

**MINUTES
BOARD MEETING
WATERSHED CONSERVATION AUTHORITY (WCA)
June 25, 2015**

1. CALL TO ORDER

The meeting was called to order by Chair Mejia at 1:54 p.m. The meeting was held at:
Hall of Admin., 500 W. Temple Street, Room 528, Los Angeles, CA 90012
Gateway Cities COG, 16401 Paramount Blvd., Conf. Room, Paramount, CA 90723

2. ROLL CALL

MEMBERS PRESENT

Mr. Brian Mejia, Chair (for Supervisor Antonovich)
Ms. Terri Grant (for Ms. Farber)
Ms. Connie Sziebl (for Supervisor Knabe)
Ms. Janet Chin (for Supervisor Solis)
Mr. Roberto Uranga

MEMBERS ABSENT

Ms. Karly Katona (for Supervisor Ridley-Thomas)
Mr. Frank Colonna
Ms. Lacey Johnson (for Supervisor Ridley-Thomas)
Mr. Dan Arrighi

STAFF PRESENT

Mark Stanley, Executive Officer
Debbie Enos, Deputy Executive Officer
Dena Tarighi, Board Secretary
Jennifer Thompson, Fiscal Manager
Rob Romanek, Project Manager
Johnathan Perisho, Project Manager
Joseph Gonzalez, Associate Project Manager
Terry Fujimoto, Counsel

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF THE MINUTES

There were no corrections noted.

Board member Sziebl moved to have the May 14, 2015 minutes approved. Chair Mejia seconded the motion. Board Voted - 2 ayes; 0 nays; 2 abstentions. Minutes were not approved.

5. ELECTION OF VICE CHAIR

Board member Chin nominated Connie Sziebl, board member Uranga seconded the motion. Board member Sziebl did not accept nomination. This item was tabled until next meeting.

6. CHAIR'S REPORT

No report given.

EXECUTIVE OFFICER'S REPORTS

7. LIAISON & ACTIVITIES REPORT

The Executive Officer directed the board's attention to the item with information on the Angeles National Forest and San Gabriel Mountains National Monument teams first public open house meetings beginning held June 22, 2015 through June 26, 2015.

Mr. Stanley briefly stated that under the Jr. Ranger Program staff put some of the feedback from the attendees in the report and that staff anticipates continuing to offer this program in the future.

Mr. Stanley went on to mention that the Azusa River Wilderness Park project is well under way and that staff prepared and submitted two grant proposals since the last board meeting. One for the 2015 Californian Active Transportation Program and one to the Proposition A Countywide Competitive Grant Program.

Mr. Stanley stated that for the Citrus Grove Heights Bike stop there are two conceptual design options and staff is actively engaging stakeholders to develop a final plan option.

Mr. Stanley pointed out the flyer for the Coyote Creek Park grand opening will be held on July 21, 2015.

Mr. Stanley mentioned that the plans for the Duck Farm Project have been transmitted to both Caltrans and SCE for review and approval. Staff will work with first District representative and the County Watershed Division for resubmittal of updated plans.

Mr. Stanley mentioned that the Emerald Necklace Implementation Report is scheduled to be completed by late summer of 2015 and the final Program EIR is scheduled to be certified in 2016 and that staff will be presenting an in-depth project update at the next board meeting.

Mr. Stanley briefly explained that for the Gateway Cities Greenways and Rivers Master Plan the goal would be to provide a planning document and tools to allow cities in the region to be more successful in attaining funding from a variety of sources.

Mr. Stanley introduced the new WCA Associate Project Manager, Joseph Gonzalez, assigned to the Gateway Cities and Rivers Urban Greening Master Plan project task with data collection and outreach activities.

He quickly mentioned that staff is going back to review the Walnut Creek project and will keep the board updated. Board member Chin asked if there were any resident concerns with the Walnut Creek project and Mr. Stanley answered yes there are concerns with the design that are being addressed.

Board member Sziebl asked if there was a timeline for the preferred conceptual site development plan for the Cattle Canyon project. Mr. Stanley answered that it would be taking place within the next couple of months and would be presented to the board. Board member Sziebl asked what took place at the June 23rd meeting for the Walnut Creek Habitat. Mr. Stanley stated that members of the community made comments regarding the project and a discussion needs to take place with the City of San Dimas and 5th District before bringing a recommendation to the board for future enhancements.

8. EXPENDITURE REPORT

The Executive Officer explained that the Statement of Receipts and Disbursements from the County Auditor-Controller have not yet been received but that final FY 14/15 data is expected to be available for the September board meeting. Mr. Stanley went on to explain that under the Revenues section the annual lease revenue from the South Gate Riparian property has not yet been received due to ongoing negotiations with Outfront Media, Inc. regarding the billboard lease. Mr. Stanley discussed quickly there continues to be several large budget categories such as Fiscal Services Auditor-Controller and Ranger Services that show an amount expended that is well under budget projections.

9. FUND BALANCE REPORT

The Executive Officer stated that there are three items of note which are V19 and V61/78. Nothing further was discussed and the board did not have any questions.

CONSENT CALENDAR

10. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT FOR ON-CALL PROPERTY AND LANDSCAPE MAINTENANCE SERVICES.

Chair Mejia mentioned to the board members that this portion of the calendar was a consent calendar and the board could either vote on all of the items or ask to take one out and put on the regular calendar. Board member Uranga asked for a motion to approve Items 10 through 13 and board member Chin seconded the motion.

11. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT FOR RANGER SERVICES.

12. CONSIDERATION OF A RESOLUTION TO RATIFY THE ACCEPTANCE OF RIVERS AND MOUNTAINS CONSERVANCY GRANT FOR THE EMERALD NECKLACE MASTER PLAN PROJECT.

- 13. CONSIDERATION OF A RESOLUTION TO RATIFY A GRANT APPLICATION TO THE CALIFORNIA TRANSPORTATION COMMISSION ALTERNATE TRANSPORTATION PROGRAM FOR THE SAN GABRIEL RIVER BIKE TRAIL GAP CLOSURE, ROUNDABOUT AND PARK ENTRY IMPROVEMENTS PROJECT.**

Board member Uranga moved to approve the resolutions for Items 10 through 13. Board member Chin seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; 0 abstentions.

REGULAR CALENDAR

- 14. CONSIDERATION OF A RESOLUTION APPROVING THE FINAL BUDGET FOR FY 15/16.**

Jennifer presented this item that was very detailed so that the new board members could familiarize themselves a little bit more. Ms. Thompson stated that two out of the three staffing positions have been filled, the fiscal year 13/14 audit conducted in 2015 reported no new significant deficiencies were identified and all previously identified deficiencies were remediated, Mt. Baldy Ranch totaling approximately 237 acres was acquired, Citrus Grove Heights in the City of Pico Rivera was acquired, two grants were awarded one in the amount of \$500,000 for Gateway Cities Greenways & Rivers Master Plan Project and one in the amount of \$455,998 to complete River Wilderness Park entry improvements construction documents and environmental documents, a \$45,000 contract with City of San Dimas to forward the Walnut Creek Habitat Park was awarded, a second year of the Cattle Canyon Recreation Area was completed, a Jr. Ranger program was implemented, in May 2014, WCA Staff and Board members held a retreat to brainstorm a Strategic Plan framework for the Authority. Ms. Thompson briefly explained the administrative and operational revenue, grants and special projects revenue, personnel expenditures and general administrative expenditures. Board member Uranga asked if the WCA is fully staffed yet and Mr. Stanley answered that we will be hiring one more person to join the staff. Board member Chin asked how many kids participated in the Jr. Ranger Program and Debbie Enos answered that there were 25 openings for children ages 7-12 and there was a total of 37 maximum on one of the days that included siblings, parents and grandparents of the children that were signed up. Chair Mejia asked in what way the water restrictions would affect the budget. Mr. Stanley answered that we will work with each jurisdiction and their initiatives that they have and that none of our properties except for River Wilderness Park are operational so it gives us a great opportunity to build in water conservation as we develop each project. Board member Sziebl asked what the value of the commercial property that is in arrears. Ms. Thompson referred to page 20 of the budget report and Ms. Sziebl could see that the value of the Nursery revenue for the year is approximately \$50,000.

Board member Chin moved to adopt the resolution; Board member Uranga seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; and 0 abstentions.

- 15. CONSIDERATION OF A RESOLUTION AUTHORIZING AN UPDATE TO THE DESIGNATED SIGNATORY APPROVAL POLICY.**

Jennifer Thompson presented this item and stated that the WCA is seeking a higher limit for the designated signatory as budgeted staffing positions are being filled the bi-weekly payroll is being raised and ask for a limit not to exceed amount of \$25,000.

Board member Uranga moved to adopt the resolution; Chair Mejia seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; and 0 abstentions.

16. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT FOR FUNDING OPPORTUNITES PROFESSIONAL SERVICES.

Jennifer Thompson presented this item and stated that the WCA is seeking approval for a two year contract with Houston Magnani & Associates in an amount not to exceed \$66,000 for FY 15/16 and 16/17.

Board member Chin moved to adopt the resolution; Board member Uranga seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; and 0 abstentions.

17. CONSIDERATION OF A RESOLUTION TO 1) APPROVE A MASTER PARTICIPATING AGREEMENT WITH THE ANGELES NATIONAL FOREST TO IMPLEMENT THE SAN GABRIEL CANYON PROJECT; 2) TO AUTHORIZE GOVERNING BOARD CHAIR, OR DESIGNEE, TO NEGOTIATE AND ENTER INTO A SUPPLEMENTAL PROJECT AGREEMENT UNDER THE MPA FOR THE SAN GABRIEL RIVER CATTLE CANYON IMPROVEMENTS PROJECT – PHASE 1; AND, 3) TO AUTHORIZE GOVERNING BOARD CHAIR, OR DESIGNEE, TO NEGOTIATE AND ENTER INTO A SUPPLEMENTAL PROJECT AGREEMENT UNDER THE MPA FOR THE CRYSTAL LAKE RECREATIONAL PROJECT.

Rob Romanek presented this item and stated that the MPA will provide authorization from both parties to jointly work together to forward projects within the SGC Project Area and that these authorizations are recommended in the interest of obligating currently available Federal funding before eminent reappropriation, as well as to allow the WCA to provide professional services to the Crystal Lake Recreation Project. Mr. Romanek also provided some background information about this agreement. Mr. Ricardo Lopez, a civil engineer, of the Forest Service briefly introduced himself and thanked the board for allowing him to speak on behalf of the Forest Service. Mr. John Thornton of the Forest Service also spoke and gave a brief synopsis of the project the Forest Service wants to help fund and partner with the WCA. Mr. Stanley made two brief statements in which that this is a two-part agreement under the MPA umbrella agreement and that the board would be approving two projects within this agreement with a total value of half a million dollars. Chair Mejia asked if this information would need to be brought to the attention of the National Monument Collaborative Committee and do we need to table this item so that the board members understand this project a little more and he also asked what type of timeframe we are looking at. Mr. Stanley stated that this is separate process from the Collaborative Committee but it is within the National Monument area.

Board Member Sziebl didn't have a question but wanted to state that it is a good thing that we have more projects coming into the agency, but that she feels that the other projects slow down with their progress due to lack of staff members. Board member Uranga asked if the funding of the half a million dollars would be lost if we table this item. Mr. Thornton responded that there is a risk of losing the funds due to the "fires" in fire season, any unobligated funds, such as the half million not put to use will be expended to help pay for any

resources involved with the fires. Board member Uranga moved to approve the item. Board member Chin stated that we need to move on continuing the relationship between the WCA and ANF and agrees with Board member Uranga not to table the item but move forward.

Board member Uranga moved to adopt the resolution; Board member Sziebl seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; and 0 abstentions.

18. ANNOUNCEMENT OF NEXT MEETING DATE

The next meeting will be held on July 23, 2015 at the Rosemead Garvey Center.

19. ADJOURNMENT

The meeting was adjourned by Chair Mejia at approximately 3:01 pm.

X

Brian Mejia
Chair

X

Dena Tarighi
Board Secretary