

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
NOVEMBER 4, 2008, at 11:30 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, Margaret Clark, Al Contreras, Carol Montano and Mike Whitehead
BOARD MEMBERS ABSENT	None.
STAFF MEMBERS PRESENT	Grace Kast, Executive Director; Randy Schoellerman, Assistant Executive Director/Senior Engineer; Stephanie Moreno, Admin/IS Assistant; Mary Saenz, Director of Finance; Dan Colby, Project Resource Manager; Gabriel Monares, Director of Resource Development; Art Kidman, General Counsel.
MEMBERS OF THE PUBLIC PRESENT	Tom Lindros, Knollwood Associates; Claudine Meeker, City of Alhambra; Mike Touhey, City of West Covina
ITEMS TOO LATE TO BE AGENDIZED	None.
PUBLIC COMMENT	None.
WORKSHOP	
<i>“Overview of Single Audit Requirements for WQA”</i>	Ms. Saenz provided an overview of a single audit and what the requirements were for the WQA, including the related laws and regulations that WQA must comply with as a recipient of federal funds. She indicated that a single audit was an audit of financial statements, internal controls, and the compliance with laws, grants and regulations. She also indicated that a single audit is required when non-federal entities expend \$500,000 or more in federal awards. She reported that the WQA was considered a low risk auditee based on 3 factors, including auditor judgment, no audit findings in the past, and the testing of major programs. She then reviewed the responsibilities of the WQA regarding the single audit and noted that WQA must identify all federal awards received, such as those from the Restoration Fund or from Title XVI. The WQA is also responsible for maintaining internal control and complying with laws, regulations and grant agreements. WQA must prepare

financial statements and ensure that required audits are properly performed and submitted. She then described the applicable compliance requirements for the WQA federal programs and related these to the WQA procedure 38.

ACTION ITEMS

None.

*Discussion/Action
Regarding December
Workshop*

After general discussion, the Board decided to cancel the workshop scheduled for December 2, 2008.

**EXECUTIVE
DIRECTOR'S
REPORT**

Ms. Kast reported that she attended the Upper San Gabriel Valley Municipal Water District Ground Breaking ceremony for the Whittier Narrows Golf Course Project on October 29, 2008. She also thanked staff for their work on both the Whitmore St. Groundwater Remediation Facility dedication ceremony and the Luncheon for Assemblyman Hernandez.

**FUTURE
COMMITTEE
MEETINGS**

The Administrative/Finance Committee meeting was scheduled for Tuesday, November 11, 2008 at 12:00 P.M.

The Engineering Committee meeting was scheduled for Tuesday, November 11, 2008 at 1:00 P.M.

**BOARD MEMBERS'
COMMENTS/
REPORTS**

Mr. Whitehead commended Ms. Saenz on her presentation.

Mr. Nordbak thanked Mr. Kuhn for stepping in for him at the Whitmore Dedication ceremony. He also thanked staff for their work on the luncheon.

CLOSED SESSION

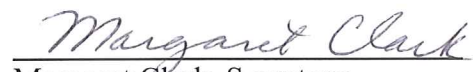
A closed session was not held.

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 November 18, 2008 at 9:30 A.M.



J. Greg Nordbak, Chairman



Margaret Clark, Secretary