

**MINUTES OF THE GATEWAY WATER MANAGEMENT AUTHORITY
LOS ANGELES GATEWAY REGION
INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY
BOARD
AT PARAMOUNT, CALIFORNIA
THURSDAY, APRIL 12, 2018**

A regular meeting of the Board of Directors of the Gateway Water Management Authority was held on Thursday, April 12, 2018 at 12:00 p.m. at the Clearwater Building, 2nd Floor, 16401 Paramount Blvd., Paramount, CA.

Chair Chris Cash called the meeting to order at 12:07 p.m. Roll was called by Ms. Weiss and a quorum of the Board was declared.

BOARD MEMBERS PRESENT:

Okina Dor	Artesia
Bill Pagett (alternate)	Bell
Chau Vu	Bell Gardens
Sandi Linares-Plimpton (alternate)	Central Basin MWD
Mike O'Grady (alternate)	Cerritos
Gina Nila	Commerce
Aaron Hernandez-Torres	Cudahy
Mohammad Mostahkami	Downey
Christina Dixon (alternate)	Huntington Park
Konya Vivanti (alternate)	Lakewood
Melissa You	Long Beach
Christopher Garner	Long Beach Water Dept.
Adriana Figueroa	Norwalk
Christopher Cash	Paramount
Robert Delgadillo (alternate)	Pico Rivera
Frank Beach	Santa Fe Springs
Kelli Tunnicliff	Signal Hill
Claudia Arellano (alternate)	Vernon
Phuong Nguyen (alternate)	Whittier

STAFF AND GUESTS ON SIGN-IN SHEET:

Grace Kast	Executive Officer
Toni Penn	Admin/Accounting Manager
Bibi Weiss	Administrative Asst/Grants Coordinator
Nick Ghirelli	Legal Counsel
Bill Minasian	Downey Resident
Fred Cardenas	City of Vernon
Kenner Guerrero	City of Pico Rivera
Andres Rangel	City of Cudahy
Kekoa Anderson	Koa Consulting

Renee Graves
Gerry Greene
Desi Alvarez
Edel Vizcarra

Clifton Larson Allen, LLP
CWE
MCM Management
LA County Dept.of Public Works

ITEM 3- ADDITIONS TO THE AGENDA

None.

ITEM 4 – ORAL COMMUNICATIONS TO THE BOARD

None.

Director Tunncliff entered the meeting at 12:12 p.m.
Director Dixon entered the meeting at 12:21 p.m.
Director Figueroa entered the meeting at 12:29 p.m.

ITEM 5 – PRESENTATION: SAFE, CLEAN WATER PROGRAM

Ms. Kast introduced Edel Vizcarra from the Los Angeles County Department of Public Works. Mr. Vizcarra spoke about the water-scarce area of Los Angeles County and how over 100 billion gallons of water was lost before being able to capture it for use. He also informed the Board about how stormwater picks up chemicals and toxins as it flows through streets and other developed areas before flowing into our rivers and streams and into the ocean. He stated that this threatened not only marine life, but also public health.

Mr. Vizcarra informed the Board that the County and the Los Angeles County Flood Control District, were reaching out to stakeholders throughout local communities to get input on how to create a Safe, Clean Water Program, to ensure safe and clean water resources for Los Angeles County residents.

Mr. Vizcarra informed the Board that the next steps would be a Program Elements Workshop on April 19, 2018. He stated that there was a Stakeholder Advisory Committee Meeting scheduled for May 9, 2018. He also invited everyone to attend a Public Hearing on June 26, 2018. Mr. Vizcarra stated that if approved by the Board of Supervisors, this Safe, Clean Water Program was scheduled to go to Election on November 6, 2018.

ITEM 6 – CONSENT CALENDAR

Ms. Kast reported to the Board that, on the warrant list, there were a series of checks for the reimbursement to participants in the Prop 84 Stormwater Round 2. She stated that once GWMA receives the pending reimbursement check from the State, the checks would be released to the participants in that project.

Director Mostahkami motioned to approve the consent calendar as presented. The motion was seconded by Director Nila and was approved by the following voice vote:

AYES: DOR, PAGETT, VU, LINARES-PLIMPTON, O’GRADY, NILA, HERNANDEZ-TORRES, MOSTAHKAMI, DIXON, VIVANTI, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, ARELLANO, NGUYEN

NOES: NONE

ABSTAIN: NONE

ITEM 7 – STUDY SESSION: GWMA’S FY 2018/19 ADMINISTRATIVE BUDGET PREPARATION

Ms. Kast and a representative from GWMA’s Accounting Consultant, Ms. Renee Graves, conducted a Study Session to review the proposed budget framework for FY2018/19. Ms. Kast and Ms. Graves reviewed Policies and Procedures in Accordance with Generally Accepted Accounting Principles (GAAP), reviewed budgeting preparations, reviewed Administrative Costs collected as a Fiduciary Agency, reviewed the Operating Budget framework for FY2018/19 and discussed plans moving forward.

After general discussion, the Board directed staff to develop a Policy and Procedures for the collection of Direct and Indirect Administrative Costs and bring this Policy and Procedures back to the Board in May for consideration.

ITEM 8 – SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE GWMA AND CWE CORPORATION FOR THE LOWER LOS ANGELES RIVER UPPER REACH 2 (LAR URS) WATERSHED GROUP

Ms. Kast reported that in February 2015, GWMA entered into a Professional Services Agreement (PSA) with CWE Corporation to implement a Coordinated Integrated Monitoring Program for the LAR UR2 in an amount not to exceed \$537,205 (\$240,000 for FY 2014/15 and \$297,205 for FY 2015/16). Ms. Kast stated that this PSA was for the period of February 19, 2015 through February 19, 2016 followed by a First Amendment through February 10, 2018.

She stated that the first amendment allowed water quality monitoring work that was originally planned to begin during FY2014/15 to start in FY 2016/17.

Ms. Kast stated that the LAR UR2 Watershed Group requested that GWMA issue a Second Amendment to this PSA in order to allow CWE to continue work through FY 2018/19. Ms. Kast informed the Board that this Amendment would be retroactively effective as of February 18, 2018 and would expire on December 31, 2019, with an additional cost not to exceed \$756,965.10

After discussion, Director Mostahkami requested that the verbiage “Approved As To Form” by General Counsel be added. Director Nila motioned to approve the Second Amendment to the Professional Services Agreement Between the GWMA and CWE Corporation for the Lower Los Angeles River Upper Reach 2 Watershed Group as presented with Director Mostahkami’s request. The motion was seconded by Director Vu and was approved by the following voice vote:

AYES: DOR, PAGETT, VU, LINARES-PLIMPTON, O’GRADY, NILA, HERNANDEZ-TORRES, MOSTAHKAMI, DIXON, VIVANTI, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, ARELLANO, NGUYEN

NOES: NONE

ABSTAIN: NONE

ITEM 9 – AMENDMENT TO SUBRECIPIENT AGREEMENT BETWEEN GWMA AND THE CITY OF LAKEWOOD FOR THE PROP 84 2015 IMPLEMENTATION GRANT – PARAMOUNT BLVD. TURF REPLACEMENT PROJECT – PROJECT #5

Ms. Kast reported that on August 11, 2016, the GWMA Board signed a Subrecipient Agreement with the City of Lakewood for their Paramount Boulevard Turf Replacement Project, under the Prop 84 2015 Implementation Grant. Ms. Kast stated that this subrecipient agreement would be expiring on May 4, 2018.

Ms. Kast stated that the schedule was delayed due to the length of time for execution of the grant between the Department of Water Resources and the Los Angeles County Flood Control District. Ms. Kast reported that due to these delays, the City of Lakewood was unable to move forward with their project, thus they were unable to stay within their original schedule and requested that GWMA extend the Subrecipient Agreement until January 1, 2021.

Ms. Kast referred to a First Amendment to the Subrecipient Agreement which was prepared by GWMA’s Legal Counsel. She reported that the only change to the Subrecipient

Agreement was the extension of the termination date from May 4, 2018, to January 1, 2021, as requested by the City of Lakewood.

Director Figueroa motioned to approve the First Amendment to the Subrecipient Agreement between GWMA and the City of Lakewood, for the Prop 84, 2015 Implementation Grant – Paramount Boulevard Turf Replacement Project – Project #5, as presented. The motion was seconded by Director Delgadillo and approved by the following voice vote:

AYES: DOR, PAGETT, VU, LINARES-PLIMPTON, O’GRADY, NILA, HERNANDEZ-TORRES, MOSTAHKAMI, DIXON, VIVANTI, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, ARELLANO, NGUYEN

NOES: NONE

ABSTAIN: NONE

Director Pagett left at 1:30 pm.

ITEM 10 -- AGREEMENT BETWEEN GWMA AND KOA CONSULTING

Ms. Kast reported that at the last GWMA Board Meeting in March, the Board approved a proposal from Koa Consulting, for augmentation of current services between GWMA and the Gateway Cities Council of Government (COG). Ms. Kast stated that the GWMA Board had also Approved a FY 2017/18 budget line item transfer from the General Reserve to Special Projects up to an amount of \$75,000 in order to cover this expense.

Ms. Kast reported that Legal Counsel drafted an Agreement between GWMA and the COG for Board approval in April. Ms. Kast stated that after the COG’s legal counsel reviewed the agreement, they determined that the current agreement between the COG and Koa Consulting was not set up for an expansion of augmented services with GWMA

Ms. Kast reported that GWMA staff was now requesting that Koa Consulting be added to GWMA’s approved On-Call Consulting List. She stated that the approved On-Call Consulting Policy, Section A (2) stated “Consideration to add a consultant(s) to the list with Statement of Qualifications (SOQ) may be recommended to the full board for approval by majority vote”. Ms. Kast added that staff recommended that Koa Consulting be added to the approved On-Call Consulting List under the categories of: Feasibility Study and Project and/or program report writing; Project Management; Coordination and manage watershed projects; Engagement in regional planning grant and/or other opportunities including development of associated documents; Grant writing and/or grant implementation management; Strategic local and/or regional planning efforts, including development of associated documents.

Ms. Kast stated that given the unique circumstances that involved Koa Consulting's existing work with the COG, staff was not releasing an RFP for this contract. She stated that staff and legal counsel had reviewed GWMA's On-Call Consulting Policy along with the Goods and Services Policy and it was determined that the GWMA Board could allow for a contract to be awarded under this unique circumstance. Ms. Kast reported that both policies specifically allowed the Board's selection of a sole source consultant due to unique services or programs.

Ms. Kast introduced Kekoa Anderson, from Koa Consulting. Mr. Anderson spoke to the Board and provided an opportunity for any questions.

Director Mostahkami motioned to approve the addition of Koa Consulting to the On-Call Consulting List per the Statement of Qualifications; Approve entering into an On-Call Consulting Agreement with Koa Consulting in accordance with the On-Call Consulting Policy and Good and Services Policy; Authorize the Chair to sign the 5-year On-Call Agreement between GWMA and Koa Consulting; and Authorize the Executive Officer to issue a Notice to Proceed for a one year, time and material scope of services in the amount not to exceed \$75,000, as presented. The motion was seconded by Director Figueroa and approved by the following voice vote:

AYES: DOR, VU, LINARES-PLIMPTON, O'GRADY, NILA, HERNANDEZ-TORRES, MOSTAHKAMI, DIXON, VIVANTI, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, ARELLANO, NGUYEN

NOES: NONE

ABSTAIN: NONE

ITEM 11 – GATEWAY REGION WATERSHED MANAGEMENT GROUPS ORAL REPORT

Lower Los Angeles River Upper Reach 2 Watershed Group

Director Vu reported that they were moving forward and that a Project Manager would be announced on April 23, 2018, for the Prop 1-John Anson Ford Park Project.

Lower Los Angeles River Watershed Group

None.

Los Cerritos Channel Watershed Group

None.

Lower San Gabriel River Watershed Group

None.

ITEM 12 – EXECUTIVE OFFICER’S ORAL REPORT

Ms. Kast reported that GWMA received a completion letter from the State Water Resources Control Board (SWRCB) dated March 5, 2018, stating that the Final Project Report and Deliverables had been approved for the Prop 84 – Stormwater Grant Round 2. She stated that the final invoice in the amount of \$809,820.00 was being processed. Ms. Kast reported that GWMA would be receiving a separate letter from the SWRCB indicating final payment of the final invoice, release of retention, and disencumbering of any remaining grant funds. She stated that this would complete the grant disbursement process for this grant.

Ms. Kast stated that an RFP was issued on March 9, 2018 for the Harbor Toxics Regional Monitoring and Reporting Proposal and that the due date for submittal’s was April 9, 2018. She reported that GWMA received a total of three (3) proposals from the following companies: Anchor QEA, Kinnetic Laboratories, Inc., and Latitude Environmental. Ms. Kast reported that the RFP’s were forwarded to James Vernon for his selection process and she planned to bring a recommended selection back to the GWMA Board for approval in the near future.

Ms. Kast reported that the USBR WaterSMART Grant was almost completed.

Ms. Kast reported that Director Mostahkami would be retiring on May 2, 2018, after 34 years of Public Service.

ITEM 13 – DIRECTORS’ ORAL COMMENTS/REPORT

Director Mostahkami thanked Ms. Kast and Chair Cash and commended them on doing a great job.

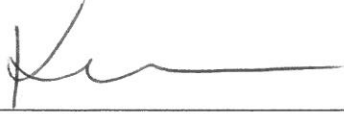
Director Vivanti announced that there was a conflicting meeting on the date of GWMA’s May Board Meeting. After discussion, staff was requested to cancel the scheduled May 10 Board meeting and get alternate dates from the Board Members and Alternates and agendize a special meeting in May.

The meeting was adjourned at 1:45 PM. to closed session.

ITEM 14 – CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUTION

No reportable action.

The meeting was adjourned at 2:35 PM to a Special GWMA Board Meeting. Date and location to be determined.



Kelli Tunnichiff, Secretary/Treasurer

5/14/18

Date