

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
JULY 21, 2009 at 9:30 A.M.**

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	Greg Nordbak, Bob Kuhn, Jim Byerrum, Mike Whitehead, Carol Montano, Margaret Clark and Ed Chavez
BOARD MEMBERS ABSENT	None.
STAFF MEMBERS PRESENT	Grace Kast, Executive Director; Randy Schoellerman, Assistant Executive Director/Senior Engineer; Michelle Sanchez, Admin/Accounting Assistant; Dan Colby, Project Resource Manager; Gabriel Monares, Director of Resource Development; Mary Saenz, Director of Finance; Art Kidman, Legal Counsel
MEMBERS OF THE PUBLIC PRESENT	Tom Lindros, Knollwood Associates; Dan Horan, Three Valleys MWD; Mariana Lake, Valley County Water District; Jonathon Contreras, Valley County Water District
ITEMS TOO LATE TO BE AGENDIZED	None.
PUBLIC COMMENT	None.
CONSENT CALENDAR	Ms. Clark moved to approve the consent calendar. Mr. Byerrum seconded the motion and it was approved. Mr. Whitehead abstained from Project Demand No. 2958 and Mr. Byerrum abstained from Project Demand No. 2957.
ACTION ITEMS	Ms. Montano entered the meeting.
<i>Administrative/Finance Report</i>	Mr. Nordbak reported that the minutes for the meeting held on 7/14/09 were enclosed for review.
<i>Discussion/Action Regarding Audit Request for Proposals</i>	Ms. Saenz reported that request for proposals were sent out to nine audit firms and six of them responded with proposals. She noted that the Administrative/Finance Committee reviewed a schedule that listed the summary of evaluations of the six proposals.

Ms. Kast reported that the committee recommended that the Board select MHM as the audit firm for the 2009 and 2010, with audit fees of \$22,850 and \$23,310 respectively, and requested the Board to authorize the Executive Director of the WQA to enter into an agreement with MHM for the audit services.

After general discussion, Mr. Byerrum moved to approve the recommendation of the Administrative/Finance and select MHM as the audit firm for 2009 and 2010. Mr. Kuhn seconded the motion and it was unanimously approved.

*Discussion/Action Regarding
Format for List of Demands*

Mr. Chavez enters the meeting.

Ms. Kast reviewed a sample of a new list of demands. She indicated that the new format would include more information about each demand. She indicated that the petty cash item on the list of demands was questioned at the committee meeting and staff reviewed the petty cash policy with legal counsel. She reported that legal counsel determined that the petty cash issue was not a legal issue and that it was a policy issue. She noted that if the Board would like to re-evaluate the petty cash policy then it would be taken to the Administrative/Finance Committee meeting.

Mr. Nordbak requested that the petty cash policy go to the next Administrative/Finance Committee meeting for discussion and review.

After general discussion, Mr. Byerrum moved to approve the new format for the list of demands. Ms. Clark seconded the motion and it was unanimously approved.

*Discussion/Action Regarding
New Board Member Expense
Sheet*

Ms. Kast reviewed with the Board the new expense sheet. She indicated that the expense sheet could be filled out electronically and emailed to staff. She noted that sending the expense sheet via email would act as a signature and staff would also have them sign their sheets at the next board meeting. She also noted that staff could create a simple supplemental form for written reports.

After general discussion, Mr. Byerrum moved to approve the new expense sheet. Mr. Chavez seconded the motion and it was unanimously approved.

LEGISLATIVE REPORT

Mr. Monares reported that the House of Representatives passed Energy and Water bill HR183 for fiscal year 2010. He noted that the bill contained \$9M for the Los Angeles Area, including a \$4M appropriation for the San Gabriel Basin Restoration Fund.

ENGINEER'S REPORT

Mr. Schoellerman indicated that the Whitmore project continued to operate well over the past month.

ATTORNEY'S COMMENTS

None.

EXECUTIVE DIRECTOR'S REPORT

Ms. Kast reported that the office had another break-in over the weekend. She indicated that someone broke in through the back door. She noted that there was no damage to the office but that a DVD player was stolen. She also reported that staff received a notice that the workers compensation rate will be increased by 40%. She indicated that the WQA has never had a worker's compensation claim and that staff was investigating this further to see if it is a possible error.

FUTURE AGENDA ITEMS

None.

FUTURE COMMITTEE MEETINGS

The Administrative/Finance Committee meeting was scheduled for Tuesday, August 11, 2009 at 12:00 P.M.

The Engineering Committee meeting was scheduled for Tuesday, August 11, 2009 at 1:00 P.M.

Mr. Schoellerman noted that the August Board meeting was pushed back a week to August 25, 2009 due to the WQA Assessment Hearing schedule that was approved by the Board on May 26, 2009.

BOARD MEMBERS' COMMENTS/ REPORTS

Ms. Montano requested that staff agendize the possibility of holding only one board meeting a month, and only hold a workshop meeting when needed.

Mr. Nordbak reported that he attended a tour of the Orange County Water District tour on June 23, 2009.

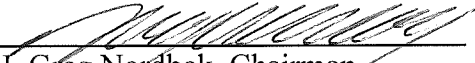
CLOSED SESSION


A closed session was held pursuant to G.C. 54957.

There was no reportable action.

ADJOURNMENT

The Chairman asked if there were any other items of business to come before the Board. There being none, this regular Board meeting was adjourned to August 25, 2009.


J. Greg Nordbak, Chairman


Margaret Clark, Secretary