

**MINUTES OF THE GATEWAY WATER MANAGEMENT AUTHORITY
LOS ANGELES GATEWAY REGION
INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY
BOARD
AT PARAMOUNT, CALIFORNIA
MONDAY, MAY 14, 2018**

A special meeting of the Board of Directors of the Gateway Water Management Authority was held on Monday, May 14, 2018 at 10:00 a.m. at the Clearwater Building, 2nd Floor, 16401 Paramount Blvd., Paramount, CA.

Chair Chris Cash called the meeting to order at 10:08 a.m. Roll was called by Ms. Penn and a quorum of the Board was declared.

BOARD MEMBERS PRESENT:

Jordan Monroe	Avalon
Robert Linton (alternate)	Bell
Chau Vu	Bell Gardens
Len Gorecki	Bellflower
Sandi Linares-Plimpton (alternate)	Central Basin MWD
Mike O'Grady (alternate)	Cerritos
Gina Nila	Commerce
Dan Mueller	Downey
Christina Dixon (alternate)	Huntington Park
Mark Stowell	La Mirada
Lisa Rapp/Konya Vivanti (alternate)	Lakewood
Melissa You	Long Beach
Christopher Garner	Long Beach Water Dept.
Lorry Hempe (alternate)	Lynwood
Adriana Figueroa	Norwalk
Christopher Cash	Paramount
Robert Delgadillo (alternate)	Pico Rivera
Frank Beach	Santa Fe Springs
Kelli Tunnicliff	Signal Hill
Gladis Deras (alternate)	South Gate
David Schickling	Whittier
Esther Rojas	Water Replenishment District

STAFF AND GUESTS ON SIGN-IN SHEET:

Grace Kast	Executive Officer
Toni Penn	Admin/Accounting Manager
Nick Ghirelli	Legal Counsel
Bill Minasian	Downey Resident
John Hunter	John L. Hunter & Associates, Inc.
Cameron McCullough	John L. Hunter & Associates, Inc.

Kekoa Anderson
Renee Graves
Desi Alvarez

Koa Consulting
Clifton Larson Allen, LLP
MCM Management

ITEM 3- ADDITIONS TO THE AGENDA

None.

ITEM 4 – ORAL COMMUNICATIONS TO THE BOARD

None.

ITEM 5 – APPROVE RESOLUTION NO. 2018-2, A RESOLUTION OF THE GATEWAY WATER MANAGEMENT AUTHORITY “GWMA” RECOGNIZING AND COMMENDING CHRISTOPHER S. CASH

Director Figueroa moved to approve Resolution No. 2018-2, A Resolution of the Gateway Water Management Authority “GWMA” Recognizing and Commending Christopher S. Cash. The motion was seconded by Director Tunnicliff and was approved by the following voice vote:

AYES: MONROE, LINTON, GORECKI, NILA, MUELLER, DIXON, STOWELL, RAPP, YOU, GARNER, HEMPE, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, DERAS, SCHICKLING, ROJAS

NOES: NONE

ABSTAIN: NONE

ITEM 6 – CONSENT CALENDAR

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

AYES: LINTON, NILA, DIXON, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, SCHICKLING, ROJAS

NOES: NONE

**ABSTAIN: MINUTES ONLY: RAPP, STOWELL, HEMPE, GORECKI,
DERAS, ROJAS, MUELLER, MONROE**

**ITEM 7 – DISCUSSION/ACTION REGARDING POLICY AND PROCEDURES –
COLLECTION AND USE OF DIRECT AND INDIRECT ADMINISTRATIVE FEES**

Ms. Kast indicated that at the April 12th Board meeting, the Board directed staff and GWMA's Accounting Consultant to develop a policy for Board approval regarding the collection and use of direct and indirect administrative fees. She indicated that the purpose of this policy was to identify direct and indirect administrative costs to be assessed on GWMA members and/or GWMA non-members. She stated that direct administrative costs were to cover staff and legal costs directly attributed to a watershed, grant, program or other activity outside of general membership-related responsibilities. She stated that indirect administrative costs were those costs that are not readily identified with a particular grant, contract, project function or activity but were necessary for the general operations of the GWMA and the conduct of activities.

After general discussion, it was recommended that the Policy be amended throughout to indicate that "percentages may range" rather than "percentages will range."

Director Rapp moved to approve the Policy and Procedures – Collection and Use of Direct and Indirect Administrative Fees as amended. The motion was seconded by Director Rojas and approved by the following voice vote:

**AYES: LINTON, NILA, DIXON, YOU, GARNER, FIGUEROA, CASH,
DELGADILLO, BEACH, TUNNICLIFF, SCHICKLING, ROJAS,
RAPP, STOWELL, HEMPE, GORECKI, DERAS, ROJAS,
MUELLER, MONROE**

NOES: NONE

ABSTAIN: NONE

ITEM 8 - WORKSHOP: GWMA'S FY 2018/19 ADMINISTRATIVE BUDGET

Ms. Kast presented the draft GWMA Administrative Budget for FY 2018/19. Ms. Kast reviewed the proposed budget in detail with the members of the Board and indicated that it would be brought back to the Board in June for approval.

Director Linarez-Plimpton entered at 10:43 a.m.

ITEM 9 – DIRECT AND INDIRECT ADMINISTRATIVE FEES FOR FY 2018/19

Ms. Kast reported that, in addition to annual membership dues, direct and indirect administrative fees paid by GWMA members and non-members for implementing certain MOUs and other cost share agreements were collected to recover GWMA's administrative costs to support the administration of its various programs. She stated that the administrative fee rates were approved by the Board of Directors annually. She stated that to date, GWMA members had been charged 3% of their cost share allocation for the particular watershed, grant, program or other activity and non-members had been charged 5%. She stated that staff recommended maintaining the same percentages in the coming year for GWMA members and non-members, respectively. She indicated that since non-members had not been previously assessed for indirect costs, staff recommended approving an initial rate of 3.76% plus the 5% direct administrative fee for the particular watershed, grant, program or other activity. Ms. Kast reported that indirect costs would be applied to any new agreements moving forward and does not affect current agreements. In closing, Ms. Kast stated that this recommendation was based upon a generally accepted accounting principle for collecting direct and indirect costs.

Director Figueroa moved to approve FY2018/19 GWMA member direct administrative fees at a rate of 3% and non-members direct administrative fee at a rate of 5%, and approve FY2018/19 GWMA non-member indirect administrative fees at a rate of 3.76%. The motion was seconded by Direct Stowell and approved by the following voice vote:

AYES: LINTON, NILA, DIXON, YOU, GARNER, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, SCHICKLING, ROJAS, RAPP, STOWELL, HEMPE, GORECKI, DERAS, ROJAS, MUELLER, MONROE, LINAREZ-PLIMPTON

NOES: NONE

ABSTAIN: NONE

Director Rapp left at 10:46 a.m. and was replaced by her alternate, Director Vivanti.

ITEM 10 – GATEWAY INTEGRATED REGIONAL WATER MANAGEMENT (IRWM) PLAN UPDATE/AMENDMENT

Ms. Kast reported that, at the February board meeting, staff requested direction on whether to update/amend the Gateway IRWM Plan. She stated that, at the time, staff reported on the passage of Proposition 1, which contained new standards for Integrated Regional Water Management Plans. She indicated that, in order to be eligible for State and Federal grants, many programs were now requiring/encouraging projects to be in an IRWM Plan. She reported that GWMA had its own IRWM Plan, but that it was also a part of the Greater Los Angeles “GLAC” IRWM Plan which was recently amended to meet minimum requirements.

Ms. Kast reported that, as directed by the Board, staff solicited proposals from all of its On-Call Consultants under the category of “IRWM Related Programs and Activities” on February 16, 2018. She stated that only one consultant, GEI Consultants, responded with a proposal.

After detailed discussions, Director Nila moved to direct staff to not update the Gateway IRWM Plan and only pursue project grants using the Greater LA IRWM Plan as the IRWM Plan requirement for various grant programs. The motion was seconded by Director Schickling and was approved by the following voice votes:

AYES: LINTON, NILA, YOU, GARNER, DELGADILLO, SCHICKLING, ROJAS, VIVANTI, STOWELL, HEMPE, GORECKI, DERAS, MUELLER, MONROE, LINAREZ-PLIMPTON

NOES: BEACH, DIXON, CASH, TUNNICLIFF, FIGUEROA

ABSTAIN: ROJAS

ITEM 11 – STATUS REPORT UPDATE – GWMA FUNDING STRATEGY & GRANTS PROGRAM FOR FY 2017/18

Mr. Kekoa Anderson, Koa Consulting, provided the Board with a status update on GWMA Funding Strategy and Grants Program (“Program”) for FY2017/18. He stated that the goal of the Program for FY2017/18 was to coordinate and identify possible funding strategies, to prioritize and optimize the benefits to the region with the greatest rate of return on its investment through shared funding avenues and program coordination.

ITEM 12 – DISCUSSION/ACTION REGARDING AGREEMENT FOR COST SHARING FOR THE INSTALLATION OF MONITORING EQUIPMENT AND MONITORING PURSUANT TO THE HARBOR TOXIC POLLUTANTS TMDL

Ms. Kast reported that the Agreements between GWMA and the Harbor Toxics Upstream participants was set to expire on June 30, 2018. She stated that the participants had contacted GWMA and expressed interest in continuing these Agreements through June 30, 2023. She stated that the participants also requested that the Board of Directors authorize GWMA to enter into individual separate agreements with individual MS4 Permittees for purposes of only cost sharing in the monitoring costs to offset program costs. She stated that GWMA’s Legal Counsel drafted and approved an Agreement Template to be issued to all GWMA members/non-members for providing administrative and contractual services for the Harbor Toxic Upstream participants. In closing, she indicated that this template included the collection of direct and indirect administrative costs in accordance with the policy that was approved earlier in the meeting.

Mr. Ghirelli, GWMA’s legal counsel, indicated that Exhibit A – Cost Share Matrix, would be added prior to distribution.

Director Figueroa moved to approve the Agreement Template to be issued to GWMA members/non-members to provide administrative and contractual services on behalf of the Harbor Toxic Upstream participants for the Harbor Toxic Pollutant TMDL Monitoring Program and authorized the Chair to execute the Agreements with GWMA members/non-members. The motion was seconded by Director Vu and was approved by the following voice vote:

AYES: MONROE, LINTON, GORECKI, NILA, MUELLER, DIXON, LINARES-PLIMPTON, STOWELL, VIVANTI, YOU, GARNER, HEMPE, FIGUEROA, CASH, DELGADILLO, BEACH, TUNNICLIFF, DERAS, ROJAS

NOES: NONE

ABSTAIN: SCHICKLING

ITEM 13 – THIRD AMENDMENT TO THE AGREEMENT BETWEEN GWMA AND JOHN L. HUNTER & ASSOCIATES, INC. FOR THE LOWER SAN GABRIEL RIVER WATERSHED GROUP

Ms. Kast reported that the Agreement between GWMA and John L. Hunter & Associates, Inc. for the Lower San Gabriel River (LSGR) Watershed Group was set to expire on June 30, 2018. She stated that the LSGR Watershed Group had requested that GWMA amend the Agreement to extend the Agreement terms to June 30, 2020 with three 1-year extension options in an amount not to exceed \$6,978,603.

Director Vivanti moved to authorize staff to issue a Third Amendment to the Professional Services Agreement between GWMA and John L. Hunter & Associates, Inc. in an amount not to exceed \$6,978,603 for services through FY2020 with three 1-year extension options for LSGR and authorized the Chair to sign the Third Amendment to the Professional Services Agreement between GWMA and John L. Hunter & Associates, Inc. for LSGR. The motion was seconded by Director Tunnicliff and was approved by the following voice vote:

**AYES: MONROE, LINTON, GORECKI, NILA, MUELLER, DIXON,
LINARES-PLIMPTON, STOWELL, VIVANTI, YOU, GARNER,
HEMPE, FIGUEROA, CASH, DELGADILLO, BEACH,
TUNNICLIFF, DERAS, ROJAS**

NOES: NONE

ABSTAIN: SCHICKLING

**ITEM 14 – THIRD AMENDMENT TO THE AGREEMENT BETWEEN GWMA AND
JOHN L. HUNTER & ASSOCIATES, INC. FOR THE LOWER LOS ANGELES RIVER
WATERSHED GROUP**

Ms. Kast reported that the Agreement between GWMA and John L. Hunter & Associates, Inc. for the Lower Los Angeles River (LLAR) Watershed Group was set to expire on June 30, 2018. She stated that the LLAR Watershed Group had requested that GWMA amend the Agreement to extend the Agreement terms to June 30, 2020 with three 1-year extension options in an amount not to exceed \$5,602,679.

Director Vivanti moved to authorize staff to issue a Third Amendment to the Professional Services Agreement between GWMA and John L. Hunter & Associates, Inc. in an amount not to exceed \$5,602,679 for services through FY2020 with three 1-year extension options for LLAR and authorized the Chair to sign the Third Amendment to the Professional Services Agreement between GWMA and John L. Hunter & Associates, Inc. for LLAR. The motion was seconded by Director Figueroa and was approved by the following voice vote:

**AYES: MONROE, LINTON, GORECKI, NILA, MUELLER, DIXON,
LINARES-PLIMPTON, STOWELL, VIVANTI, YOU, GARNER,
HEMPE, FIGUEROA, CASH, DELGADILLO, BEACH,
TUNNICLIFF, DERAS, ROJAS**

NOES: NONE

ABSTAIN: SCHICKLING

ITEM 15 – APPOINTMENT TO EXECUTIVE MANAGEMENT CONTRACT AD HOC COMMITTEE

Chairman Cash reported that, based upon discussions over the past several months with the Executive Officer, the Executive Committee was now seeking volunteers to serve on an Ad Hoc Committee with them and the Executive Office in identifying administrative, accounting and technical needs of the organization.

After general discussions, the following board members were identified to serve on this Ad Hoc Committee along with the Executive Officer and Executive Committee: Vivanti, Beach, Deras, Schickling, Gorecki, and Dixon.

ITEM 16 – GATEWAY REGION WATERSHED MANAGEMENT GROUPS ORAL REPORT

Lower Los Angeles River Upper Reach 2 Watershed Group

None.

Lower Los Angeles River Watershed Group

None.

Los Cerritos Channel Watershed Group

None.

Lower San Gabriel River Watershed Group

None.

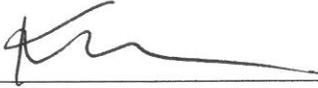
ITEM 17 – EXECUTIVE OFFICER'S ORAL REPORT

None.

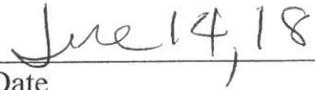
ITEM 18 – DIRECTORS’ ORAL COMMENTS/REPORT

Director Figueroa presented Director Cash with a plaque and held a toast recognizing and commending him for his years serving as Chair of the GWMA.

The meeting was adjourned at 11:35 a.m.



Kelli Tunncliff, Secretary/Treasurer



Date