

**SAN GABRIEL BASIN WATER QUALITY AUTHORITY
ADMINISTRATIVE/FINANCE COMMITTEE AND
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OCTOBER 10, 2017 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.

**COMMITTEE MEMBERS
PRESENT**

Jorge Marquez and Tim Miller

**WATERMASTER LIASON
ABSENT**

Dave Michalko

**COMMITTEE MEMBERS
ABSENT**

Bob Kuhn

**OTHER BOARD MEMBERS
PRESENT**

None

STAFF MEMBERS PRESENT

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

**MEMBERS OF THE PUBLIC
PRESENT**

Lenet Pacheco, Valley County Water District; Bryan Urias, Upper District

PUBLIC COMMENT

None.

***Discussion Regarding Public
Records Requests and Private
Devices***

Mr. Manning reported that after a review of current WQA communications and electronic storage practices, staff is not recommending modifications to these practices at this time. He did indicate that staff does recognize that individual Board Members may prefer to have a *wqa.com* e-mail address to facilitate the separation of WQA-related communications and staff can immediately provide that for any Board Member wishing to utilize it.

After brief discussion the committee concurred with the staff recommendation and asked that it be reported to the full Board.

***Discussion Regarding Database
Task Order for Wildermuth
Environmental, Inc.(WEI)***

Mr. Manning reported that in 2015, the WQA hired (WEI) to begin the initial steps of consolidating the various sources of San Gabriel Valley groundwater data into one database. The work involved some initial training, a needs assessment and the development of an implementation plan. WEI utilizes their

proprietary Hydrologic Database and Visualization Explanations service referred to as HydroDaVE. He noted that about the same time USEPA embarked on their own endeavor to integrate the volumes of data generated from the sites they oversee along with available no-OU data obtained from the Main San Gabriel Basin Watermaster. Their consultant completed that work in August 2017. He indicated that with the conclusion of USEPA's work, staff believes it would be appropriate to have WEI continue their database development. This phase involves characterizing the available data as it now exists and determine how it can best be utilized by WQA. He noted that the task order would be in the amount not to exceed \$12,500.

After brief discussion, the committee recommended that the task order go to the full Board for approval.

Discussion Regarding Former Crown City Plating Site Well Destruction

Mr. Manning reported that the City of El Monte is finalizing their application to clean up the former Crown City Plating site using Proposition 1 funds and needs assistance with their required 50% match. Staff is recommending that WQA assist by having a problematic groundwater well on the site destroyed and the cost credited toward the City's 50% match. He indicated that The current site owner has no responsibility for the contamination and has filed for bankruptcy. The City red-tagged the property for code violations and would like to request that the bankruptcy judge grant permission for the WQA to enter the property and destroy the well. He noted that the estimated cost to destroy the well is \$50,000. Staff proposes to utilize funding from monies awarded to WQA for reimbursement of its costs in Round IX of the FFPA funding in 2014.

After some discussion, the committee recommended that the authorization for staff to issue an RFP for the destruction of the former Crown City Plating site well and assist the City of El Monte with their 50% Prop 1 match requirement go to the full Board for approval.

Discussion Regarding Cash and Investments for 3rd Quarter 2017

Ms. Saenz reviewed the quarterly report on cash and investments as of September 30, 2017. She indicated that the average monthly yields for LAIF for July 2017 and August 2017 were 1.051% and 1.084%, respectively.

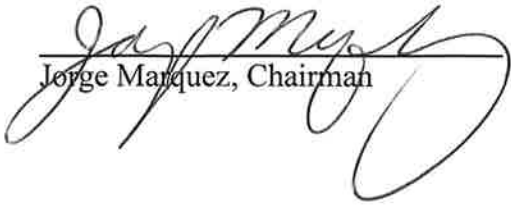
EXECUTIVE DIRECTOR'S REPORT

Mr. Manning reported that Three Valleys MWD was holding a breakfast meeting October 12, 2017 with guest speaker Jeff Kightlinger and the Greater West Covina Business Association was holding a Legislative Breakfast the same day where he would be the emcee. He also reminded the committee that he would be traveling to China in November with a trade delegation.

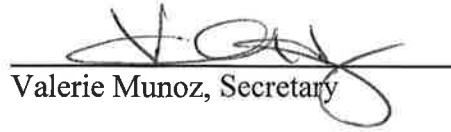
ADJOURNMENT

The Chairman asked if there were any other items of business

to come before the Board. There being none, the Board meeting was adjourned.



Jorge Marquez, Chairman



Valerie Munoz, Secretary