

**MINUTES
BOARD MEETING
WATERSHED CONSERVATION AUTHORITY (WCA)
December 3, 2009**

1. CALL TO ORDER

The meeting was called to order by Chair Villegas at approximately 10:33 a.m.

The meeting was held at the Hall of Admin., 500 W. Temple Street, 8th Fl., Room 864 Los Angeles, CA 90012, Gateway Cities COG, 16401 Paramount Blvd., Small Conf. Room, Paramount, CA 90723, and San Gabriel Valley Water Company, 11142 Garvey Avenue, El Monte, CA 91734.

MEMBERS PRESENT

Ms. Teresa Villegas, Chair (for Supervisor Molina)
Mr. J. Gomez, Vice Chair (for Supervisor Antonovich)
Ms. Connie Sziebl (for Supervisor Knabe)
Ms. Karly Katona (for Supervisor Ridley-Thomas)
Mr. Frank Colonna

MEMBERS ABSENT

Mr. Dan Arrighi
Mr. Edward Wilson

STAFF PRESENT

Belinda Faustinos, Executive Officer
Terry Fujimoto, Deputy Attorney General
Valerie Thompson, Board Secretary

2. PUBLIC COMMENT

There were no public comments.

3. APPROVAL THE MINUTES

The Executive Officer noted that the spelling of Mr. Gary Hildebrand's name, in Item #1 was incorrect.

Ms. Sziebl motioned to approve the minutes; Vice Chair Gomez seconded. Minutes unanimously approve.

4. CHAIR'S REPORT

No report given.

5. DEPUTY ATTORNEY GENERAL'S REPORT

No report given.

6. EXECUTIVE OFFICER'S REPORT

The report was given under Items #7 and #8.

7. LIAISON & ACTIVITIES REPORT

The Executive Officer reported that the new accounting position is very essential to the WCA and is necessary in terms of the grant funding which is being received by the WCA from the RMC. She also reported on staff's progress on working on a new account for the WCA, the possible purchasing of a new accounting software program, and establishing an overhead rate for the WCA. There was discussion regarding future audits in regard to the accounting system, the contract with the California Conservation Corps, and the Whittier Narrows Plan Update and release of the Notice of Preparation on the CEQA document.

8. EXPENDITURE REPORT

The Executive Officer discussed the formatting of the administrative and grant expenditures, as well as the specific operational funds.

REGULAR CALENDAR

9. DISCUSSION AND POSSIBLE DIRECTION TO STAFF REGARDING ESTABLISHING THE WATERSHED CONSERVATION AUTHORITY AS AN EMPLOYER ENTITY.

The Executive Officer reported on staff's discussions with the Auditor Controller's Office and the Flood Control District regarding the procedures to be contemplated in order for the WCA to become an employer entity which included policy direction from the Board, the fiscal consultant's progress in relation to determining the best options for the WCA regarding a personnel and payroll service, funding available for positions, and overhead costs. There was a discussion regarding the Joint Powers Authority's authority, and the MRCA's fiscal process, services, and benefits.

The Board gave staff direction to pursue establishing the WCA as an employer entity. Staff will submit a specific plan for the Board's adoption in January 2010, with a projected implementation date of February 1, 2010.

10. CONSIDERATION OF RESOLUTION AUTHORIZING A CONTRACT WITH CONSERVATION STRATEGY GROUP.

The Executive Officer presented the proposal from the Conservation Strategies Group and noted that the WCA has been conducting business with the company for many years. It was also noted that there was an error in the staff report, resolution and draft agreement that needed to be corrected; the amount should have been \$14,000

instead of \$24,000. It was further noted that the WCA did not receive any other bids.

Mr. Colonna moved to adopt the resolution as amended; Ms. Katona seconded the motion. Unanimously passed.

11. CONSIDERATION OF A RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR SURVEYING SERVICES TO B & E ENGINEERS.

The Executive Officer explained that the RFQ was sent out and that the WCA received several proposals, and provided a summary of the responses. She explained that B & E Engineers has been recommended by staff because their rates were generally favorable and that they have relevant local experience.

Mr. Colonna moved to adopt the resolution; Ms. Sziebl seconded the motion. Unanimously passed.

12. CONSIDERATION OF A RESOLUTION ACCEPTING THE URBAN, MOUNTAINS & RIVER PARKWAY CAPITAL PROJECTS MANAGEMENT GRANT (RMC3635) FROM THE RIVERS AND MOUNTAINS CONSERVANCY.

The Executive Officer reported that the RMC has approved redirecting the remainder of the grant that was originally authorized to the MRCA for staff services. She also reported that the state auditors want a separation of responsibilities of what is considered to be a state project implementation function, and that this would allow for the contracted (MRCA) employees to become WCA employees provided the WCA establishes itself as an employer entity. It was noted that the amount of funding that will be available as of February 1, 2010, would be approximately \$340,000, and that the overhead rate would be 46% versus the MRCA's 58%.

Mr. Colonna moved to adopt the resolution; Ms. Katona seconded the motion. Unanimously passed.

13. CONSIDERATION OF A RESOLUTION APPROVING AWARD OF A CONTRACT TO GARDNER TRACTOR AND INCREASE TO EXISTING POSITIVE PLUMBING CONTRACT FOR MAINTENANCE SERVICES AT DUCK FARM AND EL ENCANTO.

The Executive Officer explained that the action will increase the Positive Plumbing contract in the amount of \$8,500 for a new total of \$15,500, and that it would also authorize a contract with Gardner Tractor in the amount of \$10,000. It was noted that both of the items went out to bid, and that the WCA has a pre-existing contract with Positive Plumbing; but it went out for bid again and they were the lowest bidders.

Vice Chair Gomez moved to adopt the resolution; Mr. Colonna seconded the motion. Unanimously passed.

14. STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF PURSUANT TO SECTION 54954.2(a) OF THE GOVERNMENT CODE.

Mr. Steve Willis submitted a letter to the Board for the Duck Farm which explains plans that he envisions for the Duck Farm. Copies were submitted for the record.

15. ANNOUNCEMENT OF NEXT BOARD MEETING DATE

The next meeting will be held on January 28, 2010.

16. ADJOURNMENT

Chair Villegas adjourned the meeting at 11:04 a.m..