

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AT
1720 W. CAMERON AVENUE, SUITE 100
WEST COVINA, CALIFORNIA
WEDNESDAY, JANUARY 18, 2012 AT 12:00 P.M.**

AGENDA

I. CALL TO ORDER **KUHN**

II. PLEDGE OF ALLEGIANCE

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

Bob Kuhn, Chairman	_____	_____	(alt)
Ed Chavez, Vice-Chairman	_____	_____	(alt)
Jim Byerrum, Treasurer	_____	_____	(alt)
Louie Aguiñaga, Secretary	_____	_____	(alt)
Mike Whitehead, Board Member	_____	_____	(alt)
Greg Nordbak, Board Member	_____	_____	(alt)
John Leung, Board Member	_____	_____	(alt)

IV. ITEMS TOO LATE TO BE AGENDIZED - Recommended Action: **KUHN**

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)

V. PUBLIC COMMENTS (On Agenda/Non-Agenda Items): **KUHN**

Anyone wishing to discuss items within the jurisdiction of the Water Quality Authority may do so now or during the time that the board takes the item up for discussion. Please complete the appropriate request card and submit it to the Secretary, prior to this item. A five-minute time limit on remarks is requested.

VI. ELECTION OF OFFICERS **KUHN**

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

VII. APPOINTMENT OF COMMITTEE MEMBERS **CHAIRMAN**

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

TAB 1

VIII. CONSENT CALENDAR

CHAIRMAN

(Consent items may all be approved by single motion)

- (a) Minutes for 12/21/11 Board Meeting
- (b) Demands on Administrative Fund [enc]
- (c) Demands on Project Fund [enc]

IX. COMMITTEE REPORTS

CHAIRMAN

(These items may require action)

TAB 2 (a) **Administrative/Finance Committee Report [enc]**

TAB 3 1. Discussion/Action Regarding Draft Budget Schedule [enc]

TAB 4 2. Discussion/Action Regarding ACWA Health Benefits Authority Election [enc]

TAB 5 3. Discussion/Action Regarding ACWA's Clair A. Hill Water Agency Award for Excellence [enc]

TAB 6 (b) **Engineering Committee Report [enc]**

TAB 7 (c) **Legislative/Public Information Committee Report [enc]**

X. OTHER ACTION/INFORMATION ITEMS

(These items may require action)

- (a) None

XI. ENGINEER'S REPORT

SCHOELLERMAN

(a) Project Updates:

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	Operational
2.	El Monte Operable Unit	
	· Eastern Shallow Zone	Mitigated Neg. Dec.
	· Eastern Deep Zone	Mitigated Neg. Dec.
	· GSWC Encinita Plant	Operational
	· Western Shallow Zone	Under Construction
3.	South El Monte Operable Unit	
	· Whitmore St. Ground Water Remediation Treatment Facility	Operational

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

XII. ATTORNEY'S REPORT **KIDMAN**

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

XIV. FUTURE AGENDA ITEMS **CHAIRMAN**

TAB 8

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

- (a) WQA Calendar

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

- (a) The next Legislative/Public Information Committee will be held on Wednesday, February 8, 2012 at 12:00 P.M. at WQA
- (b) The next Administrative/Finance Committee meeting will be held on Tuesday, February 14, 2012 at 12:00 P.M. at WQA
- (c) The next Engineering Committee meeting will be held on Tuesday, February 14, 2012 at 1:00 P.M. at WQA
- (d) The next WQA Board meeting will be held on Wednesday, February 22, 2012 at 12:00 P.M.

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

XVIII. CLOSED SESSION **CHAIRMAN**

- (a) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Existing Litigation Pursuant to Subdivision (a) of Government Code §54956.9:

XIX. ADJOURNMENT

CHAIRMAN

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

DRAFT

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
DECEMBER 21, 2011 at 12:00 P.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	Bob Kuhn, Ed Chavez, Louie Aguiñaga, Mike Whitehead, Jim Byerrum, Greg Nordbak and John Leung
BOARD MEMBERS ABSENT	None.
STAFF MEMBERS PRESENT	Randy Schoellerman, Assistant Executive Director/Senior Engineer; Stephanie Moreno, Admin/IS Assistant; Michelle Sanchez, Admin/Accounting Assistant; Dan Colby, Project Resource Manager; Mary Saenz, Director of Finance; Art Kidman, Legal Counsel
MEMBERS OF THE PUBLIC PRESENT	Dan Horan, Three Valleys MWD, Tom Lindros, BPOU CR's, Michael Touhey, City of West Covina; John Solis, City of La Puente
ITEMS TOO LATE TO BE AGENDIZED	None.
PUBLIC COMMENT	None.
CONSENT CALENDAR	Mr. Chavez moved to approve the consent calendar as presented. Mr. Nordbak seconded the motion and it was approved with the following abstentions: Mr. Byerrum abstained from project demand No. 3429, Mr. Whitehead abstained from project demand No. 3430.
COMMITTEE REPORTS	
<i>Administrative/Finance Committee Report</i>	Mr. Schoellerman reported that the minutes for the meeting held on December 13, 2011 were enclosed for review.
<i>Discussion/Action Regarding Administrative Budget Line Item Transfer Request – Discharge Permit</i>	Mr. Schoellerman reminded the Board of the discussions regarding the need for a general discharge permit for the San Gabriel Basin. He indicated that the costs related to obtaining the permit were estimated to be \$150,000 for the fiscal year 2011/2012 and a budget line item transfer was needed to cover those costs.

After brief discussion, Mr. Aguiñaga moved to approve the budget line item transfer request. Mr. Byerrum seconded the motion and it

was unanimously approved.

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

Mr. Schoellerman reported that the minutes for the meeting held on December 14, 2011 were enclosed for review. He noted that the committee reviewed the final draft of the advertorial that would be published in the Rose Magazine on December 25, 2011.

OTHER ACTION ITEMS

***Discussion Regarding Board
Meeting Date in February
2012***

Mr. Schoellerman reported that in the month of February the Board meeting date falls during the same week as all of the WQA committee meetings and suggested that the Board consider an alternate date for the meeting.

After general discussion, Mr. Whitehead moved to re-schedule the meeting to Wednesday, February 22, 2012 at noon. Mr. Chavez seconded the motion and it was unanimously approved.

ENGINEER'S REPORT

Mr. Schoellerman reported that four of the five Prop. 84 applications that WQA submitted were accepted by the Department of Public Health (DPH). He noted that the Cal Domestic project was deemed ineligible by DPH based on the grant criteria and explained that there is no process to appeal the decision. He also reported that staff had finalized the El Monte Operable Unit eastside project Initial Study with city of El Monte staff and asked the Board to consider scheduling a joint public meeting with the El Monte Planning Commission for a review and potential approval of the Mitigated Negative Declaration and the project per the co-lead agency agreement. The Board approved scheduling the co-lead agency Board meeting for February 28, 2011 at 7:00 p.m. at the El Monte City Council Chambers with Mr. Kuhn, Mr. Byerrum, Mr. Chavez and Mr. Whitehead indicating that they were available for the meeting.

**ATTORNEY'S
COMMENTS**

None.

**EXECUTIVE
DIRECTOR'S REPORT**

Mr. Schoellerman reminded the Board that the WQA office would be closed beginning Monday, December 26 and re-open on Tuesday, January 3, 2012.

FUTURE AGENDA ITEMS

None.

**FUTURE BOARD AND
COMMITTEE MEETINGS**

The next Administrative/Finance Committee meeting was re-scheduled to Wednesday, January 11, 2011 at 3:00 P.M.

The next Engineering Committee meeting was scheduled for Tuesday, January 10, 11 2011 at 1:00 P.M.

The next Legislative/Public Information Committee meeting was scheduled for Wednesday, January 11, 2011 at 12:00 P.M.

The next WQA Board meeting was scheduled for Wednesday, January 18, 2011 at 12:00 P.M.

**BOARD MEMBERS'
COMMENTS/
REPORTS**

Mr. Aguiñaga welcomed the mayor of West Covina, Mike Touhey and the Mayor of La Puente, John Solis to the Board meeting.

Mr. Whitehead thanked Ms. Moreno for her assistance on registering him for the ACWA conference.

Mr. Nordbak commented that he was pleased with the new leadership of the WQA and the direction the agency was headed.

Mr. Kuhn thanked staff for all of their work during the last year.

Many members of the Board also wished everyone a Merry Christmas.

CLOSED SESSION

A closed session was held and there was nothing to report.

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 to January 18, 2011 at 12:00 P.M.

Bob Kuhn, Chairman

Louie Aguiñaga, Secretary

DRAFT

The following items on the Administration Fund Account at Citizens Business Bank are hereby submitted.

Check No.	Payable to	Description	Amount
5002	Bob Kuhn	Board Member Compensation for December 2011 4 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 592.96 51.06 (559.46) <u>(33.50)</u> 51.06
5003	Jim Byerrum	Board Member Compensation for December 2011 2 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 296.48 0.00 (279.73) <u>(16.75)</u> 0.00
5004	Mike Whitehead	Board Member Compensation for December 2011 2 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 296.48 0.00 0.00 <u>(16.75)</u> 279.73
5005	Greg Nordbak	Board Member Compensation for December 2011 4 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 592.96 44.40 (559.46) <u>(33.50)</u> 44.40
5006	Edward Chavez	Board Member Compensation for December 2011 6 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 889.44 34.41 0.00 <u>(50.26)</u> 873.59
5007	Luis Aguinaga	Board Member Compensation for December 2011 4 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 592.96 47.73 0.00 <u>(133.50)</u> 507.19
5008	John Leung	Board Member Compensation for December 2011 3 Days WQA Business Meeting/Travel Expenses/Other Less Deferred Compensation Less Taxes Withheld	 444.72 19.98 0.00 <u>(25.13)</u> 439.57
5009	Lincoln Life	Deferred compensation withheld from Board Member Compensation - Bob Kuhn, Jim Byerrum and Greg Nordbak	1,398.65
EFT	Internal Revenue Service	Payment of Board Member payroll taxes	542.90
EFT	Calif. - EDD	Payment of Board Member payroll taxes	50.00
EFT	SGBWQA - Payroll Fund	Replenish payroll fund for December 2011	79,755.42

MJL
1/12/12

DRAFT

The following items on the Administration Fund Account at Citizens Business Bank are hereby submitted.

Check No.	Payable to	Description	Amount
5010	SGBWQA - Revolving Fund	Replenish revolving fund for 12/01/11 - 12/31/11 disbursements	
		Computer systems O&M	371.21
		Worker's compensation insurance	695.61
		Medical, dental, optical and LTD	2,401.11
		Meetings & conferences	259.87
		Misc. office expense	60.44
		Subscriptions	333.00
		Travel & mileage reimbursement	169.80
		Project Costs	1,408.45
		Interest: Employee computer loans	<u>(3.47)</u>
			5,696.02
5011	ACWA Health Benefits	Invoice No. 'Feb 2012', Medical and life insurance premiums for February 1, 2012 to March 1, 2012	8,431.15
5012	Arrowhead Water	Invoice No. 01L0013610332, December 2011 Services	102.22
5013	California Groundwater Coalition	Invoice No. '2012', Membership dues for 2012	4,500.00
5014	Emerald Isle	Invoice No. 'Dec 2011', Plant Maintenance	195.75
5015	The Furman Group	Invoice No. 219WQA1112, Professional consulting services for December 2011	15,050.00
5016	The Gualco Group	Invoice No. 'Dec 2011', Professional consulting services for December 2011	8,459.75
5017	Kidman, Behrens & Tague, LLP	Invoice No. 28108, Professional legal services for December 2011	2,915.00
5018	Montgomery Niemeyer & Co	Invoice No. 36203, Professional services for December 2011	3,382.00
5019	Platinum Plus for Business	Expenses incurred for the WQA for 12/01/11 to 12/31/11	
		Miscellaneous office expense	63.98
		Internet service	29.95
		Travel & mileage	12.00
		Meetings & Conferences	481.51
		Project costs	<u>18.00</u>
			605.44
5020	Ruffle Properties, LLC	Office lease and CAM (electricity) charges	
		Invoice No. 'Feb 12', Office lease for February 2012	6,646.40
		Invoice No. 'Feb 12-CAM', Electricity charges for February 2012	<u>643.20</u>
			7,289.60
5021	San Gabriel Valley Newspaper	Invoice No. 0000021444, Public Insert re: December 25 & 31, 2011- The Rose & The Year in Review	12,300.00
		Invoice No. 0000021338, Public Notice re: December 28, 2011 - Notice of Availability/Notice of Intent for SEMOU	<u>1225.16</u>
			13,525.16

MKB
1/18/12

DRAFT

The following items on the Administration Fund Account at Citizens Business Bank are hereby submitted.

Check No.	Payable to	Description	Amount
5022	Southern California Water Committee	Invoice No. 110121, Annual Membership for 2012	850.00
5023	Staples Advantage	Invoice No. 8020567688, Office Supplies	58.21
5024	Stetson Engineers, Inc.	Invoice No. 21347, Professional services to develop implementation plan for database modeling	4,956.56
5025	The Monares Group, LLC	Invoice No. 'Feb 12', Professional consulting services for February 2012	16,000.00
TOTAL			<u>175,959.37</u>

Mbo
1/18/12

Board Member Per Diem

\$148.24 per meeting, 6 meeting maximum per month

Mileage Rate: \$0.555 per mile (updated July 2011)

EXPENSE SHEET

NAME: Bob Kuhn MONTH/YEAR: Dec. 2011

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$148.24 PER DIEM
12/1/11	ACWA Conference, Anaheim, CA	42	1	\$148.24
12/13/11	Admin/Finance Committee	18	1	\$148.24
12/15/11	Meeting with Senator Bob Huff and Staff, Diamond Bar, CA	14	1	\$148.24
12/21/11	WQA Board Meeting	18	1	\$148.24
Total Meetings			4	\$592.96
Total Mileage (at \$0.555 per mile)		92		\$51.06

DATE	Expense Reimbursement Description	Amount	Receipt Attached
	TOTAL Expenses		
TOTAL MEETINGS, MILEAGE, EXPENSES		\$644.02	
457	Deferred Compensation Amount (enter a positive number)	592.96	
TOTAL		\$51.06	

PROCESSED

Vendor No. _____
 Invoice No. Dec 2011
 Check No. _____
 Check Date 1/18/12

Acct. No.	Amount
<u>Board fees</u>	\$ <u>592.96</u>
<u>Mileage</u>	\$ <u>51.06</u>
<u>Def Comp</u>	\$ <u>(592.96)</u>
	\$ _____
	\$ _____
Approval	<u>RL</u> <u>mk</u>
Charge Month	<u>Dec 2011</u>

EXPENSE SHEET

NAME: Jim Byerrum

MONTH/YEAR: Dec-11

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$148.24 PER DIEM
12/13/12	WQA Eng Committee Meeting		1	\$148.24
12/21/12	WQA Board Meeting		1	\$148.24
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			2	\$296.48
Total Mileage (at \$0.555 per mile)		0		\$0.00

DATE	Expense Reimbursement Description	Amount	Receipt Attached
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
	TOTAL Expenses	\$0.00	
TOTAL MEETINGS, MILEAGE, EXPENSES		\$296.48	
457	Deferred Compensation Amount (enter a positive number)	296.48	
TOTAL		\$0.00	

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 _____

PROCESSED

Vendor No. _____

Invoice No. Dec 2011

Check No. _____

Check Date 1/18/12

Acct. No.
Board Fees
Def Comp

Amount
\$ 296.48
\$ 5296.487
\$ _____
\$ _____
\$ _____

Approval _____

Charge Month _____

RL 7/14
Dec 2011

EXPENSE SHEET

NAME: Edward L. Chavez

MONTH/YEAR: Dec-11

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$148.24 PER DIEM
12/7/11	La Puente Valley County Water District Special Board Meeting	8	1	\$148.24
12/12/11	Valley County Water District Board of Directors' Meeting	10	1	\$148.24
12/13/11	Meeting with Ken Manning, Executive Director - SGB Water Quality Authority	8	1	\$148.24
12/14/11	San Gabriel Basin Water Quality Authority Legislative/Public Information Com	8	1	\$148.24
12/20/11	San Gabriel County Water District Board of Directors' Meeting	20	1	\$148.24
12/21/11	San Gabriel Basin Water Quality Authority Board Member Meeting	8	1	\$148.24
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total Meetings			6	\$889.44
Total Mileage (at \$0.555 per mile)		62 ✓		\$34.41 ✓

DATE	Expense Reimbursement Description	Amount	Receipt Attached
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
	TOTAL Expenses	\$0.00	
TOTAL MEETINGS, MILEAGE, EXPENSES		\$923.85	
457	Deferred Compensation Amount (enter a positive number)		
TOTAL		\$923.85	

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 _____

PROCESSED

Vendor No. _____
 Invoice No. Dec 2011
 Check No. _____
 Check Date 1/18/12

<u>Acct. No.</u>	
<u>Board Fees</u>	\$ <u>889.44</u>
<u>Mileage</u>	\$ <u>34.41</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

Approval RJ mts

Charge Month Dec 2011

EXPENSE SHEET

NAME: Luis Aguinaga

MONTH/YEAR: Dec-11

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$148.24 PER DIEM
12/14/11	WQA meeting	18	1	\$148.24
12/15/11	Meeting with Ed Hernandez Open House	20	1	\$148.24
12/20/11	Upper San.board meeting	30	1	\$148.24
12/21/11	WQA Board meeting	18	1	\$148.24
Total Meetings			4	\$592.96 ✓
Total Mileage (at \$0.555 per mile)		86		\$47.73 ✓

DATE	Expense Reimbursement Description	Amount	Receipt Attached
	TOTAL Expenses		
TOTAL MEETINGS, MILEAGE, EXPENSES		\$640.69	
457	Deferred Compensation Amount (enter a positive number)		
TOTAL		\$640.69	

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 _____

PROCESSED

Vendor No. _____

Invoice No. Dec 2011

Check No. _____

Check Date 1/18/12

Acct. No.

Board fees

Mileage

Amount

\$ 592.96

\$ 47.73

\$ _____

\$ _____

\$ _____

Approval _____

Charge Month

Dec 2011



Water Quality Authority

Board Member Per Diem

\$148.24 per meeting, 6 meeting maximum per month

Mileage Rate: \$0.55 per mile (updated July 2011)

EXPENSE SHEET

NAME: John Leung MONTH/YEAR: Dec-11

DATE	MEETING DESCRIPTION	Roundtrip Mileage	# of Days (not to exceed 6)	\$148.24 PER DIEM
12/13/11	Meeting with WQA staff re: public outreach	12	1	\$148.24
12/14/11	WQA Legislative/Public Information Committee meeting	12	1	\$148.24
12/21/11	WQA Board Meeting	12	1	\$148.24
				\$0.00
				\$0.00
				\$0.00
Total Meetings			3	\$444.72
Total Mileage (at \$0.55 per mile)		36		\$19.98

DATE	Expense Reimbursement Description	Amount	Receipt Attached
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL Expenses		\$0.00	

TOTAL MEETINGS, MILEAGE, EXPENSES		\$464.70
457	Deferred Compensation Amount (enter a positive number)	
TOTAL		\$464.70

I hereby certify that the above is a true and correct statement of the expenses on behalf of the Board Member.

Signature: _____
 PROCESSED
 Vendor No. _____
 Invoice No. DEC 2011
 Check No. _____
 Check Date 1/18/12

Acct. No. _____
Board fees \$ 444.72
Mileage \$ 19.98
 \$ _____
 \$ _____
 \$ _____
 \$ _____
 Approval: RL mlb
 Charge Month: Dec. 2011

DRAFT

The following demands on the Project Fund Accounts at Citizens Business Bank are hereby submitted for payment:

Check	Payable to	Description	Amount	Funding Sources
<u>EL MONTE OPERABLE UNIT</u>				
Wire Transfer	West Side Performing Settling Defendants	FFPA Award for project capital costs associated with the West Side Shallow Remedy and Deep Zone Monitoring - Payment Request #17	7,418.00	USBR
Wire Transfer	West Side Performing Settling Defendants	Project capital costs associated with the West Side Shallow Remedy and Deep Zone Monitoring - Payment Request #17A	33,782.91	CR's
3431	Kidman, Behrens & Tague, LLP	Invoice No. 28109, Legal services for December 2011	603.00	WQA
<u>SOUTH EL MONTE OPERABLE UNIT</u>				
3432	Avocet Environmental Inc.	Invoice No. 2263, Treatment and remediation for the Whitmore Street Groundwater Remediation Facility Project costs for December 2011	4,685.81	SWRCB
3433	Gallagher & Gallagher	Invoice No. 11-727-11, Professional services for November 2011	178.75	WQA
3434	Kidman, Behrens & Tague, LLP	Invoice No. 28110, Legal services for December 2011	1,155.00	WQA
<u>BALDWIN PARK OPERABLE UNIT</u>				
3435	Covina Irrigating Company	FFPA Award for project capital costs associated with the Wellhead Treatment at Baldwin Park Pumping Plant - Payment Request #11	5,159.00	USBR
3436	La Puente Valley County WD	Invoice No. 4-2021-01, Project costs for December 2011 Capital costs O&M costs	0.00 <u>149,151.68</u>	CR's
3437	Main San Gabriel Basin Watermaster	Invoice No. 02-0119, Project costs for December 2011 Administrative costs O&M costs	52,035.49 <u>15,919.11</u>	CR's
3438	RC Foster Corporation	Invoice No. 02-11-423, For spare parts inventory warehouse rental for December 2011	619.38	CR's
3439	Suburban Water Systems	Invoice No. 59880112, Project O&M costs for December 2011	20,020.12	CR's
3440	Valley County Water District	Project costs for the month of December 2011 Invoice No. 207, O & M costs Invoice No. 208, O & M costs	320,121.51 <u>29,957.71</u>	CR's
3441	California Domestic Water Co.	Project costs for the month of December 2011 Invoice No. 2509, O&M costs for NDMA & VOCs Invoice No. 2510, O&M costs for Perchlorate Invoice No. 2511, Capital costs for VOCs Invoice No. 2512, Capital costs for Interconnection	140,403.61 60,402.33 18,306.79 <u>50,428.39</u>	269,541.12 CR's
3442	San Gabriel Valley Water Co.	Project costs for the B5 and B6 Facilities Invoice No. 12-01001, B5 O&M costs for December 2011 Invoice No. 12-01002, B6 O&M costs for December 2011	170,214.87 <u>388,916.34</u>	559,131.21 CR's
Total Project Costs			<u>1,469,479.80</u>	

mlw
1/18/12

**MINUTES OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
ADMINISTRATIVE/FINANCE COMMITTEE MEETING
HELD ON
WEDNESDAY JANUARY 11, 2011 AT 3:00 P.M.
AT WQA HEADQUARTERS**

Members Present: Greg Nordbak, Jim Byerrum and Mike Whitehead

Members Absent: Mike Whitehead

Liaison Member: Absent

Staff Present: Ken Manning
Randy Schoellerman
Stephanie Moreno
Mary Saenz
Michelle Sanchez

Visitors: Bob Kuhn, WQA Board Members
Jonathan Contreras, Valley County Water District
Lenet Pacheco, Valley County Water District

Discussion Regarding Task Order for IT Consulting Services

Mr. Manning reported that back in April of 2011 the Board approved a task order for Park Place Computer Solutions. He indicated that Park Place Computer Solutions decided not to pursue work with the WQA. He noted that staff met with another company to discuss the work that was needed and was recommending 24 Tech Corporation to assist staff with IT services. He also noted that the task order would be the same as what was approved before; the only difference was the name of the vendor.

After general discussion, the committee recommended that staff proceed with hiring 24 Tech Corporation and to inform the Board of the change in vendor for these IT consulting services.

Discussion Regarding Draft Budget Schedule

Mr. Manning reported that it was time to start the budget review process for the 2012/2013 fiscal year budget. He reviewed with the committee a draft schedule for the budget review. He indicated that the schedule allowed for various times for interested parties to submit comments on the draft budget including a budget workshop on April 10, 2012 for interested parties and producers. He reported that according to the draft schedule the budget would be adopted at the Board meeting on May 16, 2012.

Mr. Byerrum asked if the CR's still have concerns with the budget as they did in the last budget review process.

Mr. Manning commented that he did not feel that the CR's have any concerns with this budget process and made sure that multiple opportunities would be made available to them to express any concerns if they did.

Discussion Regarding ACWA Health Benefits Authority (HBA) Election

Mr. Manning reported that the HBA was requesting votes for the selection of the ACWA HBA Board of Directors. He indicated that staff was not familiar with any of the nominees and did not have a recommendation regarding the election.

After general discussion, the committee recommended that this item go to the full Board for review and possible action without any recommendation from the committee.

Discussion Regarding ACWA's Clair A. Hill Water Agency Award for Excellence

Mr. Manning reported that he had reviewed the entry form for the Clair A. Hill award and felt that WQA would be a good candidate for the award. He noted that the WQA has a great story to tell and definitely fit all of the eligibility criteria for this award.

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

Executive Director's Report

Mr. Manning reported that his meetings with Ms. Egoscue have continued and felt that a draft permit was close to being ready. He indicated that Ms. Egoscue would be at the next Board meeting to give an update on the discharge permit process to the full Board. He also reported that he was working on his annual evaluation documents and that they would be sent out the full Board for their review prior to his evaluation that was scheduled for the Board meeting on February 22, 2012.

Mr. Whitehead asked if Mr. Kidman's new contract would be coming before the Board.

Mr. Manning confirmed that it would.



San Gabriel Basin Water Quality Authority

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

AGENDA SUBMITTAL

To: WQA Board Members
From: Kenneth R. Manning, Executive Director
Date: January 18, 2012
Subject: 2012/2013 Budget and Assessment Schedule Draft

Background and Discussion

Each year staff develops a schedule detailing the specific tasks and dates related to the annual budget and assessment process. The annual budget establishes the amount of the assessment needed to support WQA activities for the upcoming fiscal year.

Attached is a draft of the proposed schedule for the 2012/2013 Budget and Assessment process.

The first draft of the budget is expected to be presented to the WQA Administrative Finance Committee on March 13, 2012, with a second presentation at the April Administrative/Finance Committee. This is followed by an informal Budget Workshop in which the budget is presented to Interested Parties and Producers. A second Budget Workshop is scheduled for the regular WQA Board Meeting on April 18, 2012. The final version of the draft budget will be submitted to the WQA Board at the May 16, 2012 Board Meeting, at which time the budget hearing is held, the budget is adopted, the date of the Assessment Public Hearing is set and the Resolution Setting the Schedule of Assessment Collection is approved.

The draft schedule also outlines the time frame for the public notices and assessment invoices and collections.

Recommendation / Proposed Action

Staff requests the Administrative / Finance Committee recommend to the Board the approval of the 2012/2013 Budget and Assessment Schedule Draft.

Attachments:

2012/2013 Budget and Assessment Schedule Draft

2012/2013 BUDGET AND ASSESSMENT SCHEDULE
DRAFT

TASK	DATE
Administrative/Finance Committee - review of initial draft	3/13/2012
Administrative/Finance Committee - review of draft budget	4/10/2012
Budget Workshop - With Interested Parties and Producers	4/10/2012
Budget Workshop & Public Hearing at the Regular Board Meeting	4/18/2012
WQA Board Meeting	5/16/2012
Budget Hearing	
Adoption of Budget	
Set Date of Assessment Public Hearing	
Resolution Setting Schedule of Assessment Collection	
Mail Notices of Assessment Hearing and Anticipated Assessment Amount and Schedule of Collections to Producers, Cities, Watermaster, and Interested Parties <i>(90 days Prior to Assessment Hearing)</i>	5/17/2012
Post Hearing Notice at Entrance of Public Hearing Location <i>(45 days prior to hearing)</i>	7/5/2012
Place Newspaper Announcement (2 days) <i>(45 days prior to hearing)</i>	June 25th and July 2nd
WQA Board Meeting - Assessment Public Hearing and ADOPTION of Assessment	8/22/2012
Mail Invoices for Assessments	8/23/2012
Collect Assessments (1st installment)	9/24/2012
Collect Assessments (2nd installment)	10/24/2012

NOTE: These dates are subject to change with notification



San Gabriel Basin Water Quality Authority

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

AGENDA SUBMITTAL

To: WQA Board Members
From: Kenneth R. Manning, Executive Director
Date: January 18, 2012
Subject: ACWA Health Benefits Authority Election

Background and Discussion

The ACWA Health Benefits Authority (HBA) is requesting votes on the selection of the ACWA HBA Board of Directors. For the election to be valid, the HBA Inspectors of Election must receive properly completed Ballots during the balloting period from no less than 20% of the HBA membership. Ballots must be received by the HBA's Inspector of Election during the balloting period which begins on December 23, 2011 and ends a 5:00 P.M. on January 23, 2012. Attached you will find letters requesting support for Joan C. Finnegan, Municipal Water District of Orange County and Steven Ruetters, Kern County Water Agency.

Recommendation / Proposed Action

Staff does not have a recommendation for this item.

Attachments:

ACWA HBA Election Forms
Letters requesting support



**ACWA
Health Benefits
Authority**

RECEIVED
DEC 12 2011
BY:.....

IT'S TIME TO VOTE



**ACWA Health Benefits Authority
Board of Directors**

ELECTION FORMS ENCLOSED

Please take a moment to cast your vote

**Ballots to be received during the period of
December 23, 2011 and January 23, 2012**

**Please use the enclosed envelope
to return your ballot to our office**

***Thank you for your continuing participation
and engagement in the ACWA HBA plans***

ASSOCIATION OF CALIFORNIA WATER AGENCIES
HEALTH BENEFITS AUTHORITY

BALLOT - PAGE A

This Ballot is to vote on the selection of the ACWA Health Benefits Authority (HBA) Board of Directors as provided in Article III, Section 8 of the HBA Bylaws Amended and Restated as of June 1, 2010. For this election to be valid, the HBA Inspectors of Election must receive properly completed Ballots during the Balloting Period from no less than 20% of the HBA Membership.

This entire Ballot is comprised of two separate pages; Page A and Page B. **Please follow the instructions below to ensure that your Ballot is properly cast and valid.**

INSTRUCTIONS:

- **Ballot Page A:**
 1. **Fill in the information block indicating your Agency name and address.**
 2. **Ballot Page A must be signed by the designated Agency Representative to the HBA that was appointed according to Article III, Section 1 of the HBA Bylaws.**
- **Ballot Page B:**
 1. **Mark your selection for ONE Director from the selection listed.**
 2. **Do not place your signature or Agency name on Ballot Page B.**
- **Ballot Return:**
 1. **Place the entire Ballot comprised of both Ballot Page A and Ballot Page B in the envelope provided.**
 2. **The entire Ballot must be received by the HBA's Inspector of Election during the Balloting Period which begins on December 23, 2011 and ends at 5:00 P.M. on January 23, 2012.**
 3. **The sealed envelope containing the entire Ballot may be mailed or hand-delivered to:**

Bruce McLaughlin, ACWA HBA Inspector of Election
ACWA Health Benefits Authority
4600 Northgate Blvd., Suite 100
Sacramento, CA 95834-1121

This information block MUST be completed in order for this Ballot to be valid.	
Agency name	
Agency address	
Agency representative (printed)	
Agency representative (signature)	

The Ballots shall be counted publicly by the Inspectors of Election at 10:00 A.M. on January 26, 2012 at: ACWA Health Benefits Authority, 4600 Northgate Blvd., Suite 100, Sacramento, CA 95834

ASSOCIATION OF CALIFORNIA WATER AGENCIES
HEALTH BENEFITS AUTHORITY

BALLOT - PAGE B

1. There is one (1) ACWA HBA Director position currently open. ACWA HBA Member Agencies may cast ONE (1) vote for this position.
2. Do not place your signature or Agency name on this page (Ballot Page B).

Vote for no more than ONE (1) of the following nominees

- The person selected will serve on the ACWA HBA Board until December 31, 2012. **Steven M. Ruettgers** (*bio included*)
- The person selected may come from any ACWA HBA Agency. There is no requirement on the number of participating employees. **Judy Corl-Lorono**
- *Please note that ACWA HBA Agencies of any size and location may vote for this representative.* **Joan C. Finnegan**
- Ronald S. Richard**

Kern County Water Agency

3200 Rio Mirada Drive
Bakersfield, California
(661) 634-1400

Candidate Statement: ACWA HBA Board of Directors

Steven M. Ruetters

Business Manager, Kern County Water Agency

Steven Ruetters has been with the Kern County Water Agency since 1990 and as Business Manager for the past 14 years. The 2010 ACWA HBA bylaw changes expanded the ACWA HBA Board to 11 members: 10 elected seats and 1 appointed seat. Currently, Steven fills the appointed seat, which term ends on December 31, 2011, and is seeking an elected position to continue to serve the ACWA HBA member districts. Additionally, the ACWA HBA Board is currently in the process of an Executive Director search and choosing professional support services. It is important at this time that the ACWA HBA Board maintains stability and continuity. I would appreciate your support to continue to serve the ACWA HBA member districts, and am available to answer questions at any time.

Current Committee/Board Work:

ACWA – Insurance and Personnel Committee (16 years)

Kern County Special Districts Association Board of Directors (14 years)

ACWA Joint Powers Insurance Authority – Audit-Finance Committee (10 years)

ACWA Health Benefits Authority (appointed seat, term ending December 31, 2011)

Education:

Oregon State University – B.S., Business Administration (Finance), minor in Economics

California State University, Bakersfield – Master of Business Administration

Community Involvement:

Standard School Board Trustee, 13 years

North of the River Recreation & Park District Director, 10 years

North of River Sanitary District No. 1 Director, 4 years

Judy Corl-Lorono

Born in Redbluff, California, Judy is a mom to three great children and has seven grandchildren, one of whom lives with her. She has lived in several places including Hawaii, Santa Maria, Costa Mesa, Palm Desert, and Landers.

Judy's career includes credit union management experience and a range of small business experience. She was a bookkeeper for a lumber mill near Eureka, a licensed real estate broker, ran a slipcover and drapery business, was office administrator for a security company, and more recently ran a thrift store in Yucca Valley.

Judy became interested in the Bighorn-Desert View Water Agency after attending several meetings. At that time she believed she could make a difference in helping Bighorn's effectiveness in continuing to deliver clear, affordable water to the community.

Judy became a Director in 2007 for two years and was appointed to the Board again to fill a vacancy in 2010. During her time with Bighorn, she has attended many courses and meetings of other agencies and water organizations to keep up with the ever changing field of water management. She earned the Director of Distinction certification after four CSDA courses and an examination.

Of particular importance to Bighorn is its relationship to the community and the wise use of water resources. Judy contributed to this effort by presenting a seminar to the Landers Elementary School, which was well received and appreciated.

**JOAN C. FINNEGAN
BOARD PRESIDENT
DIRECTOR, DIVISION 4
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**

Joan Finnegan currently serves as Board President of the Municipal Water District of Orange County (MWDOC) and represents the Division 4 communities of Costa Mesa, Huntington Beach and Seal Beach. She was elected to the MWDOC Board of Directors in 2000 as part of a consolidation with Coastal Municipal Water District. Director Finnegan also served on that district's Board of Directors from 1985 until the consolidation, including two terms as board president and vice president.

Director Finnegan is a past president of the Water Advisory Committee of Orange County (WACO) and is the current treasurer of the Independent Special Districts of Orange County (ISDOC). She was active with the County of Orange Water Task Force and has is a past president and lifetime member of the Orange County Water Association.

Director Finnegan has also served as an Association of California Water Agencies (ACWA) Region 10 board member, as the elected vice president and acting president of ACWA's Joint Powers Insurance Authority (ACWA/JPIA), and as a member of the ACWA Board of Directors.

Director Finnegan was selected in 2003 by then-Assemblyman Ken Maddox as Woman of the Year for the 68th Assembly District. She was also selected as Costa Mesa Woman of the Year in 1980. She served on the Orange County Grand Jury in 1980-81 and was employed by Mesa Consolidated Water District for more than 21 years as its office manager and auditor.

Finnegan has lived in Orange County for six decades and resides in Costa Mesa with her husband, Robert. They are the parents of two children and the grandparents of four. Her interest in water also extends to an interest in Japanese Koi fish.



December 15, 2011

RECEIVED
DEC 16 2011

BY:.....

Street Address:
18700 Ward Street
Fountain Valley, California 92708

Mailing Address:
P.O. Box 20895
Fountain Valley, CA 92728-0895

(714) 963-3058
Fax: (714) 964-9389
www.mwdoc.com

Joan C. Finnegan
President

Jeffery M. Thomas
Vice President

Brett R. Barbre
Director

Wayne A. Clark
Director

Larry D. Dick
Director

Susan Hinman
Director

Ed Royce, Sr.
Director

Kevin P. Hunt, P.E.
General Manager

MEMBER AGENCIES

- City of Brea
- City of Buena Park
- East Orange County Water District
- El Toro Water District
- Emerald Bay Service District
- City of Fountain Valley
- City of Garden Grove
- Golden State Water Co.
- City of Huntington Beach
- Irvine Ranch Water District
- Laguna Beach County Water District
- City of La Habra
- City of La Palma
- Mesa Consolidated Water District
- Moulton Niguel Water District
- City of Newport Beach
- City of Orange
- Orange County Water District
- City of San Clemente
- City of San Juan Capistrano
- Santa Margarita Water District
- City of Seal Beach
- Serrano Water District
- South Coast Water District
- Trabuco Canyon Water District
- City of Tustin
- City of Westminster
- Yorba Linda Water District

Ms. Stephanie Moreno
San Gabriel Basin Water Quality Authority
1720 W Cameron Ave STE 100
West Covina, CA 91790

Dear Ms. Moreno,

I am writing to respectfully ask for San Gabriel Basin Water Quality Authority's vote in electing me to the vacant seat on the Association of California Water Agencies Health Benefits Authority (ACWA/HBA) Board of Directors. I am a longtime member of ACWA who has served as vice president and interim president of the ACWA Joint Powers Insurance Authority (ACWA/JPIA), as an ACWA Region 10 board member, and as a member of the ACWA Board of Directors. I am seeking election to the ACWA/HBA Board so I may continue to serve the ACWA membership and ensure that their health insurance coverage and related employee benefits needs continue to be met in an effective and efficient manner.

I have had the privilege and honor of serving the water industry as an elected water policy maker for more than 25 years, including the past 11 years on the Municipal Water District of Orange County (MWDOC) Board and 15 years before that as a board member of Coastal Municipal Water District, prior to its consolidation with MWDOC. Additionally, I have held other leadership positions including past president of the Water Advisory Committee of Orange County (WACO), past president of the Orange County Water Association, and appointed member to the Orange County Water Taskforce.

I am eager to serve your district and the entire ACWA/HBA membership and believe that my experience, knowledge, and personal commitment will allow me to do so effectively for the duration of the current term. It would be my honor to earn the support of San Gabriel Basin Water Quality Authority and receive your vote in electing me to the ACWA Health Benefits Authority Board of Directors.

If you have any questions, please do not hesitate to contact me directly at (949) 548-3690.

Sincerely,

Joan C. Finnegan
Board President



RECEIVED
JAN 03 2012

BY:.....

December 22, 2011

San Gabriel Basin WQA
1720 W Cameron Ave STE 100
West Covina, CA 91790

Dear Ms. Stephanie Moreno:

I am writing to respectfully ask you to elect a member of my staff to a recently vacated Association of California Water Agencies (ACWA) Health Benefits Authority (HBA) seat. Effective oversight of ACWA HBA by a responsible board is essential for a successful organization which focuses on providing high-quality, low-cost employee insurance products. To that end, I am asking you as the ACWA HBA representative to vote for Steven Ruetters.

Steve has been with the Kern County Water Agency (Agency) since 1990, serving currently as the Business Manager since 1997. His education includes a Bachelor of Science degree in Business Administration (Finance) and a Master of Business Administration degree. His previous committee work includes serving on the ACWA/JPIA Audit-Finance Committee for 10 years, the ACWA Insurance & Personnel Committee for 16 years and on the California Special Districts Association Finance Corporation for 4 years.

I have worked with Steve over his entire career at the Agency and believe he possesses the working experience, committee experience and education necessary to be part of an effective board. As HBA continues to move forward with the selection of an Executive Director and other support services, Steve will be an effective part of the entire ACWA HBA Board.

Sincerely,

A handwritten signature in black ink that reads "James M. Beck".

James M. Beck
General Manager

(661) 634-1400

Mailing Address

P.O. Box 58
Bakersfield, CA 93302-0058

Street Address

3200 Rio Mirada Dr.
Bakersfield, CA 93308

E. G. "Jerry" Gladbach
27491 Hillcrest Place
Valencia, CA 91354

December 21, 2011

RECEIVED
JAN 03 2012

BY:.....

Ms. Stephanie Moreno
San Gabriel Basin WQA
1720 W Cameron Ave STE 100
West Covina, CA 91790

Dear Stephanie:

I am writing to you today to solicit your support in voting for **Steven Ruetters** as one of our directors of the Association of California Water Agency Health Benefits Authority. The ACWA HBA Board is in the midst of some significant decisions, such as selecting a new Executive Director, deciding upon professional support services, setting up ACWA HBA as an employer, and other vital decisions. Therefore, your vote is very critical to ensure the continued success of ACWA HBA's services and insurance products it provides to your district.

During my several years on the ACWA JPIA Executive Committee, I have known Steve through his work on the ACWA JPIA's Finance & Audit Committee, where he has consistently and conscientiously provided valuable input for more than 10 years. He has been employed with the Kern County Water Agency for 21 years, where he has been the Business Manager for the past 14 years. He has a Bachelor of Science degree in Business Administration (Finance) and a Master of Business Administration degree. He has served on the ACWA Insurance & Personnel Committee for 16 years and the California Special Districts Association Finance Corporation for 4 years. Additionally, he concurrently continues to serve within his community on three other public boards (school, recreation & park, and sanitary districts).

At my agency we voted to support and concur in the nomination of Steven Ruetters, as did several other agencies. I believe Steve possesses the education, experience and judgment necessary for an effective board member. As ACWA HBA moves forward through these critical decision points, choosing capable representation for your agency is vitally important. With that in mind, I urge you to vote for Steve Ruetters.

Sincerely,


E. G. "Jerry" Gladbach

P.S. Please vote and send in your mail ballot during the official balloting period of December 23, 2011 through January 23, 2012.



CLAIR  . Hill
Water Agency Award for Excellence

2012 OFFICIAL ENTRY FORM

Recognizing excellence in innovative programs developed by ACWA member agencies to further the achievements in water resource management.

Established in 1988

Background

To foster excellence among California water agencies and to recognize innovation in managing and protecting our state's most precious natural resource, the Association of California Water Agencies (ACWA) established the Clair A. Hill Water Agency Award for Excellence in 1988.

Funded by CH2M Hill, an engineering firm, the annual award honors Clair A. Hill, one of its founders.

The award recognizes exemplary programs developed by ACWA member agencies. Agency size is not a determining factor in evaluating potential recipients for this award. Award recipients are selected based on demonstrated success in creatively addressing water industry issues, commitment to water use efficiency and conservation, leadership in broad water-related issues, and excellence in agency management and operations.

Eligibility

- The recipient must be a public agency member of ACWA.
- The winning program must have been completed and have been in operation no longer than five years.
- Past award recipients are not eligible to compete for the award for a period of three years thereafter.
- Entries must be received in the ACWA office no later than March 1 of each year.

Criteria for Selection

Eligible projects or programs must:

- Demonstrate a commitment to excellence
- Show creativity and innovation in addressing water industry issues
- Be environmentally sensitive or beneficial
- Show clear, quantifiable evidence of success
- Make effective use of funding and show fiscal responsibility

Eligible Entries

A wide variety of projects and programs are eligible, including:

- Capital Improvements
- Water Quality Improvement
- Local Resources Development
- Integrated Regional Water Management Plan
- Watershed / Ecosystem Protection
- Renewable Energy
- Governance / Administration

**Public information / outreach / education programs and efforts are no longer eligible.*

Examples of Previous Winning Program Entries

- Solano Irrigation District for its Total Trihalomethane Reduction System, an innovative, low-cost solution to reducing high concentrations of disinfection by-product formed in its distribution system.
- Santa Ana Watershed Project Authority for its Southern California Integrated Watershed Program, which involves water storage, groundwater cleanup, water recycling, stormwater management and other critical components.
- Orange County Water District for its Groundwater Replenishment System, which created a new, drought-proof supply of high-quality water by purifying treated effluent from the Orange County Sanitation District.

Requirements for Entries

- An agency may submit no more than one entry per year.
- Entries must be presented in a narrative description explaining the program and how it meets the criteria for selection.
- Entries must be typewritten, double-spaced, and no more than three pages.
- Entries must be submitted with an Official Entry Form (back page).
- Finalists will be asked to provide 10 to 15 photos, graphics, video clips or other visuals (high resolution electronic formats preferred) that represent their entry for purposes of the awards presentation. All materials should be labeled with the agency name and a description of the subject matter. *(Note: These materials will not be returned and may be used in future promotion and publicity efforts by the association).*
- Finalists will be asked to develop a table-top exhibit to showcase their entry at the ACWA Spring Conference.

Judging

The selection committee will consist of designees from among ACWA's committee chairs. The ACWA president and vice president will confer and identify the appropriate committee designees, based on the type of entries received. The ACWA vice president will chair the selection committee.

The selection committee will assemble, review and select the outstanding entries (up to six) to be designated as finalists.

The ACWA vice president, executive director and chairs of the Water Management, Water Quality and Communications committees will select one of the finalists to be the Clair A. Hill Award winner.

Awards Presentation

At the ACWA Spring Conference, a special multimedia presentation will be featured to recognize all finalists and to announce the Clair A. Hill winner. The winner will receive a special award, furnished by CH2M Hill, and a \$5,000 scholarship in the name of Clair A. Hill, to be awarded to a deserving student the following year.

A statewide ACWA news release will be prepared and disseminated by ACWA announcing the winner and finalists.

Scholarship Award

The winning agency will screen all scholarship applicants and submit three finalists to be reviewed by the ACWA Scholarship & Awards Subcommittee.

The ACWA Scholarship & Awards Subcommittee will select one of the three finalists to be awarded the \$5,000 scholarship.

All award information and materials are available on ACWA's website at www.acwa.com.

Past Recipients:

- **1989:** Irvine Ranch WD
- **1990:** Las Virgenes MWD
- **1991:** Imperial ID
- **1992:** Modesto ID
- **1993:** Orange County WD
- **1994:** West Basin MWD/
Central Basin MWD
- **1995:** East Bay MUD
- **1996:** Calleguas MWD
- **1997:** San Diego County WA
- **1998:** Kern Water Bank
Authority
- **1999:** Western Canal WD
- **2000:** City of Sacramento
Utilities Department
(Sacramento Water Forum)
- **2001:** Eastern MWD
- **2002:** Mid-Peninsula WD
- **2003:** Santa Ana Watershed
Project Authority
- **2004:** Carmichael WD
- **2005:** City of Santa Rosa
- **2006:** South San Joaquin ID
- **2007:** Rancho California WD
- **2008:** Orange County WD
- **2009:** Solano ID
- **2010:** Alameda County WD
- **2011:** East Bay MUD

CLAIR Hill

Water Agency Award for Excellence

OFFICIAL ENTRY FORM

Deadline:
March 1 of each year

(or the following business day
if the deadline falls on
a weekend or holiday)

Agency: _____

Address: _____

Phone: (____) _____ Fax: (____) _____

E-mail: _____

Person responsible for submitting the entry:

Name: _____

Title: _____

Explain the program, the problem or issue it addresses, and how it meets the criteria for selection. The explanation of the program must be typewritten, double-spaced and no more than three pages. See Requirements for Entries on previous page.

When was the program initiated? Month / Year: _____

When did the program become operational? Month / Year: _____

Signature of Board President (or designee) Date

Signature of Manager (or designee) Date



Return completed form to:

ACWA / Clair Hill Award
910 K Street, Suite 100
Sacramento, California 95814-3577
sarahl@acwa.com
FAX: 916.554.2342

Questions?

Call ACWA's
Communications & Outreach Department
at 916.441.4545.

**MINUTES OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
LEGISLATIVE/PUBLIC INFORMATION COMMITTEE MEETING
HELD ON
WEDNESDAY, JANUARY 11, 2011 AT 12:00 P.M.
AT WQA HEADQUARTERS**

Members Present: Ed Chavez, John Leung and Bob Kuhn

Members Absent: None.

Liaison Member: Dan Arrighi

Staff Present: Ken Manning
Randy Schoellerman
Michelle Sanchez
Mary Saenz
Stephanie Moreno

Visitors: Gabriel Monares, The Monares Group

Discussion Regarding the Use of the WQA 406 Plan as a Public Outreach Document

Mr. Manning reported that there have been discussions on producing a professionally designed full color executive summary of the 406 Plan. He indicated that the 406 Plan is updated every year and it would be beneficial to have an easy to read version of the plan to use for public outreach and could be considered the WQA's annual report. He noted that the new document would be designed with the assistance of a consultant that specializes in creating similar documents for other agencies. He indicated that there was about \$10K in the budget already to start the process for this year.

Mr. Kuhn commented that the idea makes a great deal of sense and would like to see it done sooner rather than later. He indicated that this document would be very beneficial to assist WQA in educating the local legislators on the groundwater cleanup activities in the San Gabriel Basin.

After general discussion, the committee recommended that staff move forward with the creation of an executive summary/annual report of the 406 Plan.

Legislative Activities/Reports

State

Mr. Manning reported that the legislature was back in session. He noted that AB 467 was moving forward and that it was scheduled for a hearing at the senate appropriations committee on January 19, 2012 at 10:00am.

Mr. Monares reported that he and the Gualco Group would be meeting with the Governor's office to discuss AB 467 as well.

Mr. Kuhn asked if Assemblyman Hernandez still planned on having a press conference on January 20, 2012.

Mr. Manning commented that he did not have any new information regarding the press conference and would contact Hernandez's office to find out the status.

Federal

Mr. Manning reported that he would be traveling to Washington, D.C. in February along with Mr. Kuhn, Mike Whitehead and Mr. Monares to meet with legislators to discuss additional appropriations for the San Gabriel Basin Restoration Fund and an extension of the time allowed for O & M.

Executive Director's Report

Mr. Manning reported that Ms. Egoscue will be at the next Board meeting to give an update on the progress of the proposed discharge permit. He also reported that staff was working on the next advertorial for the Civic Leadership section of the San Gabriel Valley Tribune.

**MINUTES OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
ENGINEERING COMMITTEE
ON JANUARY 10, 2012 AT 1:00 P.M.
AT WQA HEADQUARTERS**

Members Present: Jim Byerrum
Louie Aguiñaga
John Leung

Members Absent: None

Watermaster Liaison: Chet Anderson

Staff Present: Ken Manning
Randy Schoellerman
Stephanie Moreno

Visitors: Bob Kuhn, WQA Board Member
Jonathan Contreras, Valley County WD
Lenet Pacheco, Valley County WD
Mariana Lake, Valley County WD
Margarita Vargas, Valley County WD
Steve Johnson, Stetson Engineers, Inc.

Discussion Regarding the Development of a WQA Project Guidebook

Mr. Manning indicated that staff is working on a project guidebook that could be used as a reference by Board members and staff. He explained that each page would be devoted to each of the many projects in the basin. The page would include a map and aerial photo of the project along with a description of the project and key information such as contaminants treated, operation costs and treatment capacity.

The committee reviewed an example page and provided suggestions about the type of information they would like to see included for each project.

Discussion Regarding Notice of Intent to Adopt a Mitigated Negative Declaration for the El Monte Operable Unit Eastern Shallow Zone and Southern Deep Zone

Mr. Schoellerman reported that WQA is acting as a co-lead agency with the City of El Monte for the subject Notice of Intent that was published in newspapers on December 28, 2012 and that comments are due by 5:00 pm on January 31, 2012. He noted that a joint meeting of the WQA Board and the City of El Monte Planning Commission was scheduled for February 28, 2012 to review staff's responses to any comments received and to consider approving the CEQA documentation and project. He described the overall project and discussed in detail the extraction wells and pipeline located in a residential portion of Rosemead.

Project Updates (action/information item):

EMOU: Mr. Schoellerman indicated that construction of the westside remedy treatment plant was continuing. The eastside remedy proponents are proceeding with the Mitigated Negative Declaration.

WNOU: Mr. Schoellerman reported that the City of Whittier plans to discontinue operating the Whittier Narrows Operable Unit remedy project for the United State Environmental Protection Agency (USEPA) in favor of leasing out their San Gabriel Basin water rights and operating their Central Basin wells. USEPA is now looking for a replacement. Mr. Manning noted that the project is vital to the overall basin cleanup effort and that WQA will be actively working with USEPA, the Department of Toxic Substances Control and Watermaster to find an alternate solution.

Executive Director's Report

Mr. Manning reported staff continued to work with Ms. Tracy Egoscue on a discharge permit that would allow more flexibility for discharges related to cleanup projects and basin operations. He indicated that she would be attending the January Board meeting to provide an update and answer questions.

WQA January 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Happy New Year! WQA Closed	3	4	5	6	7
8	9	10 12PM-Admin/Finance Committee 1PM – Engineering Committee	11 12PM – Leg/Pub Committee	12	13	14
15	16 Martin Luther King Jr. Day	17	18 12PM – WQA Board Meeting	19	20	21
22	23	24	25	26 11:30 SCWUA Lunch Meeting @ Fairplex	27 10am SCWC Meeting City of Industry	28
29	30 AGWT/AGWA	31 Aquifer Recharge Conference				

WQA February 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 7:45am – 3pm USGVMWD Tour	3	4
5	6	7	8 11:30am SGVWA Mtg 12pm Leg/Pub Committee	9	10	11
12	13	14 12pm Admin/Finance 1pm Engineering	15	16	17	18
19	20 Presidents' Day WQA Closed	21	22 12pm WQA Board Meeting	23 11:30 SCWUA Mtg @ Fairplex	24	25
26	27	28	29			