



**Southeast
Water Coalition**

A joint powers authority to protect the Central Groundwater Basin

AGENDA
SOUTHEAST WATER COALITION
REGULAR MEETING OF THE POLICY BOARD
THURSDAY, APRIL 2, 2026, 7:00 p.m.

Norwalk Arts & Sports Complex
Sproul Room
13000 Clarkdale Avenue
Norwalk, CA 90650

1. ROLL CALL

2. PUBLIC COMMENTS

3. CONSENT CALENDAR

**a. SOUTHEAST WATER COALITION BOARD OF DIRECTORS MINUTES OF
FEBRUARY 5, 2026 REGULAR MEETING (Enclosure)**

Recommendation: Approve minutes as submitted.

b. WARRANT REGISTER (Enclosure)

Recommendation: Approve Warrant Register.

**** End of Consent Calendar****

**4. PRESENTATION BY THE ASSOCIATION OF CALIFORNIA WATER
AGENCIES**

Albert Mendoza, AE Chair, City of Norwalk

Recommendation: Receive and file.

**5. DISCUSSION/ACTION REGARDING A POLICY FOR ADMINISTRATIVE
ENTITY LETTERS**

Albert Mendoza, AE Chair, City of Norwalk

Recommendation: Review and approve the draft policy and letter template that would allow the Administrative Entity to collectively send correspondence without Board approval, if necessary.



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6. DISCUSSION/ACTION REGARDING UPDATE TO THE WATER REPLENISHMENT DISTRICT'S REQUEST TO JOIN THE SOUTHEAST WATER COALITION

Albert Mendoza, AE Chair, City of Norwalk

Recommendation: Receive and file.

7. GENERAL LEGISLATIVE UPDATE

Albert Mendoza, AE Chair, City of Norwalk

Recommendation: Receive and file a general legislative update for relevant bills.

8. BOARD OF DIRECTORS COMMENTS

9. ADMINISTRATIVE ENTITY CHAIR / LEAD AGENCY COMMENTS

10. ADJOURNMENT

On March 30, 2026, the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours and Special meeting agendas may be amended up to 24 hours in advance of the meeting.

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Please contact the City of Norwalk Public Utilities Department at least 24 hours in advance of the meeting at (562) 929-5511.

The next meeting of the Southeast Water Coalition Policy Board will be on Thursday, June 4, 2026, at 7:00 PM, at Norwalk Arts & Sports Complex, Sproul Room, 13000 Clarkdale Avenue, Norwalk, CA 90650.



**MINUTES OF THE SOUTHEAST WATER COALITION
REGULAR MEETING OF THE POLICY BOARD
THURSDAY, FEBRUARY 5, 2026, 7:00 p.m.**

A regular meeting of the Board of Directors of the Southeast Water Coalition Joint Powers Authority was held on Thursday, February 5, 2026 at 7:00 p.m. at the Norwalk Arts & Sports Complex, Sproul Room, 13000 Clarkdale Avenue, Norwalk CA 90650. Chair Ana Valencia called the meeting to order at 7:03 p.m. At the time the meeting was called to order, a quorum of members was present.

Ms. Madeline Gallagher took attendance, and the following Board of Directors members were present:

BOARD MEMBERS PRESENT:

Frank Aurelio Yokoyama
Kevin Lainez
Hector Sosa
Todd Rogers
Ana Valencia
Isabel Aguayo
Andrew Lara
Joe Angel Zamora
Maria del Pilar Avalos
Melissa Ybarra
Octavio Martinez

City of Cerritos
City of Commerce
City of Downey
City of Lakewood
City of Norwalk
City of Paramount
City of Pico Rivera
City of Santa Fe Springs
City of South Gate
City of Vernon
City of Whittier

STAFF AND GUESTS ON SIGN-IN SHEET:

Andrew Caraveo
Dan Mueller
Derek Nguyen
Albert Mendoza
Michelle Tse
James Enriquez
Chris Castillo
Joanna Moreno

City of Commerce – AE
City of Downey – AE
City of Lakewood – AE
AE Chair, City of Norwalk
City of Paramount – AE
City of Santa Fe Springs
City of South Gate – AE
City of Vernon – AE

Ray Cordero
Jacque Koontz
Michael Jea
Madeline Gallagher
Nicholas Ghirelli
Paul Liu
Robles DeWitt
Lorraine Avila Moore

City of Whittier – AE
City of Norwalk Staff
City of Norwalk Staff
SEWC Staff
Richards Watson & Gershon
Water Replenishment District (WRD)
Water Replenishment District (WRD)
City of Lynwood Mayor Pro Tem

ITEM 2 – PUBLIC COMMENT

None.

Director Valencia introduced two guests present at the meeting, Paul Liu, Assistant General Manager at WRD, and Lorraine Avila Moore, Mayor Pro Tem City of Lynwood.

Paul Liu, Assistant General Manager WRD, invited SEWC members to tour their facilities. Specifically, he announced that if anyone hasn't seen their flagship treatment facility, WRD is offering a visit with lunch included.

ITEM 3 - CONSENT CALENDAR

Director Rogers moved to approve the consent calendar.

The motion was seconded by Director Avalos and was approved by the following voice vote:

AYES: Yokoyama, Lainez, Rogers, Valencia, Aguayo, Lara, Zamora, Avalos, Ybarra, Martinez.

NOES: None.

ABSTAIN: None.

Director Sosa entered the meeting at 7:08 pm.

ITEM 4 - DISCUSSION/ACTION REGARDING POTENTIAL NEW AND CURRENT MEMBERSHIP OF THE SOUTHEAST WATER COALITION

Mr. Mendoza reported that the consensus from the AE meeting was to send a letter to all SEWC members, emphasizing the importance of attending SEWC meetings. He noted that the AE drafted a letter, which is included in the agenda

packet, and requested direction of who the letter should be addressed to at each city.

Director Yokoyama, with general consensus from the Board, suggested that the letter be addressed to the City Council, City Manager, and Public Works Director from each member city.

Director Aguayo suggested that it may be a good time to revisit SEWC's bylaws and Joint Powers Authority (JPA) Agreement. Mr. Ghirelli noted that the JPA Agreement was last amended in 2005. Director Lara asked if membership was open to pumpers to which Mr. Ghirelli noted that the JPA Agreement states that additional members must be municipal corporations or public districts. Director Martinez then commented that SEWC members should prioritize attendance at meetings.

Director Lainez moved to approve the following:

- a) Approve the letter and authorize Norwalk staff to send the letter to the City Council members, City Managers, and Public Works Directors of all current Southeast Water Coalition members.

The motion was seconded by Director Zamora and was approved by the following voice vote:

AYES: **Yokoyama, Lainez, Sosa, Rogers, Valencia, Aguayo, Lara, Zamora, Avalos, Ybarra, Martinez.**

NOES: **None.**

ABSTAIN: **None.**

ITEM 5 - INFORMATIONAL UPDATE REGARDING THE WATER REPLENISHMENT DISTRICT'S REQUEST TO JOIN THE SOUTHEAST WATER COALITION

Mr. Mendoza stated that WRD submitted an official written request to join SEWC signed by the General Manager. At the January AE Meeting, members discussed the letter from WRD to make a recommendation for the Board's consideration. There was a consensus among the AE group that WRD's application should be discussed further. To help provide clarity and to develop a recommendation to the Board, a subcommittee was formed.

After the subcommittee completes its evaluation, it will provide an update to the AE at their March meeting followed by a recommendation from the AE to the Board in April.

Director Valencia asked about the process for admitting new members, and Mr. Ghirelli noted that the decision on whether or not to admit a member is completely up to the Board. Director Valencia then gave the microphone to WRD to share their perspective and Director DeWitt from WRD noted that WRD would like to rejoin as a member and one primary reason why is because when going after federal and state grants, it would be positive to be together as a collective entity.

There was consensus to wait to hear from the subcommittee and this item was received and filed.

ITEM 6 – BOARD OF DIRECTORS COMMENTS

Director Yokoyama noted that at the City of Cerritos January 26th City Council Meeting, Prop 218 water and sewer rate adjustments were approved. He stated he would be happy to share his experience with fellow Board Members.

ITEM 7 – ADMINISTRATIVE ENTITY CHAIR/LEAD AGENCY COMMENTS

Mr. Mendoza provided an update on SEWC's application for ACWA membership. He noted that SEWC officially is now a member and that he and Alvin Papa introduced themselves during the last ACWA meeting.

He also reported that Norwalk staff mailed out the new membership packets to five cities as requested by the Board. To date, the City of Lynwood responded by asking for more information to which the fact sheet and member benefits were sent. He concluded by stating that he will continue to update the Board on this matter as responses are received.

ITEM 8 - ADJOURNMENT

The meeting adjourned at 7:35 p.m.

The next regular Southeast Water Coalition Board Meeting will be on April 2, 2026 at 7:00 p.m. at the Norwalk Arts & Sports Complex, Sproul Room, 13000 Clarkdale Avenue, Norwalk CA 90650.

Ana Valencia, Chair

Date



SOUTHEAST WATER COALITION
PAYMENT REGISTER FEBRUARY 2026 - MARCH 2026

<u>Check No.</u>	<u>Check Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
205988	4,960.00	2/3/2026	KOA CONSULTING INC	PROF SVCS/JAN26
205988	4,960.00	2/3/2026	KOA CONSULTING INC	PROF SVCS/DEC25
206010	524.62	2/5/2026	ASSOCIATION OF C	2026 ANNUAL DUES
206051	2,480.00	2/5/2026	KOA CONSULTING INC	PROF SVCS/NOV25
206463	150.00	3/4/2026	ANDREW LARA	BRD MBR STIP/02-05-26
206464	150.00	3/4/2026	FRANK YOKOYAMA	BRD MBR STIP/02-05-26
206465	150.00	3/4/2026	TODD ROGERS	BRD MBR STIP/02-05-26
	13,374.62			

<u>EFT</u>	<u>EFT Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
V23835	553.50	2/3/2026	RICHARDS WATSON	PROF SVCS/DEC25
V24118	150.00	3/4/2026	ANA M VALENCIA	BRD MBR STIP/02-05-26
V24121	150.00	3/4/2026	MARIA ISABEL AGU	BRD MBR STIP/02-05-26
V24119	150.00	3/4/2026	JOSE ANGEL ZAMOR	BRD MBR STIP/02-05-26
V24120	150.00	3/4/2026	MARIA DEL PILAR	BRD MBR STIP/02-05-26
V24122	150.00	3/4/2026	OCTAVIO CESAR MA	BRD MBR STIP/02-05-26
	1,303.50			

<u>MISC</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
CAL CARD	225.90	2/25/2026	JERSEY MIKES ONLINE UC	12-2NOV
CAL CARD	13.18	2/25/2026	TARGET	12-2NOV
CAL CARD	39.98	2/25/2026	TARGET	1-2DEC
	279.06			

Total	14,957.18			
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**SOUTHEAST WATER COALITION
JOINT POWERS AUTHORITY
AGENDA REPORT**

Date: April 2, 2026
To: Southeast Water Coalition Board of Directors
From: Albert Mendoza, AE Chair, City of Norwalk

**Subject: DISCUSSION/ACTION REGARDING A POLICY FOR ADMINISTRATIVE
ENTITY LETTERS**

Discussion:

At the November Administrative Entity (AE) meeting, there was a discussion regarding the need for the AE to write and send letters on behalf of the Southeast Water Coalition (SEWC) when deadlines do not allow sufficient time for prior approval at Board Meetings. The issue arose specifically as a result of concerns surrounding state proposed public health goals for contaminants in drinking water and associated deadlines for public comment. Such important deadlines could pass prior to the next regular Board meeting. AE Members developed a policy and standardized template for the Board's consideration and approval. The policy would outline SEWC's goals and purpose and provide direction on when and how the AE could act without Board approval.

Board Members requested that the AE draft a template letter aligned with SEWC Strategic Plan goals. The purpose of this agenda item is to review and approve the policy and letter template.

Recommendation: Review and approve the draft policy and letter template that would allow the Administrative Entity to collectively send correspondence without Board approval, if necessary.

Attachments:

1. AE Expedited Correspondence Policy
2. AE Expedited Correspondence Draft Letter Template

ADMINISTRATIVE ENTITY EXPEDITED CORRESPONDENCE POLICY

Approved Date: xx/xx/xx

1. Purpose

The purpose of this policy is to establish a framework for the Administrative Entity (AE) to draft and send official correspondence on behalf of the Southeast Water Coalition (SEWC) when a deadline occurs before the next regularly scheduled Board meeting. The Southeast Water Coalition occasionally faces time-sensitive regulatory and legislative deadlines, such as public comment periods for health goals or water quality standards. This policy will help ensure that SEWC remains an active and influential voice in regional water policy.

2. Strategic Plan Alignment

All correspondence issued under this policy must directly support the SEWC Strategic Plan Goals, specifically:

- **Goal 1: Groundwater Protection** – SEWC will provide leadership and collaborate to protect and sustain the Central Basin groundwater supply of the SEWC region
- **Goal 2: Advocacy and Communications** – SEWC will track, develop, coordinate, and communicate input into water policy affecting the SEWC region
- **Goal 3: Funding** – SEWC will seek funding for water resource projects and programs benefiting the SEWC region

Additionally, any correspondence sent on behalf of SEWC should align with the following values to guide the internal and external interactions:

- **Integrity** - the quality of being honest and having strong moral principles
- **Open communication** – we will communicate in an unreserved and objective fashion
- **Collaboration** – we will work jointly to achieve the Coalition's goals
- **Public stewardship of resources** – we will carefully and prudently manage the resources that are entrusted to us
- **Transparency** – our Coalition activities will be visible and information/deliberations accessible

3. Scope of Authority

The AE is authorized to act without prior Board approval only when:

1. **Time Constraint:** A formal deadline (e.g., public comment period) expires before the next Board meeting.
2. **Consistency:** The position taken in the letter is consistent with established SEWC positions, previous Board-approved resolutions, or the Strategic Plan.
3. **Non-Binding:** The letter does not commit SEWC to unplanned financial expenditures or new legal obligations.

4. Process and Notification

To ensure transparency and uniformity, the AE shall follow these steps:

- **Drafting:** The AE will use the Standardized Correspondence Template to draft letters.
- **Review:** If there is sufficient time before a deadline, the draft must be reviewed and approved by a majority vote at the next AE Meeting. If the deadline does not provide sufficient time for the AE to review and approve a letter at a regular meeting, a draft can be given final review and approval in writing by at least three AE members, including the Chair or the Vice Chair.
- **Signature:** The letter must be signed by the Board Chair (or the Board Vice Chair in the Chair's absence) and sent prior to the deadline.
- **Notification:** A copy of the sent letter must be emailed to the full AE and Board of Directors within 48 hours of transmission.
- **Ratification:** The letter will be included as an informational item at the following Board meeting for formal record-keeping and discussion.

ADMINISTRATIVE ENTITY EXPEDITED CORRESPONDENCE DRAFT LETTER TEMPLATE

[Date]

[Recipient Name/Agency]

[Address]

RE: [Subject - e.g., Comments on Proposed Public Health Goals for Drinking Water]

Dear [Name/Title],

On behalf of the Southeast Water Coalition (SEWC), we appreciate the opportunity to provide comments regarding [Subject Matter].

SEWC is a Joint Powers Authority with 11-member cities created in 1991 and serving over 600,000 residents. SEWC is dedicated to [insert relevant mission/strategic goal - e.g., ensuring a reliable, safe, and affordable water supply for our region]. Our strategic goals prioritize the protection of public health through scientifically sound and operationally feasible regulatory frameworks.

SEWC has reviewed the proposed [Contaminant/Regulation] and wishes to highlight the following concerns/recommendations:

- [Point 1: Impact on member agencies]
- [Point 2: Technical or feasibility concerns]
- [Point 3: Suggested timeline or alternative approach]

Our agency is committed to working with [Agency Name] to ensure that [insert relevant mission/strategic goal/outcome of letter].

We can be reached at [email and/or phone] for any questions you may have. Thank you for the opportunity to provide comments on this important topic.

Sincerely,

[Signature]

Board Chair

Southeast Water Coalition

[List All Current Board Members and Respective Cities]



**SOUTHEAST WATER COALITION
JOINT POWERS AUTHORITY
AGENDA REPORT**

Date: April 2, 2026
To: Southeast Water Coalition Board of Directors
From: Albert Mendoza, AE Chair, City of Norwalk

**Subject: DISCUSSION/ACTION REGARDING THE WATER REPLENISHMENT
DISTRICT'S REQUEST TO JOIN THE SOUTHEAST WATER COALITION**

Discussion:

Following the December 2025 Board meeting, the Water Replenishment District (WRD) reached out to the AE Chair inquiring about the membership application process and noting their interest in joining Southeast Water Coalition (SEWC) as a voting member.

Norwalk Staff replied with the Application Process One-Pager and Member Benefits One-Pager. In response, WRD submitted an official written request to join SEWC signed by the General Manager. At the January AE Meeting, members discussed the letter from WRD to determine the recommendation for Board consideration. There was a consensus among the AE group that WRD's application should be discussed further.

To help provide clarity and to develop a recommendation to the Board, an AE Ad-Hoc subcommittee was formed consisting of representatives from the cities of Cerritos, Norwalk, Lakewood, Paramount, and Whittier. On February 12, 2026, the Ad-Hoc Sub-Committee met to discuss WRD's request for membership.

On February 23, 2026, SEWC received a second letter from WRD rescinding their request to join. During the March AE Meeting, it was determined that continuing efforts to develop a recommendation by the Ad-Hoc Sub-Committee were no longer needed based on WRD's most recent letter.

This is an informational update on the status on WRD's request to join.

Recommendation: Receive and file.

Attachments:

1. WRD's Letter to SEWC dated February 23, 2026



DIRECTORS
SERGIO CALDERON, PRESIDENT
ROBERT KATHERMAN, VICE PRESIDENT
JOY LANGFORD, SECRETARY
VERA ROBLES DEWITT, TREASURER
JOHN D. S. ALLEN, DIRECTOR

STEPHAN TUCKER, MBA, PE, PMP, GENERAL MANAGER

February 23, 2026

Councilwoman Ana Valencia
Chair, Southeast Water Coalition
Norwalk City Hall
12700 Norwalk Blvd.,
Norwalk, CA 90650

RE: Water Replenishment District's Application for Membership in the Southeast Water Coalition

Dear Chairwoman Valencia,

I am writing on behalf of the Water Replenishment District's (WRD) Board of Directors to formally rescind our request for consideration for membership in the Southeast Water Coalition (SEWC).

This decision does not reflect any change in our respect for SEWC's mission or the important work of its member agencies. We continue to value the coalition's efforts to protect and improve the regional water supply, prevent groundwater contamination, and promote sound water policy for the communities we collectively serve.

WRD remains committed to regional collaboration and looks forward to opportunities to engage constructively with SEWC and its member agencies where appropriate.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sergio Calderon", is written over a horizontal line.

Director Sergio Calderon
Board President
Water Replenishment District

CC: SEWC Board of Directors
Cerritos - Frank Aurelio Yokoyama, Mayor
Commerce - Kevin Lainez
Downey - Horacio Ortiz
Lakewood - Todd Rogers
Paramount - Isabel Aguayo
Pico Rivera - Andrew Lara
Santa Fe Springs - Joe Angel Zamora
South Gate - Maria del Pilar Avalos
Vernon - Melissa Ybarra
Whittier - Octavio Martinez