



# *Western Riverside County Regional Conservation Authority*

---

## **SPECIAL MEETING**

### **Administrative Committee**

### **Minutes of Action Items**

**Wednesday, July 6, 2005  
9:00 a.m.**

**1. CALL TO ORDER**

The Special Meeting of the Western Riverside County Regional Conservation Authority Administrative Committee was called to order by Chairman Robin Lowe at 9:15 a.m. in the Fifth Floor Conference Room C at the County Administrative Center, 4080 Lemon Street, Riverside, California, 92501.

**2. ROLL CALL**

Roll call of the RCA Administrative Committee showed all member agencies present.

**Committee Members Present**

Robin Lowe  
John Machisic  
Eugene Montanez  
William Batey  
Kelly Seyarto  
Frank Hall  
Dave Stahovich  
John Tavaglione  
Marion Ashley

**Committee Members Absent**

None

**Staff Members Present**

Ron Rempel  
Rick Bishop  
Honey Bernas  
Ken Graff  
Michelle Ouellette, Legal Counsel  
Steven DeBaun, Legal Counsel

## **RCA Administrative Committee Minutes**

**Page 2**

**July 6, 2005**

### **3. PUBLIC COMMENT**

There were no public comments.

### **4. COMMITTEE MEMBER ANNOUNCEMENTS**

There were no Committee Member announcements.

### **5. ADDITIONS/REVISIONS**

There were no additions or revisions.

### **6. CONSIDERATION AND POSSIBLE ACTION CONCERNING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AND ELLEN SHOWALTER LANEY FOR ACCOUNTING SERVICES**

General Manager Ron Rempel advised that the RCA's accounting services have been provided by Ellen Showalter Laney through a contract with the County. The County's contract expired as of June 30, 2005, and Ms. Laney advised that she is interested in continuing her services through a contract with the RCA directly. Staff clarified that the Executive Director would be responsible for administering the contract and the General Manager would direct the work.

**M/S/C (Tavaglione/Batey) 9/0 to approve the professional services agreement between the Regional Conservation Authority and Ellen Showalter Laney for accounting services.**

### **7. FUTURE AGENDA ITEMS**

Chairman Lowe asked General Manager Ron Rempel to advise the Committee of upcoming agenda items. General Manager Ron Rempel advised the Committee that the following items would be agendized for the August 1, 2005 meeting of the Board of Directors:

- a. Agreement with the Riverside Land Conservancy regarding their participation in land acquisitions.
- b. Agreement with the Conservation Fund regarding their participation in land acquisitions.
- c. Extension of Contract with Dudek & Associates for implementation

The following items will be agendized for the August 10, 2005 meeting of the RCA Administrative Committee:

- a. Donation Agreement involving the City of Calimesa – Oak Valley Partners Fee Credit Agreement.
- b. Southern California Edison Special Entity Agreement.

General Manager Ron Rempel clarified that prior to accepting a property donation, the RCA does an appraisal, a preliminary title report, a Phase 1 environmental study, and a site visit.

**RCA Administrative Committee Minutes**

**Page 3**

**July 6, 2005**

Since WRCOG will not be meeting on August 10, 2005, staff was asked to consider changing the time of the August 10, 2005 RCA Administrative Committee meeting.

No action taken.

Steven DeBaun, Legal Counsel, announced that the purpose of closed session item 8A was to discuss possible liability to the RCA resulting from decisions on Criteria Refinements.

**8. EXECUTIVE SESSION:**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: One potential case.

**B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957

Title: General Manager

The meeting was adjourned to Executive Session by Chairman Lowe at 9:25 a.m. There were no reportable items from closed session.