



## **AGENDA**

**Regular Meeting of the Board of Directors  
Thursday, June 11, 2020 at 12:00 p.m.**

**Meeting Remote Location  
via WebEx**

**<https://meetingsamer9.webex.com/meetingsamer9/j.php?MTID=m22ca07f81f2957ac1066699bd3ae4e6e>**

**Meeting number: 126 682 7030  
Password: GatewayH2O**

**or via phone  
1-408-418-9388 (passcode: 42839294)**

**(There will be no physical attendance at Progress Park)**

- 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. Consent Calendar: (Acted as one item unless withdrawn by request)**
  - a. Minutes of the Board Meeting of May 14, 2020 (Enclosure).
  - b. Approve the Warrant Register for June 2020 (Enclosures).
  - c. Receive and File the Updated Expenditures for Legal Counsel Services (Enclosure).
- 6. GWMA Membership Reduced Dues for FY2020/21 (Artesia, Bell, Cudahy & Maywood) (Enclosure)**
  - a. Approve reduced dues for FY 2019/20 for the following:
    1. Artesia = \$7,000
    2. Bell = \$7,500
    3. Cudahy = \$7,000
    4. Maywood = \$6,000

**Lisa Rapp (Lakewood), Board Chair • Adriana Figueroa (Paramount), Vice-Chair • Kelli Tunnicliff (Signal Hill), Secretary/Treasurer**  
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7. **GWMA FY 2020-2021 Operating Budget (Enclosure) – SUPER MAJORITY NEEDED**
  - a. Approve the Annual Membership Dues of \$15,000 (Except for Board Approved Reduced Dues).
  - b. Adopt the GWMA FY 2020-2021 Operating Budget.
8. **Presentation: Gateway Water Resources Strategic Plan - Kekoa Anderson**
9. **Gateway Region Watershed Management Groups Oral Reports**
  - a. Lower Los Angeles River Upper Reach 2 Watershed Group
  - b. Lower Los Angeles River (LLAR) Watershed Group
  - c. Lower San Gabriel River (LSGR) Watershed Group
  - d. Los Cerritos Channel (LCC) Watershed Group
10. **Executive Officer's Oral Report**
  - a. Upcoming Activities
    - Notice Inviting Bids for Gateway Region Catch Basin Cleaning –Release June 15, 2020
    - Finalize LLAR, LSGR and LCC MOU Amendments – July 2020
    - RFQ Solicitation to Update On-Call Consultant List – Fall 2020
11. **Directors' Oral Comments/Reports**
12. **Adjournment to Regular Board Meeting on June 11, 2020.**

**NOTICE:** GWMA will hold Board Meetings via video conference to meet social distancing recommendations or meet in person at its regular location at Progress Park in Paramount, depending on recommendations from local and State officials. The physical location or video-conference information will be posted with each Board Agenda which can be found at [www.gatewaywater.org](http://www.gatewaywater.org) 72 hours in advance of the meeting.

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**MINUTES OF THE GATEWAY WATER MANAGEMENT AUTHORITY  
LOS ANGELES GATEWAY REGION  
INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY  
BOARD  
AT PARAMOUNT, CALIFORNIA  
THURSDAY, MAY 14, 2020**

A regular meeting of the Board of Directors of the Gateway Water Management Authority was held on Thursday, May 14, 2020 at 12:00 p.m. via WebEx and Phone Conference.

Chair Lisa Rapp called the meeting to order at 12:04 p.m. Roll was called by Ms. Grace Kast and a quorum of the Board was declared.

**BOARD MEMBERS PRESENT:**

Okina Dor	Artesia
Jordan Monroe	Avalon
Chau Vu	Bell Gardens
Len Gorecki	Bellflower
Tammy Hierlihy	Central Basin MWD
Mike O'Grady	Cerritos
Tana McCoy	Compton
Aaron Hernandez-Torres	Cudahy
Mark Stowell	La Mirada
Lisa Rapp	Lakewood
Melissa You	Long Beach
Christopher Garner	Long Beach Water District
Lorry Hempe (alternate)	Lynwood
Adriana Figueroa	Paramount
Kenner Guerrero (alternate)	Pico Rivera
James Vernon	Port of Long Beach
Noe Negrete	Santa Fe Springs
Kelli Tunnicliff	Signal Hill
Gladis Deras (alternate)	South Gate
Claudia Arellano (alternate)	Vernon
Vicki Smith	Whittier
Esther Rojas (alternate)	WRD

**STAFF AND GUESTS ON SIGN-IN SHEET:**

Grace Kast	Executive Officer
Traci Gleason	Program Administrative Manager
Nicholas Ghirelli	Legal Counsel
Kekoa Anderson	Funding/Grants Program
Christopher Brown	Fedak & Brown
Brian Dickinson	City of Compton
Nina Turner	Port of Long Beach
Giles Coon	Los Angeles County

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**ITEM 3 - ADDITIONS TO THE AGENDA**

None.

**ITEM 4 - ORAL COMMUNICATIONS TO THE BOARD**

None.

**ITEM 5 - CONSENT CALENDAR**

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

**AYES:** Dor, Monroe, Vu, Gorecki, Hierlihy, O’Grady, McCoy, Hernandez-Torres, Stowell, Rapp, You, Garner, Vernon, Hempe, Figueroa, Guerrero, Negrete, Tunnichliff, Deras, Arellano, Smith, Rojas.

**NOES:** None.

**ABSTAIN:** None.

**ITEM 6 - GWMA AUDIT FOR FISCAL YEAR 2018-2019**

Christopher Brown, from Fedak & Brown, LLP, presented the 2018-2019 GWMA Audit results to the Board. Mr. Brown noted that in their opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Authority, as of June 30, 2019, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. They did not identify material weakness within GWMA’s internal control structure. Mr. Brown reviewed the financial highlights.

Director Figueroa requested for clarification regarding the difference in revenue between the 2017-2018 Fiscal Year and the 2018-2019 Fiscal Year. Executive Officer Kast explained the difference is due to less grant revenue and reserve funds being used from watershed groups.

Director Hierlihy noted that the Annual Financial Report had a typographical error on the second page listing Director Rapp from Artesia instead of Lakewood.

Director Figueroa motioned to receive and file the annual audited financial statement for Fiscal Year 2018-2019, with the correction made. The motion was seconded by Director Vernon, and the motion was approved by the following voice vote:

**AYES:** Dor, Monroe, Vu, Gorecki, Hierlihy, O’Grady, McCoy, Hernandez-Torres, Stowell, Rapp, You, Garner, Vernon, Hempe, Figueroa, Guerrero, Negrete, Tunnichliff, Deras, Arellano, Smith, Rojas.

**NOES:** None.

**ABSTAIN:** None.

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**ITEM 7 – DISCUSSION/ACTION REGARDING GWMA’S AUDIT FOR FISCAL YEAR 2019-2020**

The Executive Officer reported that Fedak & Brown has conducted audits for GWMA for the past three years. Their audit is performed in accordance with auditing standards generally accepted in the United States. Fedak & Brown submitted a proposal to GWMA to perform the Fiscal Year 2019-2020 audit.

Director Deras motioned to authorize Fedak & Brown LLP to conduct GWMA’s FY 2019-2020 audit in the amount not to exceed \$12,898. The motion was seconded by Director Rojas and was approved by the following voice votes:

**AYES:** Dor, Monroe, Vu, Gorecki, Hierlihy, O’Grady, McCoy, Hernandez-Torres, Stowell, Rapp, You, Garner, Vernon, Hempe, Figueroa, Guerrero, Negrete, Tunnickliff, Deras, Arellano, Smith, Rojas.

**NOES:** None.

**ABSTAIN:** None.

**ITEM 8 – WORKSHOP – FISCAL YEAR 2020-2021 GWMA ADMINISTRATIVE BUDGET**

Executive Officer Grace Kast provided the Board with a detailed review of the proposed operating budget for Fiscal Year 2020-2021, reviewing the following items: the basis of the budget, the anticipated revenue, operating expenses (including general expenses vs watershed expenses), special project expenses, net income after operating expenses, net income after including special project, and the estimated fund balance at the end of Fiscal Year 2020-2021.

The GWMA administrative budget for FY 2020-2021 will be brought to the June board meeting for approval. A super majority will be needed for the approval of the budget.

**ITEM 9– DIRECT AND INDIRECT ADMINISTRATIVE FEES FOR FISCAL YEAR 2020-2021**

In May of 2018, the GWMA Board adopted an Administrative Fee Policy to ensure that the GWMA’s Administrative Fees are established at a rate that recovers its expenses. Per GWMA’s Proposed Policy and Procedure – Collection and Use of Direct and Indirect Administrative Fees, an annual percentage must be set for all GWMA members and non-members to cover GWMA’s direct and indirect administrative costs. GWMA members are not assessed for Indirect Costs, as GWMA members are required to pay annual membership dues and thus are contributing to general costs in support of GWMA.

Staff recommended maintaining the same direct and indirect administrative fees as the current fiscal year: 3% to members for cost share allocation for watershed, grant programs and other activities; 5% to non-members for cost share allocation for watershed, grant programs and other activities. Additionally, staff recommended maintaining the same percentage of 3.76% for indirect costs to non-members.

Director Garner motioned to approve the following recommendations:

- a. Fiscal Year 2020-2021 GWMA Member Direct Cost Administrative Fees at a rate of 3% of the Member's cost share allocation for the particular watershed, grant, program or other activities.
- b. Fiscal Year 2020-2021 GWMA Non-Member Direct Cost Administrative Fees at a rate of 5% of the Non-Member's cost share allocation for the particular watershed, grant, program or other activities.
- c. Fiscal Year 2020-2021 GWMA Non-Member Indirect Cost Administrative Fees at a rate of 3.76% of the Non-member's cost share allocation for the particular watershed, grant, program or other activities.

The motion was seconded by Director Stowell, and the items were approved by the following voice vote:

**AYES:** Dor, Monroe, Vu, Gorecki, Hierlihy, O'Grady, McCoy, Hernandez-Torres, Stowell, Rapp, You, Garner, Vernon, Hempe, Figueroa, Guerrero, Negrete, Tunnichliff, Deras, Arellano, Smith, Rojas.

**NOES:** None.

**ABSTAIN:** None.

Due to time constraint, Agenda Items 10 and 11 were skipped.

#### **ITEM 12 - EXECUTIVE OFFICER'S ORAL REPORT**

Executive Officer Grace Kast reported on the following items:

- Outstanding Accounts Receivables from members and non-members
- Upcoming activities:
  - Notice Inviting Bids for Gateway Region Catch Basin Cleaning (anticipated to be released in June 2020)
  - Request for Qualifications Solicitation to update GWMA's List of On-call Consultants (Fall 2020)
  - MOU Amendments - MOUs are due to expire on September 30, 2020 for the Lower LA, Lower San Gabriel and Los Cerritos Channel watershed groups

#### **ITEM 13 - EXECUTIVE OFFICER'S ORAL REPORT**

None.

#### **ITEM 14 - CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION: GOVERNMENT CODE SECTION 54957, TITLE: EXECUTIVE OFFICER; AND PUBLIC EMPLOYEE APPOINTMENT /EMPLOYMENT: GOVERNMENT CODE SECTION 54957, TITLE: EXECUTIVE OFFICER**

The Board of Directors determined a closed session was not necessary.

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**ITEM 15 - DISCUSSION/ACTION REGARDING ONE-YEAR EXTENSION OF PROFESSIONAL SERVICES AGREEMENT WITH KOA CONSULTING FOR GWMA PROGRAM MANAGEMENT, GRANT ADMINISTRATION, AND DAC COMMITTEE SERVICES**

Chairperson, Lisa Rapp reported that the GWMA Board of Directors approved a professional services agreement with Koa Consulting for program management, grant administration, and disadvantaged communities (DAC) services (the "Agreement") on March 14, 2019. The Agreement's term began on March 1, 2019 and is scheduled to expire on June 30, 2020. She continued by stating that pursuant to Section 2 of the Agreement, GWMA may, at its option, extend the Agreement's term for up to three additional terms of one year each upon providing written notice to Koa Consulting 30 days prior to the Agreement's scheduled expiration. She concluded her report by stating that Koa Consulting had expressed its willingness to continue providing the Agreement's scope of services under the same terms, including the financial terms, for an additional year and that members of the Executive Committee have been pleased with Koa Consulting's services and support the one-year extension of the Agreement.

Director Dor motioned to approve the following recommendations:

- a. Approve a one-year extension of the Professional Services Agreement attached as Attachment A with Koa Consulting, with a new expiration date of June 30, 2021; and
- b. Direct the Chair to provide written notification to Koa Consulting of the Board's approval of the one-year contract extension.

The motion was seconded by Director Stowell, and the items were approved by the following voice vote:

**AYES:** Dor, Monroe, Vu, Gorecki, Hierlihy, O'Grady, McCoy, Stowell, Rapp, You, Garner, Vernon, Hempe, Figueroa, Guerrero, Negrete, Tunnichliff, Deras, Arellano, Smith, Rojas.

**NOES:** None.

**ABSTAIN:** None.

The meeting was adjourned at 1:22 p.m.

The next regular Board Meeting of the Directors of the Gateway Water Management Authority will be on Thursday, June 11, 2020 at 12:00 p.m. The meeting will be held via video conference to meet social distancing recommendations or will be held in person at its regular location at Progress Park in Paramount, depending on recommendations from local and State officials. The physical location or video conference information will be posted with each Board Agenda which can be found at [www.gatewaywater.org](http://www.gatewaywater.org) 72 hours in advance of the meeting.

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Lisa Rapp, Chair

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Date



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

June 11, 2020

## **AGENDA ITEM 5b – Approve the Warrant Register for June 2020**

### **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 Traci Gleason, serving as the Administrative/Accounting Manager of the Gateway Water Management Authority, upon Board Approval.

### **DISCUSSION:**

The Warrant Register for expenditures dated June 2020 in the amount of \$538,728.92 is submitted for approval. Invoices and supporting documentation are available for review at the office of the GWMA.

### **FISCAL IMPACT:**

The Warrant Registers total \$538,728.92. Funds to cover payment are available in the GWMA budget.

### **RECOMMENDATION:**

Approve the Warrant Register for June 2020.

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WARRANT REGISTER  
DISBURSEMENT JOURNAL  
JUNE 2020

Invoice Date	Vendor	Invoice Number	Description	Amount
6/1/2020	City of Paramount	4317	Office Rent for June 2020	\$ 360.32
5/26/2020	Clifton Larson Allen	2496145	Accounting (Services 5/1/2020-5/31/2020)	\$ 1,500.00
5/30/2020	Gateway Cities Council of Governments	5-30-20	Office Supplies, FedEx	\$ 259.18
4/28/2020	John L Hunter and Assoc.	BGFPP0320	JAF Park (Services 3/1/20-3/31/20)	\$ 39,694.50
4/20/2020	John L Hunter and Assoc.	GAHT0320	Harbor Toxics Monitoring (Services 3/1/20-3/31/20)	\$ 18,872.03
5/19/2020	John L Hunter and Assoc.	GANPLA0420	LLAR WMP Implementation (Services 4/1/20-4/30/20)	\$ 26,757.32
5/14/2020	John L Hunter and Assoc.	GANPSG0420	LSGR WMP Implementation (Services 4/1/20-4/30/20)	\$ 157,707.66
6/1/2020	Koa Consulting	K114-01-29	COG Water-Related Coordination Activities and Executive Officer Services, DAC Chair and DACIP Co-Chair	\$ 33,908.00
5/13/2020	Richard Watson & Associates	20-192-003-005	Develop and Implement WMP & Implement CIMP for Los Cerritos Channel (Services for April 2020)	\$ 44,033.33
5/12/2020	Richards Watson Gershon	226726	General Legal Counsel (Services through 4/30/20)	\$ 3,834.08
5/22/2020	Zusser Company, Inc.	1953-04	JAF Park Progress Payment April 2020	\$ 211,802.50
			Total	\$ 538,728.92

Reviewed and Approved by:

  
Kelli Tunnicliff, GWMA Secretary and Treasurer



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

June 11, 2020

**AGENDA ITEM 5c – Status of Total Legal Expenditures for General Legal Counsel Services for Fiscal Year 2019-2020**

**SUMMARY:**

At the Board meeting in June 2019, the Board approved the budget for legal counsel services of \$50,000 for Fiscal Year (FY) 2019-2020 to address legal issues. The Board has previously directed staff to provide monthly updates on total expenditures for legal counsel services.

Legal Counsel Services Update:

\$ 50,000.00	FY 2019/2020 Budget amount for Legal Counsel services
<u>\$ 21,222.66</u>	Expenditures for Legal Counsel services through April 30, 2020
\$ 28,777.34	Remaining budget amount available through June 30, 2020

**FISCAL IMPACT:**

The total expenditures for Legal Counsel services for FY 2019-2020 through April 30, 2020 total \$21,222.66. Sufficient funds to cover payment for legal counsel services are remaining in the GWMA FY 2019-2020 budget.

**RECOMMENDATION:**

Receive and file the status the updated expenditures for Legal Counsel Services.

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June 11, 2020

**AGENDA ITEM 6 - GWMA Membership Reduced Dues for FY2020-2021  
(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
- Bell
- Cudahy; and
- Maywood.

To date, only the same four local agencies (Artesia, Bell, Cudahy and Maywood) have submitted their annual reduced dues application.

### **Current Members Applying for Reduced Dues for FY 2020-2021**

#### ***Artesia***

FY2018-2019 Membership Dues:	\$6,500
Three Year Revenue Average (2014-2016):	\$9,434,708
Census Population:	16,522
Dollar Value Per Capita:	\$571
Eligible for Reduced Dues:	Yes
Recommended Membership Dues for FY2019/2020:	\$7,000

#### ***Bell***

FY2018-2019 Membership Dues:	\$7,500
Three Year Revenue Average (2016-2018):	\$13,911,658
Census Population:	35,477
Dollar Value Per Capita:	\$392
Eligible for Reduced Dues:	Yes
Recommended Membership Dues for FY2019/2020:	\$7,500*

*\*No change because 50% of regular dues has been reached*

#### ***Cudahy***

FY2018-2019 Membership Dues:	\$6,500
Three Year Revenue Average (2015-2017):	\$7,134,941
Census Population:	23,805
Dollar Value Per Capita:	\$300
Eligible for Reduced Dues:	Yes
Recommended Membership Dues for FY2019/2020:	\$7,000

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***Maywood***

FY2018-2019 Membership Dues:	\$5,500
Three Year Revenue Average (2015-2017):	\$7,774,470
Census Population:	27,395
Dollar Value Per Capita:	\$285
Eligible for Reduced Dues:	Yes
Recommended Membership Dues for FY2019/2020:	\$6,000

**FISCAL IMPACT:**

GWMA has sufficient funds to carry reduced dues memberships.

**RECOMMENDATIONS:**

Approve reduced dues for FY 2019/20 for the following:

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

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

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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.

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





Los Angeles Gateway Region  
Integrated Regional Water Management  
Joint Powers Authority

**APPLICATION FOR CITY/WATER AGENCY  
TO PAY REDUCED DUES FOR GWMA JPA MEMBERSHIP  
FOR FISCAL YEAR 2020/2021**

To: GWMA Board of Directors

From: Okina Dor (individual's name)

Community Development Director (individual's title)

Date: April 8, 2020

The City of Artesia (print name of organization) is submitting this application for consideration of reduced dues. Our 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 three 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 three 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).

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- 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).

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 2019/2020 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 2020/2021. 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 May 8, 2020.**

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

4/8/20  
\_\_\_\_\_  
Date

*Please submit your application and supporting documentation to Traci Gleason at the above address or via email at [tgleason.gateway@gmail.com](mailto:tgleason.gateway@gmail.com)*

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Los Angeles Gateway Region  
Integrated Regional Water Management  
Joint Powers Authority

**APPLICATION FOR CITY/WATER AGENCY  
TO PAY REDUCED DUES FOR GWMA JPA MEMBERSHIP  
FOR FISCAL YEAR 2020/2021**

To: GWMA Board of Directors

From: Paul Philips (individual's name)

Interim City Manager (individual's title)

Date: April 13, 2020

The City of Bell (print name of organization) is submitting this application for consideration of reduced dues. Our 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 three 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 three 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).

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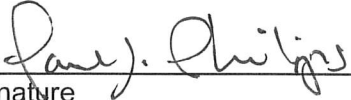
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- iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection).

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Application and supporting documentation for reduced membership must be submitted to GWMA **on or before May 8, 2020.**

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

4/13/2020  
Date

*Please submit your application and supporting documentation to Traci Gleason at the above address or via email at [tgleason.gateway@gmail.com](mailto:tgleason.gateway@gmail.com)*

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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

**APPLICATION FOR CITY/WATER AGENCY  
TO PAY REDUCED DUES FOR GWMA JPA MEMBERSHIP  
FOR FISCAL YEAR 2020/2021**

To: GWMA Board of Directors

From: AARON HERNANDEZ-TORRES (individual's name)

ASSISTANT CITY ENGINEER (individual's title)

Date: 05/08/2020

The CITY OF CUDAHY (print name of organization) is submitting this application for consideration of reduced dues. Our 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 three 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 three 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).

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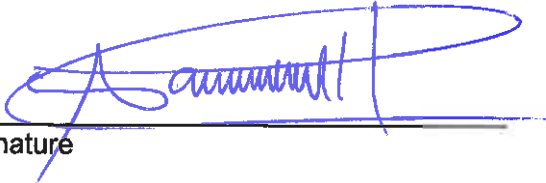
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- iii. The 3-year revenue average (per item (1)(ii)) divided by the number of active retail potable water connections (i.e. Average Revenue/Water Connections = \$ Value Per Service Connection).

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Application and supporting documentation for reduced membership must be submitted to GWMA **on or before May 8, 2020.**

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

05/08/2020  
Date

*Please submit your application and supporting documentation to Traci Gleason at the above address or via email at [tgleason.gateway@gmail.com](mailto:tgleason.gateway@gmail.com)*

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Los Angeles Gateway Region  
Integrated Regional Water Management  
Joint Powers Authority

**APPLICATION FOR CITY/WATER AGENCY  
TO PAY REDUCED DUES FOR GWMA JPA MEMBERSHIP  
FOR FISCAL YEAR 2020/2021**

To: GWMA Board of Directors

From: Jennifer E. Vasquez (individual's name)  
City Manager (individual's title)

Date: 5/15/2020

The City of Maywood (print name of organization) is submitting this application for consideration of reduced dues. Our 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 three 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 three 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).

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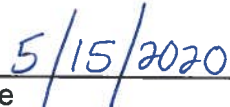
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Application and supporting documentation for reduced membership must be submitted to GWMA **on or before May 8, 2020.**

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 City Manager

  
\_\_\_\_\_  
Date

*Please submit your application and supporting documentation to Traci Gleason at the above address or via email at [tgleason.gateway@gmail.com](mailto:tgleason.gateway@gmail.com)*

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

June 11, 2020

## **AGENDA ITEM 7 - GWMA FY 2020-2021 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 2020-2021 reflects actual costs and projections through the end of this fiscal year. In doing so, staff anticipates an FY 2020-2021 Ending Fund Balance of \$641,021. Dues from member agencies are expected to be \$417,500 in FY 2020-2021. 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, \$198,162 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.

### **RECOMMENDATION:**

- a. Approve the Annual Membership Dues of \$15,000 (except for Board Approved reduced dues).
- b. Adopt the GWMA FY 2020-2021 Operating Budget.

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FISCAL  
YEAR

**2020-2021**

# **OPERATING BUDGET**

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**ADOPTED: TBD**







### Introduction and Background

Over the years, with growth in membership and responsibilities, the budget for Gateway Water Management Authority (GWMA) has evolved accordingly. From a one-half page budget in 2009, it is now a multi-page budget that demonstrates how much GWMA has accomplished and what it will do in the coming year.

GWMA was created in 2007/2008 as a Joint Powers Authority “JPA” to form a Department of Water Resources (DWR) - recognized region for purposes of regional planning and grant funding under the Integrated Water Resources Management (IRWM) program. The original purpose for this effort was to address local concerns regarding equitable distribution of grant awards for Gateway cities and agencies through the Greater Los Angeles County (GLAC) IRWM structure which includes five sub-regions, one of which is the Lower Los Angeles/Lower San Gabriel sub-region. By 2011, GWMA had 18 members. It has since grown to 30 members which includes 26 cities, three water agencies and the Port of Long Beach. For the most part, membership growth is due to the following benefits and values of being a member:

- Organize and coordinate economical and efficient water management activities across city boundaries in the Gateway region;
- Apply and receive State and Federal funding on a regional basis, preferred by many granting agencies;
- Provide focus to Disadvantaged Communities through grants, projects and programs;
- Share information and identify common needs and issues across city and agency boundaries; and
- A single voice to help build relationships at the regional, state and federal levels.

Since its inception, GWMA has facilitated several federal and grant awards on behalf of the region and its members in addition to the IRWM grant program. Further, GWMA’s role has expanded to include fiduciary and contracting responsibilities in support of the Gateway region’s stormwater responsibilities. After years of working as its own IRWM region, the GWMA Board voted in 2015 to re-engage with the GLAC IRWM as a voting member of the Leadership Committee and also as the Chair of the Lower San Gabriel/Lower Los Angeles sub-region. The success of the re-integration is largely due to the fact that GWMA represents the entire sub-region because of its robust membership within the Gateway region. GWMA continues to play a very active role in the GLAC IRWM and also provides active support by serving as Chair of the GLAC IRWM Disadvantaged Community Committee and as Co-Chair of the Disadvantaged Community Involvement Program which includes Ventura County and the Upper Santa Clara IRWM regions.



## HIGHLIGHTS OF ACCOMPLISHMENTS

### Grant Awards – Past, Current and Pending

A total of **\$30,614,000** has been awarded to GWMA since its first grant application in 2009.

Grant Amount	Funding Agency	Grant Project	Status
<b>\$10M</b>	State Water Resource Control Board	LA River Trash Reduction	Completed
<b>\$950k</b>	California Department of Water Resources	Gateway IRWM Plan	Completed
<b>\$338k</b>	State Water Resource Control Board	Los Cerritos Channel (LCC) Watershed Segmentation and Low Impact Development (LID)	Completed
<b>\$1M</b>	United States Bureau of Reclamation	Gateway Region Advanced Meter Infrastructure Program	Completed
<b>\$1.074M</b>	State Water Resource Control Board	Proposition 84 Regional Stormwater LID Best Management Practices (BMP)	Completed
<b>\$3.942M</b>	California Department of Water Resources	Proposition 84 IRWM Drought Emergency	Completed
<b>\$3.41M</b>	California Department of Water Resources	Proposition 84 IRWM (4 projects)	On-going
<b>\$9.9M</b>	State Water Resource Control Board	Proposition 1 Stormwater Grant for John Anson Ford Park Infiltration Cistern: Phase 1	On-going
<b>\$1.55M*</b>	California Department of Water Resources	Proposition 84 IRWM	Approval Pending

### Fiduciary Responsibilities

GWMA has entered into Memorandum of Understandings (MOUs) with several groups to administer Request for Proposals, enter into contracts, collect participant funds, pay invoices and other general administrative support roles including submission of grant applications, if requested and management of grants, if awarded.

- Four Watershed Groups under Regulatory Compliance Timelines for Stormwater
  - Lower LA River Upper Reach 2 [Seven cities & Los Angeles County Flood Control District (LACFCD)]
  - Lower LA River (Eight cities & LACFCD)



- Lower San Gabriel River (Thirteen cities & LACFCD)
- Los Cerritos Channel (Seven cities & LACFCD)
- Permittees for the Dominguez Channel, and Long Beach and Los Angeles Harbors Regulatory Monitoring & Reporting Compliance
  - Eight Cities, Port of Los Angeles, LA County, LACFCD and Port of Long Beach
  - Six individual private company permittees to share in cost of monitoring
- Permittees for a Joint Dominguez Channel/Harbor Toxic TMDL Monitoring Program
  - 60 Cities, LA County and LACFCD

### Other Services and Activities

- In 2010, GWMA coordinated, developed and submitted a regional 20x2020 Regional Alliance Report to the State to meet conservation regulations on behalf of its members to meet their individual obligations regionally rather than individually.
- In 2015, GWMA coordinated, developed and submitted updated data and targets for the 20x2020 Regional Alliance to the State to meet regulatory requirements.
- In 2014 and again in 2017, GWMA conducted a regional Notice Inviting Bids process to solicit competitive pricing for catch basin cleaning on behalf of all Gateway region cities. A competitive bid package which included all responsive bidders and their respective pricing was transmitted to the cities as an option for them to contract with any of the bidders. Several cities took the option and entered into 3-year contracts with a bidder of their choice. The 2017 entire bidding process and results can be found on GWMA's website. Since these are 3-year contracts, GWMA is poised to conduct another competitive bidding process later in 2020.
- In 2015, successfully transferred GWMA funds and transitioned accounting from its Lead Agency (Signal Hill) to GWMA.
- In 2015-2018, developed comprehensive policies and procedures to support the additional accounting and administrative duties (policies can be found at [www.gatewaywater.org](http://www.gatewaywater.org)).
- Facilitated and held workshops on Measure W throughout FY 2018-2019 and continues to support on-going activities and programs under Measure W, as requested and deemed appropriate.
- Created the COG/GWMA Coordinating Committee in 2015 to discuss, strategize and share information regarding multi-benefit joint projects and funding opportunities.



### LOOKING AHEAD

Several critical activities are planned for FY 2020-2021. These activities include:

- Amend MOUs with three watershed groups to extend their regulatory stormwater work;
- Conduct a competitive bidding process on behalf of GWMA members to effectuate regional pricing for catch basin cleaning services for the next 3 years;
- Update its On-Call Consultants List through a Request for Qualifications process; and
- Continue converting GWMA's accounting system from the Quickbooks Desktop version to the online version which will be much more efficient and effective for GWMA and all of its fiduciary and grant responsibilities.

GWMA Staff will continue its efforts to identify regional projects for grant programs that benefit its members and apply for those opportunities. To help do this, in 2018 GWMA retained the services of Koa Consulting, Inc to focus on the development of a project and funding strategy program. This program is under development as more programs and partners are being identified including the Gateway Cities Council of Governments.

### BUDGET SUMMARY

Before delving into the budget, it is important to note that back in the 2008/2009 era, the Board decided to collect membership dues over multiple years to build up and keep them in reserves in order to fund regional programs or opportunities as they become available in future years. Depending on the project, GWMA also collects funds from project participants for regional project management which is held in the general reserve and used for that specific purpose in subsequent years. These types of reserve funds are separate from what the GWMA Board voted to keep on hand as an operating reserve equal to six months of the annual operating budget. Thus, the reserve can be viewed as having three (3) functions:

- 1) Maintain an operating reserve equal to six months of the operating budget;
- 2) Collect funds for future special projects and/or grant opportunities; and
- 3) Collect funds for a specific program that are being expended over several subsequent years.

To enable seamless cross-referencing with the attached budget, figures included in this summary that can be found on the budget will be followed by a letter and number in parenthesis which points to the column letter and row number on the budget. For example, (H2) points to \$417,500 which is the FY 2020-2021 Total Dues from Members Agencies.



The FY 2020-2021 budget shows an operating revenue needed to support its annual operations in the amount of \$553,999 (H7). The operating expense budget is estimated to be \$396,324 (H22) which leaves \$157,675 (H23) in reserves before special projects. Special projects in the amount of \$158,985 (H31) include funds for:

- Greater Los Angeles IRWM Grant Application (Board approved use of reserve funds in July 2018);
- Previously collected funds in 2016 from grant participants for project management of the IRWM 2015 Proposition 84 Advanced Water Meter Replacement regional project (remaining contract amount of \$31,985, Civiltec Engineering, Inc.);
- IRWM Disadvantaged Community Chair/Co-Chair Services; and
- Project development and funding strategy services.

Thus, reserved funds from the previous years in the amount of \$1,310 (H32) is anticipated to be used for special projects. When the previous year's final fund balance of \$642,331 (F34 & H34) is added, the estimated FY 2020-2021 Ending Fund Balance (reserves) is \$641,021 (H34).

As stated previously, according to Board policy, six months of the operating expense budget is required to be held in reserve. The operating expense budget is \$396,324 (H22). One-half of the anticipated operating expense for FY 2020-2021 is equal to \$198,162. Staff has determined that with \$641,021 (H34) in the Ending Fund Balance, there are sufficient funds in reserves per the policy.

FY 2020-2021 Operating Expenses:	\$396,325 (H22)
6-months (one-half of year) minimum required to be held in reserve:	\$198,162
Reserves after all Operating Expenses and Special Projects:	\$641,021 (H34)
6-month operating reserve:	- <u>\$198,162</u>
Remaining in General Reserve for future programs	\$442,859

On May 14, 2020, the Board approved staff's recommendation to maintain the current administrative direct fee percentages of 3% for GWMA members and 5% for non-GWMA members. The Board also approved 3.76% for indirect costs which are applied to non-GWMA members only. Per Board policy, non-GWMA members should contribute to the overall general operating costs that GWMA members pay through their annual membership dues. The indirect costs include all general operating expenses except for Professional Administrative/Management, Legal Counsel and Project Development/Funding Strategy Services and are calculated using the formula recommended by GWMA's Accounting Firm and previously approved by the GWMA Board. It is important to note that all unused direct fees are retained by each respective group that it was collected from and are shown in the budget backup sheets while all indirect fees are retained by GWMA to help pay for general operations of GWMA.

The following operating budget provides details to support the many GWMA activities in Fiscal Year 2020-2021.





# GATEWAY WATER MANAGEMENT AUTHORITY

## Gateway Water Management Authority FY 2020/2021 Operating Budget

	A	B	C	D	E	F	G	H
	DESCRIPTION	FY 16/17 Actuals	FY 17/18 Actuals	FY 18/19 Actuals	FY 19/20 Admin Budget	FY 19/20 Year-End Projections	Budget to Actual Variance	FY 20/21 Admin Budget
1	<b>REVENUES</b>							
2	Dues from Member Agencies	\$ 386,500	\$ 398,000	\$ 411,365	\$ 401,000	\$ 416,000	\$ 15,000	\$ 417,500
3	GWMA Administrative/Legal/Funding Strategy Direct Fees from Watersheds Including Use of Watershed Reserves	\$ 62,053	\$ 85,556	\$ 70,975	\$ 118,500	\$ 83,766	\$ (34,734)	\$ 95,500
4	GWMA Administrative/Legal/Funding Strategy/Project Mgmt Direct Fees from GWMA Grants and Grant Sub-recipients	\$ 261,175	\$ 59,991	\$ 8,044	\$ 18,957	\$ 27,928	\$ 8,971	\$ 10,000
5	DACIP Proposal/Application Development (Grant Reimbursement)	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
6	GWMA Indirect Fees from Non-members	\$ -	\$ -	\$ 5,676	\$ 15,392	\$ 12,010	\$ (3,382)	\$ 20,999
7	<b>TOTAL REVENUES</b>	<b>\$ 709,728</b>	<b>\$ 543,547</b>	<b>\$ 496,060</b>	<b>\$ 553,849</b>	<b>\$ 549,704</b>		<b>\$ 553,999</b>
8	<b>OPERATING EXPENSES</b>							
9	Professional Mgmt, Admin & Accounting Services - General GWMA Operations	\$ 230,167	\$ 246,688	\$ 237,992	\$ 235,396	\$ 250,000	\$ (14,604)	\$ 234,500
10	Professional Mgmt, Admin & Accounting Services - Allocated to Watershed/Grant Operations	\$ 46,833	\$ 78,472	\$ 85,969	\$ 90,000	\$ 75,000	\$ 15,000	\$ 90,000
11	General Counsel - General GWMA Operations	\$ 37,193	\$ 31,666	\$ 14,352	\$ 41,500	\$ 11,363	\$ 30,137	\$ 15,000
12	General Counsel - Allocated to Watershed/Grant Operations	\$ 15,220	\$ 55,014	\$ 6,193	\$ 8,500	\$ 13,837	\$ (5,337)	\$ 15,500
13	Government Relations	\$ 25,000	\$ 25,000	\$ 23,523	\$ -	\$ -	\$ -	\$ -
14	Meeting Expenses	\$ 6,477	\$ 4,806	\$ 4,005	\$ 6,500	\$ 2,000	\$ 4,500	\$ 2,000
15	Office Supplies, Postage, Notices, Misc.	\$ 1,765	\$ 3,447	\$ 4,568	\$ 5,000	\$ 3,600	\$ 1,400	\$ 5,000
16	Office Rent	\$ 3,642	\$ 4,083	\$ 4,218	\$ 4,324	\$ 4,324	\$ -	\$ 4,324
17	Website Services	\$ 307	\$ 275	\$ -	\$ 500	\$ 500	\$ -	\$ 500
18	Insurance	\$ 11,147	\$ 10,786	\$ 12,049	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
19	Authorized Conferences, Travel & Sponsorships	\$ 905	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
20	Organization Memberships	\$ -	\$ 1,000	\$ 1,300	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
21	Audit	\$ 9,450	\$ 7,690	\$ 9,180	\$ 13,600	\$ 9,000	\$ 4,600	\$ 13,000
22	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 388,106</b>	<b>\$ 468,927</b>	<b>\$ 403,348</b>	<b>\$ 421,820</b>	<b>\$ 381,624</b>		<b>\$ 396,324</b>
23	<b>NET INCOME BEFORE SPECIAL PROJECTS</b>	<b>\$ 321,622</b>	<b>\$ 74,620</b>	<b>\$ 92,712</b>	<b>\$ 132,029</b>	<b>\$ 168,080</b>		<b>\$ 157,675</b>
24	<b>SPECIAL PROJECT EXPENSES</b>							
25	Prop 1 Greater LA IRWM (Round 1) Grant Application Fee <i>**Board approved use of reserve funds in July 2018**</i>	\$ -	\$ -	\$ -	\$ 66,000	\$ -	\$ 66,000	\$ 25,000
26	Prop 84 2015 - AMR Project Management Services (Civiltec) <i>**collected from Project Participants during FY16/17 and held in general reserve**</i>	\$ 11,186	\$ 11,190	\$ 12,498	\$ 36,985	\$ 5,000	\$ 31,985	\$ 31,985
27	Disadvantaged Community Involvement Program	\$ 20,631	\$ 31,395	\$ 9,000	\$ 27,000	\$ 27,000	\$ -	\$ 27,000
28	Awarded Grant Project Management Services	\$ 191,523	\$ 11,153	\$ -	\$ -		\$ -	\$ -
29	General Project Development and Funding Strategy Services - General Operations	\$ -	\$ 18,750	\$ 75,000	\$ 55,000	\$ 56,250	\$ (1,250)	\$ 55,000
30	General Project Development and Funding Strategy Services - Allocated to Watershed/Grant Operations	\$ -	\$ -		\$ 20,000	\$ 18,750	\$ 1,250	\$ 20,000
31	<b>TOTAL SPECIAL PROJECT EXPENSES</b>	<b>\$ 223,340</b>	<b>\$ 72,488</b>	<b>\$ 96,498</b>	<b>\$ 204,985</b>	<b>\$ 107,000</b>		<b>\$ 158,985</b>
32	<b>NET INCOME AFTER ALL OPERATING EXPENSES AND SPECIAL PROJECTS EXPENSE</b>	<b>\$ 98,282</b>	<b>\$ 2,132</b>	<b>\$ (3,786)</b>	<b>\$ (72,956)</b>	<b>\$ 61,080</b>		<b>\$ (1,310)</b>
33	<b>BEGINNING FUND BALANCE</b>	<b>\$ 480,837</b>	<b>\$ 579,119</b>	<b>\$ 581,251</b>	<b>\$ 577,465</b>	<b>\$ 581,251</b>		<b>\$ 642,331</b>
34	<b>ADMINISTRATIVE ENDING FUND BALANCE</b>	<b>\$ 579,119</b>	<b>\$ 581,251</b>	<b>\$ 577,465</b>	<b>\$ 504,509</b>	<b>\$ 642,331</b>		<b>\$ 641,021</b>
35	All Watershed Groups Admin Fee Cumulative Ending Fund Balance							\$ 193,540
36	Cumulative Earned and Projected Interest Income through FY 20/21							\$ 224,573
37	<b>ADMINISTRATIVE ENDING FUND BALANCE WITH WATERSHED ADMIN FEE BALANCE + INTEREST INCOME</b>							<b>\$ 1,059,133</b>



**Los Angeles River Upper Reach 2  
Administrative and Legal Costs Budget  
FISCAL YEAR ENDING JUNE 30, 2021**

Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Through End of Year	FY 20/21 Budget
<b>RESERVES FROM PREVIOUS YEAR</b>	\$18,303	\$4,996	\$31,950	\$27,771	\$10,000
<b>REVENUE</b>					
GWMA Administrative Fee	\$8,374	\$8,944	\$11,354	\$1,500	\$16,477
Grants Administrative Fee	-	\$19,103	\$8,044	\$7,069	
<b>TOTAL ANNUAL REVENUES</b>	<b>\$8,374</b>	<b>\$28,047</b>	<b>\$19,399</b>	<b>\$8,569</b>	<b>\$16,477</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$11,839	\$11,561	\$12,976	\$17,896	\$15,000
General Counsel - Direct Charges	\$9,842	\$37,669	-	10,785	\$3,500
Indirect Operating Expenses	-	-			
Grants Administrative - Expense	-	12,061	5,680	27,928	10,000
Funding Strategy - Expense	-	-	\$4,922		
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$21,681</b>	<b>\$61,291</b>	<b>\$23,578</b>	<b>\$56,609</b>	<b>\$28,500</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>(\$13,307)</b>	<b>(\$33,244)</b>	<b>(\$4,179)</b>	<b>(\$48,040)</b>	<b>(\$12,023)</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$4,996</b>	<b>(\$28,248)</b>	<b>\$27,771</b>	<b>(\$20,269)</b>	<b>(\$2,023)</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>\$60,198</b>	<b>\$0</b>	<b>\$30,269</b>	<b>\$12,023</b>



<p align="center"><b><i>Los Cerritos Channel</i></b>  <b>Administrative and Legal Costs Budget</b>  <b>FISCAL YEAR ENDING JUNE 30, 2021</b></p>					
Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Through End of Year	FY 20/21 Budget
<b>RESERVES FROM PREVIOUS YEAR</b>	<b>(\$2,107)</b>	<b>\$7,138</b>	<b>\$10,789</b>	<b>\$12,983</b>	<b>\$21,389</b>
<b>REVENUE</b>					
GWMA Administrative Fee	\$17,838	\$17,261	\$19,270	\$19,317	\$33,305
Other (Indirect Admin)	-	-			\$2,020
<b>TOTAL ANNUAL REVENUES</b>	<b>\$17,838</b>	<b>\$17,261</b>	<b>\$19,270</b>	<b>\$19,317</b>	<b>\$35,325</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$7,040	\$10,971	\$12,987	\$10,081	\$15,000
General Counsel - Direct Charges	\$1,553	\$2,639	-	830	\$3,500
Indirect Operating Expenses	-	-		\$0	\$2,020
Funding Strategy - Expense	-	-	\$4,089		
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$8,593</b>	<b>\$13,610</b>	<b>\$17,076</b>	<b>\$10,911</b>	<b>\$20,520</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>\$9,245</b>	<b>\$3,651</b>	<b>\$2,194</b>	<b>\$8,406</b>	<b>\$14,805</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$7,138</b>	<b>\$10,789</b>	<b>\$12,983</b>	<b>\$21,389</b>	<b>\$36,194</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>-</b>			





<p align="center"><b>Lower Los Angeles River</b>  <b>Administrative and Legal Costs Budget</b>  <b>FISCAL YEAR ENDING JUNE 30, 2021</b></p>					
Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Though End of Year	FY 20/21 Budget
<b>RESERVES FROM PREVIOUS YEAR</b>	\$17,115	\$37,085	\$40,366	\$32,430	\$42,906
<b>REVENUE</b>					
GWMA Administrative Fee	\$27,600	\$18,260	\$8,204	\$19,402	\$32,078
Grants Administrative Fee	-	-			
Other (Indirect Admin)					\$1,945
<b>TOTAL ANNUAL REVENUES</b>	<b>\$27,600</b>	<b>\$18,260</b>	<b>\$8,204</b>	<b>\$19,402</b>	<b>\$34,023</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$6,078	\$11,484	\$12,052	\$8,926	\$15,000
General Counsel - Direct Charges	\$1,552	\$3,494			\$3,500
Indirect Operating Expenses	-	-			\$1,945
Funding Strategy - Expense	-	-	\$4,088		
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$7,630</b>	<b>\$14,978</b>	<b>\$16,140</b>	<b>\$8,926</b>	<b>\$20,445</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>\$19,970</b>	<b>\$3,281</b>	<b>(\$7,936)</b>	<b>\$10,476</b>	<b>\$13,578</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$37,085</b>	<b>\$40,366</b>	<b>\$32,430</b>	<b>\$42,906</b>	<b>\$56,484</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



<p align="center"><b>Lower San Gabriel River</b>  <b>Administrative and Legal Costs Budget</b>  <b>FISCAL YEAR ENDING JUNE 30, 2021</b></p>					
Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Through End of Year	FY 20/21 Budget
<b>RESERVES FROM PREVIOUS YEAR</b>	\$16,188	\$33,099	\$41,190	\$42,759	\$53,589
<b>REVENUE</b>					
GWMA Administrative Fee	\$24,942	\$23,550	\$16,937	\$19,836	\$35,773
Grants Administrative Fee	-	-			
Other (Indirect Admin)					\$7,703
<b>TOTAL ANNUAL REVENUES</b>	<b>\$24,942</b>	<b>\$23,550</b>	<b>\$16,937</b>	<b>\$19,836</b>	<b>\$43,476</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$6,366	\$12,010	\$11,280	\$9,007	\$15,000
General Counsel - Direct Charges	\$1,665	\$3,449	\$0		\$3,500
Indirect Operating Expenses	-	-			\$7,703
Funding Strategy - Expense	-	-	\$4,088		
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$8,031</b>	<b>\$15,459</b>	<b>\$15,368</b>	<b>\$9,007</b>	<b>\$26,203</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>\$16,911</b>	<b>\$8,091</b>	<b>\$1,569</b>	<b>\$10,830</b>	<b>\$17,273</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$33,099</b>	<b>\$41,190</b>	<b>\$42,759</b>	<b>\$53,589</b>	<b>\$70,861</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



***Harbor Toxics Downstream***  
**Administrative and Legal Costs Budget**  
**FISCAL YEAR ENDING JUNE 30, 2021**

Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Through End of Year	FY 20/21 Budget
<b>RESERVES FROM PREVIOUS YEAR</b>	<b>\$8,589</b>	<b>\$15,077</b>	<b>\$6,014</b>	<b>-\$11,202</b>	<b>\$10,000</b>
<b>REVENUE</b>					
GWMA Administrative Fee	\$11,875	\$10,812	\$9,641	\$9,521	-
Grants Administrative Fee	-	-			
Other (Data Sharing Individuals)	2,506	\$2,864	\$2,508	\$8,610	\$8,292
Other (Indirect Admin)				\$8,133	\$6,324
<b>TOTAL ANNUAL REVENUES</b>	<b>\$14,381</b>	<b>\$13,676</b>	<b>\$12,149</b>	<b>\$26,264</b>	<b>\$14,616</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$7,893	\$16,935	\$24,004	\$10,781	\$10,000
General Counsel - Direct Charges	-	\$5,805	\$5,361		\$1,000
Indirect Operating Expenses	-	-		\$8,133	\$6,324
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$7,893</b>	<b>\$22,740</b>	<b>\$29,364</b>	<b>\$18,914</b>	<b>\$17,324</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>\$6,488</b>	<b>(\$9,064)</b>	<b>(\$17,215)</b>	<b>\$7,350</b>	<b>(\$2,708)</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$15,077</b>	<b>\$6,014</b>	<b>-\$11,202</b>	<b>-\$3,852</b>	<b>\$7,292</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>-</b>		<b>\$13,852</b>	<b>\$2,708</b>



<b>Harbor Toxics Upstream</b> <b>Administrative and Legal Costs Budget</b> <b>FISCAL YEAR ENDING JUNE 30, 2021</b>					
Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Projected Through End of Year	FY 20/21 Budget
RESERVES FROM PREVIOUS YEAR	\$3,792	\$3,551	-\$5,842	-\$13,775	\$10,000
<b>REVENUE</b>					
GWMA Administrative Fee	\$7,984	\$8,076	\$5,569	\$5,366	\$5,376
Grants Administrative Fee	-	-			
Other (Indirect Admin)	-	-	\$3,168	\$3,006	\$3,006
<b>TOTAL ANNUAL REVENUES</b>	<b>\$7,984</b>	<b>\$8,076</b>	<b>\$8,737</b>	<b>\$8,372</b>	<b>\$8,382</b>
<b>OPERATING EXPENSE</b>					
Administrative - Direct Charges	\$7,618	\$15,512	\$12,670	\$7,808	\$10,000
General Counsel - Direct Charges	\$608	\$1,958	\$833	\$405	\$500
Indirect Operating Expenses	\$0	\$0	\$3,168	\$3,006	\$3,006
<b>TOTAL ANNUAL OPERATING EXPENSES</b>	<b>\$8,225</b>	<b>\$17,469</b>	<b>\$16,670</b>	<b>\$11,219</b>	<b>\$13,506</b>
<b>TOTAL ANNUAL NET VARIANCE</b>	<b>(\$241)</b>	<b>(\$9,393)</b>	<b>(\$7,933)</b>	<b>(\$2,847)</b>	<b>(\$5,124)</b>
<b>CUMULATIVE ENDING FUND BALANCE</b>	<b>\$3,551</b>	<b>(\$5,842)</b>	<b>(\$13,775)</b>	<b>(\$16,621)</b>	<b>\$4,876</b>
<b>MINIMUM GWMA ADMIN RESERVE BALANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>ADDITIONAL ADMIN FUNDS REQUEST TO MAINTAIN MINIMUM RESERVE BALANCE</b>	<b>-</b>	<b>-</b>		<b>\$26,621</b>	<b>\$5,124</b>