



BOARD OF COMMISSIONERS MEETING AGENDA

Thursday, October 1, 2020
To begin at 7:00 A.M.

Pursuant to the provisions of Executive Order N-25-20 Issued by Governor Gavin Newsom on March 12, 2020, any Commissioner and any member of the public who desires to participate in the open session items of this meeting, may Login into <https://us02web.zoom.us/j/8759899861>, Meeting ID: 875 989 9861 or call into the meeting using the call-in number **(669) 900-6833 -- Passcode: 8759899861#** without otherwise complying with the Brown Act's teleconference requirements. Any member of the public wishing to make any comments to the Board of Directors may do so by calling in to the call-in number referenced above and being acknowledged by the Chair at the appropriate time in the meeting prior to making his or her comment. Members of the public will be disconnected from the meeting prior to the Closed Session.

NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Commission meeting, please contact the Administrative Officer's office at least 4 hours prior to a Commission meeting to inform the Agency of your needs and to determine if accommodation is feasible.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance, to take action on any item.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at <https://puentebasin.com/board-packets/>.

- I. Welcome and Introductions Chairman Lewis
- II. Flag Salute
- III. Roll Call Commissioner Lewis _____ Commissioner Lee _____
 Commissioner Lima _____ Commissioner Tang _____
- IV. Public Comment
The Chair may impose reasonable limitations on public comments to assure an orderly and timely meeting.
- V. [Approval of Minutes for August 6, 2020](#) (attachment) Chairman Lewis
 - a. Discussion
 - b. Action Taken
- VI. [Receive and File Walnut Valley Water Districts 2020 PBWA Board Member Appointment Resolution](#) (attachment) Mr. Hitchman
 - a. Discussion
 - b. Action Taken

- | | | |
|-------|---|------------------------------|
| VII. | Review of Financial Statements: Fourth Quarter FY 19-20 (attachment) | Mr. Teuber |
| | a. Discussion b. Action Taken | |
| VIII. | PBWA Legislative Activities | Mr. Hitchman |
| | (1) Engagement of Lobbyist (attachment) | |
| | a. Discussion b. Action Taken | |
| IX. | Regional Water Supply Reliability Program Updates/Status: | Mr. Coleman/
Mr. Hitchman |
| | (1) California Domestic Water Company | |
| | (2) Pathfinder Road – Colima Interties | |
| | (3) Pomona Basin Regional Groundwater Project | |
| | a. Consider Award of Contract for the Six Basins Project (Phase 2) - Durward Well Development & Equipping (P.N. PB18-0005) (attachment) | |
| | i. Discussion ii. Action Taken | |
| | b. Six Basins Groundwater Project Update | |
| | c. Proposition 84 | |
| | (4) Central Basin Well | |
| | a. Central Basin Well Site Evaluation | |
| | (5) Proposition 1 Integrated Regional Water Management Grant | |
| X. | Commission Follow-Up (attachment) | Mr. Hitchman |
| | a. Discussion b. Action Taken | |
| XI. | Commissioner Comments | |
| | a. Discussion b. Action Taken | |
| XII. | Items for Future Discussion/Review | Chairman Lewis |
| | a. Discussion b. Action Taken | |
| XIII. | Attorney's Report | |
| | a. Legal Counsel will report on matters of interest or having an effect on the Agency | |
| XIV. | Public Comment on Closed Session | Chairman Lewis |
| XV. | Closed Session | |
| | (1) CONFERENCE WITH REAL PROPERTY NEGOTIATOR [§54956.8]
Property: Acquisition and/or Lease
Negotiators: Tom Coleman, Erik Hitchman
Negotiating Parties: Various Property Owners
Under Negotiations: Price and Payment Term | |
| | (2) CONFERENCE WITH REAL PROPERTY NEGOTIATOR [§54956.8]
Property: Acquisition and/or Lease of Central Basin Water Rights
Negotiators: Tom Coleman, Erik Hitchman
Negotiating Parties: Various Water Rights Holders
Under Negotiations: Price and Payment Term | |

- (3) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION [§54956.9(d)(4)]
Initiation of Litigation – One Potential Case

XVI. Reconvene in Open Session
Report of action, if any, taken in Closed Session

Adjournment

Next Commission Meeting: Thursday, December 10, 2020, 7:00 a.m.

**MINUTES OF MEETING
OF THE BOARD OF COMMISSIONERS OF
PUENTE BASIN WATER AGENCY**

August 6, 2020

Walnut Valley Water District hosted the Webex Teleconference Meeting

COMMISSIONERS PRESENT:

Theresa Lee, Commissioner
Anthony Lima, Commissioner
Robert Lewis, Commissioner
Scarlett Kwong, Alternate Commissioner

STAFF PRESENT:

Erik Hitchman, Administrative Officer
Tom Coleman, Assistant Administrative Officer
Brian Teuber, Treasurer
Josh Byerrum, Assistant Treasurer
Jim Ciampa, Legal Counsel
Carmen Fleming, Secretary

Staff, guests and others in attendance: Mr. Jeff Palmer, Fedak & Brown, LLC; Mr. Dave Warren and Ms. Rose Perea, Ms. Myra Malner, Rowland Water District; and Ms. Sherry Shaw, Mr. Ron Woodruff, Walnut Valley Water District.

The Webex teleconference meeting was called to order at 7:09 a.m. with Chair Lewis presiding.

Item IV: Public Comment

None.

Item V: Audit Communication

- ♦ Mr. Jeff Palmer gave a brief overview of the upcoming audit.

Item VI: Approval of Minutes for June 4, 2020

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lima and carried (4-0) to approve the minutes of the Commission meeting held June 4, 2020. A roll call vote was then taken:

Yes: Kwong, Lee, Lewis, Lima

Noes: None

Motion Passed (4-0)

Chair Lewis indicated that the motion was approved by a 4-0 roll call vote

Item VII: Commission Staff Amendment

- ♦ The Commission was asked to appoint Ms. Myra Malner as Assistant Treasurer for the remainder of the 2020 term, effective immediately.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Lee and unanimously carried (4-0), to appoint Ms. Myra Malner as Assistant Treasurer for the Puente Basin Water Agency, for the remainder of the 2020 term, effective immediately. A roll call vote was then taken:

Yes: Kwong, Lee, Lewis, Lima

Noes: None

Motion Passed (4-0)

Chair Lewis indicated that the motion was approved by a 4-0 roll call vote

Item VIII: Biennial Review of Conflict of Interest Code

- ◆ The Commission was updated on the filing of the 2020 Biennial Certification form, indicating “No Amendment is required” to the Agency’s Conflict of Interest Code monitored by the Los Angeles County Board of Supervisors-Executive Office.

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lima, and unanimously carried (4-0), to approve the “No Amendment is required” submission to the Agency’s Conflict of Interest Code, that will be submitted to the Los Angeles County Board of Supervisors. A roll call vote was then taken:

Yes: Kwong, Lee, Lewis, Lima

Noes: None

Motion Passed (4-0)

Chair Lewis indicated that the motion was approved by a 4-0 roll call vote

Item IX: Regional Water Supply Reliability Program Updates/Status:**(1) California Domestic Water Company**

- ◆ Mr. Warren reported that the Cal Domestic connection and line is offline, and will likely continue to be unavailable through October 2020.

(2) Pathfinder Road-Colima Interties

- ◆ Ms. Shaw reported that the permits and materials are in, and the project is continuing to move forward.

(3) Pomona Basin Regional Groundwater Project

- a. *Six Basins Groundwater Project Update:* Ms. Shaw reported that staff is working with the contractors to continue the work on the project.
- b. *Proposition 84:* Mr. Hitchman will be preparing and submitting the project quarterly progress report.

(4) Central Basin Well

- a. *Central Basin Well Site Evaluation:* No update at this time.

(5) Proposition 1 Integrated Regional Water Management Grant:

- ◆ Mr. Hitchman reported that staff receives regular updates from Wendy La, of LASER, Inc., on potential projects for which grant funding may be sought.

Item X: Commission Follow-Up

- ◆ The Commission received a follow-up report on prior actions.

Item XI: Commissioner Comments

None.

Item XII: Items for Future Discussion/Review

None.

Item XIII: Attorney’s Report

- ◆ No report.

Item XIV: Public Comment on Closed Session

There were no requests to comment on closed session.

Item XV: Closed Session at 7:35 a.m.

- (1) The Commission met in closed session in accordance with Government Code [§54956.8] to discuss one real property matter. The negotiators are Mr. Tom Coleman and Mr. Erik Hitchman. The negotiating parties are various property owners. Under negotiations are the price and terms of payment.
 - No discussion on this item.
- (2) The Commission met in closed session in accordance with Government Code [§54956.8] to discuss one real property matter pertaining to the acquisition and/or lease of Central Basin water rights. The negotiators are Mr. Tom Coleman and Mr. Erik Hitchman. The negotiating parties are various water rights holders. Under negotiations are the price and terms of payment.
 - The Commission authorized the lease of 500 acre-feet of Central Basin allowed pumping allocation to South Montebello Irrigation District at the cost of \$100 per acre-foot for the Fiscal Year 2020/2021 and \$125 per acre-foot for the Fiscal Year 2021/2022.
- (3) The Commission met in closed session in accordance with Government Code 54956.9(d)(4) regarding anticipated litigation concerning one case.
 - The Commission was briefed on the facts and circumstances of the potential case and no reportable action under the Brown Act was taken.

Item XVI: Reconvene in Open Session at 7:51 a.m. – see above for the closed session report concerning Items 1-3.

Adjournment – 7:54 a.m.

There being no further business to discuss, upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Lee and unanimously carried (4-0), to adjourn to the next Commission meeting to be held October 1, 2020.



October 1, 2020

TO: Board of Commissioners
FROM: Erik Hitchman, Administrative Officer
RE: Receive and File Walnut Valley Water Districts 2020
PBWA Board Member Appointment Resolution

Recommendation:

Receive and file Walnut Valley Water Districts Resolution No. 08-20-670, appointing Mr. Jerry Tang as Commissioner.

Background

Attachments:

✓ *Walnut Valley Water District Board approval documents*

RESOLUTION NO. 08-20-670

**RESOLUTION OF THE WALNUT VALLEY WATER DISTRICT
BOARD OF DIRECTORS
APPOINTING REPRESENTATIVES TO THE PUENTE BASIN WATER AGENCY**

WHEREAS, the Walnut Valley Water District entered into an Amended Restated and Renewed Joint Powers Agreement creating the PUENTE BASIN WATER AGENCY, dated October 28, 2009, with Rowland Water District, (the PBWA Agreement); and,

WHEREAS, the PBWA Agreement provides that the PUENTE BASIN WATER AGENCY shall be governed by a Commission consisting of four commissioners, and that the governing body of each of the members shall annually appoint two representatives to the Commission and one alternate to serve in the absence of either of the appointed representatives; and,

WHEREAS, the PBWA Agreement further provides that at least one of the appointed representatives of each member shall be a director on the governing board of the appointing member; and,

WHEREAS, each Commissioner must file with the PUENTE BASIN WATER AGENCY a certified copy of the resolution of the member appointing him or her,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Walnut Valley Water District:

1. That Theresa Lee, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as a representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
2. That Jerry Tang, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as a representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
3. That Scarlett Kwong, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as an alternate representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY in the absence of either of the appointed representatives.
4. That each of the representatives and alternate appointed herein shall serve for a term of one year unless removed and replaced at the pleasure of the Board of Directors, or unless such representative or alternate resigns or becomes incapacitated.
5. That a certified copy of this Resolution be provided to the PUENTE BASIN WATER AGENCY.

**ADOPTED AT A REGULAR MEETING OF THE WALNUT VALLEY WATER DISTRICT
HELD AUGUST 17, 2020**

AYES: Hilden, Kwong, Lee, Sinclair, Tang
NOES: None
ABSENT: None
ABSTAIN: None

/s/Theresa Lee
President
Board of Directors

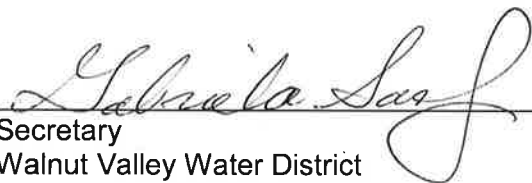
ATTEST:

/s/Erik Hitchman
Secretary

The undersigned, GABRIELA SANCHEZ, does hereby certify and declare that she is the duly appointed, qualified, and acting Secretary of Walnut Valley Water District; that the foregoing is a full, true, and complete copy of Resolution No. 08-20-670 of Walnut Valley Water District, as adopted by said Board of Directors at a regular meeting thereof, duly convened and held on the 17th day of August, 2020; that a quorum of Directors was present at all times at said meeting and voted in favor of said resolution by a roll call vote; and that said resolution has not been altered, amended, or rescinded and is still in full force and effect.

Dated: August 20, 2020




Secretary
Walnut Valley Water District

Puente Basin Water Agency

FY 2019-20 Operating Results By Quarter

		9/30/2019	12/31/2019	3/31/2020	6/30/2020	TOTAL	Budget
1	Income						
2	Administrative Assessment	\$ 57,545	\$ 56,314	\$ 45,141	\$ 50,217	\$ 209,218	\$ 283,040
3	Water Sales - Project	79,593	356,592	337,865	110,691	884,741	2,135,130
4	Water Sales - TVMWD	5,636,443	3,860,006	2,679,125	4,057,486	16,233,060	13,881,600
5	Project Maintenance Reserve	-	2,329	2,583	646	5,558	15,000
6	Used of Stored/Leased Water	-	245,482	272,232	68,125	585,840	1,614,350
7	Total Income	5,773,581	4,520,723	3,336,946	4,287,166	17,918,416	17,929,120
8	Expense						
9	Source of Supply						
10	Purchased Water - TVMWD	5,500,559	3,726,182	2,537,955	3,931,551	15,696,247	13,329,740
11	Purchased Water - CDWC	-	174,015	192,784	48,965	415,764	1,135,570
12	Purchased Water - Stored Water	-	245,482	272,232	68,125	585,840	1,614,350
13	Assessments - MSGBWM	-	76,859	85,234	13,923	176,015	495,000
14	Total Source of Supply	5,500,559	4,222,538	3,088,206	4,062,563	16,873,866	16,574,660
15	Fixed Charges						
16	TVMWD Equivalent Small Meters	16,099	16,099	16,039	16,039	64,276	64,200
17	TVMWD Water Use Charge	18,822	18,822	17,914	17,914	73,472	73,400
18	TVMWD Connected Capacity	15,187	15,187	15,370	15,370	61,115	61,040
19	MWD Capacity Reservation Charge	83,716	83,716	91,847	76,612	335,890	351,120
20	CDWC Ready To Serve	1,859	1,859	1,859	1,859	7,436	7,440
21	Total Fixed Charges	135,683	135,683	143,029	127,794	542,189	557,200
22	Other Costs						
23	Energy - Pumping and Treatment	20,225	29,963	39,041	20,899	110,127	300,000
24	Materials & Supplies - Chemical	869	9,271	8,749	2,441	21,330	36,000
25	Materials & Supplies - Others	2,109	6,649	2,652	1,114	12,524	19,000
26	Other Costs (RWD Labor etc.)	2,931	6,376	7,546	7,627	24,480	39,120
27	Baldy Lease Agreement	51,600	51,600	-	-	103,200	103,000
28	Permits & Fees	2,060	-	-	-	2,060	2,100
29	Total Other Costs	79,794	103,859	57,988	32,082	273,723	499,220
30	Administrative & General						
31	Legal	10,805	14,147	10,996	20,850	56,798	100,000
32	Engineering	-	588	-	808	1,396	5,000
33	Professional Services- Other	34,615	29,055	25,597	28,582	117,848	125,000
34	Insurance - Property & Liability	-	2,139	-	-	2,139	5,000
35	Accounting	4,000	2,040	-	3,050	9,090	8,040
36	Administrative Expenses - Other	8,126	8,344	8,548	10,791	35,809	40,000
37	Total Administrative & General	57,545	56,314	45,141	64,081	223,081	283,040
38	Total Expense	5,773,581	4,518,394	3,334,363	4,286,520	17,912,858	17,914,120
39	Other Income/Expense						
40	Stored Water Purchased				454,200	454,200	-
41	Leased Water Income	-	-	-	-	-	-
42	LAIF Interest	-	4,469	4,119	12,478	21,066	10,000
43	Grant Revenue	-	-	-	650,954	650,954	-
44	Stored Water Expense	-	-	-	(454,200)	(454,200)	-
45	Net Other Income	-	4,469	4,119	663,432	672,020	10,000
46	Net Income (Loss) Before Transfers	-	6,798	6,701	664,078	677,578	25,000
47	Transfer In: Maint. Reserve Funds Used	-	-	-	-	-	-
48	Transfer Out: Maint. Reserve Funds Collected	-	(2,329)	(2,583)	(646)	(5,558)	(15,000)
49	Net Income (Loss) After Transfers	\$ -	\$ 4,469	\$ 4,119	\$ 663,432	\$ 672,020	\$ 10,000

	PBWA Maintenance Reserve	9/30/2019	12/31/2019	3/31/2020	6/30/2020	Year to Date	Budget
50	Beginning Balance	\$ 140,599	\$ 140,599	\$ 142,928	\$ 145,511	\$ 140,599	\$ 140,599
51	Transfers In	-	2,329	2,583	646	5,558	15,000
52	Transfers Out	-	-	-	-	-	-
53	Ending Balance June 30, 2020	\$ 140,599	\$ 142,928	\$ 145,511	\$ 146,157	\$ 146,157	\$ 155,599

Puente Basin Water Agency

FY 2019-20 Operating Results By Quarter

Capital Projects		9/30/2019	12/31/2019	3/31/2020	6/30/2020	Year to Date	Life to Date
54	Revenues						
55	Member Assessment - RWD	\$ 75,338	\$ 4,992	\$ 514,652	\$ (363,230)	\$ 231,752	\$ 3,149,449
56	Member Assessment - WWWD	75,338	4,992	514,652	(363,230)	231,752	\$ 3,149,449
57	Grant Proceeds Use	-	-	-	1,043,018	1,043,018	\$ 1,043,018
58	Total Revenues	150,677	9,984	1,029,305	316,558	1,506,522	\$ 7,341,917
59	Expenses						
60	Pathfinder	41,739	114	277,116	(34,023)	284,946.79	\$ 2,317,807
61	Pomona Basin	108,937	9,869	817,000	285,769	1,221,575.54	\$ 5,024,109
62	Total Expenses	\$ 150,677	\$ 9,984	\$ 1,094,116	\$ 251,746	1,506,522	\$ 7,341,917

PBWA Stored Water		9/30/2019	12/31/2019	3/31/2020	6/30/2020	Year to Date
63	Stored Water (\$\$):					
64	Beginning Balance	\$ 6,080,786	\$ 6,080,786	\$ 5,835,304	\$ 5,563,072	\$ 6,080,786
65	Add: Purchased Water				454,200	454,200
66	Less: Water Produced	-	(245,482)	(272,232)	(68,125)	(585,840)
67	Ending Balance	\$ 6,080,786	\$ 5,835,304	\$ 5,563,072	\$ 5,949,147	\$ 5,949,146
68	Stored Water (AF):					
69	Beginning Balance	10,677	10,677	10,212	9,695	10,677
70	Add: Purchased Water	-			600	600
71	Less: Water Produced	-	(466)	(517)	(129)	(1,112)
72	Ending Balance	10,677	10,212	9,695	10,166	10,165

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2019-20**

		BEGINNING BALANCE JULY 1, 2019		\$ 1,633,112.40
<u>Deposits:</u>				
		Rowland	\$ 4,847,506.42	
		WVWD	13,538,521.87	
		Liberty Utilities	17,500.00	
		Palmdale Water District	14,999.94	
		Valley County Water District	9,000.00	
		DWR	1,687,988.73	
		LAIF-Interest	17,138.11	
		Subtotal Deposits	-	20,132,655.07
		Total Deposits		21,765,767.47
<u>Disbursements</u>				
<u>Date</u>	<u>Check #</u>	<u>Payee</u>		
07/12/19	1432	ACWA/JPIA	(1,869.81)	
07/12/19	1433	Brkich Construction Corp.	(438,020.54)	
07/12/19	1434	City of La Verne	(51,600.00)	
07/12/19	1435	DavisFarr	(2,000.00)	
07/12/19	1436	Doty Bros. Equipment	(256,604.50)	
07/12/19	1437	Lagerlof, Senecal, Gosney & Kruse LLP	(1,710.00)	
07/12/19	1438	LASER LLC	(5,138.28)	
07/12/19	1439	Reeb Government Relations, LLC	(6,000.00)	
07/12/19	1440	Rowland Water District	(63,963.80)	
07/12/19	1441	Southern California Edison	(2,550.28)	
07/12/19	1442	TVMWD	(1,329,632.07)	
07/12/19	1443	Walnut Valley Water District	(12.93)	
07/12/19	1444	Woodard & Curran - RMC	(1,325.78)	
07/24/19	1445	Los Angeles County Public Works	(62.30)	
07/24/19	1446	Los Angeles County Public Works	(62.30)	
08/08/19	1448	Bank of America	(442.39)	
08/08/19	1449	City of Diamond Bar	(426.74)	
08/08/19	1450	Civiltec Engineering	(2,237.50)	
08/08/19	1451	Doty Bros. Equipment	(82,641.45)	
08/08/19	1452	Lagerlof, Senecal, Gosney & Kruse LLP	(900.00)	
08/08/19	1453	Reeb Government Relations, LLC	(6,000.00)	
08/08/19	1454	Rowland Water District	(3,948.08)	
08/21/19	1455	Brkich Construction Corp.	(23,916.44)	
08/21/19	1456	Doty Bros. Equipment	(21,980.15)	
08/21/19	1457	Inland Water Works	(489.46)	

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2019-20**

08/21/19	1458	LASER LLC	(4,800.00)	
08/21/19	1459	Rowland Water District	(309.83)	
08/21/19	1460	TVMWD	(1,877,268.07)	
08/21/19	1461	Walnut Valley Water District	(3,683.62)	
09/10/19	1462	Ecotech Services	(1,900.00)	
09/10/19	1463	Lagerlof, Senecal, Gosney & Kruse LLP	(240.00)	
09/10/19	1464	Reeb Government Relations, LLC	(6,000.00)	
09/10/19	1465	Rowland Water District	(2,680.96)	
09/10/19	1466	San Gabriel Valley Watermaster	(192,535.20)	
09/10/19	1467	TVMWD	(2,038,364.07)	
09/10/19	1468-1478	VOID	-	
10/18/19	1479	ACWA	(3,230.00)	
10/18/19	1480	Brkich Construction Corp.	(83,596.01)	
10/18/19	1481	DavisFarr	(4,000.00)	
10/18/19	1482	Doty Bros. Equipment	(2,582.10)	
10/18/19	1483	Lagerlof, Senecal, Gosney & Kruse LLP	(1,995.00)	
10/18/19	1484	LASER LLC	(11,814.84)	
10/18/19	1485	Morrow Meadow	(5,492.60)	
10/18/19	1486	Reeb Government Relations, LLC	(6,000.00)	
10/18/19	1487	Rowland Water District	(16,564.44)	
10/18/19	1488	TVMWD	(2,028,831.07)	
10/18/19	1489	West Coast Pipe	(10,643.40)	
11/15/19	1490	Bank of America	(372.07)	
11/15/19	1491	Civiltec Engineering	(1,425.00)	
11/15/19	1492	Lagerlof, Senecal, Gosney & Kruse LLP	(3,633.75)	
11/15/19	1493	Rowland Water District	(22,243.35)	
11/15/19	1494	TVMWD	(1,569,248.07)	
11/15/19	1495	Woodard & Curran - RMC	(5,023.53)	
12/11/19	1496	City of La Verne	(51,600.00)	
12/11/19	1497	KYLE Goundwater, Inc.	(621.10)	
12/11/19	1498	Lagerlof, Senecal, Gosney & Kruse LLP	(7,091.25)	
12/11/19	1499	LASER LLC	(6,800.00)	
12/11/19	1500	Reeb Government Relations, LLC	(12,000.00)	
12/11/19	1501	Rowland Water District	(4,830.67)	
12/11/19	1502	TVMWD	(1,582,287.07)	
12/11/19	1503	Woodard & Curran - RMC	(4,845.93)	
12/30/19	1504	VOID	-	
12/30/19	1505	VOID	-	
12/30/19	1506	ACWA/JPIA	(2,139.00)	
01/15/20	EFT	Bank of America	(341.09)	

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2019-20**

01/03/20	1507	Civiltec Engineering	(588.00)	
01/03/20	1508	Rowland Water District	(4,634.04)	
01/03/20	1509	Walnut Valley Water District	(1,796.63)	
01/03/20	1510	Lagerlof, Senecal, Gosney & Kruse LLP	(90.00)	
01/09/20	1511	TVMWD	(1,452,456.07)	
01/14/20	1512	Walnut Valley Water District	(276.25)	
01/14/20	1363	Void and reissue 1512	276.25	
01/31/20	1513	DavisFarr	(2,040.00)	
01/31/20	1514	Lagerlof, Senecal, Gosney & Kruse LLP	(1,228.75)	
01/31/20	1515	Reeb Government Relations, LLC	(6,000.00)	
01/31/20	1516	Rowland Water District	(74,080.65)	
02/05/20	1517	TVMWD	(825,263.07)	
02/28/20	1518	Doty Bros. Equipment	(209,829.64)	
02/28/20	1519	Rowland Water District	(57,184.83)	
02/28/20	1520	Morrow Meadow	(2,475.00)	
02/28/20	1521	Reeb Government Relations, LLC	(6,000.00)	
03/03/20	1522	TVMWD	(852,071.57)	
03/03/20	1523	Lagerlof, LLP	(5,261.25)	
03/03/20	1524	LASER LLC	(2,600.00)	
03/30/20	1525-1532	VOID	-	
03/30/20	1533	Walnut Valley Water District	(677.88)	
03/30/20	1534	Brkich Construction Corp.	(817,000.00)	
03/30/20	1535	Lagerlof, LLP	(1,350.00)	
03/30/20	1536	LASER LLC	(4,837.95)	
03/30/20	1537	Reeb Government Relations, LLC	(6,000.00)	
03/30/20	1538	Rowland Water District	(41,293.55)	
04/15/20	EFT	Bank of America	(328.77)	
04/17/20	EFT	TVMWD	(1,030,039.57)	
04/17/20	1538	VOID	-	
04/28/20	1539	Lagerlof, LLP	(150.00)	
04/28/20	1540	LASER LLC	(2,100.00)	
04/28/20	1541	Rowland Water District	(44,964.79)	
04/28/20	1542	Walnut Valley Water District	(1,169.76)	
04/29/20	1543	Doty Bros. Equipment	(64,811.85)	
05/12/20	1544	Lagerlof, LLP	(7,410.00)	
05/12/20	1545	Southern California Edison	(14,900.64)	
05/12/20	1546	Walnut Valley Water District	(903.40)	
05/20/20	EFT	TVMWD	(797,014.57)	
06/04/20	1547	Brkich Construction Corp.	(41,049.88)	
06/04/20	1548	Civiltec Engineering	(808.00)	

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2019-20**

06/04/20	1549	County of Los Angeles Register-Recorder	(75.00)	
06/04/20	1550	Lagerlof, LLP	(960.00)	
06/04/20	1551	Morrow Meadow	(3,596.30)	
06/04/20	1552	Rowland Water District	(34,359.14)	
06/04/20	1553	Woodard & Curran - RMC	(9,618.01)	
06/16/20	1554	VOID	-	
06/19/20	EFT	TVMWD	(820,531.37)	
06/24/20	1555	Brkich Construction Corp.	(93,679.31)	
06/24/20	1556	Lagerlof, LLP	(8,932.50)	
06/24/20	1557	Reeb Government Relations, LLC	(18,000.00)	
06/24/20	1558	Rowland Water District	(10,488.19)	
		Total Disbursements		<u>(19,261,217.82)</u>
		ENDING BALANCE JUNE 30, 2020		\$ 2,504,549.65
		LAIF		\$ 2,338,053.28
		Checking		\$ 166,496.37
		Total Cash Balance		\$ 2,504,549.65



October 1, 2020

TO: Board of Commissioners
FROM: Erik Hitchman, Administrative Officer
RE: PBWA Legislative Activities: Engagement of Lobbyist

Recommendation

That the Commission authorize the Administrative Officer to enter into an agreement with Reeb Government Relations, LLC for lobbying services at a cost of \$6,000 per month.

Background:

As you may recall in April 2019 PBWA entered into a cost sharing agreement with Palmdale Water District and Valley County Water District for the purpose of "collectively engaging a legislative advocacy firm, Reeb Government Relations, LLC (RGR). Also in April 2019, PBWA entered into an agreement with RGR for lobbying services with a term from May 1, 2019 through October 31, 2020.

The parties to the cost sharing agreement desire to renew the agreement with RGR for lobbying services. The term of the new agreement will be from November 1, 2020 through December 31, 2021 with a monthly fee of \$6,000.



October 1, 2020

TO: Board of Commissioners
FROM: Erik Hitchman, Administrative Officer
RE: Award of Professional Engineering Services Contract for the Six Basins Project (Phase 2) – Durward Well Development & Equipping (P.N. PB18-0005)

Recommendation:

That the Commission authorize the award of a contract to Civiltec Engineering, Inc. (Civiltec) to prepare the preliminary design report (PDR), final design, and provide partial construction oversight services for the Six Basins Project (Phase 2) – Durward Well Development & Equipping at a cost of \$248,517.

Background

The Durward Well Development and Equipping project is part of the four phases of the Six Basins Groundwater Project. The project is located within a 15-foot by 20-foot easement along the vacated Orange Avenue, northwest of the abandoned Golden State Water Company's (GSWC) Durward Well site (See attached Exhibit "A"). Once completed, the groundwater flow of approximately 1,048 acre-feet per year (AFY), will be mixed with the imported flow from Old Baldy Well through the recently installed 12-inch and 20-inch pipeline. The combined flow then discharges into the existing Pomona-Walnut-Rowland Joint Water Line (P-W-R JWL) located along Fairplex Drive.

The project involves well development and equipping: the preparation of a preliminary design report and Drinking Water Source Assessment and Protection (DWSAP) report; recommendations of well location; determination and confirmation of hydraulic requirements; equipping of the well including the pump and motor selection; preparation of the pump base, pump and motor mechanical details, mechanical piping and appurtenances, electrical components, SCADA, pipe discharge connection to existing pipeline; site improvements; development of well design and equipping plans and specifications; and construction support services during the well development, equipping and installation.

On August 31, 2020, staff issued a Request for Proposal (RFP) to eight qualified consulting firms for the subject services, to which three firms responded. Staff evaluated the three firms and listed them below by cost and schedule:

<u>Firm</u>	<u>Total Cost</u>	<u>Design Schedule</u>
Civiltec Engineering, Inc.	\$248,517	6 months
LEE & RO, Inc.	\$526,313	6.5 months
Stantec Consulting Services, Inc.	\$289,193	12 months

Staff has reviewed all proposals and determined that all three firms are well qualified to perform the work required for the project and have met the parameters set forth in the RFP. Civiltec meets the objectives for this project, scoring high in their approach and qualifications. In addition, their referenced projects

demonstrate specialized experience as they have prepared analyses, plans and specifications, and construction oversight services for projects of a similar scope of work.

As requested in the RFP, Civiltec provided hourly rates and a fee proposal for the project based on the scope of work. The RFP requested a cost estimate for four tasks:

Task 1	Preliminary Design	\$ 74,092
Task 2	Final Design	\$ 86,430
Task 3	Bidding and Partial Construction Services	\$ 76,055
Task 4	Final Well Construction Report and Documentations	\$ 11,940
Total		<u>\$248,517</u>

According to Civiltec’s proposal, Tasks 1 and 2 will take approximately six months to complete. While Civiltec has demonstrated adequate experience and the ability to meet the requirements of the Agency, they have also provided the most economical cost. Staff recommends that Civiltec be awarded a contract for the Six Basins Project (Phase 2) – Durward Well Development & Equipping.

Attachment
Proposal Results
Proposed Project Location

SLS:TD:cf

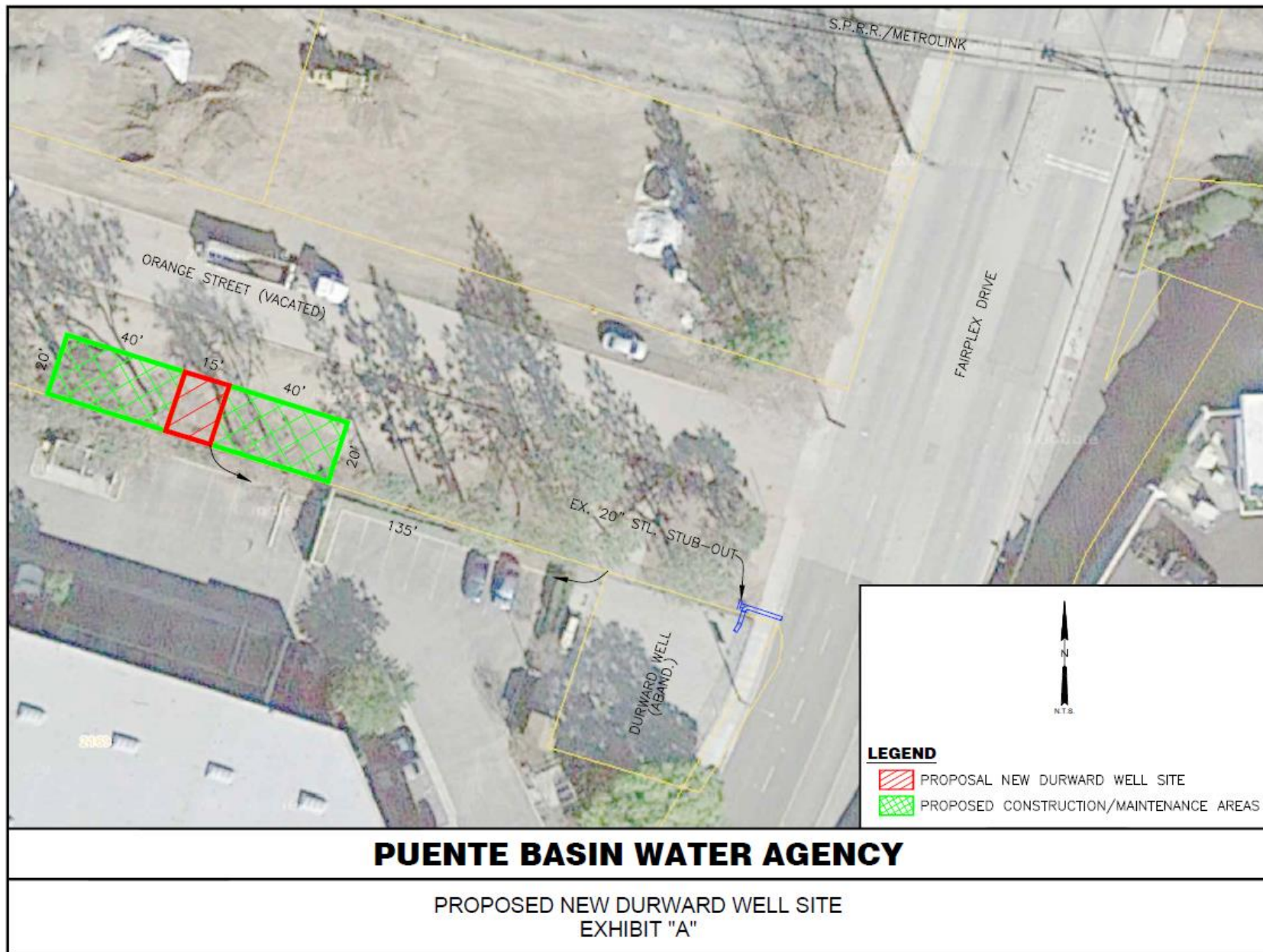
Six Basins Project (Phase 2) - Durward Well Development & Equipping
Project No. PB18-0005

Proposal Results

SCOPE SECTION	COMPANY							
	B & V	Civiltec	LEE & RO	Linkture	P & I	Stantec	Tetra Tech	WC
Task 1 Preliminary Design	No Proposal	\$ 74,092.00	137,905.00	No Proposal	No Proposal	\$ 119,763.00	No Proposal	No Proposal
Task 2 Final Design		\$ 86,430.00	173,060.00			\$ 80,320.00		
Task 3 Construction Services								
3-A Services During Bidding		\$ 8,455.00	17,969.00			\$ 15,668.00		
3-B Partial Const. Assist.		\$ 67,600.00	183,767.00			\$ 57,332.00		
Task 4 Final Well Const Report & Docs		\$ 11,940.00	13,612.00			\$ 16,110.00		
Total		\$ 248,517.00	\$ 526,313.00			\$ 289,193.00		

Notes: P & I = Perliter & Ingalsbe
 WC = Woodard & Curran
 B & V = Black & Veatch Corp.

EXHIBIT "A"





October 1, 2020

TO: Board of Commissioners
FROM: Erik Hitchman, Administrative Officer
RE: Commission Follow-Up

Recommendation

For information only.

Background

Following is an update regarding matters that have recently come before the Commission.

Item	Meeting Date	Commission Activity	Completed	Follow-Up
Water Rights Lease of 500 acre-feet for FY 2020/21 and FY 2021/22 to South Montebello Irrigation District	8/6/2020	Closed Session report	7/15/2020: Received recording of lease from the Water Replenishment District of Southern California for 500 acre-feet. (see attached)	Complete

CENTRAL BASIN WATERMASTER ADMINISTRATIVE BODY



July 15, 2020

South Montebello Irrigation District
437 Bluff Road
Montebello, CA 90640
Attn: Alberto Corrales, General Manager

Dear Mr. Corrales:

The Administrative Body of the Central Basin Watermaster has received, recorded, and filed your water right lease agreement that includes the information shown below.

Licensors:	Puente Basin Water Agency
Licensee:	South Montebello Irrigation District
Lease dated:	June 19, 2020
Date received:	July 13, 2020
Lease amount:	500.00 acre-feet of Allowed Pumping Allocation
Carryover flexibility right:	Remain with Licensors
Applicable for period:	July 1, 2020 through June 30, 2021
Watermaster service area:	Central Basin

Your lease transaction is confirmed. To view the new balances of your water rights, please log on to our website at <https://rights.wrd.org/> after allowing for approximately one week for processing. If you have any questions regarding this transaction, please contact me at tjohnson@wrd.org or (562) 275-4240.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Johnson", with a long horizontal flourish extending to the right.

Theodore A. Johnson, PG, CHg
Assistant General Manager/CAO/Watermaster

cc: Puente Basin Water Agency
271 S. Brea Canyon Rd
Walnut, CA 91789
Attn: Erik Hitchman, Administrative Officer

**CENTRAL BASIN WATERMASTER
ADMINISTRATIVE BODY**



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Assistant General Manager/CAO/Watermaster

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Walnut, CA 91789
Attn: Erik Hitchman, Administrative Officer