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*Los Angeles Gateway Region
Integrated Regional Water Management Joint
Powers Authority*

AGENDA

**Regular Meeting of the Board of Directors
Thursday, June 14, 2018 at 12:00 p.m.
Progress Park Plaza, 15500 Downey Avenue, Paramount, CA**

- 1. Roll Call**
- 2. Determination of a Quorum**
- 3. Additions to Agenda (Govt. Code Sec. 54954.2(b))**

4. Oral Communications to the Board

This is an opportunity for members of the public to address the Board on any item under the jurisdiction of the agency. Depending upon the subject matter, the Board may be unable to respond until the item can be posted on the agenda at a future meeting in accordance with provisions of the Brown Act.

5. Elections/Appointments (Enclosure)

- a. GWMA Chair
- b. GWMA Vice-Chair
- c. GWMA Secretary/Treasurer
- d. Appointment of the Chair to Serve as Chair of the Lower San Gabriel/Lower Los Angeles Sub-Region Steering Committee and Voting Member of the Greater LA IRWM Leadership Committee

6. Consent Calendar: (Acted as one item unless withdrawn by request)

- a. Minutes of the Board Meeting of May 14, 2018 (Enclosure)
- b. Approve the Warrant Register for June 2018 as presented (Enclosure)
- c. Receive and File the Expenditures for Legal Counsel Services (Enclosure)
- d. Ratify Transfer in the amount of \$1,000,000 from GWMA's Wells Fargo Checking Account to GWMA's LAIF Account (Enclosure)

7. PRESENTATION : SAFE CLEAN WATER PROGRAM – LA COUNTY FLOOD CONTROL DISTRICT

Christopher Cash (Paramount), Board Chair • Adriana Figueroa (Norwalk), Vice-Chair • Kelli Tunnicliff (Signal Hill), Secretary/Treasurer
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8. GWMA Membership Reduced Dues for FY2018/19 (Artesia, Bell, Cudahy & Maywood) (Enclosure)

- a. Approve reduced dues for FY 2018/19 for the following:
 1. Artesia = \$6,000
 2. Bell = \$7,500
 3. Cudahy = \$6,000
 4. Maywood = \$5,000

These amounts would be granted for one year to each city and would be re-considered for the next fiscal year.

9. GWMA FY 2018/19 Operating Budget (Enclosure)

- a. Approve the Annual Membership Dues of \$15,000 (Except for Board Approved Reduced Dues); and
- b. Adopt the GWMA FY 2018/19 Operating Budget as Presented

10. Status Report Update on GWMA Funding Strategy & Grants Program

- a. Authorize staff to solicit proposals from GWMA On-Call Consulting list as needed

11. Approve First Amendment to the Professional Services Agreement with Anchor QEA, LLC for the Harbor Toxic Downstream Group (Enclosure)

- a. Approve First Amendment to the Professional Services Agreement between GWMA and Anchor QEA, LLC for the Harbor Toxic Downstream Group as presented

12. Gateway Region Watershed Management Groups Oral Report

- a. Lower Los Angeles River Upper Reach 2 Watershed Group
- b. Lower Los Angeles River Watershed Group
- c. Los Cerritos Channel Watershed Group
- d. Lower San Gabriel River Watershed Group

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13. Executive Officer's Oral Report

14. Directors' Oral Comments/Reports

15. Adjournment

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SECTION 5: Elections/Appointments

BACKGROUND/DISCUSSION:

With the resignation of Chris Cash on June 1, 2018 from the City of Paramount, the position of Chair of the GWMA is now vacant. Currently, Adriana Figueroa is the Vice-Chair and Kelli Tunnichliff is the Secretary/Treasurer. The Chair, Vice-Chair and Secretary/Treasurer constitute the Executive Committee. Any Board Member in good standing can be nominated as Chair, Vice-Chair or Secretary/Treasurer.

Once the Chair is elected by a majority vote of the GWMA Board, staff is requesting that the Chair also be appointed to serve as the Chair of the Lower San Gabriel/Lower Los Angeles IRWM Sub-region Steering Committee which also votes on the Greater LA IRWM Leadership Committee. The Alternate for the Chair has been the Executive Officer, Grace Kast.

FISCAL IMPACT: None

RECOMMENDATION:

- a. Election of GWMA Chair
- b. Election of GWMA Vice-Chair
- c. Election of GWMA Secretary/Treasurer
- d. Appointment of the Chair to Serve as Chair of the Lower San Gabriel/Lower Los Angeles Sub-Region Steering Committee and Voting Member of the Greater LA IRWM Leadership Committee

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AGENDA ITEM NO. 6A

**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 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 Tunnickliff	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 Tunnichliff 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 Tunnichliff 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 Tunnicliff, Secretary/Treasurer

Date

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SECTION NO. 6(B) Approve the Warrant Register for June 2018

SUMMARY:

The Warrant Register is a listing of general checks issued since the last warrant register. Warrants will be signed by 2 of the 3 Board Officers and released by Toni Penn, serving as the Administrative/Accounting Manager of the Gateway Water Management Authority, upon Board Approval.

DISCUSSION:

The Warrant Register for expenditures dated June 2018 in the amount of \$472,662.64 are submitted for approval. Invoices and supporting documentation are available for review at the office of the GWMA.

FISCAL IMPACT:

The Warrant Registers totals \$472,662.64. Funds to cover payment are available in the GWMA budget.

RECOMMENDATION:

Approve the Warrant Register for June 2018 as presented.

Christopher Cash (Paramount), Board Chair • Adriana Figueroa (Norwalk), Vice-Chair • Kelli Tunnicliff (Signal Hill), Secretary/Treasurer
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AGENDA ITEM NO. 6b
WARRANT REGISTER
Disbursement Journal
June-18

Invoice Date	Vendor	Invoice Number	Description	Amount
6/1/2018	City of Paramount	3858	Rent - June 2018	\$ 351.51
6/1/2018	City of Paramount	3865	Reimbursement for May Meeting Expenses	\$ 6.74
5/2/2018	Civiltec Engineering Inc.	38845	Prop 84 2015 Grant Adminisitrative Services	\$ 1,680.00
5/25/2018	CliftonLarsonAllen LLP	1832093	Ongoing Accounting Services	\$ 1,500.00
5/24/2018	Fairview Productions, LLC	288	GWMA Website update	\$ 275.00
5/31/2018	Gateway Cities COG	5/31/2018	Reimbursement for Office Supplies	\$ 250.90
6/1/2018	Grace Kast	6-1-18-expenses	Meeting Expense	\$ 105.96
6/1/2018	GK Consulting	18-5-DACIP-GWMA	GLAC DAC Chair Activities for May 2018	\$ 4,322.50
06/01/18	GK Consulting	18-5-GWMA	Professional and Accounting Services	\$ 25,490.63
05/17/18	Joe A Gonsalves & Son	156579	Legislative Advocacy Services for June	\$ 2,083.00
05/14/18	John Hunter & Associates	GAHT0318	Upstream Harbor Toxic for March	\$ 258.75
05/15/18	John Hunter & Associates	GAHT0418	Upstream Harbor Toxic for April	\$ 69,070.25
05/14/18	John Hunter & Associates	GANPLA0318	LLAR WMP Implementation for March	\$ 23,791.25
05/15/18	John Hunter & Associates	GANPLA0418	LLAR WMP Implementation for April	\$ 130,558.41
05/14/18	John Hunter & Associates	GANPSG0318	LSGR WMP Implementation for March	\$ 16,731.25
05/15/18	John Hunter & Associates	GANPSG0418	LSGR WMP Implementation for April	\$ 152,299.70
05/16/18	Richard Watson & Associates	18-192-003-005	LCC Watershed Monitoring Program for April	\$ 37,355.76
05/16/18	Richards Watson Gershon	216961	Legal Services - General	\$ 5,737.00
05/16/18	Richards Watson Gershon	216962	Legal Services - Harbor Toxic Upstream	\$ 472.50
05/14/18	Rodger's Catering	29623	Meeting Expense	\$ 321.53
				<u>\$ 472,662.64</u>

Reviewed and Approved by:


Kelli Tunnick, GWMA Secretary/Treasurer

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SECTION NO. 6C: Status of total legal expenditures for General Legal Counsel Services for FY 2017/18

SUMMARY:

At the Board meeting in January 2018, the Board increased the budget for legal counsel services from \$50,000 to \$88,000 for FY 2017/18 to address unique and unexpected legal issues. At that time, the Board also directed staff to provide monthly updates on total expenditures for legal counsel services for FY 2017/18.

Legal Counsel Services Update:

\$88,000.00	FY2017/18 Budget amount for Legal Counsel services
<u>\$82,924.12</u>	Expenditures for Legal Counsel services through April 2018
\$ 5,075.88	Remaining budget amount available through June 30, 2018

FISCAL IMPACT:

The total expenditures for Legal Counsel services through April 2018 total \$82,924.12. Funds to cover payment are available in the GWMA budget.

RECOMMENDATION:

Receive and file the update on expenditures for Legal Counsel services.

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SECTION NO. 6D: Ratify Transfer of Funds from GWMA's Wells Fargo Checking Account to GWMA's LAIF Account

SUMMARY:

In September 2015, the Board approved the GWMA's Accounting Policies and Procedures Manual. Included in this Manual was GWMA's Investment Policy. At the Board meeting in January 2017, the Board directed staff to establish a Local Agency Investment Fund (LAIF in the State Treasury under Government Code Section 16429.1 and approved the following procedures:

- a. Authorize the Chair, Vice-Chair and/or Secretary/Treasurer to initiate LAIF transfers in-out and to/from GWMA's Wells Fargo Checking account and that two of the three must sign formal written approval;
- b. The written approval authorizes staff to complete LAIF transfer in/out and to/from GWMA's Wells Fargo Checking account;
- c. GWMA Board to ratify transaction under the Consent Calendar;
- d. Authorize the Secretary/Treasurer to verify that all deposits and withdrawals have been properly approved and that all deposits and withdrawals to the GWMA's bank account that paid/received the funds to/from LAIF.

On May 14, 2018, GWMA's Chair and Secretary/Treasurer initiated a transfer in the amount of \$1,000,000 from GWMA's Wells Fargo Checking account to GWMA's LAIF account for investment/interest earning opportunities. Staff is now recommending that the Board ratify this transaction.

FISCAL IMPACT:

None.

RECOMMENDATION:

Ratify transfer in the amount of \$1,000,000 from GWMA's Wells Fargo Checking account to GWMA's LAIF account.

Christopher Cash (Paramount), Board Chair • Adriana Figueroa (Norwalk), Vice-Chair • Kelli Tunnicliff (Signal Hill), Secretary/Treasurer
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May 14, 2018

SECTION 8: GWMA Membership Reduced Dues for FY2018/19 (Artesia, Bell, Cudahy and Maywood)

BACKGROUND: In January 2017, the GWMA Board adopted a Membership Dues Policy that outlined the eligibility requirements for JPA Member reduced dues. Reduced dues are 50% of the full membership dues set by the Board Annually. In accordance with this Policy, review of and consideration for reduced membership dues are to be considered annually on a case-by-case basis by the GWMA Board. To equalize members paying reduced dues at the time of the 2017 policy adoption, eligible members paying reduced dues lower than 50% will incur an increase of \$500 annually until 50% is reached.

The criteria to be eligible for reduced dues are as follows:

- Criteria for a City to pay reduced dues:
 - City must not own its own water utility
 - Dollar value per capita must be equal to or less than \$600 using the following calculation:
 - Population from the most recent United States decennial census data.
 - An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable.
 - The 3-year revenue average divided by the last census population yields the dollar value per capita.
- Criteria for a Water Agency to pay reduced dues:
 - Dollar value per active retail potable water service connection must be equal to or less than \$600 using the following calculation:
 - Number of active retail potable water service connections.
 - An average of the General Fund Revenues for the previous 3 years from the audited financial statements.
 - The 3-year revenue average divided by the number of active retail potable water connections.

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DISCUSSION: Currently, GWMA has 4 memberships with reduced dues. They are as follows: Artesia (\$5,500); Bell (\$7,500); Cudahy (\$5,500); and Maywood (\$4,500). To date, only 4 (Artesia, Bell, Cudahy and Maywood) have submitted their annual reduced dues application.

Current Members with Reduced Dues

1. Artesia – submitted request for reduced dues for FY 2018/19 (see application attached);

Submitted Required Documentation: YES

Eligibility: YES (using FY 2013-15 audited financials because 2016 is not yet finalized)
(\$9,405,520 (average revenue) divided by 16,522 (census population) = \$569 value per capita)

Current Dues: \$5,500

Recommended Dues: \$6,000

2. Bell – submitted request for reduced dues for FY 2018/19 (see application attached);

Submitted Required Documentation: YES

Eligibility: YES (using FY 2015-2017)
(\$13,797,862 (average revenue) divided by 36,408 (census population) = \$388 value per capita)

Current Dues: \$7,500

Recommended Dues: \$7,500 (no change – already at 50% of regular dues)

3. Cudahy – submitted application for reduced dues for FY 2018/19 (see application attached).

Submitted Required Documentation: YES

Eligibility: YES (using FY 2015-2017)
(\$7,134,941 (average revenue) divided by 23,805 (census population) = \$300 value per capita)

Current Dues: \$5,500

Recommended Dues: \$6,000

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4. Maywood – submitted application for reduced dues for FY 2018/19 (see application attached).

Submitted Required Documentation: YES

Eligibility: YES (using FY 2015-2017)

(\$7,774,470 (average revenue) divided by 27395 (census population) = \$284 value per capita)

Current Dues: \$4,500

Recommended Dues: \$5,000

FISCAL IMPACT: GWMA has sufficient funds to carry reduced dues memberships.

RECOMMENDATIONS:

a. Approve reduced dues for FY 2018/19 for the following:

1. Artesia = \$6,000
2. Bell = \$7,500
3. Cudahy = \$6,000
4. Maywood = \$5,000

These amounts would be granted for one year to each city and would be re-considered for the next fiscal year.

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**APPLICATION FOR CITY/WATER AGENCY
TO PAY REDUCED DUES FOR GWMA JPA
MEMBERSHIP FOR FISCAL YEAR 2018/2019**

To: GWMA Board of Directors

From: OKINA DOR (individual's name)

COMMUNITY DEV'T DIRECTOR (individual's title)

Date: 4-9-18

The city of/water agency CITY OF ARTESIA (print name of organization) is submitting this application for consideration of reduced dues. Our city/water agency meets all of the following criteria:

Criteria for City to Pay Reduced Dues are as follows:

1. City must not own its own water utility
2. Dollar value per capita is equal to or less than \$600 using the following calculation:
 - i. Population from the most recent United States decennial census data.
 - ii. An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable (please provide supporting CAFR or audited financials for past 3 years).
 - iii. The 3-year revenue average (per item (2)(ii)) divided by the last census population yields the dollar value per capita. (i.e. Average Revenue/Census Population = \$Value Per Capita)

Criteria for a Water Agency to Pay Reduced Dues are as follows:

1. Dollar value per active retail potable water service connection must be equal to or less than \$600 using the following calculations:
 - i. Number of active retail potable water service connections.
 - ii. An average of the General Fund Revenues for the previous 3 years from the audited financial statements (please providing supporting audited financial statements for past 3 years).
 - iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection)

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Reduced dues are 50% of the full membership dues set by the Board annually. To equalize members paying reduced dues, eligible members currently paying reduced dues for fiscal year 2017/18 will incur an increase of \$500 annually until 50% is reached. Those that are no longer eligible will be required to pay the full membership dues for fiscal year 2018/19. Review of and consideration for reduced membership dues will be considered annually on a case-by-case basis by the GWMA Board.

Application and supporting documentation for reduced membership must be submitted to GWMA **on or before April 27, 2018.**

I certify that the information used to determine the criteria indicated above is true and accurate and I have provided necessary required documents as outlined above.



Signature

4/9/18

Date

Please submit your application and supporting documentation to Bibi Weiss at the above address or via email at bibiweiss.gateway@gmail.com
For questions, please call Bibi at 478-284-1838

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**APPLICATION FOR CITY/WATER AGENCY
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MEMBERSHIP FOR FISCAL YEAR 2018/2019**

To: GWMA Board of Directors

From: Howard W. Brown, Jr. (individual's name)

City Manager (individual's title)

Date: 4-24-18

The city of/water agency of Bell (print name of organization) is submitting this application for consideration of reduced dues. Our city/water agency meets all of the following criteria:

Criteria for City to Pay Reduced Dues are as follows:

1. City must not own its own water utility
2. Dollar value per capita is equal to or less than \$600 using the following calculation:
 - i. Population from the most recent United States decennial census data.
 - ii. An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable (please provide supporting CAFR or audited financials for past 3 years).
 - iii. The 3-year revenue average (per item (2)(ii)) divided by the last census population yields the dollar value per capita. (i.e. Average Revenue/Census Population = \$Value Per Capita)

Criteria for a Water Agency to Pay Reduced Dues are as follows:

1. Dollar value per active retail potable water service connection must be equal to or less than \$600 using the following calculations:
 - i. Number of active retail potable water service connections.
 - ii. An average of the General Fund Revenues for the previous 3 years from the audited financial statements (please providing supporting audited financial statements for past 3 years).
 - iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection)

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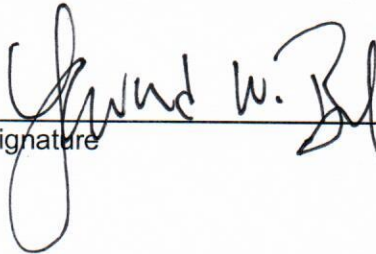
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Reduced dues are 50% of the full membership dues set by the Board annually. To equalize members paying reduced dues, eligible members currently paying reduced dues for fiscal year 2017/18 will incur an increase of \$500 annually until 50% is reached. Those that are no longer eligible will be required to pay the full membership dues for fiscal year 2018/19. Review of and consideration for reduced membership dues will be considered annually on a case-by-case basis by the GWMA Board.

Application and supporting documentation for reduced membership must be submitted to GWMA **on or before April 27, 2018**.

I certify that the information used to determine the criteria indicated above is true and accurate and I have provided necessary required documents as outlined above.


Signature

4-24-18
Date

Please submit your application and supporting documentation to Bibi Weiss at the above address or via email at

bibiweiss.gateway@gmail.com

For questions, please call Bibi at 478-284-1838

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**APPLICATION FOR CITY/WATER AGENCY
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MEMBERSHIP FOR FISCAL YEAR 2018/2019**

To: GWMA Board of Directors

From: JOSE E. PULIDO (individual's name)

CITY MANAGER (individual's title)

Date: 04/05/2018

The city of/water agency CUDAHY (print name of organization) is submitting this application for consideration of reduced dues. Our city/water agency meets all of the following criteria:

Criteria for City to Pay Reduced Dues are as follows:

- ✓ 1. City must not own its own water utility
- ✓ 2. Dollar value per capita is equal to or less than \$600 using the following calculation:
 - i. Population from the most recent United States decennial census data.
 - ii. An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable (please provide supporting CAFR or audited financials for past 3 years).
 - iii. The 3-year revenue average (per item (2)(ii)) divided by the last census population yields the dollar value per capita. (i.e. Average Revenue/Census Population = \$Value Per Capita)

Criteria for a Water Agency to Pay Reduced Dues are as follows:

1. Dollar value per active retail potable water service connection must be equal to or less than \$600 using the following calculations:
 - i. Number of active retail potable water service connections.
 - ii. An average of the General Fund Revenues for the previous 3 years from the audited financial statements (please providing supporting audited financial statements for past 3 years).
 - iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection)

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Reduced dues are 50% of the full membership dues set by the Board annually. To equalize members paying reduced dues, eligible members currently paying reduced dues for fiscal year 2017/18 will incur an increase of \$500 annually until 50% is reached. Those that are no longer eligible will be required to pay the full membership dues for fiscal year 2018/19. Review of and consideration for reduced membership dues will be considered annually on a case-by-case basis by the GWMA Board.

Application and supporting documentation for reduced membership must be submitted to GWMA **on or before April 27, 2018.**

I certify that the information used to determine the criteria indicated above is true and accurate and I have provided necessary required documents as outlined above.

Signature

Date

4/5/18

Please submit your application and supporting documentation to Bibi Weiss at the above address or via email at bibiweiss.gateway@gmail.com
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**APPLICATION FOR CITY/WATER AGENCY
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To: GWMA Board of Directors
From: Donald J. Wagner (individual's name)
Interim City Administrator (individual's title)
Date: 4/27/2018

The city of/water agency City of Maywood (print name of organization) is submitting this application for consideration of reduced dues. Our city/water agency meets all of the following criteria:

Criteria for City to Pay Reduced Dues are as follows:

1. City must not own its own water utility
2. Dollar value per capita is equal to or less than \$600 using the following calculation:
 - i. Population from the most recent United States decennial census data.
 - ii. An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable (please provide supporting CAFR or audited financials for past 3 years).
 - iii. The 3-year revenue average (per item (2)(ii)) divided by the last census population yields the dollar value per capita. (i.e. Average Revenue/Census Population = \$Value Per Capita)

Criteria for a Water Agency to Pay Reduced Dues are as follows:

1. Dollar value per active retail potable water service connection must be equal to or less than \$600 using the following calculations:
 - i. Number of active retail potable water service connections.
 - ii. An average of the General Fund Revenues for the previous 3 years from the audited financial statements (please providing supporting audited financial statements for past 3 years).
 - iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection)

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Reduced dues are 50% of the full membership dues set by the Board annually. To equalize members paying reduced dues, eligible members currently paying reduced dues for fiscal year 2017/18 will incur an increase of \$500 annually until 50% is reached. Those that are no longer eligible will be required to pay the full membership dues for fiscal year 2018/19. Review of and consideration for reduced membership dues will be considered annually on a case-by-case basis by the GWMA Board.

Application and supporting documentation for reduced membership must be submitted to GWMA **on or before April 27, 2018.**

I certify that the information used to determine the criteria indicated above is true and accurate and I have provided necessary required documents as outlined above.


Signature


Date

Please submit your application and supporting documentation to Bibi Weiss at the above address or via email at bibiweiss.gateway@gmail.com
For questions, please call Bibi at 478-284-1838

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AGENDA ITEM NO. 8

DATE APPROVED BY GWMA BOARD: 1/12/2017

GATEWAY WATER MANAGEMENT AUTHORITY POLICY AND PROCEDURES **MEMBERSHIP DUES POLICY**

1. Dues Structure

- A. Full Membership Dues.** Membership Dues are set annually by the GWMA Board ("Board") and are equal for each member, including new members. Membership dues for new members will not be pro-rated.
- B. Reduced Membership Dues.** Reduced dues are 50% of the full membership dues set by the Board annually. To equalize members paying reduced dues at the time of this policy adoption, eligible members paying reduced dues lower than 50% will incur an increase of \$500 annually until 50% is reached.
- C. Board Approval.** Review of and consideration for reduced membership dues will be considered annually on a case-by-case basis by the GWMA Board.

2. Criteria for a City to Pay Reduced Dues.

In order to be eligible, a city must meet both of the following criteria:

- A. City must not own its own water utility
- B. Dollar value per capita must be equal to or less than \$600 using the following calculation:
 - i. Population from the most recent United States decennial census data.
 - ii. An average of the General Fund Revenues for the previous 3 years from the Comprehensive Annual Financial Report (CAFR) or audited financial statements if CAFR is unavailable.
 - iii. The 3-year revenue average (per item (2)(B)(ii)) divided by the last census population yields the dollar value per capita.

$$[Average\ Revenue / Census\ Population = \$\ Value\ Per\ Capita]$$

3. Criteria for a Water Agency to Pay Reduced Dues.

In order to be eligible, a water agency must meet the following criteria:

- A. Dollar value per retail potable water service connection must be equal to or less than \$600 using the following calculation:
 - i. Number of retail potable water service connections.
 - ii. An average of the General Fund Revenues for the previous 3 years from the audited financial statements.
 - iii. The 3-year revenue average (per item (3)(A)(ii)) divided by the number of retail potable water connections.

$$[Average\ Revenue / Water\ Connections = \$\ Value\ Per\ Service\ Connection]$$

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June 14, 2018

SECTION NO. 9: GWMA FY 2018/19 Operating Budget

BACKGROUND

The GWMA's fiscal budget occurs July through June. The administrative budget is supported by membership dues and revenues from agreements and grants. As in past years, staff is recommending annual membership dues of \$15,000. This coupled with administrative fees from MOUs, revenues from approved reduced membership dues will support the on-going operating costs of GWMA.

SUMMARY

The proposed budget for FY 2018/19 reflects actual costs and projections through the end of this fiscal year. In doing so, staff anticipates an FY 2017/18 Ending Fund Balance of \$417,337. Dues from member agencies are expected to be \$399,500 in FY 2018/19. This administrative budget does not include MOU project costs or grant project costs. However, it does reflect the administrative and legal costs associated with the MOUs.

A key element of prudent financial planning is to ensure that sufficient funding is available for current operating expenses by anticipating the likelihood of, and preparing for, unforeseen events. Therefore, it is the recommendation of GWMA's Accounting Consultant and staff that the Budget's Ending Fund Balance include a reserved amount equal to at least six (6) months of GWMA's Operating Expenses. Therefore, \$226,859 from the Ending Fund Balance has been reserved for this purpose. Any expenditure not specifically identified in the budget must be pre-approved in accordance with all GWMA adopted policies.

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RECOMMENDATION:

- a. Approve the Annual Membership Dues of \$15,000 (except for Board Approved reduced dues); and
- b. Adopt the GWMA FY 2018/19 Operating Budget as presented

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AGENDA ITEM NO. 9

Gateway Water Management Authority
DRAFT FY 2018/2019 Operating Budget

A		B	C	D	E
DESCRIPTION	FY 15/16 Actuals	FY 16/17 Actuals	Current FY 17/18 Admin Budget	FY 17/18 Actuals & Year-End Projections	FY 18/19 Admin Budget
REVENUES					
Dues from Member Agencies	\$ 369,500	\$ 386,500	\$ 398,000	\$ 398,000	\$ 399,500
Administrative Contributions from Watersheds and Watershed Grants	\$ 62,791	\$ 62,053	\$ 88,535	\$ 140,785	\$ 77,163
Administrative Contributions from GWMA Grants and Sub-recipients	\$ 36,000	\$ 211,175	\$ -	\$ -	\$ -
DACIP Proposal Development Grant		\$ -	\$ 14,326	\$ -	\$ 14,326
Interest Income	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
TOTAL REVENUES	\$ 473,291	\$ 664,728	\$ 505,861	\$ 543,785	\$ 495,989
OPERATING EXPENSES					
Professional Services - General Operations	\$ 272,000	\$ 277,000	\$ 322,000	\$ 322,000	\$ 322,500
General Counsel	\$ 47,224	\$ 52,413	\$ 88,000	\$ 88,000	\$ 60,000
Government Relations	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Meeting Expenses	\$ 4,487	\$ 6,477	\$ 6,400	\$ 6,400	\$ 6,500
Office Supplies, Postage, Notices, Misc.	\$ 3,942	\$ 1,765	\$ 1,500	\$ 3,600	\$ 5,000
Office Rent	\$ 3,870	\$ 3,964	\$ 4,071	\$ 4,071	\$ 4,218
Website Services	\$ 1,617	\$ 307	\$ 500	\$ 500	\$ 500
Postage, notices, misc.	\$ 345	\$ -	\$ 250		\$ -
Insurance	\$ 10,086	\$ 11,147	\$ 13,000	\$ 12,000	\$ 12,000
Authorized Conferences, Travel & Sponsorships	\$ -	\$ 905	\$ 2,000	\$ -	\$ 2,000
Organization Memberships	\$ 5,700	\$ -	\$ 3,000	\$ 1,000	\$ 3,000
Audit	\$ 9,100	\$ 9,450	\$ 13,000	\$ 8,000	\$ 13,000
TOTAL OPERATING EXPENSES	\$ 383,371	\$ 388,429	\$ 478,721	\$ 470,571	\$ 453,718
NET INCOME BEFORE SPECIAL PROJECTS	\$ 89,920	\$ 276,299	\$ 27,140	\$ 73,214	\$ 42,271
SPECIAL PROJECT EXPENSES					
Accounting Transition Services	\$ 13,685	\$ -	\$ -	\$ -	\$ -
Disadvantaged Community Involvement Program	\$ -	\$ 20,631	\$ 31,500	\$ 31,500	\$ -
General Project/Grant Consulting Services	\$ 1,110	\$ 206,523	\$ 100,000	\$ 50,000	\$ 100,000
TOTAL SPECIAL PROJECT EXPENSES	\$ 14,795	\$ 227,154	\$ 131,500	\$ 81,500	\$ 100,000
NET INCOME AFTER ALL OPERATING EXPENSES AND SPECIAL PROJECTS EXPENSE	\$ 75,125	\$ 49,145	\$ (104,360)	\$ (8,286)	\$ (57,729)
BEGINNING FUND BALANCE	\$ 405,712	\$ 480,837	\$ 529,982	\$ 425,622	\$ 417,337
ADMINISTRATIVE ENDING FUND BALANCE	\$ 480,837	\$ 529,982	\$ 425,622	\$ 417,337	\$ 359,607
MOUs and Watershed Group Grant Reserves					\$ 137,384
ADMINISTRATIVE ENDING FUND BALANCE WITH MOU RESERVE					\$ 496,992

Los Angeles River Upper Reach 2
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$10,806	(\$2,501)	\$27,840
REVENUE				
MOU	\$21,762	\$8,374	\$8,944	\$11,354
Grants	\$0	\$0	\$19,103	\$6,957
Other (line item transfer from MOU)	\$0	\$0	\$60,198	\$0
TOTAL ANNUAL REVENUES	\$21,762	\$8,374	\$88,245	\$18,311
OPERATING EXPENSE				
Administrative - Direct Charges	\$8,416	\$11,839	\$20,460	\$0
Legal - Direct Charges	\$2,540	\$9,842	\$37,444	\$0
Indirect Operating Expenses		\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$10,956	\$21,681	\$57,904	\$0
TOTAL ANNUAL RESERVES	\$10,806	(\$13,307)	\$30,341	\$18,311

Los Cerritos Channel
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$5,274	\$14,518	\$19,589
REVENUE				
MOU	\$18,948	\$17,838	\$17,261	\$18,242
Grants	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
TOTAL ANNUAL REVENUES	\$18,948	\$17,838	\$17,261	\$18,242
OPERATING EXPENSE				
Administrative - Direct Charges	\$10,650	\$7,040	\$9,551	\$0
Legal - Direct Charges	\$3,024	\$1,553	\$2,639	\$0
Indirect Operating Expenses		\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$13,675	\$8,593	\$12,190	\$0
TOTAL ANNUAL RESERVES	\$5,274	\$9,244	\$5,071	\$18,242
TOTAL CUMULATIVE RESERVES	\$5,274	\$14,518	\$19,589	\$37,832

Lower Los Angeles River
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$15,087	\$35,057	\$40,326
REVENUE				
MOU	\$24,900	\$27,600	\$18,260	\$8,204
Grants	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
TOTAL ANNUAL REVENUES	\$24,900	\$27,600	\$18,260	\$8,204
OPERATING EXPENSE				
Administrative - Direct Charges	\$7,897	\$6,078	\$10,048	\$0
Legal - Direct Charges	\$1,916	\$1,552	\$2,943	\$0
Indirect Operating Expenses	\$0	\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$9,813	\$7,630	\$12,991	\$0
TOTAL ANNUAL RESERVES	\$15,087	\$19,970	\$5,268	\$8,204
TOTAL CUMULATIVE RESERVES	\$15,087	\$35,057	\$40,326	\$48,529

Lower San Gabriel River
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$13,174	\$30,085	\$40,310
REVENUE				
MOU	\$23,753	\$24,942	\$23,550	\$16,937
Grants	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
TOTAL ANNUAL REVENUES	\$23,753	\$24,942	\$23,550	\$16,937
OPERATING EXPENSE				
Administrative - Direct Charges	\$8,612	\$6,366	\$10,336	\$0
Legal - Direct Charges	\$1,967	\$1,665	\$2,988	\$0
Indirect Operating Expenses	\$0	\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$10,579	\$8,031	\$13,324	\$0
TOTAL ANNUAL RESERVES	\$13,174	\$16,911	\$10,226	\$16,937
TOTAL CUMULATIVE RESERVES	\$13,174	\$30,085	\$40,310	\$57,247

Harbor Toxics Downstream
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$7,891	\$14,021	\$7,392
REVENUE				
MOU	\$14,772	\$14,023	\$12,960	\$9,641
Grants	\$0	\$0	\$0	\$0
Other (Data Sharing Individuals)	\$0	\$0	\$0	\$2,508
TOTAL ANNUAL REVENUES	\$14,772	\$14,023	\$12,960	\$12,149
OPERATING EXPENSE				
Administrative - Direct Charges	\$6,881	\$7,893	\$14,009	\$0
Legal - Direct Charges	\$0	\$0	\$5,580	\$0
Indirect Operating Expenses	\$0	\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$6,881	\$7,893	\$19,589	\$0
TOTAL ANNUAL RESERVES	\$7,891	\$6,130	-\$6,629	\$12,149
TOTAL CUMULATIVE RESERVES	\$7,891	\$14,021	\$7,392	\$19,541

Harbor Toxics Upstream
DRAFT Administrative and Legal Costs Budget
FISCAL YEAR ENDING JUNE 30, 2019

Description	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actuals through April 2018	FY 18/19 Budget
RESERVES FROM PREVIOUS YEAR		\$3,791	\$3,550	\$1,927
REVENUE				
MOU	\$14,679	\$7,984	\$8,164	\$0
Grants	\$0	\$0	\$0	\$0
Other (Indirect Admin)	\$0	\$0	\$0	\$3,320
TOTAL ANNUAL REVENUES	\$14,679	\$7,984	\$8,164	\$3,320
OPERATING EXPENSE				
Administrative - Direct Charges	\$10,527	\$7,618	\$9,765	\$0
Legal - Direct Charges	\$360	\$608	\$23	\$0
Indirect Operating Expenses	\$0	\$0	\$0	\$0
TOTAL ANNUAL OPERATING EXPENSES	\$10,887	\$8,225	\$9,787	\$0
TOTAL ANNUAL RESERVES	\$3,791	(\$241)	-\$1,623	\$3,320
TOTAL CUMULATIVE RESERVES	\$3,791	\$3,550	\$1,927	\$5,247



Planning – Environmental - Engineering

June 14, 2018

SECTION 10: **Status Report Update on GWMA Funding Strategy & Grants Program**

BACKGROUND:

GWMA Funding Strategy & Grants Program FY-2018

The GWMA Funding Strategy & Grants Program FY-2018 allows for local and regional significant projects to move forward towards implementation with consensus. The Funding Strategy & Grants Program will identify priority projects and encourage program stakeholders to put forward their best and most creative ideas for innovatively addressing the challenges they are facing. Addressing how emerging surface water and transportation; technologies, and applications can be assimilated with existing and proposed systems to benefit the region.

The goal of the GWMA Funding Strategy & Grants Program FY-2018 is to coordinate and identify possible funding strategies, to prioritize and optimize the benefits to the region with the greatest rate of return on our investment through shared funding avenues and program coordination.

Existing Regional Program Coordination

The existing GWMA Integrated Regional Water Management Plan (IRMWP), based on the GWMA Board Meeting on May 14, 2018 directed staff not to update the GWMA IRMWP and only pursue project grants using the Greater Los Angeles IRWMP, which will contain all water related projects from the entire Gateway Region and the four watershed groups. *Discussion section to follow describes the process of updating the projects into the Greater Los Angeles IRWMP's OPTI system.*

The Gateway Cities Strategic Transportation Plan (STP), which contains a comprehensive sub-regional plan of transportation projects from all Gateway Cities jurisdictions and analyzes relationships and impacts amongst these programs.

The Lower Los Angeles River Revitalization Plan, developed collaboratively by a 39 member working group and various elected officials, provides a strategic opportunity to support the projects that were identified through this community-based planning exercise. Through this plan, over 155 river-related and adjacent projects were identified for purposes of revitalizing the Lower Los Angeles River and its tributaries.

DISCUSSION:

The following discussion items provide an update on the current scope of work of the GWMA Funding Strategy & Grants Program:

a) Coordination Meetings:

The two lists below identify the coordination meetings that have recently taken place and the upcoming meetings that are planned:

Meetings Recently Completed:

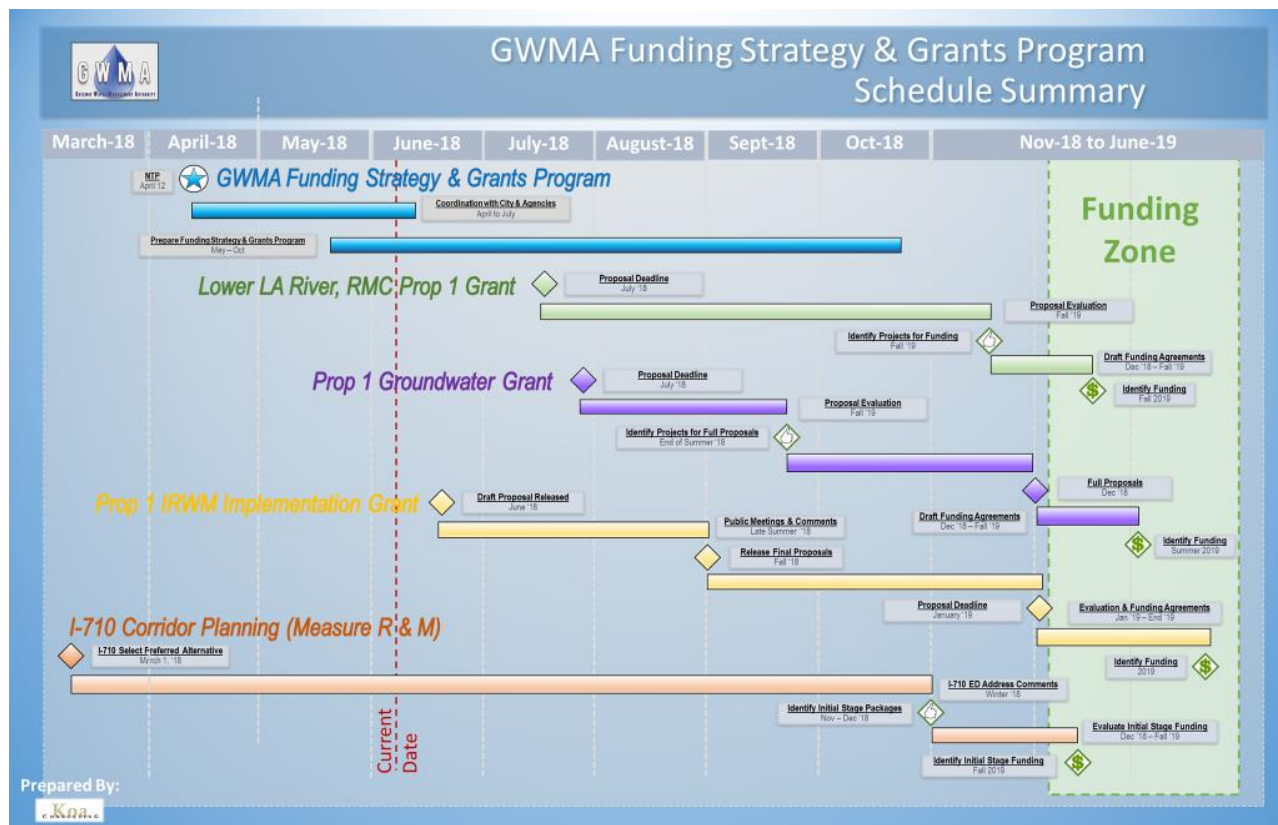
- | | |
|---|----------------|
| • Lower Los Angeles River UR2 Watershed Group | April 30, 2018 |
| • Greater LA – Lower SG/Lower LA Sub-region | May 15, 2018 |
| • Los Cerritos Channel Watershed Group | May 17, 2018 |
| • Lower San Gabriel River Watershed Group | May 17, 2018 |
| • Lower Los Angeles River Watershed Group | May 21, 2018 |
| • GCCOG/GWMA Joint Committee Meeting | June 4, 2018 |

Upcoming Meetings:

- | | |
|---|---------------------------|
| • Watershed Management Group Meetings (4) | Standard Schedule |
| • Lower SG/Lower LA Sub-region | June 26, 2018 at 1:30pm |
| • Greater LA IRWM Leadership Committee | June 27, 2018 at 9:30am |
| • GCCOG/GWMA Joint Committee Meeting | August 6, 2018 at 10:00am |

b) Program Schedule Overview:

We are currently developing a Program Schedule Overview to identify the major milestones and activities required to meet the program objectives. *****Below is a copy of the draft Schedule Summary*****



This schedule overview will continue to be developed over the months to come and input from GWMA Board Members is encouraged.

c) Grant Program Overview:

We are currently developing the draft GWMA Funding Strategy & Grants Program while at the same time beginning to identify candidate projects and priorities for the current grants that are now active. The following grant overview being developed include the following active and pending grants:

Active:

1. Lower LA River, RMC Prop 1 Grant
(The RMC will start accepting applications July/Aug 2018, on a first come first served basis)
2. Prop 1 Groundwater Grant -Round 2
(Concept applications planned for July 2018)
3. Prop 1 Greater LA IRWM Implementation Grant
(OPTI updates June 2018, Application Winter 2018)

Pending:

- RMC Prop 1, Round 2 (Implementation late 2018/early 2019)
- Prop 1 Stormwater Grant Round 2 (Implementation late 2018/early 2019)
- Urban and Community Forestry Program California Climate Investments Grants
- Natural Resources Urban Greening Grant
- *Others being developed as part of GWMA Funding Strategy & Grants Program (TBD)*

d) Active Grants – Summary Details:

1. Lower LA River, RMC Prop 1 Grant Summary:

The allocation is for projects to protect and enhance urban creeks and its tributaries (Prop. 1 Section 79735(a)). Projects identified within the Lower LA River Revitalization Plan and along the Lower LA River corridor are eligible.

The following Exhibits identify the current planned projects along the Los Angeles River and Interstate 710.



*****Our meetings to date are beginning to identify candidate focus location & projects to submit for the Lower LA River, RMC Prop 1 Grant*****



The Grant focuses on the following programs/projects categories:

- Property Acquisition

- Enhancement Fund (Small Starts – Ready Project under \$1M, & Planning Projects for Revitalization)
- Construction Fund (Supports projects for Revitalization)
- Green Incubator Fund (Green & Environmental non-profits)

Project/Program grants amounts are as follows:

\$50M over the next 2-4 years

Schedule Overview:

- Informational Workshops (March 2018).
- Call for Projects are due around (May-July 2018).
- Proposal Deadline is planned for July 2018
- Grant agreements (for awards) will come around Summer of 2019.

2. Prop 1 Groundwater Grant (Round 2) Summary:

The Grant focuses on programs/projects that prevent and clean up contamination of groundwater that serves (or has served) as a source of drinking water. They have approximately \$740 Million, with \$80M set-aside for DAC's and \$80M set-aside for SDAC's (Severely Disadvantaged Communities).

The match requirement for DAC's are 10% and SDAC's are 5%, compared to Non-DAC of 50%.

Project/Program grants amount ranges are as follows:

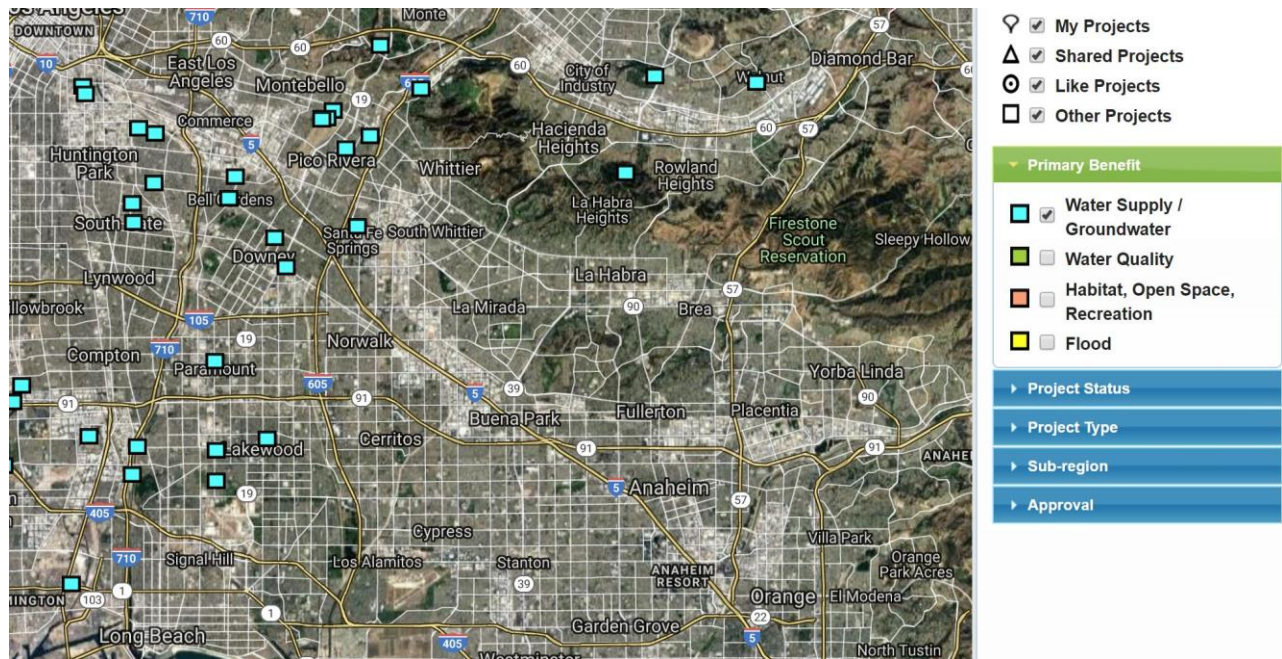
Planning: \$100K to \$2M

Implementation: \$500K to \$50M

Preliminary Schedule:

The first step is the concept proposal applications, which are due around (June/July 2018). Then at the end of Summer 2018 they will provide invitations for Full Proposals close to the end of the year. Grant agreements (for awards) will come around Summer of 2019.

****Below is map of the current Water Supply/Groundwater Projects listed in OPTI****



3. Prop 1 IRWM Implementation Grant, Round 1 Summary:

The grant eligibility Criteria includes the following programs/projects elements:

- Does at least one project in the proposal provide benefits that help water infrastructure systems adapt to climate change impacts? [79741 (a), 79742 (e)].
- Does the proposal contribute to regional water self-reliance [79741 (c)]?
- Has the IRWM Plan, updated to comply with 2016 IRWM Plan Standards, been submitted to, or previously been deemed sufficient by DWR prior to grant application submittal?
- Does the proposed budget reflect that the grant administration budget is less than or equal to 10% of the grant amount requested?
- Is the project included in the IRWM Plan?
- Does the project address one or more of the needs and priorities of the IRWM region as defined in IRWM Plan? (meet the intent of most critical statewide needs [79707(a)]).
- Does the project address one or more of the Statewide Priorities as identified in CA Water Action Plan and DWR Prop 1 IRWM Grant Program Guidelines (updated 2018)?
- For construction projects: does the application confirm a lifecycle benefit for 15 years as required by Government Code 16727?
- For applicable projects, will CEQA be complete and permits acquired within 6 months of Final Award or prior to agreement execution, whichever occurs first?

Project/Program grants amounts are as follows:

\$38.71M over the next 2 rounds, TBD amounts for Round 1 & 2.

\$2.94M for DAC Projects

Schedule Overview:

- | | |
|---|-----------------------|
| • Release draft Proposal Solicitation Package (PSP) | Late June 2018 |
| • Public Meetings, Workshops and Comments | Late Summer 2018 |
| • Release draft PSP | Fall 2018 |
| • Proposal Deadline | Starting January 2019 |
| • Round 1 Grant Awards | Late 2019 |

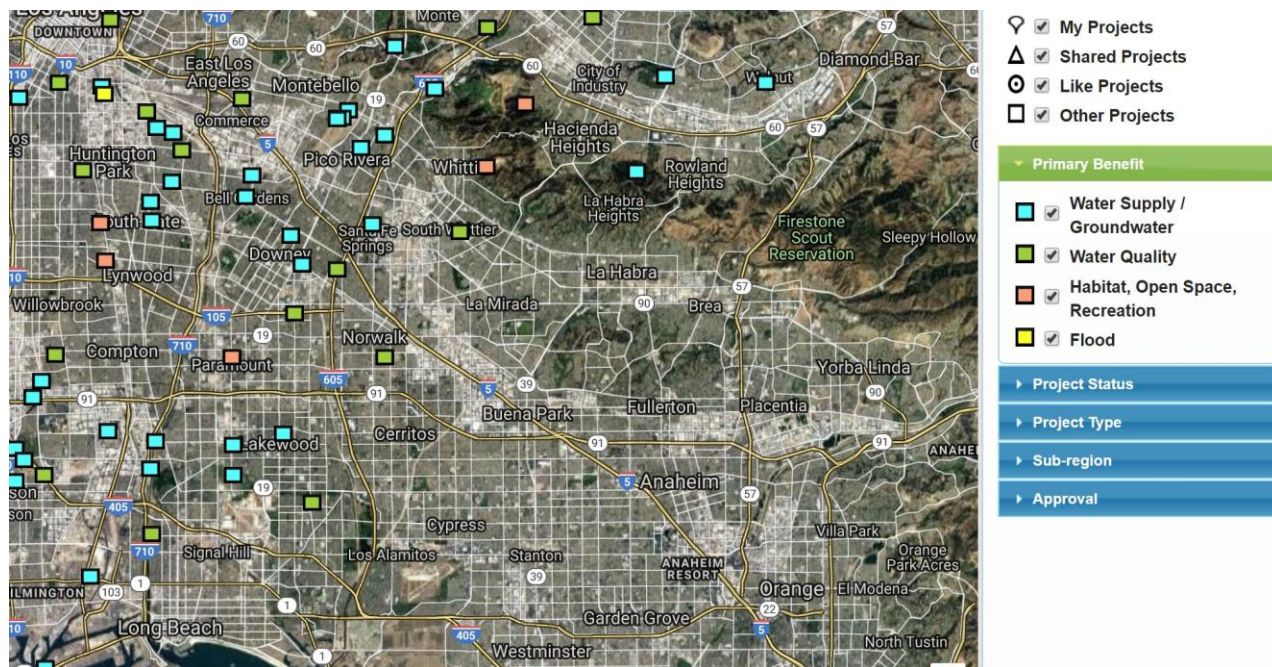
e) Greater Los Angeles IRWMP - OPTI System Update

The process of update the existing GWMA IRMWP Projects into the Greater Los Angeles IRWMP's project database known as OPTI, which will contain all water related projects from the Gateway Region the four watershed groups is undergoing the following steps:

1. Evaluation of the project listings in the Greater Los Angeles IRWMP OPTI system, determined many GWMA projects were missing, coded incorrectly, completed or in need of updated information.
2. Utilizing the existing GWMA IRMWP project listings the four Watershed Management Plan Group meetings (that took place last month) focused on identifying and updating the OPTI system projects so that the Greater Los Angeles IRWMP is current and represents the active projects of the GWMA. This step needs focus discussions with the Water Districts & Cities Water Departments, which is on-going.
3. Discuss the draft Prop 1 IRWM Grant Implementation schedule, process and review projects in OPTI in order to establish a baseline of current projects within the sub-region. Assure that all priority projects for the active grants are updated in OPTI as soon as possible.
4. All new projects must be presented to the subregion in order for them to be considered. A template will be provided for short presentations to the subregion members at the June 25 meeting.

The update and maintenance of the Greater Los Angeles IRWMP OPTI database will be an on-going exercise for the GWMA (as this is a living document). However, the steps we complete over the next month or two will greatly improve the level of completion and detail while at the same time covering the projects that will be applicants on the current Active Grant List.

****Below is map of All Projects Currently listed in OPTI****



FISCAL IMPACT:

Currently we are identifying the program and projects that will determine the fiscal impact. As the information becomes more defined over the next months, we will be seeking direction from the GWMA on how they want to fund the cost of grant applications. For the groundwater program, we will review the list of IRWM projects and reach out to GWMA members to see if a regional project can be developed for an application. Typical grant applications generally range in costs from \$20-30k per application. Likely GWMA, on behalf of watershed groups or other regional project group(s), could be applying for several grants over the 2018 fiscal year.

Soliciting request for proposals for grant preparation may come from the following two options:

- 1) Watershed group consultants
- 2) GWMA On-Call Consulting list

RECOMMENDATIONS:

Authorize staff to solicit proposals from GWMA On-Call Consulting list as needed.

16401 Paramount Boulevard
Paramount, CA 90723
562.663.6850 phone
562-634-8216 fax



www.gatewaywater.org

*Los Angeles Gateway Region
Integrated Regional Water Management
Joint Powers Authority*

June 14, 2018

ITEM NO. 11 – Approve First Amendment to the Professional Services Agreement with ANCHOR QEA, LLC for the Harbor Toxic Downstream Group

SUMMARY:

In July 2014, GWMA entered into a Professional Services Agreement (PSA) with Anchor QEA, LLC as recommended by the Harbor Toxic Downstream Group to develop a coordinated compliance monitoring and reporting plan (“CCMRP”) and to implement and conduct the monitoring set forth in the CCMRP and perform other professional services. This PSA is set to expire on September 30, 2019. Rather than waiting until it gets closer to the expiration date, the Harbor Toxic Downstream Group has requested that GWMA amend the Agreement now to extend the term of the Agreement for an additional three months to December 31, 2019. The Agreement is being extended in order to coincide with the annual reporting period.

FISCAL IMPACT:

Legal and Staff Time to prepare amendment for Board approval.

RECOMMENDATION:

1. Approve First Amendment to the Professional Services Agreement between GWMA and Anchor QEA, LLC for the Harbor Toxic Downstream Group as presented.

Christopher Cash (Paramount), Board Chair • Adriana Figueroa (Norwalk), Vice-Chair • Kelli Tunnicliff (Signal Hill), Secretary/Treasurer
Proudly serving Gateway cities and agencies in Southeastern Los Angeles County

Members: Artesia • Avalon • Bell • Bell Gardens • Bellflower • Central Basin Municipal Water District • Cerritos • Commerce • Cudahy • Downey • Hawaiian Gardens • Huntington Park • La Mirada • Maywood • Lakewood • Long Beach • Long Beach Water Department • Lynwood • Montebello • Norwalk • Paramount • Pico Rivera • Pico Water District • Santa Fe Springs • Signal Hill • South Gate • Vernon • Water Replenishment District of Southern California • Whittier

With Technical Support From The Sanitation Districts Of Los Angeles County

**FIRST AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT**

This First Amendment to that certain Professional Services Agreement (“Agreement”) by and between the Los Angeles Gateway Region Integrated Regional Water Management Authority also referred to as the Gateway Water Management Authority (“GWMA”) and ANCHOR QEA, LLC a California Limited Liability (“Consultant”) is dated and effective as of this 14 day of June 2018.

1. This First Amendment is made with respect to the following facts and purposes:
 - A. GWMA has entered into a Memorandum of Understanding between the GWMA and the Cities of Bellflower, Lakewood, Long Beach, Paramount, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, Signal Hill, and Los Angeles, acting by and through its Board of Harbor Commissioners (“POLA”), the County of Los Angeles, Los Angeles County Flood Control District (“LACFCD”), and the Port of Long Beach (“POLB”) for Administration and Cost Sharing for the Preparation and Implementation of a Coordinated Compliance Monitoring and Reporting Plan (“CCMRP”) as Required by the Regional Water Quality Control Board, Los Angeles Region, for the Dominguez Channel and Los Angeles and Long Beach Harbor Waters Toxic Pollutants Total Maximum Daily Loads (“MOU”);
 - B. For the purposes of the Agreement, the term “Permittees” means the Cities of Bellflower, Lakewood, Long Beach, Paramount, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, and Signal Hill, and the County of Los Angeles, the LACFCD, POLA, and POLB;
 - C. The United States Environmental Protection Agency established the Total Maximum Daily Loads for Toxic Pollutants on March 23, 2012, with the intent of protecting and improving water quality in the Dominguez Channel and the Greater Los Angeles and Long Beach Harbor Waters (“Harbor Toxic Pollutants TMDL”);
 - D. The Harbor Toxic Pollutants TMDL regulates certain discharges from National Pollutant Discharge Elimination System (“NPDES”) permit holders, requiring organization and cooperation among the Permittees;
 - E. The Permittees manage, drain or convey storm water into at least a portion of the Dominguez Channel, Greater Los Angeles and Long Beach Harbor Waters (including Consolidated Slip) and the Los Angeles River Estuary (“Greater Harbor Waters”);
 - F. The Permittees desire to facilitate the achievement of the objectives of the Harbor Toxic Pollutants TMDL by implementation of a CCMRP to ensure consistency with other regional monitoring programs and usability with other TMDL related studies;
 - G. The Permittees have elected to implement the CCMRP to address the Harbor Toxic Pollutants TMDL requirements;

- H. Pursuant to the MOU, GWMA provides administrative coordination services to the Permittees relating to the implementation of the CCMRP and any additional services agreed to by the Permittees and approved by GWMA;
 - I. The Permittees have authorized GWMA to hire and serve as conduit for paying a consultant, Anchor QEA, L.L.C. ("Consultant"), approved by the Permittees, to implement and conduct the monitoring set forth in the CCMRP;
 - J. GWMA and Consultant entered into the Agreement dated July 10, 2014 for the purpose of retaining the Consultant to implement and conduct the monitoring set forth in the CCMRP and perform other professional services; and
 - K. The purpose of this First Amendment is to extend the Agreement's expiration date from September 30, 2019 to December 31, 2019.
2. Section 3 of the Agreement is hereby amended in its entirety to read as follows:

"TIME FOR PERFORMANCE

- 3. The term of this Agreement shall commence on the effective date of this Agreement and expire on December 31, 2019, unless earlier terminated in accordance with the terms of this Agreement or extended by the GWMA Governing Board."
3. Except for the changes specifically set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect

[SIGNATURE PAGE FOLLOWS]

The parties are signing this Agreement as of the effective date set forth above.

GWMA

Consultant/Officer of the Firm

Los Angeles Gateway Region Integrated
Regional Water Management Authority

ANCHOR QEA, LLC

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____


ATTEST:

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

(Please note: Two signatures required for
corporations pursuant to California Corporations
Code Section 313.)

APPROVED AS TO FORM:

By: 
Name: Nicholas R. Ghirelli
Title: General Counsel