

**MEETING MINUTES 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

May 12, 2016 – 9:30 A.M.

1. CALL TO ORDER

The San Gabriel River Discovery Center Authority Meeting was held at Upper San Gabriel Valley Municipal Water District, Monrovia, CA on May 12, 2016 and was called to order at 9:36 am by Chair, Anthony Fellow.

2. FLAG SALUTE

3. ROLL CALL

Members Present:

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

Members Absent:

Robert Apodaca, President, Central Basin Municipal Water District

Staff Present:

Mark Stanley, Interim Executive Officer via telephone
Dena Williams, Board Secretary
Salian Garcia, Fiscal Manager
Richard Padilla, Counsel

OTHERS PRESENT:

Hugo Garcia, SGRDCA Consultant
Dr. Richard Shope, World Space

4. APPROVAL OF AGENDA

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

Board member Wicker.

5. APPROVAL OF MINUTES OF THE SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY BOARD MEETING HELD JANUARY 19, 2016.

There were no corrections noted.

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

6. PUBLIC COMMENT

Mr. James Odling stated that on March 3rd that he asked for a public records request and did not get a response and the authority has 10 days to respond. Counsel Padilla stated that he would speak with Mr. Odling after the board meeting to address his concern. Chair Fellow thanked Mr. Padilla.

7. ECOVOICES QUARTERLY PROGRAM UPDATE

Dr. Richard Shope stated that he is pursuing funding opportunities for the EcoVoices program and they are reaching out to the school districts throughout Los Angeles County for the anticipated programming for the next year. Mr. Hugo Garcia briefly stated that he already gave a report and provided the board members with a hard copy at the April special meeting and he would not give a thorough report at this time and if any of the board members have any questions, they could contact him and the next report would be given in June. Dr. Shope also mentioned that he was published in a book called Innovations in Higher Education Teaching and Learning and wanted the board members to look and read what was written.

REGULAR CALENDAR

8. EXECUTIVE OFFICER UPDATE

The Interim Executive Officer stated that at the last meeting we were able to meet with the Foundation Members and he anticipates another meeting and at the next board meeting he will provide an update.

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

Ms. Garcia stated that in Exhibit A it lists the current demands that need to be paid by the authority which include Architectural improvements and on Exhibit A-2 shows all of the expenses that have already been paid.

Item 9 was unanimously approved on motion of Board Member Arrighi, seconded by Board Member Wicker.

10. CONSIDERATION OF A RESOLUTION TO ADOPT A REVISED BUDGET AND EXPENDITURE PLAN FOR THE FISCAL YEAR 2015-2016 BUDGET.

Ms. Garcia stated that the authority recommends Revised Budget and Expenditure Plan be adopted with a total revised budgeted revenue of \$5,816,551 for FY 15/16 and total revenue received thus far is \$510,015. Ms. Garcia also mentioned that the Expenditures to date total \$594,605 and are consistent with the previous projected expenditure patterns, the Capital Outlay total expenditure is \$526,449 from the Rivers and Mountains Conservancy capital grant with a balance of \$101,179.

Item 10 was unanimously approved on motion of Board Member Wicker, seconded by Board Member Arrighi.

11. CONSIDERATION OF A RESOLUTION TO ADOPT THE FISCAL YEAR 2016-2017 BUDGET.

Ms. Garcia stated that the authority's expected revenue to be received totals \$5,066,551 in which \$65,261 of it is expected to be received related to the WCA's grant from the U.S. Forest Service for the administration and management of the EcoVoices program. Ms. Garcia went on to state that total operating costs are projected to total \$125,238 which includes audit costs confirmed by our auditing office of \$4,500 and that if the onset of construction cause increases for insurance, the budget for this item will be amended. Ms. Garcia mentioned that the Authority currently does not employ staff due to administrative budget constraints but that it contracts with the WCA to provide administration and management of agency tasks and the contract for these services is valued at \$136,850, with \$102, 638 of the contract to be expended during FY16/17.

Item 11 was unanimously approved on motion of Board Member Wicker, seconded by Board Member Arrighi. Board Member Pedroza arrived at 9:50 am during this item.

12. CONSIDERATION OF A RESOLUTION TO UPDATE THE SIGNATURE AUTHORITY FOR THE SGRDCA'S WELLS FARGO BANK ACCOUNTS.

Ms. Garcia stated that currently the signatories for the Wells Fargo Bank accounts include Robert Apodaca, Anthony Fellow and Evelyn Rodriguez and this needs to be changed to Anthony Fellow, John Wicker and Evelyn Rodriguez with removing Robert Apodaca as a signatory for these accounts.

Item 12 was unanimously approved on motion of Board Member Pedroza, seconded by Chair Fellow.

13. ORAL COMMUNICATIONS

A. Statements, responses, questions or directions to staff pursuant to Section 54954.2(a) of the Government Code

There were no statements made.

B. Future agenda items

Dr. Fellow would like a meeting with the Foundation members to see where they are and how they are following up with funding.

14. CLOSED SESSION

A. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2) AND 54856.9(E)(1) – CONFERENCE WITH LEGAL COUNSEL RE: POTENTIAL EXPOSURE TO LITIGATION – ONE (1) MATTER.

Meeting went into closed session at 9:54 a.m. and ended at 9:59 a.m.

15. ANNOUNCEMENT OF NEXT MEETING:

The next meeting will be July 14, 2016 at 9:30 a.m.

16. ADJOURNMENT UPON COMPLETION OF BUSINESS

Chair Fellow adjourned the meeting at 10:00 a.m.

X

Dena Williams
Board Secretary

X

Anthony Fellow
Chair