

**DATE:** January 28, 2010

**TO:** WCA Governing Board

**FROM:** Belinda V. Faustinos, Executive Officer

**SUBJECT:** Item 15: Consideration of resolution accepting a grant from the Rivers and Mountains Conservancy to implement the Watershed Coordination Implementation Program (RMC09103).

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**RECOMMENDATION:** Accept the Watershed Coordination Implementation Program grant (RMC09103) from the Rivers and Mountains Conservancy to provide cash flow and gap funding to implement and further the goals and objectives of the Department of Conservation Watershed Coordination Program for the Upper San Gabriel River and Rio Hondo River Watersheds, in the amount of \$168,563.

**BACKGROUND:** The Watershed Coordination Program facilitates the implementation of watershed goals established in the comprehensive San Gabriel and Rio Hondo Watershed Management Plans and the coordination of those objectives with the other watersheds. The Watershed Coordinator organizes a formal framework through which to build on the momentum established in these plans and bring actual, physical improvement to two major foci of the San Gabriel and Los Angeles River Watersheds: the Rio Hondo and Upper San Gabriel sub-watersheds. Although the Rio Hondo lies within the Los Angeles River Watershed, its inclusion in this proposal with the San Gabriel River is consistent with the boundaries set forth by the Integrated Regional Watershed Management plan.

The goals of the program being managed by the Watershed Coordinator are aligned with the CALFED Bay-Delta Program goals to efficiently use the water supply, improve water quality, and restore the ecosystem. The Watershed Coordinator will spearhead efforts to combat the current harmful conditions in and around the watershed by pursuing improvements to water quality, habitat quality, open space and recreational opportunities.

The Watershed Coordinator will utilize strategies that advance not only the Rio Hondo and Los Angeles County Integrated Watershed Management Plans for the San Gabriel River, but will also work towards the goals of the Rivers and Mountains Conservancy (RMC), Watershed Conservation Authority (WCA), Los Angeles and San Gabriel River Watershed Council (LASGRWC), the State Resources Agency, and the Environmental Protection Agency and their respective departments.

The Watershed Coordinator, currently a consultant to the RMC, will be hired by the WCA as an employee staff and will implement the program through the amended MOU (Exhibit A). Grant funds, in the amount of \$168,563, redirected from RMC08107 grant to the Los Angeles San Gabriel River Watershed Council (LASGRWC) to the WCA to correspond with the WCA becoming the employer entity and staffing the Watershed Coordinator position as the primary implementer of the program. (Exhibit B: Scope,

Tasks and Timeline; Exhibit C: Budget) These actions will serve to maintain the seamless continuity of implementing the Watershed Coordination Program and provide for direct reimbursement of funds to the WCA which will incur the employee costs associated with the implementation and furthering of the goals and objectives of the Watershed Coordinator program.

**FISCAL**: The grant amount to be redirected to the WCA is in the amount of \$168,563 from the initial grant award of \$250,000 to the LASGRWC. (Exhibit D: Budget Distribution Summary)

**Exhibit A****Amendment to Memorandum of Understanding**

Effective January 25, 2010

THE UPPER SAN GABRIEL AND RIO HONDO WATERSHED PROGRAM IMPLEMENTATION PROJECT MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, THE RIVERS AND MOUNTAINS CONSERVANCY, WATERSHED CONSERVATION AUTHORITY AND THE LOS ANGELES AND SAN GABRIEL RIVERS WATERSHED COUNCIL

WHEREAS, The Watershed Conservation Authority (WCA) has been established as a joint powers agency between the RMC and the Los Angeles County Flood Control District to implement projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed and to focus on projects which will provide open space, habitat restoration, and watershed improvement projects and has been identified as a key partner for the implementation of the Upper San Gabriel and Rio Hondo Watershed Program.

NOW THEREFORE; The Parties agree to the following amended memorandum of understanding:

The above recital is hereby incorporated into the Memorandum of Understanding by this reference.

I. General Conditions

- A. The Watershed Conservation Authority is added as a party to the Memorandum of Understanding.
- B. The term of agreement is extended through June 30, 2011. The term may be further extended through December 31, 2011 by mutual agreement of all Parties and contingent upon an authorized six-month extension by the Department of Conservation.

II. Responsibilities of each of the Parties

- A. SGVCOG (No change)
- B. RMC (Remove sections 1 through 9 and substitute the following)
  - 1. Provides cash flow and program gap funding to the WCA in support of the Watershed Coordinator Program.
  - 2. Provides program match funding to LASGRWC for the implementation of select program deliverables of the Agreement.
  - 3. Provides additional program funding to WCA for the implementation of expanded program deliverables in support of Agreement.

C. WCA (Adds the following new provisions)

1. Provides for staffing and direct supervision of the Watershed Coordinator.
2. Provides in kind operating costs, printing, postage, office supplies, rent and telephone services.
3. Provides for all WCA reports, billing documentation and back-up to SGVCOG in support of quarterly DOC reporting and reimbursement invoicing.
4. Provides staff and/or contracted labor payroll and benefits and billing thereof to the SGVCOG with documentation of these salary/benefit expenses separate from any associated overhead expenses that are otherwise funded by other.
5. Reimburses staff for operating costs, specifically mileage, parking, and conference travel, per diem, and registration not directly paid by the SGVCOG as provided for in DOC grant agreement budget.
6. Provides staff and/or contracted labor and thereby provides for all insurance and benefits.
7. Provides for the implementation of expanded program deliverables funded by supplemental RMC grant funds.

D. LASGRWC (Adds the following new provision)

1. Provides for the implementation of select program deliverables utilizing matching RMC grant funds.

All the other terms and conditions remain the same.

For the San Gabriel Valley Council of Governments

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

For the Rivers & Mountains Conservancy

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

For the Watershed Conservation Authority

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

For the Los Angeles and San Gabriel Rivers Watershed Council

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## **Exhibit B Watershed Conservation Authority Scope of Work and Budget**

### Watershed Coordination Implementation Program

#### **Scope**

In support of Department of Conservation Watershed Coordination Program goals, the Watershed Conservation Authority (WCA) will provide staffing of the Watershed Coordinator position and facilitate the direct management in the implementation of the program. Tasks will include but not be limited to: implementing the goals and objectives of the Department of Conservation (DOC) grant agreement. Additional grant funds from the Rivers and Mountains Conservancy (RMC) will provide cash flow and gap funding to facilitate planning, project conceptual design & review, documentation, grant and fiscal management, and partnership building to further the implementation opportunities identified through the program.

#### **Tasks**

WCA Coordinator and/or staff will direct, coordinate and facilitate the identification of multidisciplinary teams for purposes of completing DOC grant objectives. WCA staff will pursue funding sources and partnerships for the implementation of project opportunities identified through the program. This may include but not be limited to planning, conceptual design, grant writing, partnership building and program facilitation. This may also include the Request for Proposal process, as well as direct management of all resulting contract(s). As required, staff will be actively involved with all aspects of the process, ensuring that the consultants, if required, remain on task, on time and within the budget and that all planning will include public and appropriate agency interactions and input.

WCA staff will be directly involved with the implementation of DOC grant program goals and objectives and will direct as needed design, coordination and facilitation of multidisciplinary teams as well as, utilizing WCA staff member's expertise to inform the program process. Staff will review program deliverables regularly as well as integrate feedback as appropriate.

WCA will develop GIS baseline and analysis maps and tools, watershed and regional datasets and compendium of watershed resources, development of educational materials, facilitate outreach events, and provide coordination and implementation support for the Upper San Gabriel and Rio Hondo watershed programs. WCA will develop and/or collect watershed oriented policies, BMP's and other materials for use as a regional resource. WCA will support the development of outreach materials for dissemination to community members through events and symposia that addresses issues such as water quality, water conservation, sustainable and fire safe landscaping, and living with wildlife. Additionally, the WCA working with consultants and partners will support efforts to improve access to open space and recreation, prioritization of invasive species control, and modeling efforts to identify potential opportunities for greater recharge in the region.

WCA staff will identify funding sources and partnership opportunities to further implement projects and programs identified by DOC program process. This supplemental effort may include planning, concept design development and grant writing; as well as implementation management of grant successfully obtained on behalf of furthering the implementation of the program. Grant management may include directing multidisciplinary teams to develop associated plans, goals, objectives, policies, and procedures; development of project schedules and budgets; review of project proposals or plans to determine time requirements and allotment of available resources to various phases of projects in support of

implementing the program; establishment of work plans and staffing for each phase of the projects; directing and coordinating activities of each project's personnel to ensure each project's progress is on schedule and within prescribed budgets; review project reports prepared by project personnel and modify schedules or plans as required.

WCA staff will ensure that program deliverables meet grant requirements for publication and dissemination of information. As well as, supplemental planning and design efforts are in line with applicable standards and procedures.

**TIMELINE:**

All tasks specific to Department of Conservation grant deliverables will be carried out by WCA staff/Watershed Coordinator between February 1, 2010 and June 30, 2011 unless otherwise extended by the Department of Conservation. All supplemental level of effort work to further the implementation of projects identified within the Watershed Implementation program funded by RMC will be completed by June 2012.

**Exhibit C: WCA Budget**

Watershed Coordination Implementation Program

<b>Labor</b>	<b>Full Time Equivalent</b>	<b>Hours</b>	<b>Rate</b>	<b>Total</b>
<b>WCA Staff</b>	.35	4160	65.00	\$94,640

  

<b>Direct Expense</b>	<b>Unit</b>	<b>Quantity</b>	<b>Unit Cost</b>	
<b>Consultants*</b>		Variable	\$50,000	\$50,000
<b>Supplies/Equip*</b>			\$5000	\$5,000
<b>Printing (Applications)*</b>		40	\$35	\$1,400
<b>Mileage/Misc.*</b> <i>(Collaboration/Field Work)</i>				\$2,523
<b>Subtotal</b>				
<b>Direct Expense</b>				<b>\$58,923</b>

  

<b>WCA Administration</b>			10%	<b>\$15,000</b>
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<b>Grand Total Budget</b>				<b>\$168,563</b>
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\*allowances to prepare grant up to 10 grant application packages

## Exhibit D

## Watershed Coordination Implementation Funding Source Summary

Funding Source Distribution				
	DOC GRANT WCA	RMC09103 WCA	RMC08107 LASGRWC	Total RMC Funding (D+F)
<b>Salaries and Wages</b>				
Watershed Coordinator/WCA Staff	\$186,834	\$94,640	\$19,797	\$114,437
Administration		\$15,000		\$15,000
LASGRWC Coordination Support			\$19,500	\$19,500
Technical Assistance			\$18,750	\$18,750
<b>Equipment</b>				
Supplies	\$300	\$5,000		\$5,000
<b>Operating Costs</b>				
Mileage	\$3,492	\$2,523	\$600	\$3,123
Map Printing		\$1,400	\$140	\$1,540
Workshop attendance	\$750			
Consultants (Planning, Design, Grant Writing Support)		\$50,000		\$50,000
Community Outreach			\$22,650	\$22,650
<b>Subtotal</b>	<b>\$191,876</b>	<b>\$168,563</b>	<b>\$81,437</b>	<b>\$250,000</b>
<b>TOTAL</b>	<b>\$191,876</b>	<b>\$168,563</b>	<b>\$81,437</b>	<b>\$250,000</b>

January 28, 2010 - Item 15

RESOLUTION NO. 2010-36

RESOLUTION OF THE WATERSHED CONSERVATION  
AUTHORITY ACCEPTING A GRANT FROM THE RIVERS AND  
MOUNTAINS CONSERVANCY TO IMPLEMENT THE WATERSHED  
COORDINATION IMPLEMENTATION PROGRAM (RMC09103).

WHEREAS, the Watershed Conservation Authority has been established as a joint powers agency between the RMC and the District to implement projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, the Watershed Conservation Authority (WCA) has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, this action will accept a grant from the Rivers and Mountains Conservancy for implementation of WCA projects; and

WHEREAS, the proposed action is exempt from the provisions of the California Environmental Quality Act; NOW

*Therefore be it resolved that the WCA hereby:*

1. FINDS that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).
2. ADOPTS the staff report dated January 28, 2010.
3. ACCEPTS the Watershed Coordination Implementation Program grant (RMC09103) from the Rivers and Mountains Conservancy (RMC) in the amount of \$168,563 providing cash flow and gap funding to implement and further the implementation of the Upper San Gabriel River and Rio Hondo River Watershed Coordination Program.

*~ End of Resolution ~*

Resolution 2010-36

Passed and Adopted by the Board of the  
WATERESHED CONSERVATION AUTHORITY  
ON January 28, 2010.

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Teresa Villegas, Chairperson

ATTEST:

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Terry Fujimoto  
Deputy Attorney General