



Western Riverside County Regional Conservation Authority

ADMINISTRATIVE COMMITTEE

Minutes of Action ~~Items~~

Meeting of November 1, 2004

**Riverside County Administrative Center
4080 Lemon Street
Twelfth Floor – Conference Room “A”
Riverside, CA 92501**

PRESENT: Robin Lowe, Chairman – City of Hemet
Kelly Seyarto, Vice Chairman, City of Murrieta
Barbara Hanna, City of Banning
Eugene Montanez, City of Corona
Frank Hall, City of Norco
Bob Buster, County of Riverside, Supervisor, First District
John Field, County of Riverside, Alternate, Second Supervisorial District
Marion Ashley, County of Riverside, Fifth Supervisorial District

Staff

Ron Rempel, RCA General Manager
Rick Bishop, WRCOG Executive Director / RCA Executive Director
Tony Carstens, TLMA Director
Carolyn Syms Luna, TLMA, Director of Environmental Programs Dept.
Michelle Ouellette, Counsel
Steve DeBaun, Counsel
Greg Neal, Transportation and Land Management Agency
Ken Graff, RCA Administrative Services Officer
Honey Bernas, RCA Administrative Services Officer
Rhonda King, County Executive Office
Bill Hodge, WRCOG

ABSENT: William Batey, City of Moreno Valley

1. CALLED TO ORDER

Chairman Robin Lowe called the meeting to order at 11:45 a.m.

2. ROLL CALL

Roll call of the RCA Administrative Committee showed six member agencies present, with the City of Moreno Valley absent.

3. PUBLIC COMMENT

No public comments.

4. MINUTES OF ACTION ITEMS

- **Policy for Review of Member Agency-proposed Local Development Mitigation Fee credits by RCA** – The Administrative Committee unanimously directed Counsel to prepare a Resolution establishing a Fee Credit and Waiver Policy and place said item on the December 6, Administrative Committee and Board Agenda. The RCA Executive Director was directed to take the Fee Credit issue to the WRCOG Planning Directors' TAC meeting. The Administrative Committee indicated that the resolution should direct the RCA General Manager to provide the Board with a monthly report on Fee Credits.
- **Potential Contract with David Taussig and Associates** – The Administrative Committee unanimously directed the Executive Director to develop a proposed scope of work and report back to the Committee at the December 6, meeting.
- **Annual Reporting Requirements** – The General Manager requested and the Administrative Committee unanimously agreed that the cut off for the first annual report will be December 31, and the first annual report will be submitted in March or April of 2005.
- **Proposed Center for Demographic Research** – The Administrative Committee is of the opinion that such a center should be kept in-house for accountability and does not support the MSHCP funding the Center. The Executive Director was directed to explore possible funding sources and report back to the Administrative Committee.
- **Future Agenda Items** –
 - Prioritization of Land Acquisitions
 - Stakeholder Appointments and Letters
 - Loan from RCHCA to Riverside Land Conservancy.

5. ADJOURNMENT

The meeting was adjourned by Chairman Lowe at 12:45 p.m.