above-mentioned criteria shall be allowed for purchase. Adequate diversification, when appropriate, from the range of authorized instruments and acceptable institutions shall be applied to these investments. For purposes of diversification, pooled-type investment funds are acceptable and the liquidity of assets in case of immediate requirements as well as the marketability of the security should be considered at the time of purchase. The investments specifically identified below which are authorized by the Government Code are allowed to be included in the WQA investment portfolio. Other types of investments that are authorized by the Government Code can be added as an amendment to the approved policy if conditions ever warrant their use.

Investments under this policy are restricted to a term of 12 months or less. Long-term investments (over one year) can be added as an amendment to the approved policy.

For each category of investment set forth below, information is first provided regarding the portfolio and maturity limitations established by California law and is then followed by the portfolio and maturity limitations that are permitted under this policy.

A. STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF) (California Government Code Section 16429.1)

State law: No portfolio percentage or maturity limitations.  
This policy: No portfolio percentage or maturity limitations.

B. NEGOTIABLE CERTIFICATES OF DEPOSITS (California Government Code Section 53601(i))

State law: 30% portfolio limitation, 5 year maturity limitation.  
This policy: 30% portfolio limitation, 1 year maturity limitation.

Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by California Financial Code Section 5102), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of WQA's funds that may be invested pursuant to Government Code Section 53601. WQA's Board of Directors is prohibited from investing WQA funds, or funds in the custody of WQA in negotiable certificates of deposit issued by a state or federal credit union if a member of WQA's Board of Directors or a person with investment decision-making authority at WQA also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

C. U.S. TREASURIES (California Government Code Section 53601(b))

State Law: No portfolio percentage limitation, 5 year maturity limitation.  
This Policy: No portfolio percentage limitation, 1 year maturity limitation.

United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

D. U.S. AGENCIES (California Government Code Section 53601(f))

State Law: No portfolio percentage limitation, 5 year maturity limitation.  
This policy: No portfolio percentage limitation, 1 year maturity limitation.

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to

principal and interest by federal agencies or United States government-sponsored enterprises.

#### SAFEKEEPING AND CUSTODY

All security transactions entered into by the WQA shall be conducted on a delivery-vs.-payment basis. All securities purchased or acquired shall be delivered to the WQA by book entry, physical delivery or by third party custodial agreement.

**NOTE 2 CASH AND INVESTMENTS (CONTINUED)**

**Investments Authorized by the California Government Code, the California Water Code, and the Authority's Investment Policy**

The following table identifies the investment types that are authorized for the Authority by the California Government Code, and the Authority's investment policy, whichever is most restrictive. The table also identifies certain provisions of the California Government Code, and the Authority's investment policy that address interest rate risk and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the Authority, rather than the general provisions of the California Government Code or the Authority's investment policy.

Authorized Investment type	Maximum Maturity	Maximum Percentage Allowed	Maximum Investment In One Issuer
Local agency bonds (c)	5 years	None	None
* U.S. Treasury obligations (a)(b)	5 years	None	None
* U.S. Agency securities (a)(b)	5 years	None	None
Banker's acceptances (c)	180 days	40%	30%
Commercial paper (c)	270 days	25%	10%
* Negotiable certificates of deposit (a)(b)	5 years	30%	None
Repurchase agreements (c)	1 year	None	None
Reverse repurchase agreements (c)	92 days	20%	None
Medium-term notes (c)	5 years	30%	None
Money market mutual funds (c)	N/A	20%	10%
Mortgage pass-through securities (c)	5 years	20%	None
Orange County Investment Pool (c)	N/A	None	None
* Local Agency Investment Fund (LAIF) (a)	N/A	None	None

(a) Investment authorized by the Authority's Investment Policy

(b) The Authority's investment policy allows a term of 12 months or less

(c) Investment is not authorized by the Authority's investment policy

**Custodial Credit Risk**

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits.

### Market at a Glance

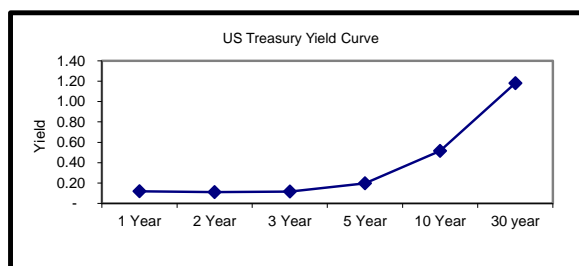
August 6, 2020

MONEY MARKET	RATE
Fed Funds (OPEN)	0.08
Prime Rate	3.25

OTHER INDICES	
Dow Jones (previous close)	27,201.52
World Spot Gold	\$2,064.17
Crude Oil Futures	\$42.37

INVESTMENT RATES (1MM)	O/N	1 WK	1M	3M	6M	12M
BOTW Time Deposits (250m FDIC)		0.06	0.06	0.14	0.20	0.25
Brokered CDs (250m FDIC)				0.10	0.10	0.10
Treasury Bills (discount rate) *			0.02	0.05	0.06	0.06
Agency Discount Notes*			0.05	0.05	0.06	0.06
Repurchase Agreements	0.01	0.01	0.01	0.01		
Commercial Paper		0.07	0.04	0.05	0.09	n/a

TREASURY YIELDS	YIELD
1 Year	0.12
2 Year	0.11
3 Year	0.12
5 Year	0.20
10 Year	0.51
30 Year	1.18



Source: Bloomberg LP

\*For more information, please call Fixed Income Sales / Trading\*

Paul Montaquila, Tony Pham, Nataliya Hytonen, Lou Rose @ 866-748-6862

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**BANK OF THE WEST**  
**BNP PARIBAS**

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Form #810-01089 (Rev. 07/17)



# PMIA/LAIF Performance Report as of 07/23/20



## PMIA Average Monthly Effective Yields<sup>(1)</sup>

Jun	1.217
May	1.363
Apr	1.648

## Quarterly Performance Quarter Ended 06/30/20

LAIF Apportionment Rate <sup>(2)</sup> :	1.36
LAIF Earnings Ratio <sup>(2)</sup> :	0.000037106682614
LAIF Fair Value Factor <sup>(1)</sup> :	1.004912795
PMIA Daily <sup>(1)</sup> :	1.08%
PMIA Quarter to Date <sup>(1)</sup> :	1.41%
PMIA Average Life <sup>(1)</sup> :	191

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 06/30/20 \$101.0 billion

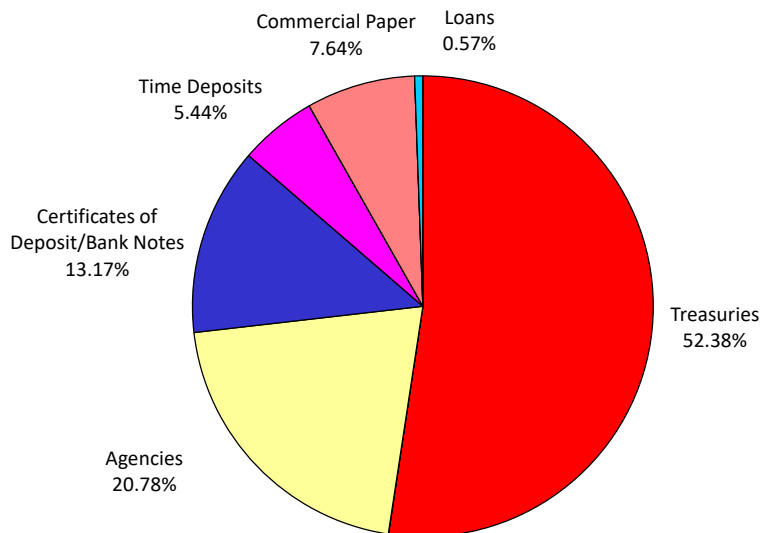


Chart does not include 0.02% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

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).

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller





# 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:** Randy Schoellerman, Executive Director  
**Date:** August 19, 2020  
**Subject:** **SAS 114 Planning Letter for the Audit of Fiscal Year Ended June 30, 2020**

---

### **Background and Discussion**

Attached for your review is the Statement on Auditing Standards (SAS) 114 Planning Letter for the audit of fiscal year ended June 30, 2020. SAS 114 is an auditing standard that requires certain information be communicated between auditors and those charged with oversight of the organization being audited. WQA's auditors, Vasquez & Company LLP are communicating the information via this Planning Letter which they have addressed to the Board of Directors.

Mr. Roger Martinez, CPA, the audit partner, has requested that he be contacted directly if you have questions or need additional information. He can be reached via telephone at (213) 873-1703 or email at [ram@vasquezcpa.com](mailto:ram@vasquezcpa.com)

Mr. Martinez is asking that he be contacted if any Board member has knowledge of any fraud, internal control weaknesses, improper accounting practices, or any other matters that may be relevant. If you have no knowledge of any of these items, no communication is required.

The SAS 114 letter also communicates the following information:

**Timing:** Vasquez & Company LLP has scheduled audit field work commencing the week of October 12, 2020. Reports will be issued to the Committee and the Board at the completion of the audit.

**Recommendation / Proposed Action** - This letter is for informational purposes only.

**Attachment:** SAS 114 Planning Letter



# Water Quality Authority

**SAS 114 Letter to the Board of Directors Regarding  
The Planned Scope And Timing Of The Audit  
San Gabriel Basin Water Quality Authority  
*Year Ended June 30, 2020***

August 6, 2020

**Honorable Members of the Board of Directors  
San Gabriel Basin Water Quality Authority**

This letter is intended to communicate certain matters related to the planned scope and timing of our audit of San Gabriel Basin Water Quality Authority's (the Authority) financial statements and compliance as of and for the year ended June 30, 2020.

**Communication**

Effective two-way communication between our Firm and the Board of Directors is important to understanding matters related to the audit and in developing a constructive working relationship.

Your insights may assist us in understanding the Authority and its environment, identifying appropriate sources of audit evidence and providing information about specific transactions or events. We will discuss with you your oversight of the effectiveness of internal control and any areas where you request additional procedures to be undertaken. We expect that you will timely communicate to us any matters you consider relevant to the audit. Such matters might include strategic decisions that may significantly affect the nature, timing and extent of audit procedures, your suspicion or detection of fraud or abuse, or any concerns you may have about the integrity or competence of senior management.

We will timely communicate to you any fraud involving senior management and other known or likely fraud, noncompliance with provisions of laws, regulations, contracts or grant agreements or abuse that are likely to have a material effect on the financial statements. We will also communicate illegal acts, instances of noncompliance, fraud or abuse that come to our attention (unless they are clearly inconsequential), and disagreements with management and other serious difficulties encountered in performing the audit. We also will communicate to you and to management any significant deficiencies or material weaknesses in internal control that become known to us during the course of the audit. Other matters arising from the audit that are, in our professional judgment, significant and relevant to you in your oversight of the financial reporting process will be communicated to you in writing after the audit.

**Independence**

Our independence policies and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable professional independence standards. Our policies address financial interests, business and family relationships, and non-audit services that may be thought to bear on independence. For example, without our permission no partner or professional employee of Vasquez & Company LLP (Vasquez) is permitted to have any direct financial interest or a material indirect financial interest in a client or any affiliate of a client. Also, if an immediate family member or close relative of a partner or professional employee is employed by a client in a key position, the incident must be reported and resolved in accordance with firm policy. In addition, our policies restrict certain non-audit services that may be provided by Vasquez and require audit clients to accept certain responsibilities in connection with the provision of permitted non-attest services.



## **The Audit Planning Process**

Our audit approach places a strong emphasis on obtaining an understanding of how the Authority functions. This enables us to identify key audit components and tailor our procedures to the unique aspects of your operations. The development of a specific audit plan will begin by meeting with you and with management to obtain an understanding of the Authority's objectives, strategies, risks and performance.

As part of obtaining an understanding of the Authority and its environment, we will obtain an understanding of internal control. We will use this understanding to identify risks of material misstatement and noncompliance, which will provide us with a basis for designing and implementing responses to the assessed risks of material misstatement and noncompliance. We will also obtain an understanding of the users of the financial statements in order to establish an overall materiality level for audit purposes. We will conduct formal discussions among engagement team members to consider how and where your financial statements might be susceptible to material misstatement due to fraud or error or to instances of noncompliance, including abuse.

## **The Concept of Materiality in Planning and Executing the Audit**

We apply the concept of materiality in both planning and performing the audit, evaluating the effect of identified misstatements or noncompliance on the audit and the effect of uncorrected misstatements, if any, on the financial statements, forming the opinion in our report on the financial statements, and determining or reporting in accordance with *Government Auditing Standards* and other compliance reporting requirements. Our determination of materiality is a matter of professional judgment and is affected by our perception of the financial and compliance informational needs of users of the financial statements. We establish performance materiality at an amount less than materiality for the financial statements as a whole to allow for the risk of misstatements that may not be detected by the audit. We use performance materiality for purposes of assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures. Our assessment of materiality throughout the audit will be based on both quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. We will accumulate misstatements identified during the audit, other than those that are clearly trivial. At the end of the audit, we will inform you of all individual uncorrected misstatements aggregated by us in connection with our evaluation of our audit test results.

## **Significant Risks of Material Misstatement**

Our audit of the financial statements includes the performance of risk assessment procedures in order to identify risks of material misstatement, whether due to fraud or error. As part of these risk assessment procedures, we determine whether any risks identified are a significant risk. A significant risk is an identified and assessed risk of material misstatement that, in our professional judgment, requires special audit consideration. As part of our risk assessment procedures, we identified revenue recognition as a significant risk. Additional significant risks may be identified as we perform additional audit procedures.

## **Our Approach to Internal Control and Compliance Relevant to the Audit**

Our audit of the financial statements, including compliance, will include obtaining an understanding of internal control sufficient to plan the audit and determine the nature, timing and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. Our review and understanding of the Authority's internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of internal control.



We will issue reports on internal control related to the financial statements and major programs. These reports describe the scope of testing of internal control and the results of our tests of internal control. Our reports on internal control will include any significant deficiencies and material weaknesses in the system of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States, the Single Audit Act, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200 (Uniform Guidance).

We will issue reports on compliance with laws, statutes, regulations, and the terms and conditions of federal awards. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a direct and material effect on each major program. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and assumed contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with the requirements of the standards identified above.

### **Timing of the Audit**

We have scheduled audit field work commencing the week of October 12, 2020. Management's adherence to its closing schedule and timely completion of information used by us in performance of the audit is essential to timely completion of the audit.

### **Closing**

We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to be of service to the Authority. If you have any questions, please contact me directly at (213) 873-1703 or email me at [ram@vasquezcpa.com](mailto:ram@vasquezcpa.com).

This communication is intended solely for the use of the Board of Directors, the Authority's management and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

VASQUEZ & COMPANY LLP

**Roger A. Martinez, CPA**  
Partner – Audit Practice Leader



# 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:** Randy Schoellerman, Executive Director  
**Date:** August 19, 2020  
**Subject:** Assistant Executive Director/Senior Project Manager Job Description Modification

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### **Summary**

Staff is recommending approval to update WQA's Assistant Executive Director/Senior Engineer position by expanding the minimum qualifications and changing the title to Assistant Executive Director/Senior Project Manager.

### **Discussion**

Modification to the qualifications include allowing for bachelor's degrees in hydrogeology, chemistry, or other related environmental fields in addition to engineering. Additionally, the requirement to be registered as a professional engineer is now preferred, but not required. These changes and the new title reflect the current needs of the WQA and allow for additional flexibility when considering candidates for the position. The salary range remains unchanged.

The Administrative/Finance committee discussed the modifications and is recommending approval of this item.

### **Recommendation / Proposed Action**

Approve Assistant Executive Director/Senior Project Manager job description.

*Attachment: Assistant Executive Director/Senior Project Manager job description*

**ASSISTANT EXECUTIVE DIRECTOR/  
SENIOR PROJECT MANAGER**

**JOB SUMMARY**

This position reports to the Executive Director, serving in a project management role and support role to the Executive Director. Responsible for development and planning of major engineering projects, as well as directing the planning and design activities for the operation of Authority facilities. The position is also responsible for staff administration.

**EXAMPLE OF DUTIES**

Assists Executive Director in the creation and implementation of concepts in relation to WQA's stated goals and objectives. Fulfills duties of Executive Director during absence. Coordinates project development and interagency work during planning, implementation, design, construction, start-up and follow-up phases. Manages and directs in-house work and private consulting, professional and technical engineering personnel and/or personnel and activities involved in the planning, design, construction, and start-up of WQA projects. Assists Director of Finance with the preparation of WQA's budget. Oversees all staff functions. Confers with representatives of other public and private agencies, as necessary.

**MINIMUM QUALIFICATIONS**

Bachelor's degree in engineering, hydrogeology, chemistry, or related environmental field. California Registration as a Professional Engineer preferred, but not required; five to ten years' progressively responsible project management experience with an emphasis on groundwater remediation. Required to have excellent oral and written communications skills. Knowledge of advanced engineering principles and practices related to water and/or wastewater treatment activities, including contract administration, planning and development, design, construction, operation and maintenance; Federal, State and local codes and standards; methods of preparing designs, plan, specifications, cost estimates and recommendations relating to construction projects; management principles and practices involved in coordinating the work of others. Ability to analyze conceptual engineering proposals, prepare specifications; supervise and review the work of professionals and technical engineering personnel, make analyses and arrive at appropriate conclusions, meet and deal with the general public in an efficient and tactful manner; coordinate and negotiate with other agencies during the planning and design phases; coordinate and negotiate with private consultants providing services during the planning and design phases; research, write and present reports. A valid California driver's license is required.

**WQA SALARY RANGE (LOW TO HIGH)**

\$8,858            \$11,546            \$14,235

# DRAFT

## SAN GABRIEL BASIN WATER QUALITY AUTHORITY LEGISLATIVE/PUBLIC INFORMATION COMMITTEE AND SPECIAL MEETING OF THE BOARD OF DIRECTORS AUGUST 11, 2020 AT 11:00 A.M.

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*To the extent authorized by the Governor's Executive Order N-25-20 dated March 12, 2020 ("Executive Order") issued in response to the Covid-19 outbreak, the WQA Board Reserved the Right to Suspend Application of Certain Public Meeting Requirements Under the Brown Act during the term of the Executive Order, Including Restrictions and Noticing Requirements Relating to the Conduct of Teleconferenced Board Meetings.*

*Due to the essential nature of the WQA Board Meetings in conducting Authority business, the WQA Legislative/Public Information Committee and Special meeting of the Board took place on Wednesday, August 11, 2020 at 11:00am online and teleconference.*

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### **CALL TO ORDER**

The Chairman 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.

### **COMMITTEE MEMBERS PRESENT**

Jorge Marquez, Valerie Munoz and Bob Kuhn

### **WATERMASTER LIASON**

Dan Arrighi

### **COMMITTEE MEMBERS ABSENT**

None.

### **OTHER BOARD MEMBERS PRESENT**

Lynda Noriega and Ed Chavez

### **STAFF MEMBERS PRESENT**

Randy Schoellerman, Executive Director; Stephanie Moreno, Executive Assistant/Public Outreach Coordinator; Michelle Sanchez, Accounting Assistant; Dan Colby, Project Resource Manager; Mary Saenz, Director of Finance

### **MEMBERS OF THE PUBLIC PRESENT**

Lenet Pacheco, Valley County Water District; Gabriel Monares, The Monares Group; Chris Lancaster, Civic Publications; Brian Bowcock, Three Valleys Municipal Water District

### ***Discussion Regarding Next Advertorial***

Mr. Lancaster reported that the next ad would in the California Water section that would publish at the end of August. He noted that this advertorial would highlight the new leadership of the WQA. He also reported that the ad that follow would be in the Sustainable Living section that would publish sometime in the fall.

Ms. Munoz commented that she would like to see WQA work on an advertorial that would recognize what the legislators have done in these unprecedented times.

Ms. Moreno commented that an advertorial recognizing the



legislative efforts could be done and suggested that it wait until after the November election to avoid any conflicts.

### ***Discussion Regarding PFAS Education Outreach***

Mr. Schoellerman reported that Ms. Munoz requested that staff schedule a meeting to provide an update to the city councils on issues such as PFAS.

Mr. Marquez commented that he would like to see a meeting for all of the city councils to attend to get an update of the WQA activities.

Mr. Schoellerman commented that staff will work with Ms. Munoz and Mr. Marquez to schedule a meeting to provide the cities an update on the PFAS issue as well as any legislative updates.

### ***Legislative Activities/Reports***

#### **Federal**

Mr. Schoellerman reported that WQA was still monitoring the \$10M approved in the prior budget that has yet to be allocated by USBR. He noted that the current \$15M budget request in the House Energy and Water appropriations bill passed the full House. Meanwhile, the Senate had not taken up its Energy and Water appropriations bill and may not do so until September.

#### **State**

Mr. Schoellerman reported that the request for the State Water Board to waive the Prop 68 \$20M per applicant limitation is scheduled for their August 18<sup>th</sup> meeting. This would clear the way for Division of Financial Assistance staff to award \$35M to WQA. He indicated that Mr. Monares was working to get a support letter from the San Gabriel Valley Caucus. He lastly noted that the money would be dispersed in a similar manner to the SEMOU Cooperative Agreement.

Ms. Munoz requested that an ad hoc committee be put together to discuss education and outreach to the cities.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Schoellerman reported that he was considering sending out a press release to announce the funds that we receive from Prop 68. He reported that he attended the ACWA virtual conference. He noted that he was very impressed with the conference in the virtual environment and commented that it could be a good option for the next Water Forum. He reported that staff was continuing to work remotely and in the office. He also noted that staff was working on some social media campaigns that would come out in the future. Lastly, he reminded everyone that the assessment hearing will be held during the Board meeting next week.

## **ADJOURNMENT**

The Chairman asked if there were any other items of business to come before the Board. There being none, the Board meeting was adjourned.

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Chairman

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Secretary

# DRAFT

## RESOLUTION 20-005

### **A RESOLUTION OF THE SAN GABRIEL BASIN WATER QUALITY AUTHORITY IMPOSING AN ANNUAL PRESCRIPTIVE PUMPING RIGHT ASSESSMENT TO PAY FOR THE AUTHORITY BUDGET FOR FISCAL YEAR 2020/2021**

**WHEREAS**, the San Gabriel Basin Water Quality Authority ("Authority") is authorized pursuant to Section 605 of the San Gabriel Basin Water Quality Authority Act, to impose an annual pumping right assessment, not to exceed ten dollars (\$10) per acre foot;

**WHEREAS**, the Authority reserves the right and is authorized pursuant to section 608 of the San Gabriel Basin Water Quality Authority Act to annually adjust the assessment rate by an amount not to exceed the percentage change in the LA/Long Beach/Anaheim Consumer Price Index from 2004 to 2019, which would currently represent a maximum assessment of \$14.60 per acre foot;

**WHEREAS**, on March 18, 2020, the Board of the Authority adopted an Amended San Gabriel Basin Groundwater Quality Management and Remediation Plan identifying several capital projects that include the Authority's participation and are reflected in the adopted Authority Budget for the 2020/2021 fiscal year authorizing the expenditure of funds;

**WHEREAS**, the Authority has determined that the annual pumping right assessment of twelve dollars (\$12) per acre foot of prescriptive pumping rights imposed upon the holders of such rights will generate sufficient funds to meet the Authority Budget for the 2020/2021 fiscal year;

**WHEREAS**, notice of the time and place of the public hearing on the proposed pumping right assessment has been mailed to all interested parties who have requested notice and has been posted and published substantially in accordance with paragraph (2) of subdivision (c) of Section 609 of Senate Bill 1679;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of the San Gabriel Basin Water Quality Authority as follows:

Section 1: Findings

The Board of the Authority finds and determines:

- a. That an annual pumping right assessment in the sum of twelve dollars (\$12) per acre foot of the prescriptive pumping rights assessed against the holders of such

rights will yield revenues sufficient to meet the requirement of the Authority Budget for the 2020/2021 fiscal year.

- b. That notice of the public hearing to consider the adoption of the pumping right assessment was duly given and a public hearing was duly held.
- c. The Board has considered all input and has determined that the proposed assessment supports the mission and goals of the Authority for fiscal year 2020/2021.

Section 2: Pumping Right Assessment

A pumping right assessment is hereby adopted for the 2020/2021 fiscal year in the amount of twelve dollars (\$12) for each acre foot of prescriptive pumping right. Said assessment shall be imposed upon each holder of prescriptive pumping rights as determined under the judgment.

Section 3: Collection

The Executive Director is directed to cause the pumping right assessment to be assessed, billed and collected as provided by Resolution No. 20-003.

The Authority shall collect only from prescriptive pumping right holders who own a total of 5 or more acre-feet.

Section 4: Effective Date

The resolution shall take effect immediately upon its adoption.

The undersigned Chairman of the Authority, hereby certifies that the foregoing, is a full, true and correct copy of the Resolution of the Board of said Authority duly adopted at the meeting thereof held on August 19, 2020 and that said Resolution has not been amended, modified or revoked by said Board.

PASSED AND ADOPTED AUGUST 19, 2020

---

Jorge Marquez  
Chairman

---

Valerie Munoz  
Secretary

August 1, 2020

To whom this may concern,

I am writing as a registered voter in the county of Los Angeles to oppose the proposed prescriptive pumping right assessment of \$12.00 per acre-foot of groundwater produced which will add approximately \$0.55 cents per month to my bill.

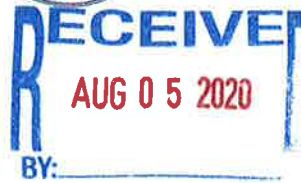
Sincerely,

Andy Tsang  
672 Ackley St.  
Monterey Park, CA 91755



# CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896  
[www.montereypark.ca.gov](http://www.montereypark.ca.gov)



## City Council

Peter Chan  
Hans Liang  
Henry Lo  
Fred Sornoso  
Yvonne Yiu

## City Clerk

Vincent D. Chang

## City Treasurer

Joseph Leon

July 15, 2020

## NOTICE OF PUBLIC HEARING

Dear Resident,


On August 19, 2020, at 12:00pm, at the San Gabriel Basin Water Quality Authority, the Board of the San Gabriel Basin Water Quality Authority will hold a hearing concerning a proposed prescriptive pumping right assessment of \$12.00 per acre-foot of groundwater produced. If added to the water bill, the assessment would amount to approximately \$0.55 cents per month for an average residential customer. Registered voters seeking to protest the proposed assessment shall do so in a written communication filed with the San Gabriel Basin Water Quality Authority at 1720 W. Cameron Ave., Suite 100, West Covina, CA. 91790, no later than the time set for the hearing.

Questions concerning the assessment or the public hearing should be directed to the Authority at 626-338-5555.

TO: SAN GABRIEL BASIN WATER QUALITY AUTHORITY:

WE PROTEST THE ASSESSMENT AND OBJECT  
ONLY INCREASES TO OUR WATER BILLS.

THANK YOU

  
RAYMOND K. WONG  
REGISTERED VOTER &  
RESIDENT AT:  
1491 SOLAR DR.  
MONTEREY PARK  
CA 91754

8/3/20

August 7, 2020



San Gabriel Basin Water Quality Authority  
1720 W Cameron Ave #100  
West Covina, CA 91790

Re: Notice of Public Hearing

To Whom This May Concern:

I am a registered voter in the County of Los Angeles who received a letter dated July 15, 2020 regarding a proposed prescriptive pumping right assessment. I am writing to respectfully protest this proposed assessment. Thank you.

Sincerely,

David Wong  
309 Hilliard Ave  
Monterey Park, CA 91754

To the Board of SGBWQA:



08-08-20

I am a registered voter and resident of Los Angeles County and I lived at the below address for over 35 years. My wife and I are retired senior citizens, living on limited incomes. I hope the Board would reconsider the seniors living in L.A. County and not raise the access rate of \$12.00 per-acre foot of ground water for fear to an open door to higher rates down the road. Thank you for your consideration.

Ken Chin  
407 N. Huntington Ave  
Monterey Park, CA 91754

Respectfully,

Ken Chin

Ken Chin  
407 N. Huntington Ave  
Monterey Park, CA 91754

(626) 354-2446/mobile



## Calendars

- SGVMWD
- TVMWD
- USGVMWD
- WM
- WQA

Aug 13 - Nov 12, 2020

### August 2020

Wed Aug 19	8:00am - 10:30am	Cancelled - TVMWD Board Meeting
	12:00pm - 1:00pm	WQA Board Meeting ↻
	1:30pm - 2:30pm	WM Administrative Committee Mtg ↻
<hr/>		
Tue Aug 25	4:00pm - 5:00pm	USGVMWD Water Resources and Facility Management Committee ↻
<hr/>		
Wed Aug 26	9:00am - 10:00am	Upper District Board Meeting ↻
<hr/>		
Thu Aug 27	4:00pm - 5:00pm	Admin and Finance Committee meeting ↻

### September 2020

Wed Sep 2	8:00am - 10:30am	TVMWD Board Meeting ↻
	2:30pm - 3:30pm	Watermaster Board Meeting ↻
<hr/>		
Tue Sep 8	10:00am - 11:00am	WQA Admin/Finance Committee ↻
	11:00am - 12:00pm	WQA Engineering Committee ↻
	1:00pm - 2:00pm	USGVMWD Gov Affairs Committee Meeting ↻
<hr/>		
Wed Sep 9	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 ↻
<hr/>		
Mon Sep 14	8:00am - 9:30am	SGVMWD Board Meeting ↻
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Wed Sep 16	8:00am - 10:30am	TVMWD Board Meeting ↻
	12:00pm - 1:00pm	WQA Board Meeting ↻
	1:30pm - 2:30pm	WM Administrative Committee Mtg ↻
<hr/>		
Tue Sep 22	4:00pm - 5:00pm	USGVMWD Water Resources and Facility Management Committee ↻
<hr/>		
Wed Sep 23	9:00am - 10:00am	Upper District Board Meeting ↻
<hr/>		
Thu Sep 24	4:00pm - 5:00pm	Admin and Finance Committee meeting ↻

### October 2020

Tue Oct 6	1:00pm - 2:00pm	<a href="#">USGVMWD Gov Affairs Committee Meeting ↻</a>
Wed Oct 7	8:00am - 10:30am	<a href="#">TVMWD Board Meeting ↻</a>
	2:30pm - 3:30pm	<a href="#">Watermaster Board Meeting ↻</a>
Mon Oct 12	8:00am - 9:30am	<a href="#">SGVMWD Board Meeting ↻</a>
Tue Oct 13	10:00am - 11:00am	<a href="#">WQA Admin/Finance Committee ↻</a>
	11:00am - 12:00pm	<a href="#">WQA Engineering Committee ↻</a>
Wed Oct 14	9:00am - 10:00am	<a href="#">Upper District Board Meeting ↻</a>
	11:00am - 12:00pm	<a href="#">WQA Leg/Pub Committee ↻</a>
	1:30pm - 3:00pm	<a href="#">WM Basin Watermaster Committee Mtg ↻</a>
Wed Oct 21	8:00am - 10:30am	<a href="#">TVMWD Board Meeting ↻</a>
	12:00pm - 1:00pm	<a href="#">WQA Board Meeting ↻</a>
	1:30pm - 2:30pm	<a href="#">WM Administrative Committee Mtg ↻</a>
Thu Oct 22	All day	<a href="#">SCWUA Golf Tournament</a>
	4:00pm - 5:00pm	<a href="#">Admin and Finance Committee meeting ↻</a>
Tue Oct 27	4:00pm - 5:00pm	<a href="#">USGVMWD Water Resources and Facility Management Committee ↻</a>
Wed Oct 28	9:00am - 10:00am	<a href="#">Upper District Board Meeting ↻</a>

## November 2020

Tue Nov 3	1:00pm - 2:00pm	<a href="#">USGVMWD Gov Affairs Committee Meeting ↻</a>
Wed Nov 4	8:00am - 10:30am	<a href="#">TVMWD Board Meeting ↻</a>
	2:30pm - 3:30pm	<a href="#">Watermaster Board Meeting ↻</a>
Mon Nov 9	8:00am - 9:30am	<a href="#">SGVMWD Board Meeting ↻</a>
Tue Nov 10	10:00am - 11:00am	<a href="#">WQA Admin/Finance Committee ↻</a>
	11:00am - 12:00pm	<a href="#">WQA Engineering Committee ↻</a>
Wed Nov 11	9:00am - 10:00am	<a href="#">Upper District Board Meeting ↻</a>
	11:00am - 12:00pm	<a href="#">WQA Leg/Pub Committee ↻</a>
	1:30pm - 3:00pm	<a href="#">WM Basin Watermaster Committee Mtg ↻</a>

