

**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

July 14, 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 July 14, 2016 and was called to order at 9:34 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

Members Absent:

Robert Apodaca, President, Central Basin Municipal Water District
Sam Pedroza, Stakeholder Committee

Staff Present:

Mark Stanley, Interim Executive Officer
Dena Williams, Board Secretary
Salian Garcia, Fiscal Manager
Roxana Marashi, Project 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 Chair Fellow, seconded by Board Member Wicker.

5. APPROVAL OF MINUTES OF THE SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY BOARD MEETING HELD MAY 12, 2016.

Minutes were not presented at this meeting.

6. PUBLIC COMMENT

There were no public comments.

7. ECOVOICES QUARTERLY PROGRAM UPDATE

Dr. Richard Shope stated that on June 22nd the Water Quality Authority, led by Ken Manning, approved a \$15,000 grant so that they could conduct a summer EcoVoices program and develop some water quality curriculum at twenty-one sites. Dr. Shope also stated that the pictures in his presentation were of children at Avenue Park in La Puente learning to become scientists of ecology and environment stewardship. Dr. Shope mentioned that the goal of the program is to cultivate relationships so that the EcoVoices program feels like a part of the County Parks System hence the reason for setting up the Parks After Dark Program. Dr. Shope also mentioned that they succeeded in energizing the program during the Summer with the SGRDC and County Parks and hopes that they will be able to have the summer program again next year and representatives from The Tree People approached them to set up a program gearing towards Middle School aged students planting trees. Chair Fellow suggested posting pictures on Twitter and Instagram because kids today have access to so much technology today and he also mentioned that on October 17th the Upper District is hosting their Waterfest at Santa Anita Park and this would also be a great way to spread the word about the programs EcoVoices provides. Mr. Stanley stated that he has reengaged the foundation and pulled the members back together again to work on Capital Funding and Programming for the EcoVoices program. Mr. Stanley also stated that the staff is working on the social media aspect and will have an Instagram and Snap Chat account for everyone to enjoy. Mr. Hugo Garcia gave a very brief highlight of where the EcoVoices stands as far as the number of participants are concerned.

REGULAR CALENDAR

8. EXECUTIVE OFFICER UPDATE

Mr. Stanley stated that he has been engaging with the Native American tribe representative Andy Salas who has been primarily providing history of the tribe and Mr. Stanley has been giving information on the environmental aspect of when the Authority went through the CEQA process. Mr. Stanley mentioned that he is still finalizing the agreement with the Sanitation District for the set funds and also

in discussion with the Open Space District for the Prop 1 funds. Project Manager Roxana Marashi gave a thorough update on how much closer the authority has come to finishing up with the permitting process.

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 costs incurred for EcoVoices programming, professional management services, A/E support, and capital project activities such as legal services and project support costs. Ms. Garcia also stated that the current demands for this period are \$30,271.32 with \$16,162.60 already expended since the last report to the governing Board. There were no questions.

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

10. RECEIVE AND FILE YEAR-TO-DATE BUDGET AND EXPENDITURE REPORTS FOR FISCAL YEAR 2015-2016.

Ms. Garcia stated that the authority recommends the board receive and file a year-to-date Budget and Expenditure Report for Fiscal Year End 15/16. Ms. Garcia also stated that the total budgeted revenue for FY 15/16 is \$5,715,372, total revenue received is \$463,411 with a balance of \$181,326 being carried over from FY 14/15 with the funds from Central Basin MWD included. Ms. Garcia mentioned that expenditures to date and encumbrances total \$771,276 and though they are consistent with the previous projected expenditure patterns, the expenditures will increase significantly as construction begins in FY 16/17.

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

11. CONSIDERATION AND APPROVAL OF A RESOLUTION AUTHORIZING A CONTRACT WITH BOBBI MURRAY FOR INFORMATION DISTRIBUTION, EDUCATION AND COMMUNICATION ACTIVITIES FOR THE DISCOVERY CENTER CAPITAL PROJECT IMPLEMENTATION.

Mr. Stanley stated that an approval of a professional services contract with Bobbi Murray is needed primarily due to her extensive knowledge of the objectives and previous work completed for the Authority. Mr. Stanley explained that it is crucial to continue to utilize consultants who have previously represented the Authority, have established effective relationships with stakeholders, and who have the skills necessary to continue the momentum gained in 2016 for support of the project. Mr. Stanley further explained that if approved, the new contract would be executed as a contract totaling \$8,813 at a rate of \$75.00 per hour, with the option to extend two additional one-year terms to allow the Interim Executive Officer discretion to administratively increase the amount to a budget Not-to-Exceed \$30,000 per Fiscal Year.

Item 11 was unanimously approved on motion of Board Member Arrighi, seconded by Board Member Wicker.

12. CONSIDERATION AND APPROVAL OF A RESOLUTION TO ISSUE A REQUEST FOR PROPOSAL FOR A CONSTRUCTION MANAGER TO ASSIST IN PERMITTING, BIDDING AND CONSTRUCTION MANAGEMENT FOR THE SAN GABRIEL RIVER DISCOVERY CENTER PROJECT.

Mr. Stanley stated that the SGR Discovery Center Project is preparing for Stage 1 construction and there is a need to issue a request for proposal (RFP) for a construction manager to assist in permitting, bidding and construction management for the Authority’s San Gabriel River Discovery Center Project. Mr. Stanley mentioned that the objective of the RFP is to select a consultant that is best qualified to assist the DCA in securing project permits and provide bid assistance that will allow DCA to begin Stage 1 Construction.

Item 12 was unanimously approved on motion of Board Member Wicker, seconded by Board Member Arrighi.

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

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 did not go into closed session.

15. ANNOUNCEMENT OF NEXT MEETING:

The next meeting will be September 8, 2016 at 9:30 a.m.

16. ADJOURNMENT UPON COMPLETION OF BUSINESS

Chair Fellow adjourned the meeting at 10:15 a.m.

X

Anthony Fellow
Chair

X

Dena Williams
Board Secretary