

**MINUTES
BOARD MEETING
WATERSHED CONSERVATION AUTHORITY (WCA)
July 19, 2018**

1. CALL TO ORDER

The meeting was called to order by Madam Chair Chin at 1:30 p.m. The meeting was held at: The Garvey Center in Rosemead.

2. FLAG SALUTE

3. ROLL CALL

MEMBERS PRESENT

Mr. Julian Juarez (for Mr. Pestrella)
Ms. Janet Chin, Chair (for Supervisor Solis)
Ms. Herlinda Chico (for Supervisor Hahn)
Ms. Debra Mendelsohn (for Supervisor Barger)
Mr. Roberto Uranga (Rivers & Mountains Conservancy)

MEMBERS ABSENT

Mr. Frank Colonna (Rivers & Mountains Conservancy)
Mr. Dan Arrighi, Vice Chair (Rivers & Mountains Conservancy)
Ms. Lacey Johnson (for Supervisor Ridley-Thomas)

STAFF PRESENT

Mark Stanley, Executive Officer
Debbie Enos, Deputy Executive Officer
Dena Williams, Board Secretary
Salian Garcia, Fiscal Manager
Nicole Law, Fiscal Analyst
David Edsall, Jr., Deputy Attorney General

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF THE MINUTES

Minutes from June 21, 2018.

Ms. Chico motioned to approve minutes. Ms. Mendelsohn seconded the motion. Board members voted. There were 5 Ayes, 0 Naves and 0 Abstains. Minutes were approved.

6. CHAIR'S REPORT

There was no report given.

EXECUTIVE OFFICER'S REPORTS

7. LIAISON & ACTIVITIES REPORT

The Executive Officer stated that there hasn't been too much movement with the legislative bills but that AB 1558, the Los Angeles River, River Ranger Program there was a report submitted to both committees in Sacramento which outlined activity and how they should move forward and how the project would be funded.

The Executive Officer stated that for the San Gabriel Mountain Foothills Acquisition opportunities and initial draft deliverable will be focused on opportunities with the City of La Verne and stretch across the foothill region. He also stated that comments have been provided on the draft deliverable and updates are expected by mid-July and then a full rollout of the methodology and reports will begin to be generated for the rest of the study area.

The Executive Officer stated that for the Gateway Cities and Rivers Urban Greening Master Plan the Advisory Meeting was held last Tuesday and those meetings are held quarterly on the third Tuesday at the Gateway COG and the next will be on July 17th. He also mentioned that there would be a presentation presented to the board regarding the website that is being developed.

Board Member Mendelsohn asked about the Mt. Baldy Wilderness Preserve if staff could send a letter to the San Antonio Hall just notifying them of what activities are going to happen up there. She also asked if staff could get in contact with SCE regarding the degrading of a certain portion of the preserve to see what their office could do to improve the degrading. Ms. Mendelsohn is concerned that if boy scouts and others are going to be up there, there might be an accident of some sort if it is not taken care of. Mr. Stanley assured board member Mendelsohn that he would have staff in contact with SCE.

Mr. Stanley concluded his discussion of projects, unless the board had any questions. There were no further questions from the board.

8. EXPENDITURE REPORT

Nicole Law stated that the FY 2017/2018 budget with updated balances as of June 30, 2018 was attached as Exhibit A for view. Ms. Law gave a brief synopsis of the revenues received and expenditures made and stated that the Statement of Receipts and Disbursements for the quarter ending June 30, 2018 had not been received by the LA County Auditor-Controller. There were no questions from the board.

CONSENT CALENDAR

9. FUND BALANCE REPORT

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

This item was pulled from Consent Calendar and moved to Regular Calendar. The Board wanted to know which policies were being amended.

Salian Garcia stated that there were minor changes being made in relation to Section 3.2 which is Criminal Conduct-Individualized Assessment under AB1008, employers with at least five workers are prohibited from considering a job applicant's criminal history until a conditional employment offer is made. Ms. Garcia also stated Section 5.5 which is Meals and Rest Periods, has been updated for clarity in regards to the timing of meal and rest periods.

Ms. Garcia also stated that Section 11.2 which is Holidays has been updated for clarity in regards to the availability of a floating holiday credit. Ms. Garcia mentioned Section 11.3 which is Vacation has been updated to provide employees entering their tenth year of employment to accrue the highest vacation hours earned per year.

Ms. Garcia mentioned Section 11.6 which is Voluntary Annual Leave Program has been updated to allow the Executive Officer or designee to approve the use of accrued annual leave hours.

Ms. Garcia stated Section 11.14 which is Voting time off has been updated for clarity in regards to the allowance of up to two paid time off hours for the purpose of voting.

Ms. Garcia quickly mentioned Sections 5.8 and 6.0-6.11 language has been modified to formulate consistency throughout the entire Employee Handbook for clarification purposes.

Board Member Uranga motioned to approve this item. Chair Chin seconded the motion. Board Voted. 3 Ayes, 0 Nays & 0 Abstentions.

11. **CONSIDERATION OF A RESOLUTION TO RATIFY THE APPLICATION AND APPROVE THE ACCEPTANCE OF GRANT FUNDS FROM RIVERS AND MOUNTAINS CONSERVANCY FOR THE RIVER WILDERNESS PARK ENTRY PROJECT (RMC14001).**
12. **CONSIDERATION TO RECEIVE AND FILE COURSE OF ACTION ON AZUSA SPRINGS WATER SYSTEM MAINTENANCE AND COMPLIANCE WITH STATE REQUIREMENTS.**

Board Member Mendelsohn motioned to approve items 9 & 11. Board Member Uranga seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions. Board Member Uranga motioned to approve item 10. Vice Chair Chin seconded the motion. Board Voted. 3 Ayes, 0 Nays & 0 Abstentions. Board Member Chico motioned to receive and file item 12. Vice Chair Chin seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions.

REGULAR CALENDAR

13. **CONSIDERATION OF A RESOLUTION APPROVING BILLABLE RATES FOR FISCAL YEAR 2018/2019.**

Salian Garcia gave a brief synopsis and overview of the new Billable Rates for the FY 18/19 and stated that this action adopts a Standard Rate Plan and policies that will allocate the WCA's staffing and operational costs in an efficient and effective manner consistent with the fiscal

year budget and funding source requirements.

Board Member Mendelsohn motioned to approve this item. Board Member Uranga seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions.

14. CONSIDERATION OF A RESOLUTION TO APPROVE A DESIGN SERVICES CONTRACT AMENDMENT WITH WITHERS & SANDGREN (WCA14502) FOR THE RIVER WILDERNESS ENTRY PARK PROJECT.

Ms. Enos gave an overview of the River Wilderness Park project and stated that the service contract needed an amendment with the consultant increasing the not to exceed value by \$48,491 from \$90,020 to \$438,511 and extending the performance period to February 28, 2019.

Board Member Chico motioned to approve this item. Board Member Uranga seconded the motion. Board Voted. 5 Ayes, 0 Nays & 0 Abstentions.

15. ANNOUNCEMENT OF NEXT MEETING DATE

The next meeting will be held on Thursday, September 20, 2018 at 1:30 pm.

16. ADJOURNMENT

The meeting was adjourned by Madam Chair Chin at approximately 2:16 pm.

X

M. Janet Chin
Chair

X

Dena Williams
Board Secretary