

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AUGUST 18, 2021 AT 12:00 P.M.**

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 online and teleconference.

CALL TO ORDER	The Chairwoman 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	Valerie Munoz, Jorge Marquez, Bob Kuhn, Lynda Noriega, Michael Whitehead, Ed Chavez, Mark Paulson
BOARD MEMBERS ABSENT	None.
STAFF MEMBERS PRESENT	Randy Schoellerman, Executive Director; Stephanie Moreno, Executive Assistant/Outreach Coordinator; Dan Colby, Assistant Executive Director/Senior Project Manager; Mary Saenz, Director of Finance; Michelle Sanchez, Admin/Accounting Assistant; Richard Padilla, Legal Counsel
MEMBERS OF THE PUBLIC PRESENT	None.
MEMBERS OF THE PUBLIC THAT PARTICIPATED VIA ONLINE/TELECONFERENCE	Gabriel Monares, The Monares Group; Garry Hoffer, California American Water Company; Jose Martinez, Valley County Water District; Lenet Pacheco, Valley County Water District; Ralph Galvan, Valley County Water District; Robert Di Primio, San Gabriel Valley Water Company; Brian Bowcock, Three Valleys MWD
PUBLIC COMMENT	None.
ITEMS TOO LATE TO BE AGENDIZED	None.
PUBLIC HEARING	
<i>“To Receive Comments on the Proposed 2021/2022 Fiscal Year \$12/Acre-Foot Assessment on Those Holding Prescriptive Water Pumping Rights in the San Gabriel Basin”</i>	The Chairwoman opened the public hearing to receive comments. There being no comments, the Chairwoman closed the public hearing.

CONSENT CALENDAR

Mr. Kuhn moved to approve the consent calendar. Mr. Paulson seconded the motion, and it was approved by the following roll call vote.

AYES: MUNOZ, PAULSON, MARQUEZ, KUHN,
NORIEGA, WHITEHEAD, CHAVEZ

NO: NONE

ABSENT: NONE

ABSTENTIONS: Mr. Whitehead abstained from Project Demand No: E91235, E91261, E91267. Ms. Noriega abstained from Project Demand Nos. E91234 and E91266.

COMMITTEE REPORTS

Administrative/Finance Committee Report

Report on Cash and Investments for 2nd Quarter for 2021

Discussion/Action Regarding Update of Administrative procedures No. 10 – Professional Services Consultant Selection and No. 18 – Purchasing Procedure

Mr. Schoellerman reported that the minutes for the committee meeting were enclosed for review.

Ms. Saenz reported that WQA holds its investment funds at the Local Agency Investment Fund (LAIF). She indicated that for the quarter ended June 30, 2021, the LAIF account earned interest at a rate of 0.33% for total interest received for the quarter of \$5,307 on a balance of \$6,499,717.

Ms. Saenz reported that staff updated Administrative Procedure No. 10 – Professional Services Consultant Selection. She noted that this procedure describes the process for selecting and hiring professional services consultants. She indicated that the revised procedure provides for added flexibility in the selection process and conforms with federal guidance and regulations. In addition, it now includes seven separate classes of procurements and establishes a formal policy for sole source procurement. She reported that the Administrative/Finance Committee reviewed Procedure No. 10 on August 10, 2021 and recommended additional modifications. Specifically, the committee recommended raising the Class II authorization limit from \$10,000 to \$25,000 and clarifying that obtaining proposals for Class I, II & III would be at the discretion of the Executive Director. She reported that the Committee is also recommending an update to Administrative Procedure No. 18 – Purchase Procedures to increase the authority of the Executive Director to \$25,000. She noted that this change is being made to conform to the increased limits detailed in the update of Procedure No. 10 - Professional Services Consultant Selection.

Mr. Kuhn asked if the Administrative/Finance Committee discussed raising the Class II authorization limit to \$50,000.

Mr. Schoellerman reported that the committee did not discuss \$50,000 as a limit for the Class II authorization.

Mr. Whitehead asked Mr. Schoellerman if the \$25,000 authorization limit was sufficient.

Mr. Schoellerman commented that he believed it was sufficient and that he would report back to the board after a period of time if there was a need to adjust it further.

Mr. Kuhn asked if staff checked with ACWA/JPIA to confirm the insurance requirements for WQA consultants.

Ms. Saenz commented that she is in the process of confirming all insurance requirements with ACWA/JPIA.

After detailed discussion, Mr. Whitehead moved to approve the updates to Procedure Nos. 10 and 18 as presented. Mr. Paulson seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, MARQUEZ, KUHN,
NORIEGA, WHITEHEAD, CHAVEZ

NO: NONE

ABSENT: NONE

*Discussion/Action Regarding
ACWA Committee Nominations*

Mr. Schoellerman reported that ACWA Committee members are appointed for two-year terms that begin on January 1 of even-numbered years. He indicated that the end of the current committee term is approaching, and it is time to submit nominations for the ACWA Committees for the 2022-2023 term. He reported that the Administrative/Finance Committee discussed and recommended the following ACWA Committee appointments:

Ground Water Committee –Randy Schoellerman and Dan Colby

Water Quality Committee – Randy Schoellerman and Dan Colby

Communications Committee – Stephanie Moreno

Local Government Committee – Stephanie Moreno

After brief discussion, Mr. Marquez moved to approve the ACWA Committee appointments as presented. Mr. Kuhn seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, MARQUEZ, KUHN,
NORIEGA, WHITEHEAD, CHAVEZ

NO: NONE

ABSENT: NONE

***Legislative/Public Information
Committee Report***

Mr. Schoellerman reported that the minutes for the committee meeting were enclosed for review. He noted that the WQA's most recent advertorial was in the July Community Profiles publication and staff had extra copies if anyone was interested. He also noted that the next advertorial would be in the California Water publication that is scheduled for late September.

**OTHER
ACTION/INFORMATION
ITEMS**

***Adopt Resolution No. 21-004, A
Resolution of the San Gabriel
Basin Water Quality Authority
Imposing an Annual Prescriptive
Right Assessment
To Pay For The Authority Budget
For Fiscal Year 2021/2022***

Mr. Marquez moved to adopt Resolution No. 21-004. Ms. Munoz seconded the motion, and it was adopted by the following roll call vote:

AYES: MUNOZ, PAULSON, MARQUEZ, KUHN,
NORIEGA, WHITEHEAD, CHAVEZ

NO: NONE

ABSENT: NONE

PROJECT REPORTS

Mr. Colby reported that the Prop 1 South El Monte site investigation continues to go well. He shared a layout and photos of the M & T site to illustrate the numerous testing locations and equipment involved with the project. He indicated that there was a EMOU technical meeting scheduled for August 24, 2021 and a PVOU technical meeting scheduled for the following week.

Mr. Kuhn asked who determines where the monitoring wells will go for the site investigations.

Mr. Colby commented that Avocet Environmental conducts a site survey and develops a work plan for the technical advisory committee to review and approve where and how many monitoring wells are needed.

Mr. Whitehead asked what happens with from the data from the samples and who analyzes it.

Mr. Colby explained that the data will be compiled into a final report by Avocet and uploaded to the state's public GeoTracker website.

ATTORNEY'S REPORT

None.

LEGISLATIVE REPORT

Mr. Monares reported that the Legislature is back in session this week and most were focused on the recall election. He also reported that infrastructure bill was moving along and indicated that the WQA looked to be in good shape on the

priority lists of our representatives.

EXECUTIVE DIRECTOR'S REPORT

Mr. Schoellerman reported that the call for nominations for the seat representing cities with pumping rights has been sent out. He noted that the official 2020 census results have been delayed and staff will be using the 2010 census until the official 2020 data is available. He reported that he gave a presentation to the Valley County Water District Board of Directors on August 9th. He reported that extra insurance requirements for the BPOU Edison monitoring well access agreement had been resolved and that the agreement had been fully executed. He noted that staff has updated the WQA Board Member expense sheet that allows for more room to provide a brief written report if desired, he noted that this was done in response to board members comments during the AB 1234 presentation provided by legal counsel in June. He reported that he attended a California Groundwater Coalition (CGC) board meeting the previous day. He indicated that multiple proposed bills are limiting their funding to Sustainable Groundwater Management Act areas and that CGC has been advocating to expand that funding to adjudicated basins, such as San Gabriel. He reported that staff has a meeting with Congresswoman Napolitano scheduled for the following week. He indicated that staff continues to monitor the drought issues and any possible effects it may have on the Basin cleanup efforts. He lastly reported that staff continues to follow all the local and state COVID-19 guidelines for the office. Additionally, he has extended the flexibility for staff to work remotely during this period.

Mr. Kuhn suggested that the Chairwoman and the Vice-Chairman attend the meeting with Congresswoman Napolitano.

FUTURE AGENDA ITEMS

None.

FUTURE BOARD AND COMMITTEE MEETINGS

After some discussion, the Board decided to reschedule the Administrative/Finance Committee meeting to Tuesday, September 7, 2021 at 10:00am.

Mr. Schoellerman noted that the meetings would continue to be virtual.

BOARD MEMBERS' COMMENTS/ REPORTS

Mr. Marquez thanked staff for updating the Board expense sheet to make it more transparent.

ADJOURNMENT

The Chairwoman asked if there were any other items of business to come before the Board. There being none, the meeting was adjourned to September 15, 2021.



Valerie Munoz
Chairwoman



Bob Kuhn
Secretary