

**REGIONAL CONSERVATION AUTHORITY MINUTES
OCTOBER 4, 2004**

1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority was called to order by Chairperson, Robin Lowe.

2. ROLL CALL

Barbara Hanna, City of Banning
Sheen Moqet, City of Calimesa
Martin Gibson, City of Canyon Lake
Eugene Montanez, City of Corona
Robin Lowe, City of Hemet
Robert Schiffner, City of Lake Elsinore
Kelly Seyarto, City of Murrieta
Frank Hall, City of Norco
Mark Yarborough, City of Perris
Dom Betro, City of Riverside
Dale Stubblefield, City of San Jacinto
Chuck Washington, City of Temecula
Supervisor Bob Buster
John Fields for Supervisor John Tavaglione
Supervisor Jim Venable
Darcy Kuenzi for Supervisor Marion Ashley

3. PUBLIC COMMENTS: No Comments

4. BOARD MEMBER COMMENTS: No Comments

5. MINUTE APPROVAL – September 13, 2004 and September 22, 2004

M/S/C (Seyarto/Montanez) Approved minutes of September 13, 2004 and September 22, 2004 meetings as presented.
Motion carried 12/2-abstentions

6. CONSENT CALENDAR: No Items

7. POLICY CALENDAR:

7.1 Policy for Local Development Mitigation Fee Remittance by Member Agencies

Mr. Steve DeBaun spoke briefly on Section 7.1- developing policy for each jurisdiction for collection and remittance of fees to the RCA in a timely manner. Mr. DeBaun proposed that he will pattern the RCA Fee Remittance Policy after the TUMF Policy. Today he seeks Board approval to proceed with development of this policy with presentation to the Board at their next meeting.

7.2 Policy for Review of Member Agency-Proposed Local Development Mitigation Fee Credits by RCA

Michelle Ouelette reviewed Section 7.2 on Fee Credits stating that credits will be used in appropriate circumstances to obtain habitat for developing the preserve, however, the section will

require additional review. Mr. Rick Bishop and Mr. Bill Hodge provided information on fee collecting as established for the TUMF Program followed by comments from members on:

- Fee Credits
- RCA's responsibility to collect fee payment prior to development.
- The audit function addresses issues where jurisdictions should have required payment but did not collect it.

M/S/C (Hall/Montanez) Directed staff to proceed with developing procedures for processing MSHCP fees and credits from participating local jurisdictions as outlined in Item 7.1 and Item 7.2.
Motion Carried 16/0

7.3 Consideration and possible approval of contract with DUDEK & Associates

Michelle Ouelette requested approval to proceed with the DUDEK & Associates contract for Criteria Review, Training and Consultation as outlined in their Scope of Work and Cost Estimate as shown in the agenda.

M/S/C (Schiffner/Seyarto) Authorized the Chair to execute a contract with DUDEK & Associates for an amount not to exceed \$250,000, subject to review by RCA Legal Counsel.
Motion carried 16/0

7.4 Real Property Acquisition Policy

Steve DeBaun spoke on the process of acquiring real property, the limitations and the increased acquisition levels with approval of the FCC Working Group. RCA staff member, Mr. Brian Beck reviewed the points of early acquisitions, review process and the \$25,000 limit that would require review of the acquisitions.

Supervisor Buster suggested that specific acreage should be considered when making a determination on acquisitions along with periodic reports to the committee both before and after the acquisitions.

M/S/C (Seyarto/Buster) Approved Ordinance No. 04-02 establishing a policy for property acquisition with the addition of the monthly report.
Motion Passes: 14/2

Substitute Motion: M/S/C (Gibson/Washington) Approve the Real Property Acquisition Policy with the addition of the monthly report and providing the authority in Section 2.22 may only be exercised once in a twelve month period for any one applicant or seller.
Motion Failed: 5/11

8. ITEMS FOR NEXT MEETING

Report on Federal and State Grants

SPECIAL RECOGNITION: Thanks were given to Carolyn Syms Luna by Chairperson Robin Lowe for her dedication and hard work on the RCA Program.

9. CLOSED SESSION:

There will be no closed session.

10. ADJOURNMENT

M/S/C (Seyarto/Montanez) The meeting was adjourned to November 1, 2004.