

**TRES HERMANOS CONSERVATION AUTHORITY  
BOARD OF DIRECTORS REGULAR MEETING**

**SEPTEMBER 18, 2019 AGENDA  
6:00 p.m.**

**CITY OF INDUSTRY  
COUNCIL CHAMBER  
15651 E. STAFFORD STREET  
CITY OF INDUSTRY, CALIFORNIA**

**Cory Moss, Chair  
Carol Herrera, Vice-Chair  
Catherine Marcucci, Board Member  
Ray Marquez, Board Member  
Peter Rogers, Board Member  
Newell Ruggles, Board Member  
Steve Tye, Board Member**

**1. CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

- 2. PUBLIC COMMENTS:** At this time, members of the public may address the Authority regarding any items within the subject matter jurisdiction of the Authority provided NO action or discussion may be taken on any item not appearing on the agenda, except the Authority may BRIEFLY respond to statements made or questions posed. Comments are limited to five minutes per speaker.

**3. CONSENT CALENDAR:**

- 3.1 Consideration of the Minutes of the July 17, 2019 regular meeting

*Recommended Action: Approve as submitted.*

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Copies of staff reports or other written documentation relating to agenda items are on file in the Office of the City Clerk at Industry City Hall, and are available for public inspection. If requested, the agenda will be made available in an alternative format to a person with disability as required by Section 202 of the Americans with Disabilities Act of 1990. If you have questions regarding an agenda item, please contact the Authority Secretary at (626) 333-2211 during regular business hours.

In an effort to comply with the requirements of Title II of the Americans with Disabilities Act of 1990, the Tres Hermanos Conservation Authority requires that any person in need of any type of special equipment, assistance or accommodation(s) in order to communicate at a public meeting, must inform the Authority Secretary a minimum of 72 hours prior to the scheduled meeting.

- 3.2 Consideration to approve the Treasurer's Report for the month of July 2019

*RECOMMENDED ACTION: Receive and file Report.*

- 3.3 Consideration to approve the check register for the month of July 2019

*RECOMMENDED ACTION: Receive and file Report.*

**4. OLD BUSINESS:**

There is none.

**5. CLOSED SESSION:**

- 5.1 Conference with Legal Counsel pursuant to Government Code Section 54956.9—Existing Litigation.  
San Gabriel Valley Water and Power, LLC v. City of Chino Hills, et al.  
San Bernardino Superior Court Case No: CIVDS 1904434

- 5.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4)  
(Two Potential Cases)

**6. AUTHORITY DIRECTOR COMMENTS:**

7. **ADJOURNMENT:** The next regular Tres Hermanos Conservation Authority Meeting will be Wednesday, October 16, 2019 at 6:00 p.m.

*TRES HERMANOS CONSERVATION AUTHORITY*

ITEM NO. 3.1

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**CALL TO ORDER**

The Regular Meeting of the Tres Hermanos Conservation Authority, Board of Directors, was called to order by Chair Cory Moss at 6:03 p.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

**FLAG SALUTE**

The flag salute was led by Vice Chair Herrera.

PRESENT: Cory C. Moss, Chair  
Carol Herrera, Vice Chair  
Catherine Marcucci, Board Member  
Ray Marquez, Board Member  
Peter Rogers, Board Member  
Steve Tye, Board Member

ABSENT: Newell Ruggles, Board Member

STAFF PRESENT: Troy Helling, Executive Director; David DeBerry, General Counsel; Dan Fox, Deputy Executive Director; and Lynn Thompson, Administrative Technician II.

**PUBLIC COMMENTS**

There were none.

**CONSENT CALENDAR**

**3.1 CONSIDERATION OF THE MINUTES OF THE JUNE 19, 2019 SPECIAL MEETING AND THE JUNE 19, 2019 REGULAR MEETING**

**3.2 CONSIDERATION TO APPROVE THE TREASURER'S REPORT FOR THE MONTH OF JUNE 2019**

**3.3 CONSIDERATION TO APPROVE THE CHECK REGISTER FOR THE MONTH OF JUNE 2019**

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Administrative Technician II, Lynn Thompson mentioned the need for a correction to the meeting minutes for both June 19, 2019 regular meeting and special meeting. The attendance list did not record Ray Marquez as present, and he was in attendance. The correction has been made to both meeting minutes, pending today's approval and signature.

MOTION BY BOARD MEMBER MARQUEZ, AND SECOND BY BOARD MEMBER MARCUCCI TO APPROVE THE CONSENT CALENDAR WITH THE CORRECTION TO THE ATTENDANCE LIST FOR BOTH JUNE 19, 2019 REGULAR AND SPECIAL MEETINGS. MOTION CARRIED 6-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	MARCUCCI, MARQUEZ, ROGERS, TYE, V/C HERRERA, C/MOSS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	RUGGLES
ABSTAIN:	BOARD MEMBERS:	NONE

**OLD BUSINESS**

There is none.

**NEW BUSINESS**

**5.1 APPROVAL OF AGREEMENT WITH EGOSCUE LAW GROUP, INC., TO PROVIDE GENERAL COUNSEL LEGAL SERVICES TO THE AUTHORITY**

*RECOMMENDED ACTION: Approve and authorize the Chair to sign, the Agreement with Egoscue Law Group, Inc. (ELG) to provide general counsel legal services and a letter expressly agreeing that ELG may represent the City of Industry on environmental matters related to the City's Fellows Camp property.*

MOTION BY BOARD MEMBER MARCUCCI, AND SECOND BY BOARD MEMBER MARQUEZ TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN, THE AGREEMENT WITH EGOSCUE LAW GROUP, INC. (ELG) TO PROVIDE GENERAL COUNSEL LEGAL SERVICES AND A LETTER EXPRESSLY AGREEING THAT ELG MAY REPRESENT THE CITY OF INDUSTRY ON ENVIRONMENTAL MATTERS RELATED TO THE CITY'S FELLOWS CAMP PROPERTY.

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MOTION CARRIED 6-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	MARCUCCI, MARQUEZ, ROGERS, TYE, V/C HERRERA, C/MOSS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	RUGGLES
ABSTAIN:	BOARD MEMBERS:	NONE

**5.2 REVIEW AND ACTION – BUDGET FOR FISCAL YEARS 2018-19 AND 2019-20**

*RECOMMENDED ACTION: The Authority, following review and discussion, adopt a two-year budget for Fiscal Years 2018-19 and 2019-20.*

Christa Buhagiar, Finance Director from the City of Chino Hills, presented a staff report to the Authority and was available to answer any questions.

MOTION BY BOARD MEMBER MARQUEZ, AND SECOND BY BOARD MEMBER MARCUCCI TO ADOPT A TWO-YEAR BUDGET FOR FISCAL YEARS 2018-19 AND 2019-20. MOTION CARRIED 6-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	MARCUCCI, MARQUEZ, ROGERS, TYE, V/C HERRERA, C/MOSS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	RUGGLES
ABSTAIN:	BOARD MEMBERS:	NONE

**5.3 CONSIDERATION OF AMENDMENT NO. 1 TO THE MAINTENANCE SERVICES AGREEMENT WITH THE SAN GABRIEL VALLEY CONSERVATION CORPS, INCREASING COMPENSATION UNDER THE ORIGINAL AMOUNT BY \$75,120 FROM \$14,880 TO \$90,000**

*RECOMMENDED ACTION: Approve Amendment No. 1*

Troy Helling, Executive Director, presented a staff report to the Authority and was available to answer any questions.

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MOTION BY BOARD MEMBER MARCUCCI, AND SECOND BY BOARD MEMBER ROGERS TO APPROVE AMENDMENT NO. 1. MOTION CARRIED 6-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	MARCUCCI, MARQUEZ, ROGERS, TYE, V/C HERRERA, C/MOSS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	RUGGLES
ABSTAIN:	BOARD MEMBERS:	NONE

**6. AUTHORITY DIRECTOR COMMENTS:**

Executive Director Troy Helling suggested re-scheduling or cancelling the August meeting due to a conflict with the California Contract Cites event. It was agreed upon to skip the August meeting unless an issue arises.

**7. ADJOURNMENT**

There being no further business, the Tres Hermanos Conservation Authority (THCA) Regular Board of Directors meeting adjourned at 6:22 p.m.

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CORY C. MOSS  
CHAIR

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JULIE ROBLES  
AUTHORITY SECRETARY

*TRES HERMANOS CONSERVATION AUTHORITY*

ITEM NO. 3.2



**TRES HERMANOS CONSERVATION AUTHORITY  
STAFF REPORT**

**AGENDA NO. 3.2**

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**Date:** September 18, 2019  
**To:** Chair and Board of Directors  
**From:** Troy Helling, Executive Director  
**Subject:** Treasurer's Report for the month of July 2019

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**Recommendation:**

That the Authority receive and file the Treasurer's Report for the month of July 2019.

**Background/Analysis:**

Pursuant to the Amended and Restated Tres Hermanos Conservation Authority Joint Powers Agreement Section 5.3 Accounts, the Treasurer must verify and report in writing, at least quarterly, the amount of money held for the Authority, the amount of interest earnings, revenues, and expenditures since the last report.

Attached for your information is the Treasurer's Report for the month of July 2019.

Respectfully submitted,



Christina Buhagiar  
Treasurer

Reviewed by,



Troy Helling  
Executive Director

Attachments

**Tres Hermanos Conservation Authority  
Treasurer's Report  
For the Month Ended July 31, 2019**

Description	Cost Value	Market Value	Interest/ Book Yield	Maturity Date	% of Portfolio
<b>Cash and Cash Equivalents</b>					
Citizens Business Bank - Premium Money Market	\$ 151,378	\$ 151,378	0.05%	n/a	100.00%
<b>Total Investment Portfolio</b>	<b>\$ 151,378</b>	<b>\$ 151,378</b>			<b>100.00%</b>

<b>Blended Yield of Cash and Investments</b>	<b>0.05%</b>
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<b>Benchmarks:</b>	
LAIF	2.38%
6mo U.S. Treasury	2.10%
2yr U.S. Treasury	1.89%
5yr U.S. Treasury	1.84%

I hereby certify that the investments are in compliance with the investment policy adopted by the the Board of Directors. The investment portfolio provides sufficient funds to meet the budgeted expenditures over the next six months. This report meets the requirements of Government Code Section 53646.




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Christina Buhagiar  
Treasurer

**Tres Hermanos Conservation Authority**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Month Ended July 31, 2019**

	<u>July 2019</u>	<u>Fiscal Year To Date 2019/20</u>
<b>Revenues:</b>		
Investment interest	\$ 7	\$ 7
Rental income	625	625
Contributions from member agencies	-	-
Reimbursements	22	22
Total Revenues	<u>654</u>	<u>654</u>
<b>Expenditures:</b>		
Audit services	1,243	1,243
Legal services	-	-
Security services	8,814	8,814
Insurance	1,500	1,500
Pest control	2,025	2,025
Utilities	719	719
Miscellaneous	-	-
Total Expenditures	<u>14,301</u>	<u>14,301</u>
Excess of revenues over (under) expenditures	<u>\$ (13,647)</u>	<u>\$ (13,647)</u>
<b>Fund Balances:</b>		
Beginning of fiscal year		\$ 165,025
Excess of revenues over (under) expenditures		(13,647)
End of fiscal year		<u>\$ 151,378</u>
<b>Fund Balances by City:</b>		
Chino Hills		\$ 45,205
Diamond Bar		45,204
Industry		60,969
Total Fund Balances by City		<u>\$ 151,378</u>

*TRES HERMANOS CONSERVATION AUTHORITY*

ITEM NO. 3.3

**TRES HERMANOS CONSERVATION AUTHORITY  
STAFF REPORT**

**AGENDA NO. 3.3**

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**Date:** September 18, 2019  
**To:** Chair and Board of Directors  
**From:** Troy Helling, Executive Director  
**Subject:** Check Register

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**Recommendation:**

That the Authority receive and file the check register for the month of July 2019.

**Background/Analysis:**

Pursuant to the Amended and Restated Tres Hermanos Conservation Authority Joint Powers Agreement Section 5.2 Disbursements, the check register of the Authority should be periodically reviewed by the Board. Attached for your review is the check register for the month of July 2019.

Respectfully submitted,



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Christina Buhagiar  
Treasurer

Reviewed by,



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Troy Helling  
Executive Director

Attachment

**Tres Hermanos Conservation Authority JPA**  
**Transaction List by Vendor**  
July 2019

<b>Date</b>	<b>Check #</b>	<b>Vendor</b>	<b>Memo/Description</b>	<b>Amount</b>
07/02/2019	1061	City of Chino Hills - Water	Water usage - 05/13/19 - 06/13/19	\$ (259.68)
07/02/2019	1063	Industry Security Services, Inc.	Security - week ending 06/20/19	(5,407.24)
			Vehicle Fuel - 05/20/19 - 06/19/19	
07/02/2019	1062	Janus Pest Management, Inc	Squirrel Treatment - May 2019	(2,025.00)
			Guard Shack-Wood Home - May 2019	
07/05/2019	1054	Industry Security Services, Inc.	Security - week ending 06/27/19	(2,818.04)
			Security - week ending 07/04/19	
07/16/2019	ACH	Southern California Edison	Electricity usage - June 2019	(147.93)
07/16/2019	ACH	SoCalGas	Gas usage - June 2019	(47.57)
07/16/2019	1052	Frontier	Phone - July 2019	(54.51)
07/16/2019	1053	City of Chino Hills - Water	QuickBooks & Office Supplies - May 2019	(50.43)
07/18/2019	1055	Alliant Insurance Services, Inc.	2019/2020 Crime Insurance	(1,500.00)
07/29/2019	1056	CNC Engineering	July 2019	(1,242.50)
07/29/2019	1057	Industry Security Services, Inc.	Security - week ending 07/11/19	(588.84)
07/29/2019	1058	City of Industry - Trash	Trash Services - July 2019	(158.76)
Total				<u>\$ (14,300.50)</u>