

Upper San Gabriel River Watershed Area Steering Committee (WASC) Meeting Minutes



1:30pm – 3:30pm
LA County Sanitation District – Conference Room E&F
1955 Workman Mill Rd
Whittier, CA 90601
WebEx Meeting

Committee Members Present:

*Alynn Sun, LA County Flood Control District (Agency)
Kelly Gardner, Main San Gabriel Basin (Agency)
*Christopher Lapaz, LA County Sanitation District (Agency)
*Andrea Vona, Los Angeles Country Parks and Recreation (Agency)
Manuel Perez, Valley Vista Services, Inc. (Community)
*Jason Casanova, Council for Watershed Health (Community)
Jeanette Flores, (Community)
Fernando Villaluna, Los Angeles County (Municipal), Vice-Chair
Valerie Velasquez-Santoya, Glendora (Municipal)
Julie Carver, Pomona (Municipal), Chair
Matthew Hudson, Industry (Municipal)
Romany Basilyous, Baldwin Park (Municipal)
Stephanie Sandoval, Duarte (Municipal)
James Cortes, Day One (Watershed Coordinator, non-voting member)

*Committee Member Alternate

Committee Members Not Present:

Tom Love, Upper San Gabriel District (Agency)
David Marquez, Urban Semillas (Community)
Roberto Ortega, West Covina (Municipal)

See attached sign-in sheet for full list of attendees.

1) Welcome and Introductions

Julie Carver, Chair of the Upper San Gabriel River (USGR) Watershed Area Steering Committee (WASC), welcomed Committee Members and called the meeting to order. Los Angeles County Public Works (Public Works) staff facilitated Committee Member introductions. A quorum was established. Public Works staff provided a brief WebEx tutorial.

2) Approval of Meeting Minutes from October 24, 2024

Public Works staff presented the meeting minutes from the previous meeting. Member Romany Basilyous motioned to approve the meeting minutes, seconded by Member Valerie Velasquez-Santoya. The WASC voted to approve the meeting minutes with 9 votes in favor, 2 vote in abstention, 0 votes opposed, and 2 absent at the time of the vote (approved, see vote tracking sheet).

3) Committee Member and Program Updates

Public Works staff provided an update, noting:

Upper San Gabriel River Watershed Area Steering Committee (WASC) Meeting Minutes



- The Fiscal Year 2023-2024 (FY23-24) Quarterly Report 4 covering April to June 2024 was due on August 15, 2024. Project Developers should address comments and resubmit as soon as possible.
- The FY23-24 Annual Report (July 2023 to June 2024) will be due December 31, 2024. The Mid-Year Report (covering July to December, previously known as Q1 and Q2 Reports) will be due on February 15th, 2025.
- The Regional Oversight Committee (ROC) met on December 11 from 1:00pm to 3:30pm. The ROC received presentations about the Watershed Planning Framework, County Water Plan, and Interconnectivity of Initiatives. More information is located on the [ROC events webpage](#).
- The Watershed Area Regional Program Progress (WARPP) Report is an extension of the Stormwater Investment Plan (SIP). The SIP is a 5-year plan allocating funding for Projects, Scientific Studies (SS), and Project Concepts. The WARPP follows the SIP, providing a summary on the progress of those Projects, studies and Project concepts based on the Project Developers' previously completed Quarterly and Annual expenditure and progress reports.
- This year's WARPP Report summarizes progress in FY22-23 for Projects, studies, and Project concepts approved in the first three funding rounds. The WARPP does not include new information. All Project Developer reports are publicly accessible through the [SCW Reporting Repository](#). The ROC provided recommendations in November 2024 for adjustments for future WARPP Reports. The WARPP Report has been updated to align with the structure and format of the ROC Biennial Progress Report. For details, please refer to the Meeting Minutes from the November 13, 2024 ROC meeting available on the [SCW Program website](#). The next WARPP Report will cover FY23-24 and is anticipated to be released next year.
- The 2024 Municipal Transfer Agreements are currently being processed and disbursements are currently scheduled for the end of December. Cities will need to comply with all reporting requirements to receive the disbursement.
- The Public Education and Community Engagement Grants Program, in collaboration with the Water Foundation, will support education and community engagement efforts related to stormwater and urban runoff capture. Proposals will be accepted until May 21, 2025, and will be evaluated and awarded on a rolling basis. More information can be found on the [Water Foundation website](#).

Watershed Planning staff provided an update, noting:

- The Watershed Planning Team has completed the 2nd Watershed Planning Workshops with all 9 WASCs. A synthesis of the WASC priorities from the first Watershed Planning Workshops was confirmed with WASC members and a preview of the Watershed Framework and Initial Watershed Plans was shared. The Watershed Framework has been completed and is available on the [SCW Program website](#).
- The Community Strengths and Needs Assessment (CSNA) survey has launched, and both the survey and a Frequently Asked Questions (FAQ) document are available on the [SCW Program website](#). The survey will collect information about community needs and preferences for SCW Program projects and display results in a publicly accessible online dashboard.
- The Watershed Planning Team is available to answer any questions and can be reached at watershedplanning@pw.lacounty.gov.

To keep up with Program Updates, please subscribe to receive email notifications on the SCW Program website. This newsletter provides important updates on the Regional, Municipal, and District Programs, designed to help the community stay informed and engaged. Implementation Updates are also included on the News and Updates webpage on the [SCW Program website](#).

4) Watershed Coordinator Updates

Watershed Coordinator James Cortes presented on recent community engagement, activities and events, and feedback. Presentation slides can be found on the [SCW Program website](#).

Upper San Gabriel River Watershed Area Steering Committee (WASC) Meeting Minutes



Watershed Coordinator Cortes shared that the community is interested in how the SCW Program can support the greening of school campuses. Watershed Coordinator Cortes noted that Proposition 2 and Los Angeles Unified School District Measure US were recent ballot initiatives that may be leveraged to fund school greening projects in addition to the SCW Program funds.

Watershed Coordinator Cortes also shared that the community is interested in the WASC being more proactive with SS. Ryanna Fossum (Stantec, Regional Coordination) noted that the North Santa Monica Bay (NSMB) WASC had discussions regarding what type of research was needed in the Watershed Area and requested that SS proponents prepare applications related to those discussions. As a result, the NSMB WASC received SS this cycle that are focused on topics that the WASC requested.

Watershed Coordinator Cortes also commented that the community is interested in seeing project investments and showcasing cumulative data on accomplishments, such as number of trees planted. Public Works staff noted that community members can use the SCW Project Portal on the [SCW Program website](#), which depicts all current SCW Program projects in respective Watershed Areas and all reports submitted to date.

Watershed Coordinator Cortes requested that WASC Members reach out regarding any upcoming community events that the Watershed Coordinator could attend or table at.

Public Works staff shared onscreen a tutorial on how to access the SS Close-Out Forms and Findings Reports in the SCW Portal for new committee members. Public works staff noted that a complete analysis of all the SS projects has yet to be completed and added that there have been suggestions to create a technical advisory board to review SS projects.

5) Ex Parte Communication Disclosure

There were no ex parte communication disclosures.

6) Presentation and Discussion Items

a. Regional Program Quarterly Report Summary for Fiscal Year 2023-2024 (FY23-24) Quarter 1 (Q1) and Quarter 2 (Q2) (Continued)

Public Works staff continued the discussion of the Quarterly Report Summary for FY23-24 Q1 and Q2 from the previous WASC meeting. Project Developers who were not present last meeting were invited to present updates. The Regional Program Quarterly Report Summary is available on the [SCW Program website](#), and individual projects' Quarterly Reports are available in the Reporting Repository on the [SCW Program website](#).

Nicole Houston (City of LaVerne) noted that there has been no progress on the Pelota Park project due to staff shortage. Houston will be taking over the project and working to bring the project back on schedule.

The Community Garden Stormwater Capture Investigation SS is now complete. The SS Developers were not present to discuss the study, but WASC members were invited to view the SS's Close-Out Form in the Reporting Repository on the [SCW Program website](#).

b. Summary of Submitted Scientific Studies for FY25-26

Upper San Gabriel River Watershed Area Steering Committee (WASC) Meeting Minutes



Watershed Coordinator Cortes presented a summary of the submitted SS for FY25-26. The presentation is available on the [SCW Program website](#).

The following SS were submitted for FY25-26:

- Data-Driven Resource Optimization and Planning System (DROPS) for LA County
- Hardscape and Brownfield Transformation Opportunity Study
- Next Gen Bioretention: Towards Living and Adaptive Stormwater Systems for a Resilient LA County
- Depave LA: Prioritizing Parking Lots for Green Retrofitting

Watershed Coordinator Cortes noted that SS Applicants will present the submitted SS in detail at the next WASC meeting and WASC members are invited to ask questions directly to the SS Applicants then.

Member Andrea Vona asked if the total funding being requested by SS Applicants aligns with the funds available for the FY25-26 SIP. Public Works staff noted the WASC's current funds will be reviewed during SIP deliberations, utilizing the [SIP Tool](#), which is yet to be updated for the FY25-26 SIP.

Chair Carver highlighted that some of the SS applications are requesting funds from multiple WASCs and commented that issues may arise depending on whether other WASCs approve the SS projects.

Upon inquiry, Watershed Planning staff will follow up with Member Jason Casanova on the feasibility of sharing the raw data from the Community Garden Stormwater Capture Investigation SS.

c. Project Modification Request (PMR) Overview Presentation

Ryanna Fossum (Stantec, Regional Coordination) presented an overview on the PMR guidelines and the role of the WASC. The presentation is available on the [SCW Program website](#).

Member Casanova inquired whether modified projects would return to the Scoring Committee to be rescored. Fossum noted that it is not currently planned for the Scoring Committee to evaluate PMRs for this round. Public Works staff added that the WASC will receive the USGR SIP Programming Guidelines document for ongoing projects and new PMRs that will help guide decision making for SIP development. The guidelines will include a long-term financial planning analysis tailored to the WASC's ongoing projects.

Member Manuel Perez commented that sending projects to be rescored might be an unnecessary use of resources. Fossum noted that the PMRs will disclose any changes to a projects' claimed benefits. Public Works staff added that last year, while projects were not sent back to the Scoring Committee, some projects had funding revoked because the project modification drastically reduced the projects' claimed benefits.

Member Vona requested clarification on what constitutes a consistent versus inconsistent project modification. Fossum provided examples of consistent modifications, such as switching from one BMP type to another while providing the same benefits or slight schedule changes within a FY. Fossum noted that the WASC will discuss and deliberate on Project or SS PMRs that are inconsistent with the approved SIP.

d. WASC Update to the Regional Oversight Committee

Public Works staff shared that WASC Chairs and Vice-Chairs are invited to attend the upcoming ROC meeting in person. The Chair will need to provide an update that includes an overview of the WASC, recurring themes, unique characteristics, and recommendations for the ROC's Biennial Report. Feedback on the Watershed Planning Workshops can also be included. USGR WASC members were instructed to send ideas to the Watershed Coordinator, who will help compile ideas for the Chair.

Upper San Gabriel River Watershed Area Steering Committee (WASC) Meeting Minutes



Upon inquiry, Public Works staff noted that the concept of potentially rescoring select inconsistent PMRs in the future would be an example of a concept to bring to the ROC meeting.

Member Casanova noted that WASC could highlight certain projects. Chair Carver noted that this WASC has funded many design-only projects that might be returning to the SCW Program for construction funds soon. For example, Chair Carver noted that the Garvey Avenue Grade Separation Drainage Improvement Project is almost complete. Public Works staff noted that the SCW Program Portal may be used to show completed projects, but that the data is based on self-reported information that a Project Developer shares about project status. The Mid-Year Report will depict an accurate depiction of project status for projects funded in the Watershed Area.

7) Public Comment Period

There were no public comments.

8) Items for Next Agenda

The next meeting will be on Thursday, January 23, 2025 from 1:30pm to 3:30pm. Items to be discussed at the next meeting include:

- a. Regional Program SS Presentations
 - i) Project Applicants will be invited to present at this meeting.

Committee members should let Public Works staff know whether Monday is preferred to Thursday for the meeting date. Public Works staff will be sending out attendance polls to ensure quorum.

Watershed Coordinator Cortes noted that the WASC's budget will be reviewed during the next meeting and that there may not be enough funds to award total requests from all the submitted SS projects.

Public Works staff shared the previous FY's [SIP Tool](#) onscreen to show Committee Members where the WASC's anticipated FY25-26 budget can be located.

9) Adjournment

Chair Carver thanked the WASC Members and the public for their attendance and participation and adjourned the meeting.

UPPER SAN GABRIEL RIVER WASC MEETING - DECEMBER 16, 2024

		Quorum Present				Voting Items (see meeting minutes)
Member Type	Position	Member	Voting/ Present?	Alternate	Voting/ Present?	Approve 10/24/2024 Meeting Minutes
Agency	Los Angeles County FCD	Julian Juarez		Alynn Sun	x	Y
Agency	Upper San Gabriel Valley Municipal Water District	Tom Love		Patty Cortez		
Agency	Main San Gabriel Basin	Kelly Gardner	x	Tony Zampielo		
Agency	Sanitation Districts	Francisco Guerrero		Christopher Lapaz	x	Y
Agency	Los Angeles County Parks and Recreation	Sean Woods		Andrea Vona		
Community Stakeholder	Valley Vista Services, Inc	Manuel D. Perez	x			Y
Community Stakeholder	Urban Semillas	David Marquez		Miguel Luna		
Community Stakeholder	Council for Watershed Health	Drew Ready		Jason Casanova	x	Y
Community Stakeholder		Jeanette Flores	x			A
Community Stakeholder						
Municipal Members	Los Angeles County	Fernando Villaluna	x	Joseph Venzon		Y
Municipal Members	Glendora	Valerie Velasquez-Santoya	x	Sandy Costandi		Y
Municipal Members	Pomona	Julie Carver	x	Nicholas Delgado		A
Municipal Members	Industry	Mathew Hudson	x	Don Nguyen		Y
Municipal Members	Baldwin Park	Romany Basilyous	x	Shari Garwick		Y
Municipal Members	Duarte	Stephanie Sandoval	x	Mario Flores		Y
Municipal Members	West Covina	Roberto Ortega				
Watershed Coordinator Non-Voting Member	Watershed Coordinator	James Cortes	x			
Total Non-Vacant Seats		16			Yes (Y)	9
Total Voting Members Present		12			No (N)	0
Agency		3			Abstain (A)	2
Community Stakeholder		3			Total	11
Municipal Members		6				Approved

Upper San Gabriel River
 Watershed Area Steering Committee Meeting
 COMMITTEE MEMBER AND ALTERNATE SIGN-IN



Member Name	Municipality/ Organization	Email Address		Signature
Alynn Sun	FCD		A	
Andrea Vona	Los Angeles County Parks and Recreation		A	
Christopher Lapaz	Sanitation Districts		A	
David Marquez	California Consulting, INC		A	
Don Nguyen	El Monte		A	
Drew Ready	Council for Watershed Health		P	
Fernando Villaluna	Los Angeles County		P	
Francisco Guerrero	Sanitation Districts		P	
James Cortes Rivera	Day One		WC	JCR
Jason Casanova	Council for Watershed Health		A	
Jeanette Flores	Covina		P	
Joseph Venzon	Los Angeles County		A	
Julian Juarez	FCD		P	
Julie Carver	Pomona		P	
Kelly Gardner	Main San Gabriel Basin		P	

Upper San Gabriel River
 Watershed Area Steering Committee Meeting
 COMMITTEE MEMBER AND ALTERNATE SIGN-IN



Member Name	Municipality/ Organization	Email Address		Signature
Manuel D. Perez	Valley Vista Services, Inc.		P	
Mario Flores	Bradbury		A	
Matthew Hudson	Industry		P	<i>Matthew Hudson</i>
Miguel Luna	Urban Semillas		P	
Nicholas Delgado	City of Diamond Bar		A	
Patty Cortez	Upper San Gabriel Valley Municipal Water District		A	
Roberto Ortega	West Covina		P	
Romany Basilyous	Baldwin Park		P	<i>Romany Basilyous</i>
Sandy Costandi	Covina		A	
Sean Woods	Los Angeles County Parks and Recreation		P	
Shari Garwick	San Dimas		A	
Stephanie Sandoval	Duarte		P	
Tom Love	Upper San Gabriel Valley Municipal Water District		P	
Tony Zampielo	Main San Gabriel Basin Watermaster		A	
Valerie Velasquez-Santoya	Glendora		P	<i>Valerie Velasquez-Santoya</i>