



**Southeast
Water Coalition**

A joint powers authority to protect the Central Groundwater Basin

AGENDA

**SOUTHEAST WATER COALITION
REGULAR MEETING OF THE ADMINISTRATIVE ENTITY
THURSDAY, MAY 15, 2025, 12:00 p.m.**

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

- 1. ROLL CALL**
- 2. PUBLIC COMMENTS**
- 3. CONSENT CALENDAR**
 - a. SEWC ADMINISTRATIVE ENTITY MINUTES OF MARCH 20, 2025
REGULAR MEETING**

Recommendation: Approve minutes as submitted.
- 4. DISCUSSION/ACTION REGARDING DRAFT SEWC FY 2025-26 BUDGET**

Glen Kau, AE Chair, City of Norwalk

Recommendation: Discuss the draft SEWC FY 2025-26 Budget and bring final version to the June Board Meeting for approval.
- 5. DISCUSSION/ACTION REGARDING POTENTIAL NEW MEMBERSHIP OF SEWC**

Glen Kau, AE Chair, City of Norwalk

Recommendation: Discuss the option and process of inviting cities to join SEWC.
- 6. JUNE 5, 2025 BOARD OF DIRECTORS AGENDA**

Glen Kau, AE Chair, City of Norwalk

Recommendation: Discuss the SEWC Board of Directors Agenda for June 5, 2025.
- 7. WRITTEN COMMUNICATIONS**
- 8. ADMINISTRATIVE ENTITY MEMBER COMMENTS**



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On May 8, 2025, 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 Services Department at least 24 hours in advance of the meeting at (562) 929-5511.

The next meeting of the Southeast Water Coalition Administrative Entity will be on Thursday, July 17, 2025, 12:00 p.m., at Norwalk Arts & Sports Complex, Hargitt Room, 13000 Clarkdale Avenue, Norwalk, CA 90650.



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**MINUTES OF THE SOUTHEAST WATER COALITION
JOINT POWERS AUTHORITY
REGULAR MEETING OF THE ADMINISTRATIVE ENTITY**

**THURSDAY, MARCH 20, 2025
12:00 NOON**

The Regular Meeting of the Southeast Water Coalition Joint Powers Authority Administrative Entity was held in-person at the Norwalk Arts & Sports Complex, Hargitt Room, 13000 Clarkdale Avenue, Norwalk, CA 90650. The meeting was called to order at 12:10 p.m. by AE Chair Glen Kau. At the time the meeting was called to order, a quorum of members was present.

Ms. Grace Kast took attendance, and the following Administrative Entity members were present:

ITEM 1 - ROLL CALL

Alvin Papa	City of Cerritos
Andrew Caraveo	City of Commerce
Dan Mueller	City of Downey
Derek Nguyen	City of Lakewood
Glen Kau, AE Chair	City of Norwalk
Michelle Tse	City of Paramount
Sarina Morales-Choate	City of Santa Fe Springs
Chris Castillo	City of South Gate
Joanna Moreno	City of Vernon
Ray Cordero	City of Whittier

STAFF AND GUESTS ON SIGN-IN SHEET:

Grace Kast	SEWC Staff
Nicholas Ghirelli	RWG
Jacque Koontz	City of Norwalk (Staff)
Michael Jea	City of Norwalk (Staff)

Angie Mancillas

WRD

ITEM 2 – PUBLIC COMMENT

None.

ITEM 3 - CONSENT CALENDAR

A motion was made by Mr. Kau, seconded by Mr. Caraveo. The consent calendar was approved by the following voice vote:

AYES: Caraveo, Mueller, Nguyen, Kau, Tse, Morales-Choate, Castillo, Moreno, Cordero

NOES: None.

ABSTAIN: Papa

ITEM 4 - DISCUSSION/ACTION REGARDING UPDATE ON THE STATUS OF THE SEWC FY 2024/25 BUDGET

Mr. Kau reviewed the current status of the FY 2024/25 budget. Mr. Papa asked if SEWC should consider establishing a reserve budget line item for planning purposes. Ms. Koontz stated she would discuss the concept with SEWC's auditor and share any recommendations at the next AE Meeting.

General discussion then ensued regarding a possible policy to facilitate and provide direction for a consistent financial transfer of funds during lead agency changes.

ITEM 5 – DISCUSSION/ACTION REGARDING PFAS LEGISLATION UPDATE

Mr. Ghirelli summarized a memo he had written regarding newly introduced state legislation pertaining to PFAS. AB794 (Gabriel) would expand the State Water Resources Control Board's ("State Board") authority to issue emergency regulations setting maximum contaminant levels ("MCL") for primary and secondary drinking water standards and require the State Board to adopt an emergency regulation and initiate a primary drinking water standard for PFAS by January 1, 2026.

He continued his report by summarizing SB454 (McNerney) which would establish the PFAS Mitigation Fund to be managed by the State Board. The funds would be used to assist local public water suppliers and wastewater operators in covering the costs of treating PFAS-contaminated water.

Both bills, at the time of this report, had not been put on committee schedules as of yet.

Ms. Moreno referenced HR1267 which had been recently introduced in Congress regarding CERCLA liability exemption for groundwater cleanup-related activities for water suppliers.

Committee members requested that Legal Counsel provide the same information to the Governing Board and add HR1267 to his report.

ITEM 6 - DISCUSSION/ACTION REGARDING SEWC FOLLOW-UP LETTER TO THE DIVISION OF DRINKING WATER (DDW) – HOLLYWOOD DISTRICT

Mr. Kau began by providing context and background regarding this item. Mr. Nguyen then provided a recent update with DDW and suggested a small number of AE members attend a virtual meeting with DDW to share experiences and provide constructive input. The following members volunteered to attend; Kau, Nguyen, Castillo, Mueller, Cason/Cordero. Mr. Kau stated he would coordinate the date and time.

Additionally, Mr. Nguyen suggested that DDW attend an upcoming Board Meeting to meet them and provide an update to the Board directly. The AE agreed that the June Meeting was a potential date for their attendance.

ITEM 7 – DISCUSSION/ACTION REGARDING UPDATE ON SEWC LETTER TO THE WATER REPLENISHMENT DISTRICT (WRD) BUDGET ADVISORY COMMITTEE (BAC)

Mr. Kau reported that he had distributed WRD's response letter to the AE Members and Board Members. Mr. Nguyen commented that he did not feel that the letter adequately addressed their comments and concerns. However, he added that the BAC met with WRD staff to review their proposed draft FY 2025/26 budget. After they discussed different options with WRD staff, the majority of the BAC voted to support a reduction in funds allocated for water purchases from \$40.5M to \$38M which reflected a .9% increase in the overall budget. Mr. Nguyen suggested that SEWC support the BAC's recommendation in a formal letter to WRD from the Board. He volunteered to work on a draft letter for the Board's consideration at the April 3rd Board Meeting.

Mr. Kau introduced Ms. Angie Mancillas from WRD who thanked the AE members for their comments. She then requested that the AE agendaize a WRD budget presentation for the SEWC Board on April 3rd.

Mr. Kau stated that he would add both WRD items to the Board Agenda.

APRIL 3, 2025 BOARD OF DIRECTORS AGENDA

Mr. Kau stated that the next Board Agenda would include the requested legislative update from legal counsel and also a presentation by WRD regarding their proposed budget and request to approve a draft letter to WRD supporting a .9% increase to WRD's budget while also sharing concerns about a lack of confidence in WRD's budget process.

ITEM 8 – WRITTEN COMMUNICATIONS

None.

ITEM 9 - ADMINISTRATIVE ENTITY MEMBER COMMENTS

Ms. Kast reminded AE members to submit their Form 700s to her via email before April 1st.

Mr. Kau reported that he will not be in attendance at the April 3rd SEWC Board Meeting. After discussion, there was general consensus that Ms. Jacque Koontz from the Lead Agency should step in for Mr. Kau at that meeting.

ITEM 10 - ADJOURNMENT

The meeting adjourned at 1:50 p.m.

The next regular Southeast Water Coalition Administrative Entity Meeting will be held on May 15, 2025 at 12:00 p.m. at the Norwalk Arts & Sports Complex, Hargitt Room, 13000 Clarkdale Avenue, Norwalk, CA 90650.

Chair

Date



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

Date: May 15, 2025
To: Southeast Water Coalition Administrative Entity
From: Glen W.C. Kau, AE Chair, City of Norwalk

**Subject: DISCUSSION/ACTION REGARDING DRAFT SEWC FY 2025-26
BUDGET**

Recommendation: Discuss the draft SEWC FY 2025-26 Budget and bring final version to the June Board Meeting for approval.

Discussion:

The Proposed Draft Budget for Fiscal Year (FY) 2025-26 includes the Approved Budget for FY 2024-25, Total Projected Expenditures for FY 2024-25, and a Proposed Budget for FY 2025-26. The Ending Balance for the FY 2024-25 stands at \$193,059, reflecting both actual expenditures and projections for the remainder of the ongoing fiscal year. This is higher than the Approved Budget's Ending Balance of \$120,094 due to lower projected expenditures.

Anticipated member agency dues for FY 2024-25 are projected at \$60,500, inclusive of credits to member agencies. There was no change to the member rates from last year. With total expenditures projected to increase during the FY 2025-26, the Proposed Budget indicates an Ending Balance of \$123,759.

Attachments:

1. Fiscal Year 2025-2026 Draft Budget.
2. FY 2024-25 Warrant Register as of 4/30/25.

SOUTHEAST WATER COALITION JOINT POWERS AUTHORITY
FISCAL YEAR 2024-2025 APPROVED BUDGET/EXPENDITURES vs PROPOSED FISCAL YEAR 2025-2026 BUDGET

	FY 2024-2025			FY 2025-2026
	Approved Budget	Revenue & Expenditures To Date	Projected Expenditures	Proposed Budget
Carryover Balance:	\$ 176,374	\$ 210,042.32	\$ 220,614	\$ 193,059
Revenues				
Annual Assessments for Member Agencies	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
Less Credits to Member Agencies	\$ (49,500)	\$ (49,500)	\$ (49,500)	\$ (49,500)
Interest Income/Reimbursements	\$ 1,000	\$ 880.70	\$ 1,000	\$ 1,000
Total Revenues	\$ 61,500	\$ 61,380.70	\$ 61,500	\$ 61,500
Available Funds:	\$ 237,874	\$ 271,423.02	\$ 282,114	\$ 254,559
Expenditures				
Program Management Services	\$ 54,480	\$ 36,320.00	\$ 54,480	\$ 63,000
As Needed Government Relations	\$ 10,000	\$ -	\$ -	\$ 10,000
Legal Services	\$ 10,000	\$ 6,888.51	\$ 10,500	\$ 11,000
Board/Staff Travel/Meeting Expense	\$ 1,000	\$ -	\$ 225	\$ 1,000
Financial Audit	\$ 7,000	\$ -	\$ 8,250	\$ 9,500
Policy Board Compensation	\$ 9,900	\$ 3,900.00	\$ 9,900	\$ 9,900
Office Supplies	\$ 100	\$ -	\$ -	\$ 100
Policy Board Meetings	\$ 3,000	\$ -	\$ 3,200	\$ 3,600
Administrative Entity Meetings	\$ 2,300	\$ -	\$ 2,500	\$ 2,700
Policy Board & Administrative Entity Meetings	\$ -	\$ 3,700.04	\$ -	\$ -
Consultant Services	\$ 20,000	\$ -	\$ -	\$ 20,000
Consultant Services Contingencies	\$ -	\$ -	\$ -	\$ -
Total Expenditures:	\$ 117,780	\$ 50,808.55	\$ 89,055	\$ 130,800
Ending Balance:	\$ 120,094	\$ 220,614.47	\$ 193,059	\$ 123,759

Notes:

1. Draft Budget - Assumes credit of \$4,500 off of \$10,000 member agency annual dues resulting in total annual dues of \$5,500.
2. Administrative Entity Members to look into developing a policy to facilitate a consistent financial transfer of funds during lead agency changes.
3. Lead Agency to discuss developing a reserve budget line item for planning purposes with Auditor.



SOUTHEAST WATER COALITION
PAYMENT REGISTER JULY 2024 - APRIL 2025

<u>Check No.</u>	<u>Check Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
197309	4,540.00	8/29/2024	KOA CONSULTING INC	PROFESSIONAL SVCS/JUL 2024
197648	4,540.00	9/19/2024	KOA CONSULTING INC	PROFESSIONAL SVCS/AUG 2024
197996	4,540.00	10/10/2024	KOA CONSULTING INC	PROFESSIONAL SVCS/SEP 2024
198720	4,540.00	11/19/2024	KOA CONSULTING INC	PROFESSIONAL SVCS/OCT 2024
199461	4,540.00	1/2/2025	KOA CONSULTING INC	PROFESSIONAL SVCS/NOV 2024
199869	300.00	1/28/2025	TODD ROGERS	BOARD MEMBER STIPEN/AUG & DEC
199893	4,540.00	1/28/2025	KOA CONSULTING INC	PROFESSIONAL SVCS/DEC 2024
200061	150.00	2/11/2025	TODD ROGERS	BRD MBR STIP/02-06-25
200429	4,540.00	2/27/2025	KOA CONSULTING INC	PROFESSIONAL SVCS/JAN
200975	4,540.00	4/3/2025	KOA CONSULTING INC	PROFESSIONAL SVCS/FEB
	36,770.00			

<u>EFT</u>	<u>EFT Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
V19029	716.50	8/29/2024	RICHARDS WATSON AND GERSHON INC	LEGAL SERVICES/JUL 2024
V19071	1,035.14	9/19/2024	RICHARDS WATSON AND GERSHON INC	LEGAL SERVICES/AUG 2024
V19292	1,035.14	10/10/2024	RICHARDS WATSON AND GERSHON INC	LEGAL SERVICES/SEP 2024
V19814	595.00	1/2/2025	RICHARDS WATSON AND GERSHON INC	LEGAL SERVICES
V20105	300.00	1/28/2025	ANA M VALENCIA	BOARD MEMBER STIPEN/AUG & DEC
V20106	300.00	1/28/2025	MARIA DEL PILAR AVALOS	BOARD MEMBER STIPEN/AUG & DEC
V20107	150.00	1/28/2025	MARIA ISABEL AGUAYO	BOARD MEMBER STIPEN/DEC
V20108	150.00	1/28/2025	MARIO TRUJILLO	BOARD MEMBER STIPEN/AUG
V20109	150.00	1/28/2025	MELISSA ANNA YBARRA	BOARD MEMBER STIPEN/DEC
V20110	300.00	1/28/2025	OCTAVIO CESAR MARTINEZ	BOARD MEMBER STIPEN/AUG & DEC
V20111	300.00	1/28/2025	CHUONG V VO	BOARD MEMBER STIPEN/AUG & DEC
V20146	150.00	2/11/2025	ANA M VALENCIA	BRD MBR STIP/02-06-25
V20147	150.00	2/11/2025	MARIA DEL PILAR AVALOS	BRD MBR STIP/02-06-25
V20148	150.00	2/11/2025	MELISSA ANNA YBARRA	BRD MBR STIP/02-06-25
V20149	150.00	2/11/2025	OCTAVIO CESAR MARTINEZ	BRD MBR STIP/02-06-25
V20160	2,352.53	2/11/2025	RICHARDS WATSON AND GERSHON INC	LEGAL SVCS/DEC 2024
V20640	442.00	3/25/2025	RICHARDS WATSON AND GERSHON INC	LEGAL SVCS/JAN 2025

V20903	150.00	4/29/2025	ANA M VALENCIA	BRD MBR STIP/04-03-25
V20905	300.00	4/29/2025	JOSE ANGEL ZAMOR	BRD MBR STIPEN/FEB & APR
V20904	150.00	4/29/2025	HORACIO ORTIZ	BRD MBR STIP/02-06-25
V20907	150.00	4/29/2025	MARIA ISABEL AGU	BRD MBR STIP/02-06-25
V20906	150.00	4/29/2025	MARIA DEL PILAR	BRD MBR STIP/04-03-25
V20907	150.00	4/29/2025	MARIA ISABEL AGU	BRD MBR STIP/04-03-25
V20908	150.00	4/29/2025	OCTAVIO CESAR MA	BRD MBR STIP/04-03-25
V20913	712.20	4/29/2025	RICHARDS WATSON	LEGAL SVCS/FEB 2025
	10,338.51			

<u>MISC</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>
CAL CARD	41.71	10/7/2024	SMART AND FINAL 325	9-2AUG
CAL CARD	569.13	10/7/2024	GOLDEN SUN	9-2AUG
CAL CARD	60.88	10/7/2024	GOLDEN SUN	9-2AUG
CAL CARD	165.35	11/6/2024	AMAZON MARK* H341R2LP3	10-2SEP
CAL CARD	55.10	11/6/2024	AMAZON MARK* Z82BU2E51	10-2SEP
CAL CARD	254.85	11/6/2024	PANERA BREAD #601975 O	10-2SEP
CAL CARD	9.90	1/8/2025	AMAZON MARK* 6G40M3GL3	12-2NOVR
CAL CARD	6.00	1/8/2025	AMAZON MARK* JD4TK6RE3	12-2NOVR
CAL CARD	238.14	1/8/2025	CHIPOTLE ONLINE	12-2NOVR
CAL CARD	9.99	1/8/2025	COSTCO WHSE #1050	12-2NOVR
CAL CARD	47.29	1/8/2025	TARGET 00014241	12-2NOVR
CAL CARD	336.92	2/6/2025	OLIVE GARDEN 0021303	1-2DEC
CAL CARD	63.74	2/6/2025	STATERBROS154	1-2DEC
CAL CARD	3.28	2/6/2025	WAL-MART #4132	1-2DEC
CAL CARD	303.05	3/5/2025	JERSEY MIKES ONLINE UC	2-2JAN
CAL CARD	54.01	3/6/2025	AMAZON MARK* Z76RW1SN2	3-2FEB
CAL CARD	41.88	3/19/2025	AMAZON MARK* Z77M20DL2	3-2FEB
CAL CARD	11.75	3/19/2025	AMAZON MARK* ZC0XV95M0	3-2FEB
CAL CARD	29.75	3/19/2025	AMAZON MKTPL*Z78CR22V0	3-2FEB
CAL CARD	328.49	3/19/2025	BEST BUY 00001172	3-2FEB
CAL CARD	29.20	3/19/2025	COSTCO WHSE #0410	3-2FEB
CAL CARD	198.73	3/19/2025	DON'S BBQ NO 5	3-2FEB
CAL CARD	22.71	3/19/2025	DON'S BBQ NO 5	3-2FEB

CAL CARD	218.59	3/19/2025 DON'S BBQ NO 5	3-2FEB
CAL CARD	179.11	4/24/2025 AMAZON RETA* BK25R11F3	4-2MAR
CAL CARD	269.01	4/24/2025 CHIPOTLE ONLINE	4-2MAR
CAL CARD	151.48	4/24/2025 STAPLES	4-2MAR
	<u>3,700.04</u>		
Total	<u><u>50,808.55</u></u>		



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

Date: May 15, 2025
To: Southeast Water Coalition Administrative Entity
From: Glen W.C. Kau, AE Chair, City of Norwalk

**Subject: DISCUSSION/ACTION REGARDING POTENTIAL NEW MEMBERSHIP
OF SEWC**

Recommendation: Discuss the option and process of inviting cities to join SEWC.

Discussion:

During the April Board Meeting, a discussion regarding adding another member city came up. The Board wanted to know the process of inviting and approving another member city to join.

The purpose of this discussion is to discuss the process of inviting other cities to join SEWC and to understand if there is interest in doing so. The process includes a non-member city applying or requesting to join, the Board approving their request, and the city signing the JPA to finalize their approval.