

**MINUTES  
BOARD MEETING  
WATERSHED CONSERVATION AUTHORITY (WCA)  
June 18, 2020**

**1. CALL TO ORDER**

The meeting was called to order by Chair Chico at approximately 1:35 p.m. The meeting was held via Zoom.US meeting.

**2. FLAG SALUTE**

This item will be removed from the agenda until further notice.

**3. ROLL CALL**

**MEMBERS PRESENT**

Mr. Dan Arrighi (Rivers & Mountains Conservancy)  
Ms. Sandra Maravilla (for Supervisor Barger)  
Ms. Herlinda Chico (for Supervisor Hahn)  
Mr. Vincent Chang (for Supervisor Solis)  
Mr. Roberto Uranga (Rivers & Mountains Conservancy)  
Mr. Julian Juarez (for Mark Pestrella)

**MEMBERS ABSENT**

Ms. Karly Katona (for Supervisor Ridley-Thomas)

**STAFF PRESENT**

Mark Stanley, Executive Officer  
Dena Williams, Board Secretary  
Debbie Enos, Deputy Executive Officer  
Nicole Law, Fiscal Manager  
Jane Tsong, Project Manager  
Joseph Gonzalez, RMC Project Manager  
Jeremy Munns, Project Manager  
Johnathan Perisho, Project Manager  
David Edsall, Jr., Deputy Attorney General

**4. PUBLIC COMMENT**

There was one public comment made. Christy Catalano stated that there is extensive support from the Mt. Baldy community for as few towers as possible while still providing for public safety. A Mr. McLaughlin presented to the community back in 2019 that there were alternate sites are being offered and it is called SpringHill and would like WCA to pursue them.

**5. APPROVAL OF THE MINUTES**

Minutes were from May 16, 2020 meeting. Board Member Uranga joined the meeting at 1:39pm.

**There were no comments or corrections, 0 Nays and 0 Abstentions. Minutes were approved.**

**6. CHAIR'S REPORT**

No report was given.

**EXECUTIVE OFFICER'S REPORTS**

**7. WATERSHED CONSERVATION AUTHORITY RESPONSE TO COVID-19**

Mr. Stanley stated that staff is putting together a task force to form a plan on how to return to the office safely. Mr. Stanley also stated that PPE supplies are being delivered to the office for those who need them when they visit the office.

**8. LIAISON & ACTIVITIES REPORT**

Mark Stanley stated that most of the legislative bills are either on suspense or they failed the deadline which has been done on purpose due to the current health crisis that the Unites States (more specifically California) is going through.

Mr. Stanley stated that the State budget is moving forward and the Assembly is taking up some of those issues today and will likely come back next week to actually approve it.

Debbie Enos stated that our park had been closed since March but the County Parks have since re-opened their parks and so WCA opened our Mt. Baldy Preserve and the public are not abiding by the no parking signs and there has been some citations given over the weekends due to blocking the fire roads.

Ms. Enos also stated that WCA found it in the best interest of the public to not open River Wilderness Park until June 1st until signs in English and Spanish were made readily to put up on the property. Ms. Enos stated that staff is connecting with County Public Works to see if we can work together to manage the uses that are happening up the trail off of our property.

Johnathan Perisho stated that staff has been using Google Analytics for the last month and we had approximately 57,000 views of our Covid-19 notice. Mr. Perisho stated that there are approximately 10,000 views a week accessing photos and quarries about the site. Mr. Perisho also stated that there is some confusion as to what location they are searching for and people are posting pictures from either the East Fork or West Fork to our site which is very confusing to those who are not familiar with the area.

Ms. Enos stated that the construction work has re-mobilized at the Duck Farm with work on the upper bioswales and landscaping with a very large tree that was replaced to the entry of the park.

Ms. Enos stated that SGVCCV will begin working at the Parque Dos Rios project on July 20th or 21st and is anticipating a completion date sometime in August.

Ms. Enos stated that she had a meeting with the City of San Dimas and the Contractor on the Walnut Creek site and the construction of the West Trail Loop will be substantially completed this week and is looking very beautiful and she will share some photos with the board at the next meeting.

Jane Tsong stated that she was able to update the RMC Board members on the report of Biological Opportunities on the San Gabriel Mountains and Foothills Open Space Acquisition Master Plan. Ms. Tsong also stated that WCA is consolidating research completed thus far, so that Psomas may be engaged to complete the Human Factors research, incorporating stakeholder feedback for completion of the Plan.

Jeremy Munns stated that written and visual content are nearly completed on the website and the Consultant has completed its work developing Greenscape maps and City Profile pages and WCA staff have integrated this work into the website with a soft launch of the website for stakeholder feedback forthcoming in the coming months.

Ms. Enos concluded this report with both WCA and RMC staff are reaching out to stakeholders to meet. The group is working towards the implementation of a Lower LA River REACH zone pilot program and have met for a second time with the Conservation Corps of Long Beach to further scope the River Stewards program to provide routing maintenance activities along the REACH zone and share sample agreements for review and consideration.

## **9. EXPENDITURE REPORT**

Nicole Law explained that Exhibit A reflects the balances of the Fiscal Year 2019-2020 as of May 31, 2020.

Ms. Law explained that lease revenues between December 2019 and May 2020 have been received from RMC and are awaiting approval of an increase in the monthly rate.

Ms. Law stated that the Ranger Services line item is lower than YTD budget projections as the Authority has only received invoices through April 2020.

Ms. Law stated that the COVID-19 expenses line item is slightly lower than the updated annual budget projections resulting from a laptop purchase, disinfection services and administration labor expenditures.

## **REGULAR CALENDAR**

## **10. FUND BALANCE REPORT**

Ms. Law gave a brief synopsis of the fund balance report and there were no questions from the board.

## **11. CONSIDERATION OF A RESOLUTION TO APPROVE FINAL FISCAL YE2020/2021 ANNUAL BUDGET.**

Nicole Law stated that the recommendation would be that the Governing Board to approve the

Final budget for FY 20/21.

Ms. Law gave a presentation of WCA's accomplishments during the FY 19/20, Grant & Contract Awards, Major Project Milestones, Strategic Plan, Organizational Priorities & Challenges and Program Highlights & Opportunities.

Ms. Law stated that some of the accomplishments were replacing an outgoing Project Manager II with a new staff member, recruited a Project Manager consultant to forward the implementation of a Lower LA River Reach Zone Pilot Program, established a \$1.5 million subvention fund agreement with RMC to provide project cash flow stability and a successful audit was conducted in 2020 with no significant deficiencies identified.

Ms. Law mentioned that there was an acquisition of property which was the Vasquez Overlook, WCA was awarded five different grants for the Duck Farm River Center Development Project, LA River Environmental Flows Study Supplemental Analysis, LA River Ranger Program Reach Zones project, Gateway Cities and Rivers Urban Greening Plan and the East Fork Sustainable River Access Project at the Oaks Areas.

Ms. Law also presented the Authority's Net Position from 2004-2019, the Revenue Overview which is projected to total \$5,918,973 which includes Administrative & Operational Revenue and Grants & Special Projects Revenue.

Ms. Law stated that the available revenue for general administrative and operational expenditures totals \$695,094 which \$262,703 is received from lease revenue generated on WCA owned properties, revenue expected to be available and utilized for grant and special projects totals \$5,223,878, of which \$2,619,351 is expected to be derived from federal, state, county, local funds, consultant contracts and other project revenue and \$2,604,528 is expected to be derived from grants from the RMC.

Ms. Law stated that expenditures are projected to total \$5,972,080 which reflects 38% or \$3,719,596 decrease from FY 19/20 budgeted expenses. Ms. Law also mentioned that expenditures for personnel are expected to total \$681,713, which includes salaries (\$403,441), employee benefits (\$116,208), compensation plan adjustment (\$117,777), fixed fees (\$1,520), employer taxes (\$42,767), no cost of living adjustment and no merit pool.

**Board Member Uranga motioned to approve item 11. Board Member Chang seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions.**

**12. CONSIDERATION OF A RESOLUTION TO AUTHORIZE THE EXECUTIVE OFFICER OR DESIGNEE TO NEGOTIATE AND AWARD A PROFESSIONAL SERVICES CONSULTANT CONTRACT FOR A COMPENSATION ANALYSIS PLAN.**

Debbie Enos stated a Request For Proposal has been issued and will award a contract with a qualified consulting firm to develop a compensation analysis plan and associated compensation recommendations. Ms. Enos also stated that the intent of the compensation plan is to achieve comparable equity with the local market and peer agencies in order to attract and retain experienced and dedicated staff and ensure competitiveness in the marketplace.

Ms. Enos concluded with the completed plan will be brought before the Governing Board for consideration to adopt at a future meeting.

Board Member Uranga asked who would be conducting the interviews of the consultants from the results of the RFP. Debbie answered that the Executive Officer would participate and that a team would be put together to help with interview.

Board Member Uranga asked if the RFP had already been sent out. Debbie answered that there was an RPF sent out but could not receive responses to the RFP in a timely manner so a letter with the requirements of the proposal sent out to a variety of proposers and developed a relationship with companies and had to replace several proposers due to the no response. Debbie said that there were a total of 8 firms that WCA reached out to two within the region.

Board Member Uranga asked that we focus on the companies that have more experience in this field. He also asked if WCA would be restructuring, re-organizing, re-configuring the staffing pattern, would it be part of the contract. Debbie answered that the initial scope was to look at the current staff and their compensation structure and job classifications with the current staff with a request for optional services to look at re-organizing staff and how to put in place a merit based system. Mark answered that this is the perfect opportunity to utilize our JPA partners as they can be good models for us to help with this task.

**Board Member Uranga motioned to approve items 12. Vice Chair Maravilla seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions.**

- 13. CLOSED SESSION: PURSUANT TO GOVERNMENT CODE SECTION 54956.9, THE WATERSHED CONSERVATION AUTHORITY MAY HOLD A CLOSED SESSION ON THE FOLLOWING ITEM: SAVE OUR ACCESS – SAN GABRIEL MOUNTAINS V. WCA, ET AL., LOS ANGELES COUNTY SUPERIOR COURT CASE NO. 18STCP02904.**

Closed Session began at approximately 2:45pm and ended at approximately 2:57pm.

Staff provided updates and the Board provided direction.

- 14. ANNOUNCEMENT OF NEXT MEETING DATE**

The next meeting will be held on Thursday, July 16, 2020 at 1:30 pm via Zoom.US meeting.

- 15. ADJOURNMENT**

The meeting was adjourned by Madam Chair Chico at approximately 2:57 pm.

X

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Herlinda Chico  
Chair

X

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Dena Williams  
Board Secretary