

**BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
REGULAR MEETING
MONDAY, OCTOBER 12, 2020
8:00 AM – 10:00 AM (PDT)**

Pursuant to Provisions of Executive order N-25-20 issued by Governor Gavin Newsom on March 12, 2020, Any director may call into the Board of Directors meeting using the call-in number..... or via GoToMeeting Link....

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PLEDGE OF ALLEGIANCE:

ROLL CALL: Knoles, Paulson, Placido, Prince, Wong

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

UPDATES FROM CITY REPRESENTATIVES

CONSENT CALENDAR: The following matters are expected to be routine and will be acted upon by a single motion with little discussion unless any Director or citizen requests a separate action:

Minutes of the Regular Board Meeting of September 14, 2020

Minutes of the External Affairs Committee Meeting of September 28, 2020

Financial Statements of September 2020

Disbursements of the Revolving Fund dated September 24, 2020, Check Nos. 11695 – 11702, EFT's and Wires

Disbursements of the Revolving Fund dated October 8, 2020, Check Nos. 11703 – 11709, EFT and Wires

Disbursements of the Revolving Fund dated October 12, 2020, Check Nos. 11710 – 11713, and Wires

Disbursements of the General Fund dated September 24, 28-30, 2020, Check Nos. 41776 – 41791, and EFT's

Disbursements of the General Fund dated October 12, 2020, Check Nos. 41792 – 41819

Future Meeting Attendance Approval – None

ACTION ITEMS

1. Award Bid For Schedule 1 Valve Replacement
2. Proposal Pipeline Assessment From Civiltec For Schedule 1
3. Annual Report

INFORMATION ITEMS

External Affairs Update

UNFINISHED BUSINESS

1. Report on Basin Management
2. Report of WQA
3. Report of the Attorney
4. Report of the General Manager/Assistant Manager
5. Report of the State Water Contractors

COMMITTEE MEETING REPORTS

DIRECTOR REPORTS ON EVENTS ATTENDED

DIRECTORS COMMENTS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Subdivision (a) of Government Code Section 54956.9.

Name of Case: *State Water Contractors, et al. v. State of California Department of Fish and Wildlife, et al.*, Fresno County Superior Court Case No. 20CECG01302.

CLOSED SESSION REPORT

ADJOURNMENT

THIS AGENDA WAS POSTED ON OCTOBER 8, 2020 AT SGVMWD.
THE NEXT REGULAR BOARD MEETING WILL BE NOVEMBER 9, 2020.

**MINUTES
BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
REGULAR BOARD MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, SEPTEMBER 14, 2020
8:00 A.M.**

<https://global.gotomeeting.com/join/912092757> or Phone in 1(872) 240-3212

At 8:03 a.m. on September 14, 2020 the Board of Directors held its Regular Meeting via “GoToMeeting”

CALL TO ORDER:

President Wong called the meeting to order.

ROLL CALL:

Directors present at Roll Call: Knoles, Paulson, Placido, Prince, Wong

ALSO PRESENT:

Darin Kasamoto, General Manager; Ed Hills, Assistant General Manager; Linda Esquivel, Executive Assistant; Jim Ciampa, Lagerlof LLP; Jose Reynoso City of Sierra Madre; Dave DePinto, DMCI; Albert Lu; Kelly Gardner, Main San Gabriel Basin Watermaster; Richard Gonzalez, City of Monterey Park; Jared Macias, City of Azusa; Stephanie Moreno, Water Quality Authority; Anthony Molina, California Advocates

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

UPDATES FROM CITY REPRESENTATIVES

None

CONSENT CALENDAR:

Minutes of the Regular Board Meeting of August 10, 2020

Minutes of the External Affairs Committee Meeting of August 17, 2020

Financial Statements for August 2020

Disbursements of the Revolving Fund Dated:

August 13, 2020, Check Nos. 11668 – 11674, EFT and Wires in the amount of \$48,525.03

August 27, 2020, Check Nos. 11675 - 11683, EFT's and Wires, in the amount of \$51,099.46

September 10, 2020, Check Nos. 11684 – 11690, EFT and Wires in the amount of \$48,318.08

September 14, 2020, Check Nos. 11691 – 11694, and Wires in the amount of \$2,176.80

Disbursements of the General Fund Dated:

August 11 - 28, 2020, Check Nos. 41720 – 41741, and EFT's, in the amount of \$562,513.38

September 3, 4, & 14, 2020, Check Nos. 41742 – 41775, and EFT's, in the amount of \$378,082.95

Future Meeting Attendance Approval: None

September 14, 2020

SGVMWD

On motion of Director Paulson, seconded by Director Placido and unanimously carried 5-0, the Consent Calendar was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on September 14, 2020 by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong
Noes: None
Absent: None
Abstain: None

ACTION AGENDA ITEMS

LEGISLATIVE UPDATE

Anthony Molina of California Advocates updated the Board on the following Legislative Bills: SB1099, AB1659, AB3030, SB1044, AB2560, SB1833, SB1159 and AB685. He also updated the Board on general issues relating to the end of the Legislative Session.

PROPOSALS FOR 2020 URBAN WATER MANAGEMENT PLAN

The General Manager reported the District is required by applicable law to adopt and submit to the Department of Water Resources an Urban Water Management Plan in years ending in 5 and 0, although the deadline for the next plan was extended to 2021. The District must be in compliance with Urban Water Management Plan requirements in order to receive State grants and funding. An RFP was developed and sent to John Robinson Consulting, Stetson Engineers Inc., and Kennedy Jenks Consulting. Kennedy Jenks opted not to submit a proposal. Stetson Engineer's proposal was \$31,500 and John Robinson Consulting's was \$24,500. All three firms are highly qualified to do the work. John Robinson Consulting prepared the District's 2015 plan and Stetson Engineer's prepared the 2005 and 2010 plans.

On motion of Director Paulson, seconded by Director Placido, and unanimously carried 5-0, the 2020 Urban Water Management Plan proposal from John Robinson Consulting to be completed by or before July 31, 2021 and for the not to exceed fee of \$24,500 was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on September 14, 2020 by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong
Noes: None
Absent: None
Abstain: None

AMENDMENT NO. 1 TO DUDLEY RIDGE 2020 WATER BANKING AGREEMENT

The General Manager reported that the District recently entered into an agreement with Dudley Ridge Water District to utilize a portion of Dudley Ridge's share of the Kern Water Bank for storage of District water. The proposed Amendment will allow the San Gabriel Valley Municipal Water District to also bank non-State Water Project water under the terms of this agreement.

On motion of Director Prince, seconded by Director Knoles, and unanimously carried 5-0, the 2020 Dudley Ridge Banking Agreement Amendment No. 1 was approved.

Passed and Adopted by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on September 14, 2020 by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong
Noes: None
Absent: Placido
Abstain: None

INFORMATION ITEMS

EXTERNAL AFFAIRS

Ms. Reyes reported the San Gabriel Valley Municipal Water District's Annual Report is nearly completed and should be ready for presentation and approval at the District's October Board meeting. She also reported that Christa VanOrden - Alhambra Unified School District, Dave DePinto - DMCI, and she have discussed the District's educational outreach plan for 2021 and most likely the educational components of that plan will be delivered via Zoom. She will be working with Garvey Unified, Azusa Unified and Sierra Madre Elementary to discuss the Spring 2021 educational outreach plan. RFP's for the District's website are in the process of being sent out and she expects to complete this task within the next couple of weeks. The District's postcard rebate campaign has been postponed until after the November election.

UNFINISHED BUSINESS

REPORT ON BASIN MANAGEMENT

The Assistant General Manager provided an update on the Key Well. He also reported there is approximately 213,000 AF of imported water in Cyclic Storage which represents about 27 ft. in the Basin. There is some local water in our canyon reservoirs. Prior to last week there is about 25,000 acre-feet. The County of Los Angeles began delivering that water last Tuesday. That water is being delivered in the river at 500 cfs and approximately half of that 25,000 is intended for the lower basin area.

REPORT OF WQA

Director Paulson reported the WQA Board approved the renewal of \$12 per acre foot assessment that each of the water pumpers pay for cleaning up the Basin.

REPORT OF THE ATTORNEY

Counsel reported on SB1044, which will ban the use of firefighting foam that contains PFAS commencing in 2022.

REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER

The General Manager's written report is in the Agenda Packet.

The General Manager thanked Ms. Reyes for setting up a meeting with Congresswoman Napolitano and Staff to touch basis on Bureau of Reclamation funding and recycled water projects. The meeting was very beneficial and productive. Director Wong commented that he was very pleased with Congresswoman Napolitano and how engaged she was in identifying and securing recycled water for the District and our member cities.

The Assistant General Manager's written report is in the Agenda Packet.

The Assistant General Manager reported on the Operations of the District. The allocation for CY 2020 is 5,760 AAF (20% of 28,800 AF). As of August 31, SGVMWD had 90 AF remaining for CY 2020, effectively completing this year's deliveries. The District has a capital improvement project currently open for public bid. The budgeted project is for the replacement of plug valves in Sch. 1 (Glendora). The bid opening is scheduled for September 17, 2020.

REPORT OF THE STATE WATER CONTRACTORS

In the written report of the General Manager that is in the Agenda Packet, the General Manager reported the DWR amended AIP is complete and he will present this matter for possible Board action at the October's Board Meeting.

COMMITTEE MEETING REPORTS

External Affairs Committee Meeting Minutes of August 17, 2020 are in the Board packet.

DIRECTOR REPORTS ON EVENTS ATTENDED

None

DIRECTOR COMMENTS

Director Prince wanted to commend Jose Reynoso, Chris Cimino, and Staff from the City of Sierra Madre for working quickly and effectively with LA County Fire and US Forrest Service in making Sierra Madre's spreading grounds resource available to helicopters in fighting against the fires.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

ADJOURNED FOR CLOSED SESSION at 8:52 a.m.

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Subdivision (a) of Government Code Section 54956.9.

Name of Case: State Water Contractors, et al. v. State of California Department of Fish and Wildlife, et al., Fresno County Superior Court Case No. 20CECG01302. – The Board was briefed on the current status of that case and no reportable action was taken.

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9(d)(4).

ONE CASE – The Board was briefed on the facts and circumstances of that matter and no reportable action was taken.

CLOSED SESSION ADJOURNED at 9:02 a.m.

ADJOURNED at 9:04 a.m.

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 9:04 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on October 12, 2020 at 8:00 a.m.

President

ATTEST:

Secretary

September 14, 2020

SGVMWD

**MINUTES OF THE SPECIAL MEETING
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
EXTERNAL AFFAIRS COMMITTEE MEETING
MONDAY, SEPTEMBER 28, 2020
9:00 A.M.**

PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER N-25-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 12, 2020, ANY DIRECTOR MAY CALL INTO THE BOARD OF DIRECTORS' MEETING USING THE DISTRICT'S CALL-IN <https://global.gotomeeting.com/join/153323413> United States: +1 (872) 240-3311 Access Code: 153-323-413 WITHOUT OTHERWISE COMPLYING WITH THE BROWN ACT'S TELECONFERENCING REQUIREMENTS. THE DISTRICT'S BOARD MEETINGS SHALL REMAIN OPEN TO THE PUBLIC AT THE DISTRICT'S OFFICE AND ANY MEMBER OF THE PUBLIC WISHING TO MAKE ANY COMMENTS TO THE BOARD MAY DO SO IN PERSON OR BY CALLING IN TO THE CALL-IN NUMBER.

The meeting was called to order at 9:06 a.m.

ROLL CALL: Director Prince; Director Wong;
Darin Kasamoto - General Manager; Evelyn Reyes - External Affairs Manager, David Dolphin - City of Alhambra; Jose Reynoso – City of Sierra Madre; Richard Gonzales – City of Monterey Park

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

There were no public comments.

1. Grant / Loan Program – The committee requested an update from its member cities on their plans for the grants and loans the District has made available. The City of Alhambra will be utilizing its \$50,000 grant for drought tolerant landscaping projects. The City of Monterey Park plans to utilize the \$2 million loan for a project that will remove PFOS/PFAS contaminants to comply with the regulations of the Los Angeles County Department of Drinking Water. The City of Sierra Madre will utilize \$50,000 grant to repair a water well, and to assist residents and businesses that need billing assistance due to the pandemic. In addition, the City of Sierra Madre plans to use the \$2 million loan to advance their capital improvements budget for water main replacements. The External Affairs Manager informed the committee that the City of Azusa will be

utilizing the \$50,000 grant for drought tolerant landscaping projects in the City.

2. Rebate Program Outreach – The External Affairs Manager provided an update on the rebate program mail campaign scheduled for November.

3. Long-term Conservation Programs – The committee had a roundtable discussion with the member cities to discuss long-term conservation programs, such as Bill Assistance Programs and AMI/AMR Customer Outreach. Due to the pandemic the cities of Azusa, Sierra Madre and Monterey Park have seen an increase of non-payments, and although they have billing assistance program until funds are exhausted. The committee recommended to staff continue to explore a bill assistance program, since many customers have been affected by the pandemic. In addition, the member cities updated the committee on their AMI/AMR projects. Azusa has completed their AMI installations and will be launching their customer portal soon. Sierra Madre is currently reaching out to residents to sign up to receive access into the AMI customer portal. Alhambra is in process of installing their AMI project. The committee recommended that staff work with the member cities to assist them on customer portal outreach.

ADJOURNMENT

The Committee was adjourned at 10:22 a.m.

San Gabriel Valley Municipal Water District

Balance Sheet

As of September 30, 2020

	Sep 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1001 · General Fund Bank of America	636,877.39
1005 · Revolving Cash Fund	74,579.98
1008 · Petty Cash	300.00
1009 · LAIF	16,295,958.70
1009.01 · LAIF FMV Adjustment	98,911.72
1011 · UBS Resource Management Account	
1012 · Cash with Broker	24,120.86
1013 · Certificates of Deposit	10,191,643.53
Total 1011 · UBS Resource Management Account	10,215,764.39
1014 · UBS Accrued Interest	-27,757.53
Total Checking/Savings	27,294,634.65
Accounts Receivable	
1603 · Accounts Receivable	-2,956.86
Total Accounts Receivable	-2,956.86
Other Current Assets	
1605 · Taxes Receivable	-0.34
1606 · Interest Receivable	40,765.35
1620 · Prepaid Expenses	762,219.89
1660 · Water Inventory	2,165,510.92
Total Other Current Assets	2,968,495.82
Total Current Assets	30,260,173.61
Fixed Assets	
1701 · State Water Project Engineering	156,789.28
1702 · State Water Prj Wtr Cntrct Pmts	5,627,376.00
1703 · Accum Ammort - State Water Proj	-4,362,225.75
1801 · Pipeline	26,340,785.65
1830 · Accum Depreciation - Pipeline	-16,010,589.45
1840 · SCADA Telemetry	1,050.08
1841 · Accum Depreciation -SCADA	-1,050.09
1750 · SCADA 2013	849,166.22
1851 · Accum Depreciaton - SCADA 13	-537,773.04
1901 · Land	735,931.46
1902 · Buildings	2,346,232.42
1903 · Accum Depr - Buildings	-2,336,365.53
1904 · Furniture and Fixtures	173,585.69
1905 · Accum Depr - Furn and Fixtures	-136,245.63
1907 · Vehicles	164,401.97
1908 · Accum Depr - Vehicles	-156,694.56
1910 · Pipeline Misc Equipment	90,055.75
1911 · Accum Depr - Pipeline Misc Equi	-86,830.07
1914 · Communications Equipment	8,905.76
1915 · Accum Depr - Communications Equ	-8,905.75
1920 · Construction in Process	
1920.04 · Hydro Elec Generator Expansion	950,782.80
Total 1920 · Construction in Process	950,782.80
1921 · Capital Expenditures	
1921.07 · SanDimas Hydro Deflec Batteries	35,595.25
1921.05 · Computer	6,198.90
1921.03 · Roof	58,390.47
1921.04 · Repaving	3,950.00
Total 1921 · Capital Expenditures	104,134.62
1916 · A/D Computers	-949.13
1917 · A/D Paving	-245.50

San Gabriel Valley Municipal Water District

Balance Sheet

As of September 30, 2020

	Sep 30, 20
1918 · A/D San Dimas Hydro	-1,483.51
1922 · A/D Roof	-9,487.56
Total Fixed Assets	13,900,352.13
Other Assets	
1998.99 · Deferred Outflows -OPEB	196,533.00
1999.99 · 1999.Deferred Outflows of Res	642,029.00
1927 · Sierra Madre Loan Agreement	145,687.50
1927.01 · Sierra Madre NR Discount	-8,094.00
Total Other Assets	976,155.50
TOTAL ASSETS	45,136,681.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2001 · Accounts Payable	553,409.09
Total Accounts Payable	553,409.09
Other Current Liabilities	
2010 · Accrued Payroll - V&SL	396,382.25
24000 · Payroll Liabilities	-0.02
Total Other Current Liabilities	396,382.23
Total Current Liabilities	949,791.32
Long Term Liabilities	
1698.99 · Deferred Inflows- OPEB	97,294.00
2219.99 · Net Pension Liability	2,128,755.00
1699.99 · Deferred Inflow of Resources	298,019.00
2209 · Other Post-Employment Benefits	6,063,948.51
Total Long Term Liabilities	8,588,016.51
Total Liabilities	9,537,807.83
Equity	
2301 · Fund Balance	4,524,449.82
2302 · San Bernardino Contribution	1,781,730.83
2970 · Retained Earnings	31,235,883.13
2973 · Contribution Aid Capital	1,280,323.11
Net Income	-3,223,513.48
Total Equity	35,598,873.41
TOTAL LIABILITIES & EQUITY	45,136,681.24

San Gabriel Valley Municipal Water District

Income Statement - Actual vs. Budget

September 2020

	Sep 20	Budget	Jul - Sep 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
General Operations					
3002 · Property Tax Revenue	0.00	375,000.00	0.00	1,125,000.00	4,500,000.00
3003 · Water Sales	20,174.00	261,333.00	40,258.00	783,999.00	3,136,000.00
3004 · Interest Income	0.00	41,667.00	26,009.74	125,001.00	500,000.00
3005 · Ready to Serve Revenue	990.00	990.00	2,970.00	2,970.00	11,880.00
3006 · RDA Prop Tax Trust Fund Alloc	0.00	41,667.00	358,358.40	125,001.00	500,000.00
3008 · SBVMWD Pipeline Maintenance Rev	0.00	5,292.00	0.00	15,876.00	63,500.00
3016 · Unrealized Gain (Loss) on Inves	0.00		-7,439.60		
Total General Operations	21,164.00	725,949.00	420,156.54	2,177,847.00	8,711,380.00
Power Revenue Sales					
3210 · Hydro Power Sales	0.00	5,469.00	0.00	16,407.00	65,623.00
Total Power Revenue Sales	0.00	5,469.00	0.00	16,407.00	65,623.00
Restricted Revenue - SWP					
3306 · Tax Revenue - State Water Proje	0.00	708,333.00	0.00	2,124,999.00	8,500,000.00
Total Restricted Revenue - SWP	0.00	708,333.00	0.00	2,124,999.00	8,500,000.00
Total Income	21,164.00	1,439,751.00	420,156.54	4,319,253.00	17,277,003.00
Gross Profit	21,164.00	1,439,751.00	420,156.54	4,319,253.00	17,277,003.00
Expense					
Unrestricted G.O. Expenses					
4001 · Director Fees	2,000.00	2,500.00	3,800.00	7,500.00	30,000.00
4010 · Salaries- Administrative	18,620.80	20,173.00	53,534.80	60,519.00	242,078.00
4014 · Field Supervision	13,526.40	14,654.00	38,888.40	43,962.00	175,851.00
4020 · Salaries Office	15,423.80	16,709.00	41,544.47	50,127.00	200,503.00
4021 · External Affairs Wages	8,419.20	9,014.00	22,039.40	27,042.00	108,169.00
4022 · Part Time Employee	360.00	1,200.00	1,675.00	3,600.00	14,400.00
4027 · Office Supplies - Equipment Mai	579.34	3,667.00	13,157.24	11,001.00	44,000.00
4029 · Election Expenses	0.00	3,333.00	0.00	9,999.00	40,000.00
4031 · Legal Services	3,687.50	4,167.00	7,928.75	12,501.00	50,000.00
4032 · State Water Contract Services	3,834.75	3,833.00	11,504.25	11,499.00	46,000.00
4033 · Public Relations	6,062.00	11,250.00	7,680.63	33,750.00	135,000.00
4034 · Governmental Relations Consulti	0.00	7,167.00	14,000.00	21,501.00	86,000.00
4035 · Consulting & Engineering Expens	23,294.25	41,932.75	52,362.40	125,798.25	503,193.00
4036 · Medicare Tax Expense	1,160.43	1,265.00	3,302.45	3,795.00	15,175.00
4039 · PERS - Retirement Expenses	267,797.77	67,045.00	326,574.13	201,135.00	804,535.00
4040 · Social Security Tax Expense	3,807.30	4,797.00	11,264.02	14,391.00	57,558.00
4041 · State Compensation Fund	1,102.66	2,083.00	428.25	6,249.00	25,000.00
4042 · State Unemployment Insurance Ta	29.92	131.00	82.87	393.00	1,570.00
4043 · Health Insurance Expense	35,736.32	37,167.00	107,208.96	111,501.00	446,000.00

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
September 2020

	Sep 20	Budget	Jul - Sep 20	YTD Budget	Annual Budget
4044 · Dental/ Vision Benefit Expense	3,900.82	6,417.00	8,261.22	19,251.00	77,000.00
4045 · Insurance - Liability, Casualty	5,134.92	3,167.00	20,404.07	9,501.00	38,000.00
4046 · Blue Cross Employee Reimburseme	2,025.48	5,000.00	5,320.86	15,000.00	60,000.00
4048 · Life Insurance	278.20	292.00	834.60	876.00	3,500.00
4050 · Dues and Associations	7,223.53	7,083.00	20,564.36	21,249.00	85,000.00
4051 · Travel and Conferences -Dir	45.00	2,083.00	1,170.00	6,249.00	25,000.00
4052 · Publications and Periodicals	0.00	54.00	0.00	162.00	650.00
4053 · State Water Contractors Audit	1,849.00	833.00	4,624.00	2,499.00	10,000.00
4054 · Financial Audit Expense	918.75	1,667.00	2,418.75	5,001.00	20,000.00
4055 · Travel & Conference -Staff	49.57	2,500.00	502.39	7,500.00	30,000.00
4057 · Taxes - Annual Fee	0.00	4,167.00	0.00	12,501.00	50,000.00
4058 · Tax Collection Fees	0.00	2,750.00	0.00	8,250.00	33,000.00
4059 · Property Tax Expense	0.00	54.00	0.00	162.00	650.00
4060 · Telephone Expense	2,322.42	3,333.00	10,046.17	9,999.00	40,000.00
4061 · Utilities - Gas, Electric, and	1,730.27	1,542.00	3,585.53	4,626.00	18,500.00
4062 · Conservation Materials	900.00		6,250.00		
4063 · Safety Program	0.00	417.00	0.00	1,251.00	5,000.00
4065 · Water Conservation/Rebates Prog	2,838.90	20,833.00	4,376.40	62,499.00	250,000.00
4067 · OPEB -Other Post Employment Ben	23,333.33	25,000.00	69,999.99	75,000.00	300,000.00
4090 · SWP Transportation Cost	16,100.93	208,333.00	16,100.93	624,999.00	2,500,000.00
4093 · Uniform and Material Rentals	348.35	375.00	905.71	1,125.00	4,500.00
4095 · Vehicle Maintenance, Operating	894.02	1,750.00	3,706.57	5,250.00	21,000.00
4096 · Communication Expense	551.85	517.00	1,655.55	1,551.00	6,200.00
4099 · Facility Maintenance	3,206.15	2,500.00	6,609.48	7,500.00	30,000.00
4100 · Salaries - Field Workers	21,053.79	22,498.00	57,549.59	67,494.00	269,974.00
4108 · Grounds Maintenance and Materia	2,271.59	2,750.00	4,556.59	8,250.00	33,000.00
4112 · Depreciation Expense	39,390.00		118,170.00		
4113 · Pipeline Maintenance & Material	416.66	4,167.00	709.80	12,501.00	50,000.00
4114 · SCADA Maintence	0.00	667.00	0.00	2,001.00	8,000.00
4120 · Grants	50,000.00	148,917.00	-76,893.00	446,751.00	1,787,000.00
Total Unrestricted G.O. Expenses	592,225.97	731,753.75	1,008,405.58	2,195,261.25	8,781,006.00
Riverside Facility					
4300 · Salaries - Riverside	497.08	1,308.00	1,645.90	3,924.00	15,698.00
4301 · Riverside Maintenance and Mater	551.83	500.00	1,985.27	1,500.00	6,000.00
Total Riverside Facility	1,048.91	1,808.00	3,631.17	5,424.00	21,698.00
Hydro Expenses					
4402 · Salaries - Hydro	127.74	741.00	255.48	2,223.00	8,896.00
4403 · Hydro Maintenance Materials	0.00	1,125.00	1,354.00	3,375.00	13,500.00
4406 · Hydro So Cal Edison (8800)	318.56	433.00	795.54	1,299.00	5,200.00
Total Hydro Expenses	446.30	2,299.00	2,405.02	6,897.00	27,596.00
Restricted Expense					

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
September 2020

	<u>Sep 20</u>	<u>Budget</u>	<u>Jul - Sep 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
4510 · State Project Expense	412,557.00	671,060.00	2,571,955.00	2,013,180.00	8,052,719.00
4511 · State Project Amortization	8,034.00	8,083.00	24,102.00	24,249.00	97,000.00
4591 · State Project Cost of Water Adj	8,783.00		26,349.00		
Total Restricted Expense	<u>429,374.00</u>	<u>679,143.00</u>	<u>2,622,406.00</u>	<u>2,037,429.00</u>	<u>8,149,719.00</u>
Total Expense	<u>1,023,095.18</u>	<u>1,415,003.75</u>	<u>3,636,847.77</u>	<u>4,245,011.25</u>	<u>16,980,019.00</u>
Net Ordinary Income	-1,001,931.18	24,747.25	-3,216,691.23	74,241.75	296,984.00
Other Income/Expense					
Other Expense					
6001 · COVID-19 Expense	0.00		6,822.25		
Total Other Expense	<u>0.00</u>		<u>6,822.25</u>		
Net Other Income	<u>0.00</u>		<u>-6,822.25</u>		
Net Income	<u><u>-1,001,931.18</u></u>	<u><u>24,747.25</u></u>	<u><u>-3,223,513.48</u></u>	<u><u>74,241.75</u></u>	<u><u>296,984.00</u></u>

San Gabriel Valley Municipal Water District
REVOLVING FUND RECAP
September 24, 2020

Check No.	Date	Description	Amount
11695-11698	09/24/20	Payroll Expense	\$ 28,356.15
EFT	09/24/20	Payroll Expense - PERS	\$ 7,086.48
Wires	09/24/20	Federal & State Payroll Taxes	\$ 12,705.95
EFT	09/24/20	State Compensation Insurance	\$ 1,102.66
11699	09/24/20	Frontier	\$ 120.08
11700	09/24/20	SCE	\$ 318.56
11701	09/24/20	The Gas Company	\$ 18.16
11702	09/24/20	Verizon Wireless	\$ 679.90
September 24, 2020 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 50,387.94</u>

REVOLVING FUND RECAP
October 08, 2020

Check No.	Date	Description	Amount
11703-11706	10/08/20	Payroll Expense	\$ 27,933.73
EFT	10/08/20	Payroll Expense - PERS	\$ 7,013.80
Wires	10/08/20	Federal & State Payroll Taxes	\$ 12,705.45
11707	10/08/20	Frontier	\$ 113.66
11708	10/08/20	SCE	\$ 551.42
11709	10/08/20	Verizon Wireless	\$ 296.30
October 08, 2020 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 48,614.36</u>

REVOLVING FUND RECAP
October 12, 2020

Check No.	Date	Description	Amount
11710	10/12/20	Bruce H Knoles	\$ 357.40
11711	10/12/20	Mark R Paulson	\$ 365.40
11712	10/12/20	Miles L Prince	\$ 1,278.90
11713	10/12/20	Thomas Wong	\$ 307.40
Wires	10/12/20	Federal & State Payroll Taxes	\$ 510.20
October 12, 2020 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 2,819.30</u>

3:02 PM

10/07/20

Accrual Basis

San Gabriel Valley Municipal Water District

Transactions by Account

As of October 11, 2020

Type	Date	Num	Name	Amount
1001 · General Fund Bank of America				
Bill Pmt -Check	09/24/2020	EFT	BeniComp (Corp)	-1,865.88
Bill Pmt -Check	09/30/2020	EFT	BeniComp (Corp)	-492.84
Bill Pmt -Check	09/29/2020	EFT	ExxonMobil	-894.02
Bill Pmt -Check	09/28/2020	41776	Battery Sales Unlimited	-128.89
Bill Pmt -Check	09/28/2020	41777	C V Strategies (Corp)	-850.00
Bill Pmt -Check	09/28/2020	41778	California Advocates, Inc. (Corp)	-7,000.00
Bill Pmt -Check	09/28/2020	41779	CalPers	-200,000.00
Bill Pmt -Check	09/28/2020	41780	Council for Watershed Health	-825.00
Bill Pmt -Check	09/28/2020	41781	Cummins Cal Pacific LLC	-30.19
Bill Pmt -Check	09/28/2020	41782	DWR	-468,296.00
Bill Pmt -Check	09/28/2020	41783	Ernst & Young LLP (Attorney)	-1,849.00
Bill Pmt -Check	09/28/2020	41784	Frontier	-351.86
Bill Pmt -Check	09/28/2020	41785	Grainger (Corp)	-130.96
Bill Pmt -Check	09/28/2020	41786	JCL Traffic Services	-1,090.33
Bill Pmt -Check	09/28/2020	41787	Ready Artwork	-900.00
Bill Pmt -Check	09/28/2020	41788	SCE	-22.06
Bill Pmt -Check	09/28/2020	41789	Sparkletts	-112.07
Bill Pmt -Check	09/28/2020	41790	Staples	-230.26
Bill Pmt -Check	09/28/2020	41791	Stetson Engineers, Inc.	-4,299.25
Total 1001 · General Fund Bank of America				-689,368.61
TOTAL				-689,368.61

San Gabriel Valley Municipal Water District

Transactions by Account

10/07/20

As of October 12, 2020

Accrual Basis

Type	Date	Num	Name	Amount
1001 · General Fund Bank of America				
Bill Pmt -Check	10/12/2020	41792	ACWA	-22,097.94
Bill Pmt -Check	10/12/2020	41793	ACWA-JPIA 2	-41,718.97
Bill Pmt -Check	10/12/2020	41794	ACWA JPIA Medical/Life	-36,014.52
Bill Pmt -Check	10/12/2020	41795	Alsco (Corp)	-348.35
Bill Pmt -Check	10/12/2020	41796	ATT	-342.73
Bill Pmt -Check	10/12/2020	41797	Azusa Light & Water	-1,160.69
Bill Pmt -Check	10/12/2020	41798	Azusa Light & Water (Utilities Dept)	-1,819.94
Bill Pmt -Check	10/12/2020	41799	BOA-Visa	-941.56
Bill Pmt -Check	10/12/2020	41800	Cal Matrix Pest & Termite Co.(Corp)	-88.00
Bill Pmt -Check	10/12/2020	41801	Cash Revolving Fund	-70,000.00
Bill Pmt -Check	10/12/2020	41802	City Sierra Madre	-50,000.00
Bill Pmt -Check	10/12/2020	41803	D.H. Maintenance Services	-160.00
Bill Pmt -Check	10/12/2020	41804	DePinto Morales Communications, Inc.	-5,145.00
Bill Pmt -Check	10/12/2020	41805	Dig Safe Board	-136.76
Bill Pmt -Check	10/12/2020	41806	DigAlert (Corporation)	-244.30
Bill Pmt -Check	10/12/2020	41807	DWR	-432,431.00
Bill Pmt -Check	10/12/2020	41808	Fish N Weeds (Corp)	-1,914.59
Bill Pmt -Check	10/12/2020	41809	Frontier	-769.78
Bill Pmt -Check	10/12/2020	41810	Henry Radio, Inc. (Corp)	-144.00
Bill Pmt -Check	10/12/2020	41811	JCL Traffic Services	-138.92
Bill Pmt -Check	10/12/2020	41812	Maria Jarmin	-49.57
Bill Pmt -Check	10/12/2020	41813	Mission ACE Hardware (Corp)	-66.03
Bill Pmt -Check	10/12/2020	41814	Petty Cash	-180.90
Bill Pmt -Check	10/12/2020	41815	Public Water Agencies Group (PWAG)	-875.00
Bill Pmt -Check	10/12/2020	41816	SBC Tax Collector	-20.39
Bill Pmt -Check	10/12/2020	41817	Stanley Convergent Security Solution...	-668.88
Bill Pmt -Check	10/12/2020	41818	Verizon Business Services	-628.13
Bill Pmt -Check	10/12/2020	41819	Wells Fargo Vendor Fin Serv	-276.35
Total 1001 · General Fund Bank of America				-668,382.30
TOTAL				-668,382.30

AGENDA ACTION ITEM NO. 1

AWARD BID FOR VALVE REPLACEMENT IN SCHEDULE 1

RECOMMENDED ACTION: See engineer's recommendation.

BACKGROUND: This project will replace blow-off valves in Schedule 1 of the pipeline. The project has been on hold for some time because water deliveries have not allowed for a construction window to complete the job. The job was budgeted for fiscal year 20-21, and given the 20% State Water Project allocation, there is ample time to do the job. Stetson Engineers is the project engineer and their recommendation is in the packet.

BUDGET IMPACT: None, this was built into the 20-21 budget which was adopted in June of 2020.

PRIOR BOARD ACTION: None



DCAP Sch. 1 Plug Valve Replacement

Prepared for: San Gabriel Valley Municipal Water District Board of Directors

Prepared by: Ed Hills, Assistant General Manager

October 5, 2020

EXECUTIVE SUMMARY

Objective

The original alignment of the Devil Canyon-Azusa Pipeline (DCAP) consists of six (6) individual schedules. Within each schedule there exists blow-off/drain valves and combination air vacuum/air release valves. Both appurtenances originally utilized Rockwell Nordstrom lubricated plug valves for isolation. Within Schedule I of DCAP staff have identified several inoperable plug valves. The objective of this capital improvement project is to restore the functionality of the blow-off/drain valves within Schedule I.

Goals

The ultimate goal of this project is to replace **all** plug valves within Schedule I. In light of past experience staff has concluded repairs are temporary and not the best practice given the age of the infrastructure. Staff is proposing the replacement of nineteen plug valves within Schedule I. Calendar year 2020 is an opportune time to execute the project given the relatively low water allocation (20%). The project is estimated to extend up to 60 days from the time a Notice-to-Proceed is executed.

Solution

The District executed an order with CS-Amsco in June 2018 for the purchase of nineteen new DeZURIK eccentric plug valves. In calendar year 2019 the District collaborated with Stetson Engineers Inc. to draft the necessary bid and construction documents to execute a public works project. The project was advertised for public bid according to the District's Administrative Code and in concurrence with the general manger's directives in August 2020.

Project Outline

Nineteen plug valves have been identified to be replaced. The scope of the project includes the dewatering of Schedule I (to be completed by district staff and the contractor), excavation at each of the nineteen locations, and the removal and replacement of nineteen plug valves (including all required pipe fabrication). Upon completion the excavations are to be back filled and the pavement surface restored according to City of Glendora's specifications.

BUDGET & RECOMMENDATIONS

Plug Valves, Construction, & Engineering

Description	Unit Price
DeZURIK Eccentric Plug Valves (FY 2018-2019)	\$ 54,098
Construction (FY 2020-2021)	\$ 328,315
Stetson Engineers	\$ 32,700

Overall project cost as summarized above is \$415,113. The District's current budget for FY 2020-2021 includes \$675,000.00 for construction and engineering expenses.

Recommendations

Three contractors submitted bids for the project. A virtual bid opening was conducted on September 17, 2020. The results of the bid opening are as follows:

BRKICH Construction	\$599,700.00
C.P. Construction	\$747,000.00
T.E. Roberts, Inc.	\$328,315.00

Stetson Engineers Inc. has reviewed and qualified the three bids received (see attached) and has recommended the project be awarded to T.E. Roberts, Inc. District staff concurs with the engineers's recommendation and is requesting the Board of Directors award a contract to T.E. Roberts, Inc.



861 Village Oaks Drive, Suite 100 • Covina , California 91724
Phone: (626) 967-6202 • Fax: (626) 331-7065 • Website: www.stetsonengineers.com

Northern California • Southern California • Arizona • Colorado • Oregon

Reply to: Covina

MEMORANDUM

TO: San Gabriel Valley Municipal Water District

FROM: Stetson Engineers Inc.

SUBJECT: Evaluation of Bids
Replacement of Plug Valves – Devil Canyon-Azusa Pipeline

JOB NO: 1157.61

DATE: September 23, 2020

San Gabriel Valley Municipal Water District (District) advertised a Notice Inviting Bids (NIB) for Replacement of Plug Valves for the Devil Canyon-Azusa Pipeline Project on August 19, 2020. The NIB was also sent directly to four contractors pre-selected by the District based on experience and recommendations received from other water agencies, engineers, and experts in the industry. Bids were received from three contractors. A copy of the bids received are included as Attachments. A summary of the bid results is provided in Table 1.

Stetson Engineers Inc. (Stetson) has reviewed the bids that were received. Based on our evaluation of the bids received we have determined that T.E. Roberts, Inc. is the apparent lowest responsive bidder. All bid requirements were met by T.E. Roberts, while the other two bidders met all bid requirements except for providing a complete list of projects completed over the past three years.

From Stetson's review of the bid prices submitted by the three bidders and comparison to the Engineer's Estimate, there was a large spread between the bid prices. The apparent lowest bid submitted by T.E. Roberts for \$328,315 is 45% less than the next highest bid and also 60% higher than the Engineer's Estimate.

Based on our review of the bids submitted, Stetson recommends the District consider awarding the contract for this work to T.E. Roberts since they are the apparent lowest bidder and they meet the necessary requirements.

SGVMWD Valve Replacements - Bid Review 092320

Table 1
San Gabriel Valley Municipal Water District
Replacement of Plug Valves - Devil Canyon-Azusa Pipeline
Bids Comparison

9/23/2020

	Engineer's Estimate	Brkich	CP Construction	TE Roberts
Mobilize, Demobilize, Bonds, Insurance, Permits		\$100,000	\$25,000	\$30,300
Furnish and Install Valves (19)	\$130,700	\$499,700	\$722,000	\$298,015
TOTAL BID	\$130,700	\$599,700	\$747,000	\$328,315

Bidder Proposal Requirements

	Bob Brkich	Mike Pfister	Brian Wagner
Mandatory Pre-Bid Meeting			
Valid Contractor's License (General A or Pipeline C-34)	A	A, C12, C34, C42	A, C34
List of projects from past 3 years			✓
Information Required of Bidder	✓	✓	✓
Public Works Contractor Registration Certification	✓	✓	✓
Contractor's License Declaration	✓	✓	✓
Proposal Guarantee Bid Bond (10%)	✓	✓	✓

AGENDA ACTION ITEM NO. 2

CIVILTEC PROPOSAL FOR PIPELINE CONDITION ASSESSMENT OF SCHEDULE 1

RECOMMENDED ACTION: Award proposal for engineering services to Civiltec Engineers for the not to exceed fee of \$94,480.

BACKGROUND: The District's corrosion consultant has identified open bonds in Schedule 1 of the pipeline. Open bonds are a concern because if the pipeline is not continuous, there is a higher risk for corrosion in the pipeline. The remediation for this is to install internal corrosion bonds and has been estimated to cost \$2 million. District staff recommends that before committing to a \$2 million project, it would be prudent to first get a condition assessment of Schedule 1. The pipeline is about 45 years old, and has not been physically inspected since its construction; if the condition of the pipeline is not satisfactory, it may not make sense to go ahead with the bonding project. Civiltec Engineers has been pre-qualified through an RFQ process to serve as a designated District Engineer. They also have a great deal of experience in this area and were recently hired to do a condition assessment for Three Valleys Municipal Water District.

It should also be noted that we have a short window to perform the assessment because it must be done when the pipeline is dewatered. The pipeline will be dewatered for installation of the blow-off valves, which was addressed in Agenda Action Item Number 1. Because of this limited window District staff recommends forgoing the traditional RFP process.

BUDGET IMPACT: There will be an additional \$94,480 above the adopted budget, however there was sufficient budget set aside for the internal bonding project, which will now most likely be delayed to a subsequent year.

PRIOR BOARD ACTION: None



Civil, Water, Wastewater, Drainage, Transportation and
Electrical/Controls Engineering • Construction Management • Surveying
California • Arizona

October 5, 2020

San Gabriel Valley Municipal Water District
549 East Sierra Madre Avenue
P.O. Box 1299
Azusa, CA 91702-1299

Sent Via Email: edhills@sgvmwd.com

Attention: Ed Hills | Assistant General Manager

Subject: Proposal for Pipeline Condition Assessment – Segment 1 Glendora
Civiltec Proposal No. PM20133

Dear Mr. Hills:

The San Gabriel Valley Municipal Water District (SGVMWD) is proposing to assess the condition of the Devil Canyon-Azusa Pipeline Project (DCAP). Specifically, the effort described herein is for Segment 1, a 30-inch diameter pipeline approximately 34,490 feet in length. The pipeline was constructed in 1974. The area of concern is approximately 20,990 feet in length and is described in additional detail herein. Segment 1 is aligned from east to west across the City of Glendora. Per SGVMWD records, the pipeline is located primarily within public right-of-way and improved, paved streets. There is a section of the pipeline within an easement between the cul-de-sacs of Vladimir Street and Lemon Street where the pipeline crosses the Dalton Wash.

Civiltec engineering, inc. (Civiltec) appreciates the opportunity to submit this proposal to research records, analyze existing conditions based upon record information, identify testing methods, design access points as necessary for expanded investigations, assist the SGVMWD in hiring contractors to conduct testing and inspections and construction manage the field processes. **Civiltec** has provided these services recently for water districts in the area including the Three Valley Municipal Water District. We are currently the engineer of record for ongoing investigations and repair of the La Mirada Conduit which is a 42-inch pipeline for La Habra Heights County Water District.

SGVMWD is in the process of shutting down and draining Segment 1 of the DCAP to construct upgrades to the lateral valving systems. The pipeline draining began on October 1, 2020 and the contractor selected for the improvement project will be given the notice to proceed on October 19, 2020. As this construction proceeds, additional observation data may be obtained.

SGVMWD has identified an area of concern for Segment 1 from Station 125+80 (vicinity of the intersection of Yucca Rudge Road and Sierra Madre Avenue (designated the Sierra Madre Re-alignment Tie-in) and Station 335+71.35 (vicinity of Vladimir Street and Lawford Street). According to record information, this section of pipe is Bar Wrapped Concrete Cylinder Pipe (BWCCP), Class 175, 200 and 225. BWCCP is a steel cylinder pipe that is steel bar helically wound. The pipe is cement mortar lined and coated. All steel cylinder is listed in this Segment as 0.1345-inch thick, which is equivalent to 10 gage. The mortar lining is $\frac{3}{4}$ -inch and the mortar coating is 1-inch. The steel bar



(rod) diameter and spacing changes the classification from 175 to 225. The steel cylinder plate thickness will be the same throughout the alignment. The as-built drawings also indicate the bonding jumpers were omitted on field welded joints during construction.

A study was conducted on Segment 1 in 2014 to determine the electrical continuity. The results of the continuity testing determined that the entirety of Segment 1 was electrically discontinuous. It has been suggested in this study to restore electrical continuity between the different pipe sections by installing brazed or welded jumper bonds at each non-welded joint. Excavation of all pipeline joints for external bonding would be impractical and is recommended that internal bonding be accomplished.

From Station 125+80 to Station 335+71.35 there are 10 manholes. These manholes are approximately 2000 feet apart. There is an additional manhole just west of Station 125+80 at 123+00. There is a manhole at Station 342+50 just east of 335+71.35. There are no mainline isolation valves in the area of concern. There are nine air release valves and eight blow-offs in the area of concern that may provide access points for testing/investigations. We will investigate other existing access points based upon the record data.

Visual inspection is one of the most effective assessment methods used to check overall internal pipe conditions. During the visual inspection the pipe will be checked for surface imperfections such as mechanical marks, delamination, missing mortar or any other visual imperfections and also check weld defects in exposed welds such as porosity, undercuts, uneven weld bead, and excess or underfill of weld material. While the pipe is drained, it will be important to video inspect as much of the pipe as possible through existing access points.

AUTHORIZED RESPONSIBLE ENGINEERS

Civiltec proposes to assign C. Shem Hawes, PE, Senior Engineer, as company representative. He will be responsible for the firm's timely response and quality completion of this project. W. David Byrum, PE, will be the Principal-in-Charge with complete authority to handle all contractual matters, commit **Civiltec's** resources as necessary and take all action necessary to meet your requests. Steven Walker, PE, Senior Project Engineer, will serve as lead project engineer. This team has completed numerous similar projects together. All work will be performed directly from our Monrovia office.

SCOPE OF SERVICES

Based on our project understanding and professional experience, we have identified the following scope of services.

Phase 1 – Preliminary Studies

Task 1 – Kick-off Meeting

Arrange and conduct a workshop with SGVMWD and the **Civiltec** team to formalize the preliminary investigation process, discuss schedules and obtain any additional plans, details, data, CAD files that SGVMWD may have in its files relative to the past construction documentation and operations of the pipeline.



Task 2 – Data Research/Review

Civiltec will review all construction plans and details, previous studies and reports, photographs, and operating conditions. We will verify operating parameters de-watering and filling requirements and responsibilities with SGVMWD staff.

Task 3 – Preliminary Plans

Civiltec will prepare mapping of as-built conditions that will be focused on the pipe alignment in a GIS based format, manhole locations, air valve and blow-off locations, pipe outlets, siphons, and bends that will be difficult to move inspection devices through. The drawings will be used to analyze testing and inspections options.

Task 4 - Define Testing and Investigation Options

Civiltec will determine how much of the existing pipe can be video inspected while the pipe is drained and investigate video inspection technologies for potable water systems. Potential systems include self-powered crawling robots (tethered and untethered) and pole and cable cameras. These systems can be contracted with trained crews. We will develop a cost range for each type of camera or inspection system as well as areas that can be reached and those that cannot be reached without additional access points.

We will determine if additional testing can be accomplished while the pipe is drained. Testing for all or a portion of the pipeline that can be pressure tested for leakage, ultrasonic tested for thickness, pulse eddy current, remote field transformer coupling technology (RFTC) and phased array UT.

Task 5 – Prepare Technical Memo

Civiltec will prepare a technical memorandum summarizing the analysis and investigation data. The technical memo will outline an approach to the testing and field investigation process and focus on steps that can be taken to inspect and test the pipeline prior to putting the system back in service. We will meet with SGVMWD to review the technical memo and finalize the inspection and testing approach. Our efforts will include development of the pros and cons of inspection techniques.

Phase 2 – Inspection Procurement

Task 1 – Prepare Inspection Bid Packet

Based on the technical memo and mapping, *Civiltec* will prepare a bid packet to solicit bids from video, pulse eddy current, ultrasonic, RFTC and Phased array UT inspection firms based on the results the analysis work performed in Phase I. The bid packet will be complete, detailing the following:

- Mapping of the pipeline, manholes, air release valves and blow-off locations in a GIS based format.
- Notice inviting bids, bidding schedule, sample agreement, etc.
- Special provisions and technical specifications.

Civiltec proposes to provide two submittals prior to final approval of the drawings and specifications. The following identifies key submittals, meetings and design information proposed for each submittal:

- **100% Design Review.** Submit complete mapping and specifications document reflecting the recommendations in the technical memo for approval. Meet with SGVMWD when submitted to expedite approval.
- **Final Approval Review.** Submit the final bid packet to SGVMWD for bidding.

Task 2 – Support the Bid Process

Civiltec will provide assistance during the bidding process. This includes providing a list of potential bidders, responding to potential bidders' questions, providing clarification of drawings and specifications (as needed), issuing addenda(s), assisting in the review of bids received and recommending award of the contract.

Phase 3 – Inspection Phase Assistance

Task 1 – Inspection Phase Meetings

Civiltec's project manager will attend the pre-inspection meeting. He will monitor construction progress, provide guidance and direction to SGVMWD with respect to contractor conformance to the specifications.

Task 2 – Shop Drawing/Material Submittals

Shop drawings and material submittals from the contractor will be reviewed and approved.

Task 3 – Construction Observation

Daily construction observation will be provided for 4-hours per day and at critical points in inspection. We have budgeted 80 hours of field time for observation work.

Task 4 – Requests for Information (RFIs)

Civiltec will prepare and issue change orders and revisions to the plans as required during construction to respond to the contractor's RFIs. Start-up assistance will also be provided.

Task 5 – Assess Video Logs and Inspection Reports

Civiltec will provide ongoing review of the video inspection process. We will organize and log the videos and tie each to the mapping. We will analyze the video and inspection reports and identify potential deficiencies in the pipeline. A report summarizing the results of the video inspection efforts will be prepared. This effort will ultimately lay the foundation to the future step in the development of a formal construction plan to perform the improvements. Our efforts will include development of the pros and cons of the ultimate improvement options that may include the following:

- Cathodic Protection – Impressed or Passive Systems
- Cement Mortar Relining
- Spot Repair with Hand-placed Mortar from within the pipe
- Pipe section replacement
- Access manhole improvements
- Slip lining with HDPE or Fusible PVC



Assumptions

Civiltec anticipates SGVMWD will provide the following:

- Design information for the operating conditions of the 30-inch pipeline, as-built plans, and as-built blow off and air release valve details.
- Facility design drawings and any design modification drawings.
- Updated electronic files of the SGVMWD standard bid documents.
- Formal construction bidding documents for pipeline improvement will be prepared in a subsequent phase to the effort and is not included herein.

SCHEDULE

Civiltec is available to commence this project immediately. Based on the scope of work described previously, we can complete this project within 3 months.

FEE DISTRIBUTION SCHEDULE

Professional fees for the above-described services will be billed on a time and materials, not to exceed basis as summarized below. A breakdown of our hours and fees is included as Attachment A.

Phase 1 – Preliminary Studies	\$32,340.00
Phase 2 – Inspection Procurement.....	\$13,960.00
Phase 3 – Inspection Phase Assistance	\$48,180.00
Total	\$94,480.00

Any jurisdictional permit or inspection fees associated with the field work will be the responsibility of SGVMWD. Reimbursable expenses, hourly rates and other contract terms and conditions will be provided as described in our on-call contract with you. *Civiltec* will bill monthly for all work performed and expenses incurred on the project’s behalf.

If this proposal is acceptable, please return a signed copy to our office. Again, thank you for the opportunity to submit this proposal. We look forward to working with you on this exciting project. Please contact the undersigned directly with any comments or questions.

Sincerely,

Civiltec engineering, inc.

A handwritten signature in blue ink, appearing to read 'W. David Byrum'.

W. David Byrum, PE
President, Principal Engineer
WDB:SCH:cms
Attachment(s): A – Breakdown of Hours and Fees



Proposal Acceptance:

The Terms and Conditions of this proposal are:

Accepted this _____ day of _____ 2020.

By Authorized SGVMWD Representative:

Name and Title		Date	
W:\Proposals\2020	Proposals\Monrovia	Proposals\PM20133.00-SGVMWD-Transmission	Main Management
Plan\Proposal\Drafts\PM20133 SGVMWD Pipeline Condition Assessment.docx			

**San Gabriel Valley Municipal Water District
Pipeline Condition Assessment
Time and Fee Estimate**

Date: October 5, 2020

Scope of Work	HOURS BY PIC	HOURS BY SrE	HOURS BY SrPE	HOURS BY SE	HOURS BY D	HOURS BY CADT	HOURS BY Admin	HOURS BY CO	REIMB. EXPENSES	TOTAL COST
	\$ 240.00	\$ 230.00	\$ 195.00	\$ 150.00	\$ 140.00	\$ 105.00	\$ 80.00	\$ 110.00		
Phase 1 – Preliminary Studies										\$ 32,340.00
Task 1 – Kick-off Meeting	4	4	4							\$ 2,660.00
Task 2 – Data Research/Review	2	8	12	12						\$ 6,460.00
Task 3 – Preliminary Plans	2	2	4	8	8	60				\$ 10,340.00
Task 4 – Define Testing and Investigation Options	2	4	8	16						\$ 5,360.00
Task 5 – Prepare Technical Memo	2	4	16	20						\$ 7,520.00
Phase 2 – Inspection Procurement										\$ 13,960.00
Task 1 – Prepare Inspection Bid Packet	2	6	8	32		40	4			\$ 12,740.00
Task 2 – Support the Bid Process		1	2	4						\$ 1,220.00
Phase 3 – Inspection Phase Assistance										\$ 48,180.00
Task 1 – Inspection Phase Meeting	2	2	2							\$ 1,330.00
Task 2 – Shop Drawing/Material Submittals	2	2	8	4						\$ 3,100.00
Task 3 – Construction Observation		2	4	20			4	80	\$ 250.00	\$ 13,610.00
Task 4 – Requests for Information (RFIs)	2	1	2	4						\$ 1,700.00
Task 5 – Assess Video Logs and Inspection Reports	8	24	40	60		40				\$ 28,440.00
HOURS	28	60	110	180	8	140	8	80		614
BUDGET	\$ 6,720.00	\$ 13,800.00	\$ 21,450.00	\$ 27,000.00	\$ 1,120.00	\$ 14,700.00	\$ 640.00	\$ 8,800.00	\$ 250.00	\$ 94,480.00

SR- PIC = Sr. Principal Engineer PIC = Principal Engineer SE = Senior Engineer
 SrPM = Sr. Project Manager PrEE = Principal Electrical Engineer PM = Project Manager
 SrPE = Sr. Project Engineer PE = Project Engineer SrD = Sr. Designer
 SE = Staff Engineer D = Designer DD = Designer/Drafter
 CADT = CAD Technician JE = Junior Engineer PT = Planning Technician
 Admin = Administrative Assistant/Clerical CO = Resident Eng./Const. Observer 2MS = Two Person Survey Crew

AGENDA ACTION ITEM NO. 3

ADOPT ANNUAL REPORT

RECOMMENDED ACTION: Adopt the 2019 Annual Report.

BACKGROUND: As Directed by the External Affairs Committee, a new, shorter format for the annual report was developed. CV Strategies was hired to help develop the new report. In the past the report was always reviewed and adopted by the Board prior to distribution.

BUDGET IMPACT: N/A

PRIOR BOARD ACTION: N/A

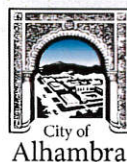


Annual Report

2019-2020



Serving the communities of:



Board of Directors

Thomas Wong
Division III - Monterey Park
President, Board of Directors

Mark R. Paulson
Division I - Alhambra
Vice President

Steven T. Placido, DDS
Division II - Alhambra/Monterey Park
Secretary

Miles L. Prince
Division IV - Sierra Madre
Treasurer

Bruce H. Knoles
Division V - Azusa
Board Member

Innovative Approaches to Meeting Water Needs

While our world faces new challenges, San Gabriel Valley Municipal Water District remains committed to providing reliable supplemental water for the communities of Azusa, Sierra Madre, Monterey Park and Alhambra.

As part of our solution-oriented approach to serving the needs of our members, SGVMWD provided financial assistance to the City of Sierra Madre for a joint well project with Arcadia that will increase water reliability. We are also reaching out to our youngest water users – at schools across our service area - with educational videos to teach students about the value of water. These are just some of the ways the District is developing innovative approaches and adapting to new needs.



A Word from the General Manager

In 2020, we saw dramatic and sudden changes to our world due to the coronavirus pandemic. No other event in modern history has impacted our everyday lives so significantly. As we navigate our way through this time of uncertainty, San Gabriel Valley Municipal Water District remains committed to providing our member agencies a safe and reliable alternative water supply.

In May 2020, to help mitigate the impact of COVID-19 on the communities we serve, the SGVMWD Board of Directors approved \$50,000 for each city to support ratepayer relief, education and water conservation efforts. In August, the Board approved an additional \$2 million and no-interest loans for each member city and water infrastructure projects.

Despite current challenges, the District continues to move forward with efforts to increase water reliability. In addition to conservation programs, we have developed a comprehensive Strategic Plan and are working with California water managers and other State Water Project contractors to develop a long-term solution to challenges in the Sacramento-San Joaquin Delta, the heart of the state's water delivery system.



Whatever comes our way, SGVMWD will adapt as necessary to ensure a reliable water supply for the communities we serve.

Sincerely,

Darin J. Kasamoto

General Manager

San Gabriel Valley Municipal Water District



Groundwater Levels Impact Local Water Supply

Following a dry summer, water levels in the Main San Gabriel Basin decreased to 202.4 feet as of September 11, 2020, at the Baldwin Park Key Well. This is at the low end of the desired operating range of 200-250 feet. With water levels in the basin dropping 10.1 feet since the end of December 2019, we need to continue to develop behavior changes that result in a more water-efficient way of life.



Working Toward a Delta Solution

To meet the demands of our member agencies, San Gabriel Valley Municipal Water District relies on the State Water Project for supplemental supplies and groundwater replenishment. Unfortunately, this supply is threatened due to a number of issues in the Sacramento-San Joaquin Delta, the hub of the State Water Project system.

Subsidence, saltwater intrusion, earthquakes, flooding, non-native species, pollution and climate change could all impact the delivery of water to our region. In recent years, State Water Project contractors have not received their full allocation due to environmental protections in the Delta.



To improve reliability of that water, the state is proposing a single tunnel conveyance system to bypass part of the Delta and its fragile ecosystem.

As one of the 29 State Water Contractors with the Department of Water Resources, SGVMWD is committed to working with the state and other stakeholders to finalize a long-term Delta solution. While this is a complex issue, putting off any decisions only delays this vital project to secure the water supply for millions of people across California.



Historic Grant Agreement to Enhance Water Supplies in Sierra Madre

The SGVMWD Board of Directors authorized a \$1.9 million grant to its member agency, the City of Sierra Madre, to fund the City's portion of a joint water well with the City of Arcadia. The grant will enable Sierra Madre to acquire, for the first time, a direct connection to the Main San Gabriel Basin. Arcadia is also investing independently in the project.

Sierra Madre has long faced a diminishing water supply in the Raymond Basin. Once operational, the joint well will increase water supply reliability for Sierra Madre.



Working Together to Preserve Groundwater Reliability



To ensure the water supply needs of our members are fully met, SGVMWD works closely and coordinates with the Main San Gabriel Basin Watermaster, San Gabriel Basin Water Quality Authority and other agencies. The quality and quantity of groundwater directly impacts the need for imported water.



Promoting Water Conservation



Water conservation can significantly reduce water demand, which is why SGVMWD offers multiple programs and projects to help people actively reduce their water use.

These programs include pilot projects in all four member communities to help schools, businesses and other organizations adopt water-saving technologies and practices. Rebates offer direct assistance covering the costs of new devices designed to use less water.



SGVMWD also offers programs directly targeting residents of apartments and condominiums. Until recently, most multiple dwelling units were not equipped with individual water meters. In those instances, water costs are either covered as part of rental or HOA fees, or residents are billed a percentage of the entire community's water charges. As a result, these customers do not see a direct connection between their personal water use and their bill. SGVMWD now provides conservation messages directly to these residents and offers them rebates for high-efficiency appliances.



Stewardship & Sustainability

San Gabriel Valley Municipal Water District is more than a provider of imported water. As part of our mission, we are also tasked with acting in an environmentally responsible manner.



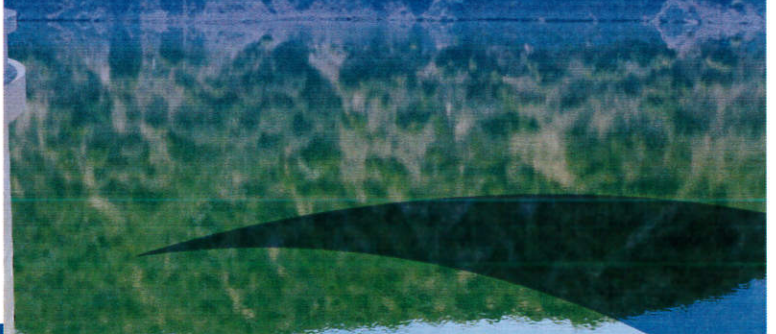
One way we are working toward sustainability is through water conservation efforts. Reducing demand will allow our member agencies to better meet water needs through locally sourced supplies. By promoting outdoor conservation in particular, SGVMWD helps people cut water waste while creating landscapes and irrigation systems better suited to the local climate. Incorporating water-wise and native plants into landscape designs offers colorful options flexible enough to fit any aesthetic.



SGVMWD also looks for opportunities to minimize our impact on the environment whenever possible. Since 1985, our hydroelectric plant in San Dimas has used water flowing through the Devil Canyon-Azusa pipeline to create electricity. By capturing the energy in this free-flowing water, the facility generates up to 1.05 megawatts. Revenue from this green energy source helps offset the District's operating expenses.

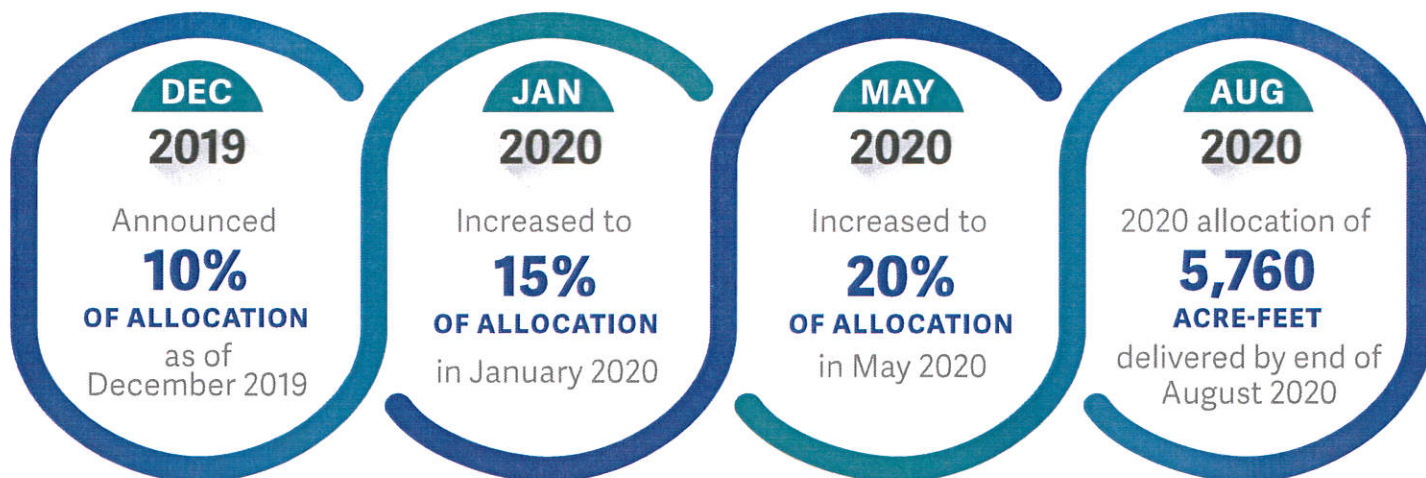


Partnerships with our member agencies are another way SGVMWD promotes sustainability. The District's Board of Directors approved \$8 million in zero-interest loans to our partners for water system and pandemic relief projects in their respective communities.



At a Glance

STATE WATER PROJECT DELIVERIES



CALIFORNIA RESERVOIR LEVELS (AS OF 9/14/20)



90.8% of historical average
55% of total capacity

RAINFALL



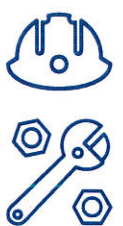
July 1, 2019 – June 30, 2020
Pasadena
20.67 inches
105% of normal

GROUNDWATER LEVELS



Main San Gabriel Basin
(as of 9/11/20)
202.4 feet above sea level

MAJOR CAPITAL PROJECTS 2020-2021



\$675,000 Blow-off valves & air replacement

\$110,000 SCADA servers upgrade

\$100,000 Flow meter replacement – Devils Canyon

\$100,000 Isolation valve – San Dimas Hydro

2020-2021 BUDGET

Total Income
\$17,277,003
Total Expenses
\$16,953,914

2019-2020 BUDGET

Total Income
\$18,419,091
Total Expenses
\$15,187,490

DIFFERENCE

Total Income
-6.2%
Total Expenses
+11.6%

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

Cc: Darin Kasamoto, General Manager

From: Evelyn Reyes, External Affairs Manager

Date: October 12, 2020

Subject: External Affairs Report

External Affairs Update

- Website RFP – The RFP for the redesign and update of our website was sent to four firms, and the proposals are due next week. We have received response from three firms stating that they plan to respond with a proposal.
- The annual report for FY 2019-2020 was finalized by CV Strategies.
- Participated in the External Affairs Committee meeting/roundtable.
- Participated in the September San Gabriel Valley Economic Partnership Legislative Committee meeting.
- Participated in the Main San Gabriel Basin Watermaster meeting.

Water Legislative Update

California Advocates provided the following update on key water bills. Wednesday, September 30, 2020 at midnight, concluded bill signing by Governor Newsom for the 2019-2020 legislative session.

Key Water Bills Acted on by Governor Newsom

SB 1044 (Allen) Firefighting equipment and foam: PFAS chemicals.

This bill prohibits the manufacture, sale, distribution, and use of class B firefighting foam containing per- and polyfluoroalkyl substances (PFAS chemicals) by January 1, 2022, with some exceptions, and requires notification of the presence of PFAS in the protective equipment of firefighters.

Status: The Governor signed this bill.

SB 1386 (Moorlach) Local government: assessments, fees, and charges: water: hydrants.

This bill finds and declares that fire hydrants are a part of water service for the purposes of Proposition 218 (1996). This bill reinforces our authority under the existing law to use property-related service charges for funding water services related to fire protection. This bill reflects the recent court case, Glendale Coalition for Better Government v. City of Glendale (2018) and concluded that these costs are, in fact, a property-based service.

Status: The Governor signed this bill.

AB 2560 (Quirk) Water quality: notification levels and response levels: procedures.

Requires the State Water Resources Control Board (State Water Board) to post on its internet website and distribute through e-mail that it has initiated the development of a Notification Level (NL) or Response Level (RL) for a contaminant and the draft NL or RL along with supporting documentation.

Status: The Governor signed this bill.

Additional Key Business and Employers Issues Acted on by Governor Newsom

SB 1383 (Jackson) Family Leave

This bill expands the California Family Rights Act (CFRA) to allow employees to use unpaid job-protected leave to care for a domestic partner, grandparent, grandchild, sibling, or parent-in-law who has a severe health condition.

Status: The Governor signed this bill.

SB 1159 (Hill) Workers' compensation: COVID-19: critical workers.

This bill would extend an executive order that makes it easier for essential workers to receive workers' compensation benefits if they contract COVID-19 in the workplace. The bill would create a "rebuttable presumption" that the illness was contracted on the job and would give employers the opportunity to show that the exposure was not work-related.

Status: The Governor signed this bill.

AB 685 (Reyes) COVID-19: imminent hazard to employees: exposure: notification: serious violations.

This bill requires employers to provide written notice and instructions to employees who may have been exposed to COVID-19 at their worksite and enhances the Division of Occupational Health and Safety's (Cal/OSHA) ability to enforce health and safety standards to prevent workplace exposure and spread of COVID-19.

Status: The Governor signed this bill.

AB 2257 (Gonzalez) Worker classification: employees and independent contractors: occupations: professional services.

This bill amends AB 5 (Gonzalez, 2019) to clarify the business-to-business, referral agency, and professional services exemptions to the 3-part ABC test for employment status and exempts additional occupations and business relationships. The bill had an urgency clause; therefore, it took effect immediately.

Status: The Governor signed this bill.

Key Water Bills that Stalled

SB 1099 (Dodd) and AB 2182 (Rubio) Emergency backup generators: critical facilities: exemption.

Both of these bills would have required air districts to develop stipulations that would allow critically permitted facilities, such as police stations, fire stations, emergency operations centers, water and wastewater treatment facilities, to use backup generators (BUGs) in exceedance of hour limits, should they enter into a stipulated order of abatement (SOA) with the local air district. The sponsors of these bills, as well as water districts who advocated in support of these measures, agreed to have each bill "held". However, this was due to negotiations taking place with the South Coast Air Quality Management District that would get to a solution to create more flexibility for using BUGs without legislation.

Status: Both bills died in policy committee.

AB 1659 (Bloom) Large electrical corporations: wildfire mitigation: securitization.

This bill would have extended to the year 2051, a per kilowatt charge on customers of large electric utilities to help finance the sale of bonds to finance three billion dollars (\$3,000,000,000) for numerous natural resources and wildfire-related projects.

Status: This bill died on the Senate Floor.

AB 1720 (Carrillo) Energy: long-duration energy storage: procurement

This bill requires the procurement of long-duration energy storage to meet a more aggressive greenhouse gas (GHG) emissions reduction target. This bill requires the California Public Utilities Commission (CPUC) to direct the above procurement by load-serving entities (LSEs) by March 1, 2021. If the CPUC does not order the procurement, as specified, this bill would require the Department of Water Resources (DWR) to procure the amount of long duration energy storage on behalf of the LSEs.

Status: This bill died in policy committee.

AB 3030 (Kalra) Resource conservation: land and ocean conservation goals.

This bill would have established new land, water, and ocean protection goals, including to protect 30% of the state's land areas and water by 2030. This bill was vehemently opposed by water agencies, agriculture organizations, and outdoor wildlife groups.

Status: This bill died in the Senate Appropriations Committee.

\$100 Billion Economic Stimulus Plan/Green Economy Plan (Joint Democratic Caucus Effort)

Upon return from Summer Recess, California Democrats announced a \$100 billion stimulus plan that would borrow money from the federal government, expand tax credits for low-income Californians and offer help for small businesses to prop up the state's economy. One of main components of the economic package would prioritize California's "green economy" by improving the environment, combat climate change, and create green infrastructure and jobs with investments. Specifically, the plan was looking to invest in wildfire prevention and vegetation management activities, fighting sea level rise and protect wetlands and communities from climate change impacts, and improving clean water delivery and recycling infrastructure.

Status: This measure stalled at the end of the legislative session. However, through conversations with leadership, this will be a topic for discussion moving forward next year. It would be beneficial for water districts to begin identifying projects that would fit the criteria of this proposal which includes investing in climate improvements projects and providing jobs locally.

**A REGULAR MEETING OF
THE MAIN SAN GABRIEL BASIN WATERMASTER
OCTOBER 7, 2020 AT 2:30 O'CLOCK P.M.**

Zoom Meeting ID link

<https://us02web.zoom.us/j/81825581890>

Meeting ID: 818 2558 1890

Password: 299152

<u>Agenda</u>	<u>Action/Notes</u>
1. CALL TO ORDER	
2. ROLL CALL OF WATERMASTER MEMBERS	
3. ADOPTION OF AGENDA [1]	
4. TIME RESERVED FOR PUBLIC COMMENT	
5. ITEMS REMOVED FROM CONSENT CALENDAR [1]	
6. CONSENT CALENDAR [1] All items on Consent Calendar may be approved with single action.	
a) Minutes of a Regular Meeting of Watermaster held September 2, 2020	
b) Lists of Demands	
c) Financial Statements, September 2020	
7. REQUEST FROM VALENCIA HEIGHTS WATER COMPANY TO PURCHASE 292 AF OF WATER FROM THREE VALLEYS MUNICIPAL WATER DISTRICT AND 193 AF OF WATER FROM UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT FOR PRODUCER CYCLIC STORAGE [1]	
8. WATER QUALITY MANAGEMENT ACTIVITIES [1]	
a) California American Water Company- Duarte System, Section 28 Application to Drill Well - Live Oak Well	
b) East Pasadena Water Company - Amendment to Section 28 Application	
9. RECEIVE AND FILE THREE-YEAR PURCHASED WATER PLAN FOR FY 2020-21 TO 2022-23 [1]	
10. REPORT FROM FINANCE COMMITTEE [1]	
a) Receive and File Audit Report for FY 2019-20	
b) Reaffirm Cash Investment Policy	

11. ATTORNEY'S REPORT [2]
12. ENGINEER'S REPORT [2]
13. EXECUTIVE OFFICER'S REPORT [2]
14. REPORT FROM RESPONSIBLE AGENCIES [2]
15. OUTSIDE COMMITTEE LIAISON REPORTS [2]
16. INFORMATION ITEMS [2]
 - a) Permanent transfer of 12.00 acre-feet Prescriptive Pumping Right from Jeffery B. Kirklen to California Domestic Water Company
 - b) Temporary assignment or lease of 970.00 AF Production Right from Vulcan Materials Company to San Gabriel Valley Water Company for FY 2020- 21
 - c) Temporary assignment or lease of 30.00 AF Production Right from Vulcan Materials Company to Arcadia Reclamation, Inc. for FY 2020- 21
 - d) Transmittal of SGVMWD Monthly Report for August 2020
17. COMMENTS FROM WATERMASTER MEMBERS [2]
18. FUTURE AGENDA ITEMS [1]
19. CLOSED SESSION [1]
A closed session may be called to discuss pending or potential litigation.
20. ADJOURNMENT

LEGEND [1] INDICATES ACTION ANTICIPATED BY WATERMASTER ON THIS ITEM
 [2] INDICATES INFORMATION ITEM - NO ACTION ANTICIPATED

Chair Lynda Noriega Presiding

In light of the Governor's Executive Orders N-25-20 dated March 12, 2020 and N-29-20 dated March 17, 2020 (collectively, the "Executive Order") issued in response to the Covid-19 outbreak, the WQA Board Has Suspended Application of Certain Public Meeting Requirements otherwise required under 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 will take place via online and teleconference.

Copies of Executive Order will be made available to members of the public upon request.

You may join the meeting by clicking on the following link:
<https://attendee.gotowebinar.com/register/5344596689768039184>

Public comments can be emailed prior to the meeting to stephanie@wqa.com

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AT
1720 W. CAMERON AVENUE, SUITE 100
WEST COVINA, CALIFORNIA

WEDNESDAY, SEPTEMBER 16, 2020 AT 12:00 P.M.**

AGENDA

- | | | |
|-------------|--|----------------|
| I. | CALL TO ORDER | MARQUEZ |
| II. | PLEDGE OF ALLEGIANCE | |
| III. | ROLL CALL OF BOARD/COMMITTEE MEMBERS | MORENO |
| | Jorge Marquez, Chairman _____ (alt) | |
| | Bob Kuhn, Vice-Chairman _____ (alt) | |
| | Mark Paulson, Treasurer _____ (alt) | |
| | Valerie Munoz, Secretary _____ (alt) | |
| | Lynda Noriega _____ (alt) | |
| | Mike Whitehead _____ (alt) | |
| | Ed Chavez _____ (alt) | |
| IV. | PUBLIC COMMENTS (Agendized Matters Only): | MARQUEZ |
| | As provided under Government Code Section 54954.3, this time has been set aside for persons in the audience to provide comment or make inquiries on matters appearing on this Special Meeting agenda only. Please complete the appropriate request card and submit it to the Secretary, prior to the item being heard. A five-minute time limit on remarks is requested. | |
| V. | ITEMS TOO LATE TO BE AGENDIZED - Recommended Action: | MARQUEZ |
| | 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) | |

- City of Alhambra Phase 1
 - City of Alhambra Phase 2
- Operational
Operational

- X. ATTORNEY'S REPORT** **PADILLA**
- XI. EXECUTIVE DIRECTOR'S REPORT** **SCHOELLERMAN**
- XII. FUTURE AGENDA ITEMS** **MARQUEZ**
- XIII. INFORMATION ITEMS [enc]** **MARQUEZ**
- (a) San Gabriel Basin Water Calendar
- XIV. FUTURE BOARD/COMMITTEE MEETINGS** **MARQUEZ**
- (a) The next Administrative/Finance Committee Meeting is scheduled for Tuesday, October 13, 2020 at 10:00am
- (b) The next Engineering Committee Meeting was scheduled for Tuesday, October 13, 2020 at 11:00am
- (c) The next Legislative/Public Information Committee meeting was scheduled for Wednesday, October 14, 2020 at 11:00am
- (d) The next WQA Board meeting is scheduled for Wednesday, September 16, 2020 at 12:00 P.M. at WQA
- XV. BOARD MEMBERS' COMMENTS/REPORTS** **MARQUEZ**
- XVI. ADJOURNMENT** **MARQUEZ**

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.

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Darin Kasamoto General Manager

Date: October 7, 2020

Subject: General Manager's Report

1. SWP UPDATE

2020 allocation remains at 20%

Delta Conveyance Project (Cal Water Fix)- DWR amended AIP is complete, we will discuss this and take appropriate actions at our October meeting. I was prepared to bring this to the September meeting; however I was asked by the State Water Contractors Inc. to hold off until legal staff had time to fully review all of the material. We are tentatively scheduled to take action at the November meeting.

State Water Project Water Management Tools Amendment has been completed we be taking board action on the agreement and CEQA requirements at the November meeting. If approved the amendment will allow State Water Contractors greater flexibility in their use of Table A water.

Oroville update- no update since last month

2. MAIN SAN GABRIEL BASIN UPDATE

As of October 2, 2020, the Key Well is at 201.3 feet which is 1.8 feet lower than September 4, 2020.

3. GRANT PROGRAM UPDATES

We are not actively pursuing any grants at this time. We will continue to monitor for potential matches for future projects. Monterey Park has indicated an interest in reviving attempts to utilize recycled water from Central Basin, we are in the process of modifying our Recycled Water feasibility study so that we will be eligible for federal funding for the 2021-2022 cycle.

4. MANAGEMENT ISSUES

The Council for Watershed Health and Garvey School District have begun work on storm water capture conceptual plan, project start was delayed due to staffing and Covid-19 issues.

Draft 2019-2020 Audit is near completion. Should be ready for presentation at the November Board meeting.

I will try to initiate discussion with MWD on permanent modification of the Sierra Madre Agreement and Carson Project participation.

Jim Ciampa and I have developed guidelines for our Zero interest loan program for our cities, and we have distributed these to each of the city managers and water department heads. Jim has also drafted grant agreements and lease purchase agreements. So everything is in place to facilitate the loan requests. We have received notice that Monterey Park and Sierra Madre will be submitting loan requests. Azusa has indicated that they will not seek a loan. We have not heard from Alhambra.

We have completed all of the paperwork to setup our CERBT CalPERS OPEB trust fund, an initial contribution of \$200,000 has been made.

We have made an advanced payment to fund CalPERS Unfunded Liability in the amount of \$500,000.

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Ed Hills, Assistant General Manager

Cc: Darin Kasamoto, General Manager

Date: October 8, 2020

Subject: Assistant General Manager's Report

1. Total water delivered in September 2020: 1,109 AF. All 1,109 AF were delivered on behalf of Three Valleys Municipal Water District to Covina Irrigating Company's surface water treatment facility. As of August 31, SGVMWD had 90 AF remaining for CY 2020, effectively completing this year's deliveries to the MSGB.
2. Total deliveries to cyclic storage (calendar) year to date: 7,728 AF. Cyclic storage balance as of August 31, 2020: 11,907.09 AF. Amount of water banked on behalf of Dudley Ridge Water District: 13,916 AF.
3. Forecast of deliveries for October 2020: The DCAP is offline and Schedule I is being dewatered in preparation for repair and maintenance.
4. Upcoming Project: The replacement of nineteen plug valves in Schedule I is an 'Action Item' on the agenda. An update will be provided by staff at the meeting.
5. Assistant General Manager meetings attended and activities:
 - A. Attended PWAG Emergency Response/COVID19 meeting.
 - B. Conducted bid opening (virtual) for valve replacement project.
 - C. Attended Groundwater Recharge Coordinating meeting.
 - D. Met with GIS consultant Websoft Developers, Inc.
 - E. Met with John Robinson Consulting, Inc. (2021 UWMP).
 - F. Attended the monthly meeting of the Main San Gabriel Basin Watermaster.
6. Operations and Maintenance: In addition to routine operations and maintenance staff completed the following tasks during the month of September:
 - A. Supervised the relocation of an air vacuum/air release valve in Fontana (Sch. V).
 - B. Began the dewatering of Schedule I.