



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

AGENDA

**Regular Meeting of the Board of Directors
Thursday, January 13, 2022 at 12:00 PM**

**Meeting Remote Location
via WebEx**

<https://koiconsultinginc.my.webex.com/koiconsultinginc.my/j.php?MTID=m815719df497dc21e3a978df81885b56b>

**or via phone
1-415-655-0001**

Meeting number: 2555 974 6226

Password: GatewayH2O (42839294 from phones or video systems)

(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 Consent Calendar: (Acted as one item unless withdrawn by request)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 November 10, 2021 (Enclosure).
- b. Ratify the Warrant Register for December 2021 and Approve the Warrant Register for January 2022 (Enclosures).
- c. Receive and File the Updated Expenditures for Legal Counsel Services (Enclosure).

6. GWMA General Counsel Amendment to Billing Rates for Legal Counsel Services

- a. Approve Nicholas Ghirelli's letter regarding modification to Richards Watson Gershon's billing rate; and
- b. Authorize the Chair to sign the letter amending the legal service agreement.

Lisa Rapp (Lakewood), Board Chair • Adriana Figueroa (Paramount), Vice-Chair • Hannah Shin-Heydorn (Signal Hill), Secretary/Treasurer
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7. Discussion/Action Regarding First Amendment to Professional Services Agreement with Clifton Larson Allen, LLP (Enclosure)

- a. Approve the First Amendment to Professional Services Agreement between GWMA and Clifton Larson Allen, LLP; and
- b. Authorize the Chair to execute the First Amendment to the Professional Services Agreement with Clifton Larson Allen, LLP.

8. Discussion/Action Regarding AB 361 Findings for Special Brown Act Requirements for Virtual Meetings

- a. The Board has reconsidered the circumstances of the COVID-19 state of emergency; and
- b. The COVID-19 state of emergency continues to directly impact the ability of Board Members to meet safely in person state and local officials continue to recommend measures to promote social distancing.

9. GWMA Regional Grant Writing Update - Oral Reports

- a. PFOS/PFOA and New Wells – by Tom West (Harris & Associates)
- b. Recycled Water – by Yoshi Anderson (Geosyntec Consultants)

10. Safe Clean Water Program - Oral Reports

- a. Lower Los Angeles River WASC – Gina Nila (LLAR WASC Chair)
- b. Lower San Gabriel River WASC – Melissa You (LSGR WASC Chair)

11. Gateway Region Watershed Management Groups - Oral Reports

- a. Lower Los Angeles River Upper Reach 2 (LAR UR2) 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

12. Executive Officer's Oral Report

13. Directors' Oral Comments/Reports

14. Adjournment to Regular Board Meeting on February 10, 2022.

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 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
VIA VIDEO CONFERENCING
WEDNESDAY, NOVEMBER 10, 2021**

A regular meeting of the Board of Directors of the Gateway Water Management Authority was held on Wednesday, November 10, 2021 at 1:00 p.m. via WebEx and Phone Conference.

Chair Lisa Rapp called the meeting to order at 1:05 p.m. Roll was called by Executive Officer Grace Kast and a quorum of the Board was declared.

BOARD MEMBERS PRESENT:

Okina Dor	Artesia
Veronica Sanchez (alternate)	Bell Gardens
Bernardo Iniguez (alternate)	Bellflower
Alex Rojas	Central Basin Municipal Water District
Mike O'Grady	Cerritos
Gina Nila	Commerce
Whitford Marin (alternate)	Huntington Park
Mark Stowell	La Mirada
Lisa Rapp	Lakewood
Melissa You	Long Beach
Jillian Croci	Long Beach Water
Adriana Figueroa	Paramount
Kenner Guerrero (alternate)	Pico Rivera
Dylan Porter (alternate)	Port of Long Beach
Sarina Morales-Choate (alternate)	Santa Fe Springs
Hannah Shin-Heydorn (alternate)	Signal Hill
Esther Rojas (alternate)	Water Replenishment District
Vicki Smith	Whittier

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
Jeremy Melendez	Central Basin Municipal Water District
Cesar Roldan	City of Huntington Park
Jesus Silva	Ortega Strategies Group
Tom Worley	CWSA
Chad Helmle	Craftwater Engineering
Tom West	Harris & Associates
Yoshi Andersen	Geosyntec Consultants

ITEM 3 - ADDITIONS TO THE AGENDA

None.

ITEM 4 - ORAL COMMUNICATIONS TO THE BOARD

None.

ITEM 5 - CONSENT CALENDAR

Director A. Rojas motioned to approve the consent calendar.

The motion was seconded by Director Shin-Heydorn and was approved by the following voice vote:

AYES: Dor, A. Rojas, O’Grady, Nila, Marin, Stowell, Rapp, You, Croci, Figueroa, Guerrero, Porter, Morales-Choate, Shin-Heydorn, E. Rojas, Smith

NOES: None.

ABSTAIN: Sanchez, Iniguez (Minutes only).

ITEM 6 - PRESENTATION – INTRODUCTION TO COMMUNITY WATER SYSTEMS ALLIANCE (CWSA) AND PFAS ACTION BY JESUS SILVA

Jesus Silva and Tim Worley provided a presentation about CWSA. CWSA formed with the intent to help mutual water companies. California Association of Mutual Water Companies (CalMutuals) created in 2013 and formed to give voice to smallest systems and those in disadvantaged communities. Larger special districts recognized the value of CalMutuals model being larger systems helping the smaller systems. Thus, CWSA was formed in 2018 with the main goal to explore strategies for organizing the leaders for all water systems that provide water to small and disadvantaged communities in California. CWSA Regional Empowerment Initiative is an undertaking to unite and empower smaller water systems leaders to speak for themselves and communities they serve. Currently CWSA is advocating for equitable programs that do not discriminate against smaller, underserved communities, for revenue sources that do not depend on regressive taxation, and for state grants and technical assistance that can be used before enforcing new regulations. CWSA has helped defeat tax on tap water by proposing a Greenhouse Gas Reduction Fund as an alternate solution. CWSA is the lead sponsor for AB 588 to require the state to allow a compliance period of up to 5 years when adopting a new drinking water maximum contaminant levels. CWSA has been coordinating with CBMWD in setting up meetings with key members of Congress to explain concerns including keeping benefit-cost analysis in setting drinking water regulations, and exempt water agencies from liability under CERCLA or RCRA.

ITEM 7 – DISCUSSION/ACTION REGARDING STAFF RECOMMENDATIONS FOR ON-CALL CONSULTANTS FOR 2021 GWMA REGIONAL GRANT/PROJECT

On September 15, 2021, staff sent a Request for Proposals to the approved On-Call Consultants for Grant Writing with the exception of Koa Consulting to avoid a potential conflict of interest. The deadline for submission of proposals was October 8, 2021. Consultants were not required to

submit proposals for all four categories of regional projects. The Request for Proposal for each category assumed up to 10 participants in each regional project and was requested on a time and material basis with a not-to-exceed amount. GWMA received proposals from the following consultants: Geosyntec (for PFOS/PFOA, Recycled Water, Storm Water Capture, and Wells), Harris & Associates (for PFOS/PFOA, Recycled Water, Storm Water Capture, and Wells), John L. Hunter & Associates (for Storm Water Capture), CWE (for Recycled Water and Storm Water Capture), and Craftwater Engineering (for Storm Water Capture). Per Board policy, the Executive Officer in consultation with staff members, reviewed and evaluated each proposal carefully to determine best fit per category based on a clear understanding of the work being requested, knowledge, experience and a clear description of how to best approach the work. After staff's initial selection under each category, the Executive Officer successfully negotiated costs. The following consultants under each project category were recommended for approval by the GWMA Board. The amounts shown are not-to-exceed and are based on time and material.

Firm	Regional Project Category	Not-to-Exceed Amount
Geosyntec	Recycled Water	\$25,000
Harris & Associates	PFOS/PFOA	\$24,520
Harris & Associates	New Wells	\$23,720
Craftwater Engineering	Stormwater Capture/Reuse	\$31,545
Total		\$104,885

FY 2021-2022 administrative budget does not include a budget line item for general grant application costs. Funds are available in the reserves.

Director Figueroa motioned to approve the consultants and proposals listed below, and authorize the Executive Officer to issue a Notice to Proceed to each approved consultant using the On-Call Consultant Professional Services Agreements on file.

<u>Firm</u>	<u>Regional Project Category</u>	<u>Not-To-Exceed Amount</u>
Geosyntec	Recycle Water	\$25,000.00
Harris & Associates	PFOS/PFOA	\$24,520.00
Harris & Associates	New Wells	\$23,720.00
Craftwater Engineering	Stormwater Capture/Reuse	\$31,545.00
Total		\$104,885.00

The motion was seconded by Director A. Rojas and was approved by the following voice vote:

AYES: Dor, Sanchez, Iniguez, A. Rojas, O'Grady, Nila, Marin, Stowell, Rapp, You, Croci, Figueroa, Guerrero, Porter, Morales-Choate, Shin-Heydorn, E. Rojas, Smith

NOES: None.

ABSTAIN: None.

**ITEM 8 – DISCUSSION/ACTION REGARDING SAFE CLEAN WATER PROGRAM
TRANSFER AGREEMENTS FOR GATEWAY AREA PATHFINDING
PHASE 1 SCIENTIFIC STUDY FOR LOWER LOS ANGELES RIVER AND
LOWER SAN GABRIEL RIVER WATERSHED AREA STEERING
COMMITTEES, RESOLUTIONS TO AUTHORIZE EXECUTION OF THE
TRANSFER AGREEMENTS, AND NOTICE TO PROCEED FOR
CRAFTWATER ENGINEERING TO CONDUCT THE SCIENTIFIC STUDY**

In October 2020, the GWMA Board authorized staff to submit a Safe Clean Water Program (SCWP) Regional Program Scientific Study application to the Lower Los Angeles River (LLAR) and Lower San Gabriel River (LSGR) Watershed Area Steering Committees (WASCs) for the Gateway Watershed Management Plan (WMP)/Stormwater Investment Plans (SIP) Integration Study [renamed as Gateway Area Pathfinding (GAP) Phase 1 Analysis]. Further, the Board authorized staff to submit the application with GWMA named as the Lead Agency for the proposed study. The scientific study for both WASCs was recommended for inclusion in their respective SIPs, which were ultimately approved by the Los Angeles County Board of Supervisors on September 15, 2021.

Phase 1 of the study is for a not-to-exceed amount of \$150,000 (\$75,000 for each watershed area) and will initiate the approach in a subset of each Watershed Area. The outcomes of this effort will set the stage for the groups' adaptive management efforts and will help to guide the WMP Groups as they prioritize, analyze, design, and build highly efficient projects throughout the region.

The request for GWMA to serve as the Project Proponent/Developer for the study, to submit the application, and to serve as the contracting agency came from three of the Gateway Region WMP groups. GWMA staff has received a written request from one of the three WMP Groups (LCC WMP Group) for GWMA to retain the services of Craftwater Engineering to conduct this unique study. Staff is awaiting written requests from LLAR and LSGR WMP Groups. According to the request, Craftwater Engineering is "uniquely qualified to conduct this analysis because they have done substantial work in each watershed as a sub-contractor to their respective watershed consultant". Further, the request from the LCC WMP Group states that Craftwater Engineering was "involved with the design of a proposed future project to analyze how to use a series of flow and water quality sensors to help optimize the operation of their water capture projects". This same type of work has been done for the LLAR and LSGR WMP Groups. Craftwater Engineering has conducted the vast majority of Feasibility Studies for the LLAR and LSGR WASC projects giving them in-depth knowledge of the projects in those watershed areas.

To comply with policies and legal requirements, staff reviewed its On-Call Consulting Policy and also requested review and guidance from Legal Counsel.

GWMA must enter into a Transfer Agreement with the County for each WASC and also adopt a Resolution to approve and authorize execution of the of the agreements. Additionally, staff is requesting approval to issue a Notice to Proceed to Craftwater Engineering to conduct the work, utilizing their On-Call Professional Services Agreement, for an amount not-to-exceed \$150,000 (\$75,000 for each WASC). As part of the process, the County has required the entity who will be doing the work to be listed.

Director Figueroa motioned to: (a) Adopt Resolution No. 21-1, approving the SCWP Transfer Agreement for the LLAR GAP Phase 1 Analysis, authorizing the Chair to execute the agreement, and authorizing the Executive Officer to take all necessary actions to implement the agreement; (b) Adopt Resolution No. 21-2, approving the SCWP Transfer Agreement for the LSGR GAP Phase 1 Analysis, authorizing the Chair to execute the agreement, and authorizing the Executive Officer to take all necessary actions to implement the agreement; and (c) Authorize the Executive Officer to issue a Notice to Proceed to Craftwater Engineering to conduct the Scope of Work as presented for both Transfer Agreements, using the On-Call Consultant Professional Services Agreement on file, contingent upon receipt of written requests and justification from all three Gateway Region WMP Groups (LLAR, LSGR and LCC) for their recommended selection. Once received, the Notice-To-Proceed issued to Craftwater Engineering would require an acceptance in writing to all terms and conditions specific to the Transfer Agreement requirements.

The motion was seconded by Director E. Rojas and was approved by the following voice vote:

AYES: Dor, Sanchez, Iniguez, A. Rojas, O’Grady, Nila, Marin, Stowell, Rapp, You, Croci, Figueroa, Guerrero, Porter, Morales-Choate, Shin-Heydorn, E. Rojas, Smith

NOES: None.

ABSTAIN: None.

ITEM 9 – SAFE CLEAN WATER PROGRAM ORAL REPORT

Director Nila reported for the LLAR WASC is awaiting the scoring committee results for the Stormwater Investment Plans (SIPs) that they submitted.

Director You reported that at the last LSGR WASC Meeting, three infrastructure projects were presented. Three more projects will be presented at the next meeting. The WASC is also awaiting scoring committee recommendation and scores.

ITEM 9 - GATEWAY REGIONAL WATERSHED MANAGEMENT GROUPS ORAL REPORT

Lower Los Angeles River Upper Reach 2 (LARUR2) Watershed Group

Director Nila reported the annual report is being completed.

LLAR Watershed Group

None.

LSGR Watershed Group

Director O’ Grady reported that the group will be meeting the week of November 15th.

LCC Watershed Group

Director Iniguez reported that the group met on October 21st and the next meeting is scheduled for November 18th. The group is also working to complete the annual report.

ITEM 11 – EXECUTIVE OFFICER’S ORAL REPORT

Executive Officer Kast noted the State Board has opened up an opportunity for those water systems that are eligible for grant funding to get reimbursed for the accrued time between March 4, 2020 and June 15, 2021 plus a 3% administration fee. Contact information for outside resource help can be provided for board members who are interested.

A request was made to the Executive Officer for consideration of changing the time of the meeting while the board continues to meet remotely via video conference. Due to other pre-scheduled meetings that occur earlier and later in the day, it was determined to leave the meeting time (12:00 p.m.) as is.

AB 361 requires the board to make a specific finding that there still is a need to meet virtually due to Covid-19. Therefore, a standing item will be added to the agenda.

ITEM 12 – DIRECTORS’ ORAL COMMENTS/REPORTS

None.

The meeting adjourned at 1:57 p.m.

The next regular Board Meeting of the Directors of the Gateway Water Management Authority will be on Thursday, December 9, 2021 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 72 hours in advance of the meeting.

Lisa Ann Rapp, Chair

Date



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

January 13, 2022

AGENDA ITEM 5b – Ratify the Warrant Register for December 2021 and Approve the Warrant Register for January 2022

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 Registers for expenditures dated December 2021 in the amount of \$276,430.15 is submitted for ratification by the Board, and the Warrant Register for expenditures dated January 2022 in the amount of \$345,002.49 is submitted for approval. Invoices and supporting documentation are available for review at the office of the GWMA.

FISCAL IMPACT:

The Warrant Registers total \$621,432.64. Funds to cover payment are available in the GWMA budget.

RECOMMENDATION:

Ratify the Warrant Register for December 2021, and Approve the Warrant Register for January 2022.

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WARRANT REGISTER
DISBURSEMENT JOURNAL
December 2021

Invoice Date	Vendor	Invoice Number	Description	Amount
11/10/2021	City of Bell Gardens	32289	JAF Park Cistern - LA County Permit Reimbursement	\$ 443.64 ✓
12/1/2021	City of Paramount	4736	Office Lease (December 2021)	\$ 363.80 ✓
11/24/2021	Clifton Larson Allen	3079166	Accounting Support (November 2021)	\$ 1,500.00 ✓
11/18/2021	CWE	21798	JAF Park Cistern (Sept-Oct 2021)	\$ 5,905.84 ✓
11/30/2021	Gateway Cities Council of Governments	11-30-21	Office Supplies & Fed Ex	\$ 100.00 ✓
10/5/2021	John L Hunter and Associates, Inc.	BG1FPP12108	John Anson Ford Cistern Project (August 2021)	\$ 46,315.00 ✓
10/5/2021	John L Hunter and Associates, Inc.	BG1FPP12109	John Anson Ford Cistern Project (September 2021)	\$ 42,765.00 ✓
10/14/2021	John L Hunter and Associates, Inc.	GWM1GHR12109	HTUpstream (September 2021)	\$ 2,538.99 ✓
11/16/2021	John L Hunter and Associates, Inc.	GWM1LSG12109	LSGR WMP (September 2021)	\$ 35,872.98 ✓
11/15/2021	John L Hunter and Associates, Inc.	GWM1LSG12110	LSGR WMP (October 2021)	\$ 49,122.31 ✓
11/18/2021	John L Hunter and Associates, Inc.	GWM2LSG12110	LSGR WMP (October 2021)	\$ 9,267.50 ✓
12/1/2021	Koa Consulting, Inc.	K114-01-48	COG Water-Related Coordination Activities and Executive Officer Services, DAC Chair and DACIP Co-Chair (Nov 2021)	\$ 33,908.00 ✓
11/15/2021	Richard Watson & Associates	21-192-003-011	LCC WMP CIMP (October 2021)	\$ 47,944.59 ✓
11/9/2021	Richards Watson Gershon	234342	Legal Services (through October 31, 2021)	\$ 382.50 ✓
Total				\$ 276,430.15

Reviewed and Approved by:



Hannah Shin-Heydorn, Signal Hill



WARRANT REGISTER
DISBURSEMENT JOURNAL
January 2022

Invoice Date	Vendor	Invoice Number	Description	Amount
10/26/2021	Anchor QEA	05129	RMC Compliance FY 20/21 (Services through 9/30/2021)	\$ 6,119.83 ✓
10/26/2021	Anchor QEA	05304	RMC Compliance FY 21/22 (Services through 9/30/2021)	\$ 156,263.80 ✓
11/26/2021	Anchor QEA	05779	RMC Compliance FY 20/21 (Services through 10/31/2021)	\$ 619.30 ✓
11/26/2021	Anchor QEA	05789	RMC Compliance FY 21/22 (Services through 10/31/2021)	\$ 20,715.73 ✓
12/20/2021	Clifton Larson Allen	3097122	Accounting Support (December 2021)	\$ 1,500.00 ✓
11/11/2021	CWE	21779	LAR UR2 CIMP (October 2021)	\$ 34,513.50 ✓
12/24/2021	Fedak & Brown	12-24-21	Auditing Services (December 2021)	\$ 998.00 ✓
12/31/2021	Gateway Cities Council of Governments	12-31-2021	Office Supplies/FedEx (December 2021)	\$ 100.00 ✓
11/16/2021	John L Hunter and Associates, Inc.	GWM1GHR12110	HTUpstream (October 2021)	\$ 20,639.31 ✓
11/29/2021	John L Hunter and Associates, Inc.	GWM1LLA12110	LLAR WMP (October 2021)	\$ 39,040.86 ✓
11/29/2021	John L Hunter and Associates, Inc.	GWM2LLA12110	LLAR WMP (October 2021)	\$ 9,267.50 ✓
1/3/2021	Koa Consulting, Inc.	K114-01-49	COG Water-Related Coordination Activities and Executive Officer Services, DAC Chair and DACIP Co-Chair (Dec 2021)	\$ 33,908.00 ✓
12/15/2021	Richard Watson & Associates	21-192-003-012	LCC WMP CIMP (November 2021)	\$ 20,686.66 ✓
12/7/2021	Richards Watson Gershon	234763	Legal Services (through November 30, 2021)	\$ 630.00 ✓
Total				\$ 345,002.49

Reviewed and Approved by:


Hannah Shin-Heydorn, Signal Hill



*Los Angeles Gateway Region
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January 13, 2022

AGENDA ITEM 5c – Status of Total Legal Expenditures for General Legal Counsel Services for Fiscal Year 2021-2022

SUMMARY:

At the Board meeting in June 2021, the Board approved the budget for legal counsel services of \$30,500 for Fiscal Year (FY) 2021-2022 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:

\$ 30,500.00	FY 2021-2022 Budget amount for Legal Counsel services
<u>\$ 1,940.07</u>	Expenditures for Legal Counsel services through November 30, 2021
\$ 28,559.93	Remaining budget amount available through June 30, 2022

FISCAL IMPACT:

The total expenditures for Legal Counsel services for FY 2021-2022 through November 30, 2021 total \$1,940.07. Sufficient funds to cover payment for legal counsel services are remaining in the GWMA FY 2021-2022 budget.

RECOMMENDATION:

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

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January 13, 2022

AGENDA ITEM 6 – GWMA General Counsel Amendment to the Billing Rate for Legal Counsel Services

SUMMARY AND DISCUSSION:

Richards Watson Gershon (RWG) has been representing GWMA as Legal Counsel since October 2007. Over the past 14 years, Richard Watson Gershon has not adjusted their billing rates.

On December 24, 2021, the Executive Officer received a letter from Mr. Nicholas Ghirelli, who has been serving as GWMA's legal counsel since 2018, requesting the Board's approval to increase the composite billing rate of \$225, which will be phased over the next two years. For services between January 1, 2022 and December 31, 2022, RWG proposes a composite rate of \$250 per hour for general day-to-day services. Beginning January 1, 2023 until further modified, the proposed rate would be \$275 per hour.

FISCAL IMPACT:

RWG has continued to provide services to GWMA under the approved annual budget. For FY 21-22, the approved budget for legal counsel services is \$30,500. To date, the total expenditures for five months of legal counsel service is \$1,940.07. The proposed amendment to the billing rate for legal counsel service is not expected to exceed the budget for the legal counsel services needed for FY 21-22.

RECOMMENDATION:

- a. Approve Nicholas Ghirelli's letter regarding modification to Richards Watson Gershon's billing rate; and
- b. Authorize the Chair to sign the letter amending the legal service agreement.

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Nicholas R. Ghirelli

T 714.990.0901

F 714.990.6230

E nghirelli@rwglaw.com

1 Civic Center Circle, PO Box 1059

Brea, California 92822-1059

rwglaw.com

December 23, 2021

VIA ELECTRONIC MAIL & U. S. MAIL

Grace Kast
Executive Officer
Gateway Water Management Authority
16401 Paramount Blvd.
Paramount, California 90723
gracekast.gateway@gmail.com

Re: Modifications to Billing Rates for Legal Counsel Services

Dear Grace:

As you know, Richards, Watson & Gershon ("RWG") has provided legal services to the Gateway Water Management Authority ("GWMA") pursuant to the attached legal services agreement dated October 11, 2007 ("Agreement"). The firm's billing rates as outlined in the Agreement have not been adjusted over the past 14 years. Due the significant passage of time, I write to respectfully request an increase in our billing rates to be phased in over the next two years. Specifically, we are proposing a composite rate for general day-to-day services of \$250 per hour between January 1, 2022 and December 31, 2022, and \$275 per hour beginning January 1, 2023 until further modified. This amounts to a \$25 per hour increase to our current composite rate of \$225 for each of the next two calendar years. We are not proposing any change to our current rate for extraordinary services (e.g., litigation), given that such services are rarely utilized.

Should this arrangement be acceptable to the Board, we respectfully request that the Board Chair execute and return the enclosed duplicate original of this letter to my attention. Upon execution, this letter will serve as an amendment to the Agreement. Our legal relationship will continue to be governed by the terms of the Agreement, except as previously amended.

Finally, I write this letter in my private capacity as a shareholder with RWG and not as general counsel to GWMA. As such, you may seek independent legal counsel for advice on the contract amendment or any related matter.

As always, it is a pleasure to work with you, Traci, and the GWMA Board.

Very truly yours,



Nicholas R. Ghirelli

Attachment: Legal Services Agreement

cc: Traci Gleason, GWMA

Agreed by:

GWMA Chair

Date

12664-0001\2607592v1.doc

IRW RICHARDS | WATSON | GERSHON
ISC ATTORNEYS AT LAW - A PROFESSIONAL CORPORATION

355 South Grand Avenue, 40th Floor, Los Angeles, California 90071-3101
Telephone 213.626.8484 Facsimile 213.626.0078

RECEIVED

OCT 17 2007

CITY MANAGER'S OFFICE

October 11, 2007

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(1916-1988)

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(RETIRED)

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(1922-2007)

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Mr. Desi Alvarez, P.E.
Director of Public Works
City of Downey
11111 Brookshire Avenue
Downey, CA 90241

Re: Legal Services Agreement-Gateway Integrated Resources Management Plan
Joint Powers Authority

Dear Mr. Alvarez:

We are pleased to have the opportunity to serve as General Counsel for the Gateway Integrated Resources Management Plan Joint Powers Authority ("Gateway IRMP"). This engagement agreement sets forth the terms on which the firm will provide legal services to the Gateway IRMP, and the basis upon which we will bill for our services.

I will serve as General Counsel and have general responsibility for representing the Gateway IRMP. Jim Markman will have primary responsibility for representing the Authority on water law related matters. As we have discussed, Jim is very familiar with the types of issues the Gateway IRMP will be facing and has extensive experience dealing with water issues in Los Angeles County. Both Jim and I may also use other attorneys, legal assistants, and law firm personnel as may be helpful in representing the Gateway IRMP's interests.

The Firm maintains a conflict of interest database. Based on the information Jim Glancy provided, we have examined this database to determine whether we might have a professional conflict of interest with respect to the entity listed below. We find no previous or current relationships that would interfere with our ability to represent the Gateway IRMP. As Jim Glancy and I have discussed, we do serve as general counsel for the Southeast Water Coalition and the City of Norwalk, both of which are member agencies of the Gateway IRMP.

Mr. Desi Alvarez, P.E.
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The only conflict likely to be presented by our representation of these two entities is that we will not be able to concurrently represent the Gateway IRMP and the City of Norwalk or the Southeast Water Coalition on a contract involving the Gateway IRMP and either of these agencies. We propose to handle this in the same manner we have done with our representation of the Southeast Water Coalition involving contracts with the City of Norwalk and withdraw from representing one of the agencies on the particular contract depending on the circumstances and the desires of the parties.

We also represent the City of Long Beach as special counsel on unrelated matters and serve as Agency Counsel for the Whittier Redevelopment Agency. Neither of these relationships is likely to interfere with our ability to represent the Gateway IRMP since Long Beach would not likely look to us to represent the City in any potential contract with the Gateway IRMP, and the Whittier Redevelopment Agency is a separate legal entity from the City of Whittier and is not likely to enter into a contract with the Gateway IRMP.

The names we have used in determining whether any potential or actual conflicts of interest exist are the following:

City of Cerritos
City of Downey
City of Lakewood
City of Long Beach
City of Norwalk
City of Paramount
City of Santa Fe Springs
City of Signal Hill
City of South Gate
City of Vernon
City of Whittier
Southeast Water Coalition

We will add these names to our database for consultation in regard to future matters. We will proceed on the understanding that the above listing is accurate and complete unless we hear from you to the contrary.

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We will bill you for fees on a monthly basis. When a bill is to be sent, we will review it before it is issued to ensure that the amount charged is appropriate and accurately reflects the services rendered.

The firm will provide general day-to-day services at the composite rate of \$225 per hour. These services will include attending Policy Board and Administrative Entity meetings when requested, drafting standard agreements, preparing the conflict of interest code, providing Brown Act advice and similar routine day-to-day public agency law matters. We will provide extraordinary services, such as litigation and water law issues at a 15% discount from our standard rates, with a cap of \$275 per hour for any individual attorney.

In addition, we will bill for costs incurred in connection with our representation of the Gateway IRMP. Such costs include copying documents (\$.10/page), facsimile transmission of documents (\$1.00/page), long distance telephone charges, messenger and delivery services, and other similar costs.

Costs are occasionally billed to the firm by third-party vendors. Therefore, there sometimes will be a delay between the time these costs are incurred and the time when they appear on your bill. We do not add a fee to process third-party vendor costs and merely pass on the fee the firm has paid the vendor.

The nature of legal representation makes it impossible for us to accurately estimate the total amount of fees and costs that may be incurred over time. We will keep you informed of significant developments in the matter, including those that might have a substantial effect on the cost of this representation. Please feel free to inquire at any time about expected future costs.

We rarely have fee disputes with clients. Nevertheless, you should be aware that the Gateway IRMP is entitled to require that any fee dispute be resolved through the mandatory fee arbitration provisions of the California Business and Professions Code. One such program is operated under the auspices of the Los Angeles County Bar Association. Many other local bar associations have similar programs.

If you choose not to use the County Bar arbitration procedures, you agree that all fee disputes between us shall be submitted to binding arbitration in Los Angeles to be

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conducted by the American Arbitration Association, in accordance with its commercial arbitration rules.

In any dispute concerning billing for services rendered, the prevailing party, as defined in California Code of Civil Procedure section 1032, will be entitled to recover its reasonable attorney's fees and costs.

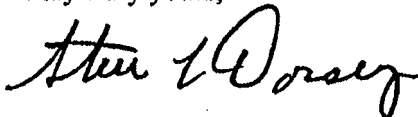
The Gateway IRMP has the right to terminate our representation at any time. We have the same right, subject to our obligation to provide the Gateway IRMP with reasonable notice to arrange alternative representation. In either circumstance, the Gateway IRMP agrees to secure new counsel to represent it as quickly as possible and to cooperate fully in the substitution of the new counsel as counsel of record in any litigation in which we may be involved. If the Gateway IRMP elects to terminate the firm, we will be paid all fees and costs incurred prior to the termination within 30 days after delivery of a final bill for services.

The firm currently maintains professional liability insurance. Our legal relationship and the terms of this agreement will be governed by the substantive laws of the State of California.

In order for the firm to commence work on this matter, please have the duplicate original of this letter signed by the appropriate officer and returned to me.

We look forward to representing the Gateway IRMP.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Steven L. Dorsey".

Steven L. Dorsey

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ACCEPTED AND AGREED TO:

GATEWAY IRMP

By: Kevin L. Wattier
Kevin L. Wattier

Title: Chair

Date: November 20, 2007

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

January 13, 2022

AGENDA ITEM 7 – First Amendment to Professional Services Agreement with Clifton Larson Allen, LLP

SUMMARY AND DISCUSSION:

Clifton Larson Allen, LLP (CLA), formerly Vicenti, Lloyd & Stutzman, has been providing on-going accounting support services, on an as-needed basis for GWMA since October 2016.

CLA has provided assistance with general accounting, a quarterly review of the accounting and bank reconciliations, year-end adjusting entries needed for the audit, preparation of audit workpapers and assistance during the audit, assistance with the budget preparation, and has been available for accounting questions as needed. The original agreement with CLA expired in October 2021; however, GWMA staff is recommending CLA's agreement be renewed and extend its expiration date to December 31, 2022. As a matter of good fiduciary policy, it is anticipated that GWMA will conduct a solicitation for proposals from accounting firms later this calendar year for general accounting services beginning January 1st, 2023.

Additionally, CLA proposes to update the GWMA's accounting system from Quickbooks Desktop to Quickbooks Online, in which the monthly subscription for the online service would be offered through CLA at a discounted price as opposed to full-price directly from Intuit.

FISCAL IMPACT:

CLA's annual fee for 2022 is \$18,500 for the on-going accounting support services. Additionally, to convert GWMA's accounting system to online system, CLA estimates a maximum of eight hours of work at CLA's standard hourly rate or a not-to-exceed amount of \$900, whichever is less. CLA will also maintain GWMA's accounting system on Quickbooks Online at a monthly rate of \$56 per month. The FY 21-22 approved administrative budget appropriately accounted for the on-going accounting support services and for the monthly cost to maintain the accounting system online.

If additional services are required beyond the on-going financial services or if tasks cannot be completed by GWMA staff, then such work will be performed at their hourly rate and set forth in an addendum to the Agreement between GWMA and CLA with Board approval.

RECOMMENDATION:

- a. Approve the First Amendment to Professional Services Agreement between GWMA and Clifton Larson Allen, LLP; and
- b. Authorize the Chair to execute the First Amendment to the Professional Services Agreement with Clifton Larson Allen, LLP.

Lisa Rapp (Lakewood), Board Chair • Adriana Figueroa (Paramount), Vice-Chair • Hannah Shin-Heydorn (Signal Hill), Secretary/Treasurer
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Hawaiian Gardens • Huntington Park • La Mirada • Lakewood • Long Beach • Long Beach Water Department • Lynwood • Maywood • Montebello • Norwalk • Paramount
Pico Rivera • Port of Long Beach • Santa Fe Springs • Signal Hill • South Gate • Vernon • Water Replenishment District of Southern California • Whittier

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**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT**

THIS FIRST AMENDMENT is 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 CliftonLarsonAllen, LLP, a California limited liability partnership (“Consultant”), dated October 13, 2016. In consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

Section 1. Recitals

This First Amendment is made with respect to the following facts and purposes:

- A. GWMA contracted with Consultant’s predecessor, Vicenti, Lloyd & Stutzman, to provide certain financial and accounting services on behalf of GWMA, with such services specified in Exhibit “A” of the Agreement.
- B. The Parties executed an Addendum to the Agreement effective June 1, 2017, whereby Consultant assumed all obligations under the Agreement following its acquisition of Vicenti, Lloyd & Stutzman.
- C. The Agreement initially expired on October 13, 2021, but the Parties desire to revive the Agreement and extend its expiration date to December 31, 2022.
- D. GWMA further desires for Consultant to convert its accounting system from Quickbooks Desktop to Quickbooks Online Plus.

Section 2. Section 2 of the Agreement entitled “Time for Performance” is hereby amended to read as follows:

“The term of this Agreement shall commence on the effective date of this Agreement and expire on DECEMBER 31, 2022 unless earlier terminated in accordance with the terms of this Agreement.

Section 3. The Scope of Services is hereby amended to add the following Service:

“Consultant shall convert GWMA’s accounting system from Quickbooks Desktop to Quickbooks Online Plus using the Quickbooks Desktop File provided to Consultant by GWMA. GWMA shall pay Consultant for this work in accordance with Consultant’s standard hourly rates identified in Exhibit B of the Agreement, up to a total of eight (8) hours of work or \$900, whichever is less. Consultant shall maintain GWMA’s accounting system on Quickbooks Online Plus, for which GWMA shall pay a service fee to Consultant of \$56 per month to be included in Consultant’s monthly invoice.”

Section 4. Except for the changes specifically set forth herein, all other terms and conditions of the Agreement shall continue in full force and effect retroactive to October 13, 2021.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Agreement to be executed as of January 13, 2022.

GWMA

Consultant

Los Angeles Gateway Region Integrated
Regional Water Management Authority

CliftonLarsonAllen, LLP,
a Limited Liability Partnership

By: _____

By: _____

Name: Lisa Ann Rapp

Name: _____

Title: Chair

Title: _____

ATTEST:

By: _____

Name:

Title:

Approved as to Form:

By: _____

Name: Nicholas Ghirelli

Title: GWMA Legal Counsel



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

January 13, 2022

AGENDA ITEM 8 – Discussion/Action Regarding AB 361 Findings for Special Brown Act Requirements for Virtual Meetings

SUMMARY:

Staff has placed this item on the agenda so that the Board can continue to meet virtually pursuant to AB 361's special Brown Act requirements for teleconference meetings. These special requirements give local public agencies greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.

BACKGROUND:

On March 4, 2020, Governor Newsom proclaimed a state of emergency to exist in California due to the spread of COVID-19. The Governor subsequently issued numerous executive orders suspending or modifying state laws to facilitate the response to the emergency. Among other things, these executive orders superseded certain Brown Act requirements and established special rules to give local public agencies greater flexibility to conduct teleconference meetings. Those special rules expired on September 30, 2021.

On September 16, 2021, in anticipation of then-imminent expiration of his special rules for teleconference meetings, the Governor signed AB 361. In key part, this bill amends the Brown Act to establish special requirements for teleconference meetings if a legislative body of a local public agency holds a meeting during a proclaimed state of emergency and either state or local officials have imposed or recommended measures to promote social distancing, or the body determines, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

To continue to hold meetings under these special teleconferencing requirements, a legislative body of a local public agency must make two findings pursuant to Government Code Section 54953(e)(3). First, there must be a declared state of emergency and the legislative body must find that it has "reconsidered" the circumstances of such emergency. Second, the legislative body must find that such emergency continues to directly impact the ability of the legislative body's members to meet in person. Alternatively, for the second finding, the legislative body must find that state or local officials continue to impose or recommend social distancing measures. These findings must be made within 30 days after the legislative body teleconferences for the first time under AB 361 and on a monthly basis thereafter.

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The Governor's declared emergency is still in effect. Furthermore, the State of California and the County of Los Angeles have recommended measures to promote social distancing. The California Division of Occupational Safety and Health still requires that employers provide training on the effectiveness of physical distancing in the workplace. Additionally, the Los Angeles County Department of Public Health still encourages people at risk for severe illness of death from COVID-19 to take protective measures such as social distancing and, for those not yet fully vaccinated, to physically distance from others whose vaccination status is unknown. The County Health Department also continues to recommend that employers take steps to support physical distancing. This is particularly important due to the highly-transmissible Omicron Variant of COVID-19.

FISCAL IMPACT:

None.

RECOMMENDATION:

Staff recommends that the Board make the following findings so that meetings of the Board will be subject to the special Brown Act requirements for teleconference meetings:

- a. The Board has reconsidered the circumstances of the COVID-19 state of emergency; and
- b. The COVID-19 state of emergency continues to directly impact the ability of Board Members to meet safely in person state and local officials continue to recommend measures to promote social distancing.

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