

**MINUTES
BOARD MEETING
WATERSHED CONSERVATION AUTHORITY (WCA)
May 14, 2015**

1. CALL TO ORDER

The meeting was called to order by Chair Mejia at 4:05 p.m. The meeting was held at:
Hall of Admin., 500 W. Temple Street, Room 830, 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)
Mr. Armond Ghazarian (for Ms. Farber)
Ms. Connie Sziebl (for Supervisor Knabe)
Ms. Lacey Johnson (for Supervisor Ridley-Thomas)
Ms. Teresa Villegas, Vice Chair (for Supervisor Solis)

MEMBERS ABSENT

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

STAFF PRESENT

Mark Stanley, Executive Officer
Debbie Enos, Deputy Executive Officer
Dena Tarighi, Board Secretary
Jennifer Thompson, Fiscal Manager
Terry Fujimoto, Counsel

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF THE MINUTES

There were no corrections noted.

Board member Villegas moved to have the March 19, 2015 minutes approved. Chair Mejia seconded the

motion. Board Voted - 4 ayes; 0 naves; 0 abstentions.

5. CHAIR'S REPORT

No report given. Meeting went into Closed Session at approximately 4:07 pm.

EXECUTIVE OFFICER'S REPORTS

6. LIAISON & ACTIVITIES REPORT

The Executive Officer stated that the Integrated Regional Water Management Leadership Committee is accepting project proposals for their additional round of Proposition 84 IRWM Implementation Grants. The high scoring projects will be submitted for final selection to the Department of Water Resources at their May 27th meeting. He also stated that WCA was originally going to submit a proposal, but decided not to submit one for this round. Mr. Stanley briefly mentioned that the San Gabriel River Discover Center Authority is publishing a monthly informational newsletter highlighting the progress of the project to keep the stakeholders informed. Mr. Stanley mentioned that the WCA junior ranger program was a huge success according to the feedback from the parents of the seventeen children involved. He went on to say that the WCA is seeking to receive more grants for this new program and programs of this type in the future. Mr. Stanley briefly discussed the Azusa River Wilderness Park Project in that in July there will be a presentation of the final design and that staff is preparing a grant proposal for the ATP in the amount of \$2 million for this project. Board Member Villegas asked if WCA was going to close the gap of the bike trail because her office received a call concerning the ending of the bike trail. Mr. Stanley assured Ms. Villegas that there is going to be a connection of the bike trail to the River Wilderness Park and it is included in the design that will be presented in July to the board. The Duck Farm Project was briefly mentioned and Mr. Stanley stated that as of May 11th marked the completion of the construction documents from AECOM which means the permit process will be able to move forward once the resubmittal of the plans have been reviewed and approved. Mr. Stanley also mentioned that staff is also in the process of bringing an onsite property manager for the Duck Farm to provide enhanced security and maintenance activities on the property in exchange for living on the property in a RV. Mr. Stanley stated that informational and operational signs will be installed at the Mt. Baldy Habitat & Open Space property by eagle scouts and have been fabricated as requested by Legal Counsel and the WCA Insurance Carrier. Lastly, Mr. Stanley mentioned that a MOU is being prepared between WCA and the City of San Dimas that outlines the cooperative development and operation, as well as designating the WCA as lead agency for CEQA purposes.

7. EXPENDITURE REPORT

The Executive Officer explained that all administrative and operational lease revenue is on target with projection and in terms of expenses, he further explained that expenditures for alarm services are paid quarterly and are paid through the end of the fiscal year. He further explained that expenditures for general liability insurance are above budget projections by approximately 10% due to industry increases and newly acquired Mt. Baldy property according to the Authority's insurance broker. Mr. Stanley stated that the WCA would be just under budget for the fiscal year.

8. FUND BALANCE REPORT

The Executive Officer stated that there are three items of note which are V15, V38 and V48/V61. Nothing further was discussed and the board did not have any questions.

CONSENT CALENDAR

9. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT FOR ON-CALL FACILITY MAINTENANCE SERVICES WITH POSITIVE PLUMBING INC.

Chair Mejia mentioned to the board members that this portion of the calendar was something a little different in which the board would be voting just one time for Items 9 through 11 and Mr. Stanley mentioned that a correction was made to the resolutions of Items 9 and 10 which would state that the contract would be for one year with an option to renew for an additional year. Vice Chair Villegas asked on Item 11 if the WCA already had the funding for the project and Mr. Stanley stated that WCA does not have the funding because the WCA has to apply for the grant first and the board needs to approve the applying of the grant. Board member Sziebl asked if the WCA had a Youth Employment Plan in place already and Mr. Stanley answered that each time an application is filed with Park and Open Space District a Youth Employment Plan has to be put in place. Chair Mejia asked for a motion to approve Items 9 through 11.

10. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT FOR JANITORIAL SERVICES WITH BRITE WORKS, INC.

11. CONSIDERATION OF A RESOLUTION APPROVING THE APPLICATION TO THE PROPOSITION A 2015 COUNTYWIDE COMPETITIVE GRANT PROGRAM FOR RIVER WILDERNESS PARK DEVELOPMENT PROJECT.

Vice Chair Villegas moved to approve the resolutions for Items 9 through 11. Board member Sziebl seconded the motion. Unanimously passed. Board Voted – 4 ayes; 0 nays; 0 abstentions.

REGULAR CALENDAR

12. CONSIDERATION OF A RESOLUTION TO 1) ACCEPT THE FY 13/14 WCA FINANCIAL COMPLIANCE AUDIT AND RELATED FINDINGS; AND, 2) APPROVE REMEDIATION ACTIONS.

Jennifer presented this item and introduced Derek Rampone from Moss, Levy & Hartzheim LLP to discuss the findings from the WCA Financial Compliance Audit and ask for approval for the remedial actions in response to the audit findings.

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

13. CONSIDERATION OF A RESOLUTION APPROVING THE PRELIMINARY BUDGET FOR FY 15/16.

Jennifer Thompson presented this item and stated that the WCA is seeking approval for the preliminary budget for Fiscal Year 2015/2016. Jennifer also briefly discussed the four expenditure components which are Administrative, Personnel, Operations, Grants and Special Projects for a total budget of \$4,990,459.

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

- 14. CLOSED SESSION: PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d)(2), THE WATERSHED CONSERVATION AUTHORITY MAY HOLD A CLOSED SESSION ON THE FOLLOWING ITEM: 1) LEINCO ENTERPRISES V. WCA, ET AL., LOS ANGELES COUNTY SUPERIOR COURT CASE NO. BC500513. STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF PURSUANT TO SECTION 54954.2(a) OF THE GOVERNMENT CODE.**

Meeting went into Closed Session at approximately 4:07 pm and went back into Public Session at 4:18 pm. Staff from Olivarez & Madruga Attorney’s office provided an update on recent and upcoming activity.

- 15. ANNOUNCEMENT OF NEXT MEETING DATE**

The next meeting will be held on June 25, 2015.

- 18. ADJOURNMENT**

The meeting was adjourned by Chair Mejia at approximately 4:54 pm.

X

Brian Mejia
Chair

X

Dena Williams
Board Secretary

**MINUTES
BOARD MEETING
WATERSHED CONSERVATION AUTHORITY (WCA)
July 23, 2015**

1. CALL TO ORDER

The meeting was called to order by Chair Mejia at 1:35 p.m. and the pledge of allegiance was performed. The meeting was held at: The Garvey Center, 9108 Garvey Avenue, Rosemead, CA 91770.

2. ROLL CALL

MEMBERS PRESENT

Mr. Brian Mejia, Chair (for Supervisor Antonovich)
Mr. Armond Ghazarian (for Ms. Farber)
Mr. Rick Velasquez (for Supervisor Knabe)
Ms. Janet Chin (for Supervisor Solis)
Mr. Roberto Uranga (Rivers & Mountains Conservancy)
Mr. Dan Arrighi (Rivers & Mountains Conservancy)

MEMBERS ABSENT

Ms. Karly Katona (for Supervisor Ridley-Thomas)
Mr. Frank Colonna (Rivers & Mountains Conservancy)
Ms. Lacey Johnson (for Supervisor Ridley-Thomas)
Ms. Connie Sziebl (for Supervisor Knabe)

STAFF PRESENT

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

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF THE MINUTES

There was a correction noted to the May 14, 2015 minutes. Board member Arrighi stated that he was absent at the May 14 meeting.

Chair Mejia moved to have the May 14, 2015 minutes approved. Board member Velasquez seconded the motion. Board Voted – 2 ayes; 0 nays; 2 abstentions. Minutes were not approved.
Board member Chin moved to have the June 25, 2015 minutes approved. Chair Mejia seconded the motion. Board Voted - 3 ayes; 0 nays; 1 abstention; 1 member absent. Minutes were approved.

5. CHAIR'S REPORT

No report given.

EXECUTIVE OFFICER'S REPORTS

6. LIAISON & ACTIVITIES REPORT

The Executive Officer updated the board members on the Discovery Center project activity. Board member Ghazarian briefed the board members with the upcoming meetings of the Collaborative Committee for the San Gabriel Mountains National Monument. Mr. Stanley stated that WCA staff has been working on the development and launch of a new website. Debbie Enos presented a very thorough presentation of what staff has so far and asked the board members if there were any suggestions in adding to the website to please do so by July 31st due to a launch date of August 1st. Board member Chin asked who was the administrator for the website and Ms. Enos answered by saying for now, Johnathan has solely been updating the website and has brought it this far. Ms. Enos also stated that in the future once the website is up and running, the project managers should be able to update each of their projects once they are trained. Board member Chin also suggested that if staff decides to make the website more interactive that staff should consider the photos that are being used to be more diverse with consideration of the communities involved and that there should also be some space for video content. Board member Velasquez asked if there were capabilities to other languages. Ms. Enos answered that there might be other languages available but that she was not sure because it was something that could definitely benefit the outreach efforts. Mr. Stanley took note that staff will look at the website being communicated to the public in other languages and that staff will review and enhance the website based on the comments received. Mr. Stanley directed the board members to the next item of the report and stated that the Lower Los Angeles River Community Workshop would be held August 18th from 6-8 pm at the UCLA Luskin Center to discuss the Gateway Urban Greening Master Plan. Mr. Stanley mentioned that the Coyote Creek Park grand opening was on July 21st. He also mentioned that there will be a bike ride on July 25th hosted by Assemblyman Rendon starting at Riverfront Park in the City of Maywood and invited members to participate.

7. FUNDING OPPORTUNITIES PRESENTATION BY HOUSTON MAGNANI & ASSOCIATES

Mr. Doug Houston gave a presentation of activities that have or are anticipated to occur in Sacramento since July of 2014.

8. RIVER WILDERNESS PARK ENTRY IMPROVEMENTS DESIGN DEVELOPMENT PRESENTATION

Rob gave an update to the board members along with a presentation to provide the board members with a clearer vision of the plans for the River Wilderness Park Entry project.

9. EMERALD NECKLACE FEASIBILITY STUDY & IMPLEMENTATION PLAN PRESENTATION

Rob gave a presentation of the Emerald Necklace activity and what we can expect in the near future as staff continues with the progress of this project.

10. EXPENDITURE REPORT

The Executive Officer explained that the Operational Lease Revenues were budgeted at 95% and that WCA has had no tenant turnover costs in FY 14/15. Mr. Stanley went on to state that Duck Farm's lease revenue is currently at 95%. Mr. Stanley mentioned that the largest remaining expenditure related to FY 14/15 are those incurred for MRCA rangers and LA County Auditor Controller services and nearly all other expenditures expected for FT 14/15 have been accounted for.

11. FUND BALANCE REPORT

The Executive Officer stated that there are three items of note which are fund V20, V61 and V38/64. Nothing further was discussed and the board did not have any questions.

CONSENT CALENDAR

12. CONSIDERATION OF A RESOLUTION TO UPDATE THE WCA BILLABLE RATES FOR FY 15/16.

13. CONSIDERATION OF A RESOLUTION TO ADOPT AMENDMENTS TO THE WCA EMPLOYEE HANDBOOK AND RELATED POLICIES.

Board member Uranga arrived at 1:42 pm.

Board member Arrighi moved to approve the resolutions for Items 12 and 13. Board member Uranga seconded the motion. Unanimously passed. Board voted – 5 ayes; 0 nays; 0 abstentions.

REGULAR CALENDAR

14. CONSIDERATION OF A RESOLUTION TO AUTHORIZE THE EXECUTIVE OFFICER, OR DESIGNEE, TO NEGOTIATE AND ENTER INTO AN ENCROACHMENT AGREEMENT WITH THE CITY OF IRWINDALE FOR THE INSTALLATION OF THE SAN GABRIEL RIVER BIKE TRAIL GATEWAY ENHANCEMENT PROJECT AT SANTA FE DAM.

Johnathan Perisho stated that back in June of 2010 a grant agreement for \$84,000 was executed between the WCA and Los Angeles County Regional Park and Open Space District to implement a place-making art installation. He went on to state that since then, a multi-year long consultation with U.S. Army Corps of Engineers (USACE) and the City was unsuccessful in attaining the USACE's approval to permit the proposed improvements but that the City has remained supportive of the proposed improvements and therefore the project scope evolved throughout 2014 to include sculptural art and interpretive signage solely within the City's

jurisdiction. Johnathan mentioned now that a preliminary CEQA review has been completed, a Notice of Exemption has been filed with the Los Angeles County Clerk and was unchallenged and so WCA staff is prepared to oversee production and installation of the project.

Board member Arrighi moved to adopt the resolution; Board member Uranga seconded the motion. Unanimously passed. Board voted – 5 ayes; 0 nays; 0 abstentions.

15. CONSIDERATION OF A RESOLUTION TO AUTHORIZE THE EXECUTIVE OFFICER, OR DESIGNEE, TO ACCEPT FUNDS FOR A STUDY REGARDING DRAINAGE ACCEPTANCE ON TO THE WALNUT CREEK PROPERTY.

Rob Romanek stated that the Tsu Chi Foundation had approached WCA to enter into a covenant and agreement to accept drainage from a parking lot on to portions of the property and release the County of Los Angeles from any liability claims related to surface water drainage alteration resulting from its issuance of a building and/or grading permit for improvements that are on the Tzu Chi Foundation campus. Rob also mentioned that the anticipated expenses to study the proposed drainage acceptance and to review the requested covenant and agreement is calculated to be approximately \$5,415.

Board member Chin moved to adopt the resolution; Chair Mejia seconded the motion. Unanimously passed. Board Voted – 5 ayes; 0 nays; 0 abstentions.

16. CONSIDERATION OF A RESOLUTION TO AUTHORIZE THE CHAIR, OR DESIGNEE, TO NEGOTIATE AND ENTER INTO 1) A SUPPLEMENTAL PROJECT AGREEMENT WITH THE ANGELES NATIONAL FOREST FOR THE OAKS PICNIC AREA MAINTENANCE PROJECT; AND, 2) ADDITIONAL SUPPLEMENTAL PROJECT AGREEMENTS IN SUPPORT OF SAN GABRIEL CANYON IMPROVEMENTS PROJECT.

Rob Romanek presented this item and stated that a Master Participating Agreement (MPA) is already in place between the Angeles National Forest and WCA but that a supplemental project agreement is necessary to identify specific project, and the related division of responsibilities and funding.

Board member Uranga moved to adopt the resolution; Board member Arrighi seconded the motion. Unanimously passed. Board Voted – 5 ayes; 0 nays; and 0 abstentions.

17. CONSIDERATION OF A RESOLUTION TO RATIFY A GRANT MODIFICATION TO THE UNITED STATES FOREST SERVICES URBAN AND COMMUNITY FORESTRY PROGRAM TO INCREASE FUNDING FOR THE ECOVOICES PROGRAM.

Jennifer Thompson presented this item and stated that the EcoVoices program is expected to continue operating in FY 15/16 and beyond and therefore the WCA proposed and initiated a request for an amendment to the current grant agreement with the United States Forest Service (USFS) which is namely specified as a “modification”. She went on to state that a continuation is being call for of the grant period through December 31, 2016 and an additional \$52,000 is being requested for continued administration of the EcoVoices program

for total grant funding of \$137,000, with \$85,000 already being approved in August 2013 and June 2014.

Board member Uranga moved to adopt the resolution; Board member Chin seconded the motion. Unanimously passed. Board Voted – 5 ayes; 0 nays; and 0 abstentions.

18. ANNOUNCEMENT OF NEXT MEETING DATE

The next meeting will be held on September 24, 2015 at our usual places.

19. ADJOURNMENT

The meeting was adjourned by Chair Mejia at approximately 3:10 pm.

X

Brian Mejia
Chair

X

Dena Tarighi
Board Secretary