

MINUTES
Watershed Conservation Authority (WCA)
held on

Thursday, July 24, 2025
at 1:30 p.m.

at
Garvey Community Center
9108 Garvey Ave
Rosemead, CA 91770

TELECONFERENCE MEETING VIA ZOOM ADDRESS:

<https://us02web.zoom.us/j/88207017756?pwd=0SPDAkjluz7xEYo3lziaYFly3rO6HX.1>
Meeting ID: 882 0701 7756 | **Password:** 692745 | **And by phone at:** 1-669-444-9171

AGENDA

1. Call to Order

Chair Chang called the meeting to order at approximately 1:31 p.m.

2. Roll Call

Voting Members Present

Vincent Chang, First District/Board of Supervisors of the County of Los Angeles
Victoria Paul, Fifth District/Board of Supervisors of the County of Los Angeles (Arrived 1:33)
Joe Kalmick, Councilmember/City of Seal Beach
Ali Saleh, Mayor/City of Bell
Francisco Lopez, Second District/Board of Supervisors of the County of Los Angeles

Voting Members Absent

Roberto Uranga, Councilmember/City of Long Beach
Daritza Gonzalez, Fourth District/Board of Supervisors of the County of Los Angeles

Staff Present

Mark Stanley, Executive Officer
John Natalizio, Deputy Attorney General
Chad Oberly, Natural Resources & Tribal Affairs Project Manager
Rochelle Cole, Accountant

3. Public Comment

There was no public comment.

4. Approval of Minutes

One set of minutes from the June 26, 2025, meeting was approved.

Board member Kalmick moved to approve. Board member Saleh seconded. Approved. Roll call vote: Ayes = 4; Nays = 0; Abstentions = 0

5. Chair's Report

There was no Chair's Report.

Executive Officer's Report

6. Liaison and Activities Report

Mark Stanley provided a brief highlight of the Community Connection to Wildlands program. Stanley stated he went on two site visits, Camp Eaton and Catalina Island.

Stanley stated he meet the representatives that run the program at Camp Eaton. WCA provides funds for capital improvement and for overnight field trips. Capital improvements are almost completed, which include new bedding facilities, utility work and the restoration of the outsides of some of cabins.

Stanley stated the other site visit was to Catalina Island Conservancy. WCA provides funds for capital improvement there as well for the Laura Stein and Blackjack campgrounds. Improvements are almost complete with the last being one restroom facility and the entrance door of one of the cabins. Upon arrival at the Island, the kids got to meet National Geographic Explorer Tara Roberts who travels the world doing diving expeditions.

Stanley stated he also attended the California Naturalist Program graduation for the Conservation Corp members. They provide services through the River Rangers program.

Stanley stated Phase 1 of the San Gabriel River Center (River Park House) and Gardens' construction is complete. Phase 2 of the project includes the demolition of the farmhouse and building of a prefabricated unit which is shipped in and placed in on site.

Board Member Kalmick asked how the prefab unit gets put in place. Stanley stated, it gets trucked in and will be driven through access via Valley Boulevard.

7. Expenditure Report

Rochelle Coe stated expenditure report includes Exhibit A, which represents the Watershed Conservation Authority's (WCA), is the FY 2024/25 including fund balances as of June 30, 2025.

Coe stated under revenues, the Authority received the annual contribution from the LA County Flood Control District of \$51,500 in June 2025. The increase in lease revenue is primarily due to the inclusion of income from 455 Rall Ave and El Encanto Unit 96, which were not originally projected in the budget due to unforeseen circumstances. The increase in indirect revenue

collected from eligible grants is primarily due to higher-than-anticipated indirect costs for two projects. These projects, the San Gabriel River Center Development Project and the Community Connections to Wildlands project, accounted for a substantial portion of the total indirect revenue collected year to date.

Coe stated under expenses, the Fiscal Services Auditor-Controller line item is currently below the year-to-date budget projection due to a pending final invoice, period of April to June 2025, from the Los Angeles County Auditor-Controller.

Coe mentioned the Legal Services line item is currently below the year-to-date budget projection due to a pending invoice from the Department of Justice (DOJ). The remaining balance is expected to be utilized as additional activity occurs throughout the year.

Coe stated, the Information Technologies line item exceeds the year-to-date budget projection due to a pending invoice to RMC for Microsoft 365 subscription renewals and add-ons processed through AppRiver. The budget is expected to align with projections once the reimbursement is received.

Consent Calendar

8. Fund Balance Report

9. Consideration of a resolution to update the Billable Rates

Board member Saleh moved to approve Item 9. Board member Paul seconded. Approved. Roll call vote: Ayes = 5; Nays = 0; Abstentions = 0.

Regular Calendar

10. Consideration of a resolution to approve an update to the WCA Employee Handbook.

Stanley stated the WCA Employee Handbook is reviewed and updated as needed and occurs in the month of June. Two key changes that will impact WCA staff this year include sick leave expansion and paid family leave and have been made in the WCA Employee Handbook.

Sick leave can now be used to assist family members who are victims of violent incidents or threats. AB2499, legislation that passed, triggered this expansion of sick leave benefits.

For paid family leave, employers can no longer require employees to use up to two weeks of vacation time before accessing their paid family leave benefits. This was a result of AB 2123, which passed and signed by Governor Newsom and went into effect on January 1st.

Stanley stated also included in the report are law changes that have gone into effect but do not impact WCA employees and therefore not included in the Employee Handbook. Such laws include minimum wage, captive audience meetings, PAGA (Private Attorneys General Act) reform, intersectionality discrimination, whistleblower protections, freelance worker protection Act, and Local Enforcement of discrimination laws.

Stanley stated there are no anticipated impacts to the WCA Fiscal Year budget resulting from the Fiscal Year 2025/26 employee handbook update.

Board member Saleh moved to approve. Board member Kalmick seconded. Approved. Roll call vote: Ayes = 5; Nays = 0; Abstentions = 0.

11. Consideration of a resolution to approve Unanet Module Training.

Mark Stanley stated Unanet software was purchased the year before and immediately had training for project managers in management projects. WCA staff would like to have training in the financial component of the software. Unanet has been used for a limited amount of project management and has been used for payroll services.

Stanley stated, WCA would like to expand the use of the software bringing in all of the financial management in. Additionally training for project management may occur as WCA brings in fiscal services under the software.

Stanley stated WCA anticipates three months of training, beginning right after this board meeting and lasting through the end of October 2025. The cost of the training is approximately \$5,000 per month, bringing the total cost to \$15,000.

Stanley stated WCA is seeking approved in the amount of \$45,000 for nine months of training. Staff anticipate three months of training is needed for financial management and the additional funds will be used for project management.

Board Member Saleh which financial component/software WCA would be using. Stanley stated, Microsoft Excel.

Vice Chair Paul asked how this would be integrated in the LA County system. Stanley stated, WCA staff would be able to transfer data into the LA County system from Unanet.

Board Member Lopez asked how many staff were to be trained in Unanet. Stanley stated, three WCA staff members plus himself.

Vice Chair Paul asked where the unused funds would go to. Stanley stated, they would go back to the general fund.

Board member Paul moved to approve. Board member Lopez seconded. Approved. Roll call vote: Ayes = 5; Nays = 0; Abstentions = 0.

12. Closed session: Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(d)(1) and (4); Name of Case: River Park Phase 1A, Step 2.

Stanley stated that WCA may need to call a special meeting midway in August to discuss the closed session. Board would be surveyed on said date.

13. Board Member Comments

Board Member Saleh stated he would like to know when the next Catalina Trip was. Stanley stated he would love to have board members go and would provide the information to them.

14. Announcement of next meeting date – Thursday, September 18, 2025 @ 1:30 pm

15. Adjournment

Chair Chang adjourned the meeting at approximately 1:54 pm