

**SPECIAL MEETING OF THE
SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY
HELD AT THE**

UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT

602 E. Huntington Drive, Suite B
Monrovia, CA

November 1, 2017 – 10:30 A.M.

1. CALL TO ORDER

The San Gabriel River Discovery Center Authority Special Meeting was held at Upper San Gabriel Valley Municipal Water District, Monrovia, CA on November 1, 2017 and was called to order at 10:31 a.m. by Chair Fellow.

2. FLAG SALUTE

3. ROLL CALL

Members Present:

John Wicker, LA County Dept. of Parks and Recreation
Sam Pedroza, Stakeholder Committee
Anthony Fellow, Upper San Gabriel Valley Municipal Water District
Dan Arrighi, Rivers and Mountains Conservancy
Robert Apodaca, Central Basin Municipal Water District

Members Absent:

Staff Present:

Mark Stanley, Interim Executive Officer
Dena Williams, Board Secretary
Salian Garcia, Fiscal Manager
Roxana Witters, Project Manager

4. APPROVAL OF AGENDA

Item 4 was unanimously approved on motion of Board Member Arrighi, seconded by

Chair Fellow.

5. APPROVAL OF MINUTES OF THE SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY BOARD MEETING HELD MARCH 9, 2017 AND MAY 22, 2017.

Item 5 was unanimously approved on motion of Board Member Wicker, seconded by Board Member Pedroza.

6. PUBLIC COMMENT

Mr. Henry Pendragon stated he received connections with the Army Corps regarding this project and was able to meet with them during the last three years that he and his group have had opposition. Mr. Pendragon thanked the authority for the documents he received regarding sacred lands in the area of the Discovery Center project.

Mr. Pendragon mentioned that there was an email that went out as a public records request to Mr. Stanley and he also had a hard copy of the request.

REGULAR CALENDAR

7. EXECUTIVE OFFICER UPDATE

Mr. Stanley stated that based on some of the items on the agenda he did not have an update but that there would be a meeting with the Army Corps and there would be an update once that meeting took place.

8. RECEIVE AND FILE A REPORT ON ALTERNATIVES FOR ORGANIZATIONAL STRUCTURE AND PROJECT MANAGEMENT FOR THE SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY.

Mr. Stanley stated that there were three alternatives that are being considered which are (1) sustaining the course activities that are taking place, (2) a dissolution of the authority and pursue being a partner providing management for the Discovery Center Project to ensure construction completion and facility operation, or (3) expanding the programming and discontinue stage 2 construction with watershed education providers.

Mr. Stanley gave a brief overview of all three scenarios and also gave an overall goal of the authority for the Discovery Center Project.

Mr. Richard Padilla added that for alternative 2, which is the dissolution of the organization, there would be an obligation in allowing a "wind down" period so that if other agencies were to take over, they would need a time period in getting familiar with everything the project entails.

Mr. Padilla also stated that for alternative 3, which is expanding the programming, this would be the Authority repurposing its mission and would require a modification of the JPA and essentially adding an addendum to the CEQA and NEPA reports rather than having them re-done.

Mr. Stanley stated that staff is looking for direction and whichever direction is provided to staff, staff is asking for at least a 90 day period to continue the investigation of the option and come back to the board.

Vice Chair Wicker asked that in Alternative 3 would SGRDCA basically proceed with Phase I and would SGRDCA continue a partnership to provide programming. Mr. Stanley stated that was correct.

Board Member Pedroza asked what the process would be if the Authority was dissolved and would the Authority still want to partner with the County. Mr. Padilla answered that an agreement could be made between the two entities if that is what the board recommends and everyone is in agreement.

Chair Fellow stated that he was disappointed with the non-fundraising part of the authority and therefore did not think alternative 1 should be an option but that alternative 2 would probably be a better choice at this point and a decision needed to be made today. Mr. Pedroza agreed with Chair Fellow.

9. CONSIDERATION AND APPROVAL OF A CONTRACT AMENDMENT WITH WATERSHED CONSERVATION AUTHORITY FOR SUPPORT WITH MANAGEMENT, ADMINISTRATIVE AND COMMUNICATION SERVICES TO EXTEND THE PERFORMANCE PERIOD THROUGH JUNE 30, 2019.

Mr. Stanley stated that currently the Authority does not employ staff due to administrative budget constraints, so therefore, the Authority contracts with the WCA to ensure all aspects of the Authority receive the proper level of oversight. Mr. Stanley further stated that this action will allow the Executive Officer discretion to assign priority to certain tasks over others, the amount includes WCA staff services that typically equates up to 10 hours per week at the current Consultant Billable rate as well as mileage and other reimbursable expenses. Mr. Stanley explained that WCA will provide an invoice on a monthly basis detailing the hours completed for each task as well as a progress report giving detailed coverage of the work completed.

Item 9 was unanimously passed on motion of Board Member Arrighi and seconded by Chair Fellow.

10. CONSIDERATION AND APPROVAL OF A RESOLUTION PRESENTED BY THE LOS ANGELES COUNTY DEPARTMENT OF PARKS AND RECREATION FOR "NATURE BY DESIGN" EDUCATIONAL PROGRAMMING.

Colleen Mackay from the Department of Parks and Recreation gave a thorough oral presentation of the new educational program called "Nature by Design" which is to replace the "EcoVoices" program for the 2017-2018 school year at the San Gabriel River Discovery Center Project.

Mr. Stanley questioned the amount budgeted whether it should be \$39,571 or actually \$42,988. Chair Fellow asked if it should be more due to the busing. Ms. Mackay answered that was correct because at the time the budget was drawn up, she didn't know how the students were going to get to the Nature Center.

Board Member Pedroza asked if there was a list of schools that we work with. Ms. Mackay answered that they start receiving calls from the schools in September and the schools are from Preschool on up to College age. Mr. Pedroza stated that the Sanitation District provides busing for schools who tour the Sanitation District and mentioned that maybe they would be open to providing busing for this program as well.

Mr. Stanley stated that the Authority would be using Forest Service revenue. Board Member Arrighi asked if the program would be available for the home-schooled children and Ms. Mackay answered, absolutely. No further questions were asked.

Item 10 was unanimously passed on motion of Board Member Pedroza and seconded by Board member Apodaca. Vice Chair Wicker abstained.

11. CONSIDERATION OF A RESOLUTION ADOPTING THE FISCAL YEAR 2017/2018 BUDGET.

Salian Garcia stated that the SGRDC Governing Board is required to approve a final budget before the Authority's resources can be expended in any given year. Ms. Garcia also stated that the revenue expected to be received or carried over for the FY 17/18 totals \$3,506,068 with \$39,571 expecting to be received from the U.S. Forest Service for the administration and management of the educational program, Nature By Design and no other sources of revenue have been secured for operating expenses as of yet.

Ms. Garcia further stated that the expenditures expected to be incurred for general administrative and grant expenditures would be a total of \$3,506,068 with hard costs for Stage 1 construction of the Discovery Center expecting to total \$2,803,784, the allocation of these costs is subject to an amendment as the determination to distribute Stage 1 costs among the funding agencies is yet to be finalized.

Item 11 was unanimously passed on motion of Board member Arrighi and seconded by Board Member Pedroza.

12. CONSIDERATION AND RATIFICATION OF A RESOLUTION TO AUTHORIZE THE ADOPTION OF A PROFESSIONAL SERVICES CONTRACT WITH THE SOHAGI LAW GROUP FOR SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY PROJECT LEGAL SERVICES.

Roxana Witters stated that the Discovery Center Project entered into the permitting phase in October 2015 and on May 2, 2017 the USACE released a comment letter to the Department of Parks & Recreation expressing the need for

a Supplemental Environmental Assessment. Ms. Witters further stated that the Executive Officer moved to contract legal services from Sohagi Law Group to complete a due diligence review and respond to the comment letter with a budget of \$10,500 for an estimated total of 30 hours which is provided in Exhibit B.

Ms. Witters also stated that an additional \$2,100 is being requested for a second meeting being scheduled with the US Army Corps of Engineers in the next few weeks which would bring the contracted budget up to \$12,600.

Board Member Pedroza asked in light of the previous discussion, was this something that we could hold off on. Mr. Stanley answered that he recommends continuing with the Sohagi Law Group since they are the team that provided legal services with the EIR process and will continue to communicate with the US Army Corps.

Item 12 was unanimously passed on motion of Vice Chair Wicker and seconded by Board Member Apodaca.

13. CONSIDERATION AND APPROVAL OF A RESOLUTION TO AUTHORIZE PAYMENT OF DEMANDS TO THE SGRDC AUTHORITY ACCOUNT.

Salian Garcia stated that the demands for this period include costs incurred for project management and administration services, A/E support and other project support costs for a total of \$69,654.91.

Item 13 was unanimously passed on motion of Board Member Pedroza and seconded by Vice Chair Wicker.

14. ORAL COMMUNICATIONS

A. STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF PURSUANT TO SECTION 54954.2(A)(2) OF THE GOVERNMENT CODE.

Board Member Pedroza gave his resignation to the Board and stated that he would still like to be in the audience.

A suggestion was made to change the May date of the 2018 schedule as there would be board member attendance.

B. FUTURE AGENDA ITEMS

15. ANNOUNCEMENT OF NEXT MEETING:

January 11, 2018

16. ADJOURNMENT UPON COMPLETION OF BUSINESS

Chair Fellow adjourned the meeting at approximately 11:31 a.m.

A handwritten signature in black ink, appearing to read 'Anthony Fellow', is written over a horizontal line. The signature is contained within a rectangular box.

Anthony Fellow
Board Chair

A handwritten signature in black ink, appearing to read 'Dena Williams', is written over a horizontal line. The signature is contained within a rectangular box.

Dena Williams
Board Secretary