



Western Riverside County Regional Conservation Authority

Administrative Committee

AGENDA

**Wednesday, February 8, 2006
12:45 p.m.**

**(or immediately following the WRCOG Administration and Finance
Committee Meeting)**

**Riverside County Administrative Center
12th Floor Conference Room A
4080 Lemon Street
Riverside, CA 92501**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in an Administrative Committee meeting, please contact the Clerk of the Board at (951) 955-9700. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** – Members of the public can comment on any matters not on the agenda
- 4. COMMITTEE MEMBER ANNOUNCEMENTS**
- 5. ADDITIONS/REVISIONS** *(The Committee may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee Members present, adding an item requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)*
- 6. APPROVAL OF MINUTES** – January 11, 2006
- 7. CONSIDERATION AND POSSIBLE ADMINISTRATIVE COMMITTEE ACTION CONCERNING DRAFT RESOLUTION NO. 06-02 AMENDING THE BYLAWS BY ADDING REIMBURSEMENT PROVISIONS CONSISTENT WITH AB 1234**

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8. **CONSIDERATION AND POSSIBLE ADMINISTRATIVE COMMITTEE ACTION CONCERNING THE EXPENDITURE OF FUNDS FOR SPECIES IDENTIFICATION TRAINING FOR MONITORING STAFF**
9. **DISCUSSION AND POSSIBLE ADMINISTRATIVE COMMITTEE ACTION CONCERNING CORE 2 CRITERIA REFINEMENT WORKPLAN AND BUDGET**
10. **FUTURE AGENDA ITEMS**
11. **CLOSED SESSION:**

**Conference with Real Property Negotiator
Pursuant to Government Code Section 54956.8**

A. **Property:** Assessor's Parcel Numbers 963-060-010, 963-060-011, 963-060-012
Negotiating Parties
Agency Negotiator: Director of Land Acquisition and Property Mgt.
Property Agent: Won Yoo
Under Negotiation: Price/Terms
12. **ADJOURNMENT** – The next Administrative Committee meeting is scheduled to be held at 12:45 p.m., or immediately following the WRCOG Administration and Finance Committee meeting, on March 8, 2006 at the County Administrative Center, 4080 Lemon Street, 12th Floor Conference Room A, Riverside, California.

AGENDA ITEM 6

**ADMINISTRATIVE COMMITTEE
SPECIAL MEETING**

Minutes of Action Items

**Wednesday, January 11, 2006
1:00 P.M.**

1. CALL TO ORDER

The special meeting of the Western Riverside County Regional Conservation Authority Administrative Committee was called to order by 2005 Chairman Robin Lowe at 1:14 p.m. in the 12th Floor Conference Room "A" at the County Administrative Center, 4080 Lemon Street, Riverside, California, 92501.

2. ROLL CALL

Committee Members/Alternates Present

Committee Members Absent

John Field
Frank Hall
Darcy Kuenzi
Robin Lowe
John Machisic
Eugene Montanez
Kelly Seyarto

Bill Batey
Bob Buster

Staff Members Present

Sharon Baker-Stewart
Honey Bernas
Pat Egetter
Ken Graff
Naty Kopenhaver
Joe Richards
Michelle Ouellette, Legal Counsel
Kristin Shuman

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/revisions.

6. APPROVAL OF MINUTES

M/S/C (Murrieta/Corona) to approve the minutes of the December 14, 2005 meeting.

7. EXECUTIVE DIRECTOR'S REPORT

7.1 Update Regarding the Establishment and Review of RCA Policies Concerning Land Management, Land Acquisition, Biological Review and Administration

Joe Richards, Executive Director, provided the Committee members with a draft of policy matters for consideration.

8. 2006 ADMINISTRATIVE COMMITTEE APPOINTMENTS

At this time, 2006 Chairman Kelly Seyarto assumed as Chairman of the Administrative Committee. In accordance to the bylaws, the Chairman will present the Committee appointment to the RCA Board for ratification.

9. FUTURE AGENDA ITEMS

Board Member Lowe requested a formal opinion from Legal Counsel in regard to RCA lobbying contracts.

An acquisition policy is being developed for presentation to the Board.

At this time, the Committee adjourned to Closed Session.

10. CLOSED SESSION

Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Board Member Lowe abstained from discussion and action on Item 10A due to a possible conflict of interest.

Alternate Board Member John Field requested, relating to acquisitions, that the names of the property owners be provided to Board Members in order to enable them to determine if a conflict of interest exists.

A. Property:

Assessor Parcel Numbers

579-020-004	579-370-024	579-400-002	579-400-009	579-410-006
579-020-005	579-380-017	579-400-003	579-410-001	579-410-007
579-160-026	579-380-018	579-400-004	579-410-002	579-410-008
579-160-027	579-380-019	579-400-005	579-410-003	579-410-009
579-370-021	579-380-020	579-400-007	579-410-004	579-410-010
579-370-022	579-400-001	579-400-008	579-410-005	

Negotiating Parties

Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Greg Reden
Under Negotiation: Price/Terms

B. Property:

Assessor Parcel Numbers

580-560-001	580-560-003	580-560-005	580-560-007
580-560-002	580-560-004	580-560-006	

Negotiating Parties

Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Judy Thompson
Under Negotiation: Price/Terms

C. Property:

Assessor Parcel No. 579-020-010

Negotiating Parties

Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Greg Reden
Under Negotiation: Price/Terms

- D. Property:**
Assessor Parcel No. 470-370-018
Negotiating Parties
Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Alfonso M. Baez
Under Negotiation: Price/Terms
- E. Property:**
Assessor Parcel Nos. 422-160-008, 422-160-009, 422-160-010
Negotiating Parties
Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Greg Lowther
Under Negotiation: Price/Terms
- F. Property:**
Assessor Parcel Nos. 257-130-001, 257-130-007
Negotiating Parties
Agency Negotiator: Dir. of Land Acquisition and Property Mgt.
Property Agent: Christie Coates
Under Negotiation: Price/Terms

After the Closed Session, the meeting resumed. There were no announcements.

11. ADJOURNMENT

There being no further business for discussion, Chairman Lowe adjourned the special meeting at 1:40 p.m. The next meeting is scheduled to be held at 12:45 p.m. on February 8, 2006 at the County Administrative Center, 4080 Lemon Street, 12th Floor Conference Room "A", Riverside, California.

Respectfully submitted,

Honey Bernas
Clerk of the Board

AGENDA ITEM 7

*Regional Conservation Authority***DRAFT RESOLUTION NO. 06-02 AMENDING THE AUTHORITY'S
BYLAWS TO INCLUDE REIMBURSEMENT PROVISIONS
CONSISTENT WITH AB 1234****Staff Contact:****Best Best & Krieger, Legal Counsel
(951) 686-1450****Background:**

A new law applicable to cities, counties and special districts, AB 1234 went into effect on January 1, 2006. This law requires mandatory ethics training, compensation, and reimbursement regulations for local agencies. Notably, AB 1234 requires local agencies to adopt a reimbursement policy.

According to the terms of AB 1234, "if a local agency reimburses its legislative body members for actual and necessary expenses incurred in the performance of official duties," then the local agency is required to adopt a written reimbursement policy.

AB 1234's reimbursement policy applies to "legislative bodies" as that term is defined in the Ralph M. Brown Act. The reimbursement policy may establish its own reimbursement rates. Otherwise, the Internal Revenue Service reimbursement rates apply. However, AB 1234 requires that conference lodging costs cannot exceed the maximum group rate available at the time of booking and if group or government rates are available, then the agency must use them. Any requests for reimbursements that are not specifically covered by an agency's policy must be approved in a public meeting before the expense is incurred.

Under AB 1234, local agencies are also required to provide expense report forms. These expense reports must then be completed, submitted within a "reasonable time" after incurring the expense, and be accompanied by receipts. Additionally, members have to provide a "brief" report on meetings attended at the expense of the local agency at the next regularly scheduled meeting of the legislative body. Finally, the new law states that all documents related to reimbursable agency expenditures are subject to the Public Records Act.

AB 1234 also references possible penalties for the misuse of public resources or falsifying expense reports. These penalties may include: loss of reimbursement privileges, restitution to the local agency, civil penalties up to \$1,000 a day, and felony prosecution under Penal Code Section 424.

The proposed bylaw amendment will bring the RCA into compliance with AB 1234.

Staff Recommendation:

Authorize staff to agendize Draft Resolution No. 06-02 for the March 6, 2006 meeting of the RCA Board of Directors.

Attachments:

1. Draft Resolution No. 06-02
2. Redlined Bylaws

DRAFT

RESOLUTION NO. 06-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING THE BYLAWS BY ADDING REIMBURSEMENT PROVISIONS CONSISTENT WITH AB 1234

WHEREAS, the Western Riverside County Regional Conservation Authority (“Authority”) is a public agency of the State of California formed by a Joint Exercise of Powers Agreement; and

WHEREAS, pursuant to Section 19 of the Joint Powers Agreement, the Authority has the power to adopt such rules and regulations as the Authority’s Board of Directors (“Board”) may deem necessary for the conduct of the Authority’s affairs; and

WHEREAS, the Board desires to amend its Bylaws to include reimbursement provisions for the purpose of providing guidance to the Authority on the use and expenditure of its resources as well as the standards against which those expenditures will be measured; and

WHEREAS, this amendment of the Bylaws will satisfy the requirements of Government Code sections 53232.2 and 53233.3.

NOW, THEREFORE, the Board of Directors of the Western Riverside County Regional Conservation Authority does hereby **RESOLVE** and **ORDER** as follows:

Section 1: Renumbering of Article XII “Amendments:” Article XII “Amendments” of the Bylaws is hereby renumbered as Article XIII “Amendments.”

Section 2: Amendment of the Bylaws: Article XII of the Bylaws shall be entitled “Reimbursement” and shall read as follows:

- A. **PERSONS SUBJECT TO REIMBURSEMENT PROVISIONS.** These Reimbursement Provisions (“Provisions”) shall be applicable to all members of the Authority’s legislative bodies, as defined in Government Code section 54952, provided such persons receive compensation for actual and necessary Authority expenses (“Official”). Legislative Bodies include, but are not limited to, the Board of Directors, the Funding Coordination Committee, the Reserve Management Oversight Committee, the Administrative Committee, and the Implementation and Administration Guidelines Committee.
- B. **PURPOSE.** The purpose of these Provisions is to provide guidelines for the reimbursement of any Official for actual and necessary expenses incurred in the performance of their duties. Whenever issues of reimbursement arise, the Authority shall adhere to Government Code sections 53232.2 and 53232.3.

C. TRANSPORTATION

1. Use of Personal Vehicle. The Authority shall reimburse for mileage incurred when personal vehicles are used to attend Board and Committee meetings and conferences or other meetings approved by the Board or Deputy Executive Director and in furtherance of the Authority's affairs. Authority will reimburse mileage for travel to and from the destination based upon the approved Internal Revenue Service rate in effect.
2. Rentals. The Authority shall reimburse for actual and necessary vehicle rental expenses. The Authority shall only reimburse economy or compact rate vehicles unless (i) such class of vehicle is unavailable; or (ii) such class of vehicles do not accommodate a disability. When an Official rents a vehicle, he or she shall obtain insurance for the vehicle at the Authority's expense.
3. Shuttle, Bus, Taxi, and public transportation. Shuttle, bus, taxi, and public transportation may be used between an airport, hotel and conference site whenever it is available. Officials are encouraged to use the most efficient mode of transportation available.
4. Air Travel or Other Common Carrier Transportation. As necessary for the performance of their official duties, Officials may use air travel or other mode of common carrier transportation to and from the destination.

D. **LODGING.** Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available. If a group rate is not available, the government rate of the provider of lodging shall be used. If neither the group nor government rates are available, the Authority shall reimburse lodging at a rate not exceeding \$300.00 per night without Board approval. For lodging in high costs cities (e.g., San Francisco, New York, Washington., D.C.), the Authority will reimburse at a rate not exceeding \$490.00 per night without Board approval. Lodging reimbursement rates will be adjusted annually according to the CPI in the applicable metropolitan statistical area.

E. **MEALS.** The actual costs of meals incurred while attending conferences or other meetings in furtherance of the Authority's affairs are reimbursable provided the Authority's staff is given a receipt. If no receipt is available, meal costs shall be reimbursed at an amount not exceeding the greater of seventy-five dollars (\$75.00) per day or the applicable Internal Revenue Service rate.

F. **PERSONAL EXPENSES AND OTHER EXPENSES NOT REIMBURSABLE.** The Authority shall not reimburse the cost of transportation, lodging, meals, or other costs of travel when such costs are of a personal nature incurred in conjunction with the performance of official duties. Personal costs, not reimbursable by the Authority, shall include, but not be limited, to the following: (i) alcoholic beverages; (ii) parking and

traffic violations; (iii) entertainment; (iv) services provided by the provider of lodging; and (v) expenses incurred on behalf of a spouse, dependent, or traveling companion.

- G. CONFERENCES AND OTHER MEETINGS. Officials shall only receive reimbursement of travel, lodging, and meals for conferences or other meetings in furtherance of the Authority's affairs. No other occurrences will be reimbursed.
- H. EXPENSES NOT INCLUDED WITHIN THESE PROVISIONS. Occurrences or expenses which do not fall within these Provisions or the Internal Revenue Service reimbursable rates must be approved by the Board in a public meeting before the expense is incurred.
- I. EXPENSE REPORTS. The Authority shall not reimburse any expenses until an expense form is submitted to the Authority's administrative office no later than 45 days of the expenditure. Expense forms shall be accompanied by receipts documenting each expense. If no receipt is available, a written explanation of the expenditure is required. Furthermore, Officials will be required to provide a brief report on the conference or meeting attended at the next regular meeting of his or her respective legislative body.

Section 3: Repeal of Inconsistent Provisions. This Resolution hereby repeals inconsistent portions of any ordinance, resolution, or policy.

Section 4: Effective Date. This Resolution is effective upon its adoption by the Board of Directors.

PASSED AND ADOPTED at a Meeting of the Board of Directors of the Western Riverside County Regional Conservation Authority held this ____ day of _____, 2006.

By: _____
Kelly Seyarto, Chairman
Western Riverside County
Regional Conservation Authority

ATTEST:

By: _____
Honey Bernas, Clerk of the Board
Western Riverside County
Regional Conservation Authority

DRAFT
WESTERN RIVERSIDE COUNTY
REGIONAL CONSERVATION AUTHORITY

BY-LAWS

ARTICLE I – NAME AND AUTHORIZATION

- A. **NAME.** The name of this agency shall be the Western Riverside County Regional Conservation Authority, hereinafter known as the Authority.
- B. **AUTHORIZATION.** The County Of Riverside (“County”) and the Cities of Banning, Beaumont, Calimesa, Canyon Lake, Corona, Hemet, Lake Elsinore, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto and Temecula, by that Joint Exercise of Powers Agreement dated as of January 27, 2004 (“Agreement”) created the Authority for the purpose of acquiring, administering, operating and maintaining land and facilities for ecosystem conservation and habitat reserves for certain rare, threatened and endangered species covered by the Western Riverside County Multiple Species Habitat Conservation Plan (“MSHCP”).

ARTICLE II – PURPOSE, DUTIES & POWERS

- A. **PURPOSE.** The Authority shall acquire, administer, operate and maintain land and facilities to establish habitat reserves for the conservation and protection of species covered by the MSHCP and to implement the MSHCP after the MSHCP is approved by the County and Cities and appropriate permits are issued by the U.S. Fish and Wildlife Service and the California Department of Fish and Game.
- B. **DUTIES AND POWERS.** Duties and Powers of this Authority are set forth in local, state and federal law and the Agreement, as may be amended from time to time. These duties and authorization include, but are not limited to, the following:
1. To make and enter into contracts;
 2. To employ agents, consultants, attorneys and employees;
 3. To acquire property, and any interest in property, both real and personal by purchase, gift, option, grant, bequest, devise or otherwise, and hold and dispose of such property;

4. To conduct and direct studies and to develop and implement plans to complement, modify or supplement the MSHCP;
5. To incur debts, liabilities, and obligations;
6. To sue and be sued in its own name;
7. To employ reserve managers and other personnel to operate, maintain, and administer the habitat reserves established through implementation of the MSHCP;
8. To be an applicant, make applications for, and receive grants from governmental and private entities and to participate in State bond issues;
9. To prepare project reports and applications, to qualify for grants, and to enter into grant contracts and to do all other things necessary to comply with State and Federal laws and regulations with respect to grants;
10. To borrow or receive advances of funds from its members or from such other sources as may be permitted by law;
11. To contract with its members and other entities who operate or will operate the habitat reserves established through implementation of the MSHCP;
12. To issue bonds, notes, warrants and other evidences of indebtedness to finance costs and expenses to carry out the powers of the Authority;
13. To acquire, hold, and dispose of equipment;
14. To lobby state and federal governments and their officials as well as private entities to obtain funding for implementation of the MSHCP and employ individuals or entities to conduct such lobbying activities on its behalf; and
15. To exercise all other powers common to the members not specifically mentioned above which may be necessary to carry out the purposes of this Agreement.

ARTICLE III – MEMBERSHIP

- A. **REGULAR MEMBERS.** The regular members of the Board shall be the five members of the Riverside County Board of Supervisors and one member from each incorporated city who is signatory to the Agreement. Written notification of the appointment of a City representative shall be provided to the Chairperson of the Board.

B. ALTERNATE MEMBERS:

1. Each member of the Riverside County Board of Supervisors may appoint an alternate member to the Board of the Authority and each City may appoint one alternate member to the Board of the Authority.
2. Each regular member and alternate member of a City must hold an elective office on the respective governing body appointing the regular or alternate member.
3. Written notification of the appointment of an alternate member of a County representative or City, as appropriate, shall be provided to the Chairperson of the Board.
4. In the absence of a regular member, the alternate member shall, if present, participate in a meeting of the Board or committee the same as if the alternate member were the regular member.

ARTICLE IV – TERM, VACANCIES AND COMPENSATION

- A. **TERM.** Regular members and alternate members shall serve on the Board during the term for which they were appointed or until their successor has been appointed or their appointment has been revoked, whichever is earlier. However, a regular or alternate member's position on the Board shall automatically terminate if and when the term of the elected public office of such regular or alternate member is terminated.
- B. **VACANCIES.** Any vacancy in the office of regular or alternate member, whether because of death, incapacity, resignation, loss of underlying office, removal or otherwise, shall be filled by the appointing authority for such member. When a vacancy occurs, it shall be the duty of the respective Party having the vacancy to promptly inform the Board of the name of the replacement regular or alternate member.
- C. **RESIGNATION.** Any regular or alternate member may resign at any time by giving written notice of such resignation to the Authority's Executive Director. Such resignation shall be effective at the time specified; acceptance of such resignation shall not be necessary to make it effective.
- D. **REMOVAL.** Any regular or alternate member may be removed, with or without cause stated, by the authority responsible for his or her appointment.
- E. **COMPENSATION.** Unless prohibited by law from accepting compensation, each regular and alternate member (when performing the duties of a regular member) of the Authority shall be compensated at the rate of One Hundred Dollars (\$100) for any day attending to the business of the Authority, but not to exceed Four Hundred Dollars (\$400) in any month, along with necessary traveling and personal expenses incurred in the performance of his or her duties as authorized by the Authority.

ARTICLE V – VOTING

- A. **QUORUM.** A majority of the members of the Board shall constitute a quorum for the transaction of business and all official acts of the Board shall require the affirmative vote of a majority of the members of the Board. Each regular member or alternate member acting in the place of a regular member shall have one vote at meetings of the Board. However, any member of the Board, immediately after a vote of the Board and prior to the start of the next item on the agenda may call for a weighted vote.
- B. **WEIGHTED VOTING.** For an item to be passed by weighted vote, all of the following requirements shall be met:
1. the item shall be approved by a majority of the Board members present at the meeting who represent the Riverside County Board of Supervisors, who each shall have one vote;
 2. the item shall be approved by a majority of the Board members present at the meeting who represent Cities, who each shall have one vote; and
 3. the item shall be approved by Board members present at the meeting who represent Cities representing a majority of an equal combination of 1) the population of the county living in incorporated areas within the boundaries of the MSHCP Plan area, and 2) the acres within these incorporated areas anticipated to be conserved within the Criteria Area established by the MSHCP as follows: Banning – 70 acres; Beaumont – 7,250 acres; Calimesa – 1,740 acres; Canyon Lake – 40 acres; Corona – 470 acres; Hemet – 810 acres; Lake Elsinore – 6,350 acres; Moreno Valley – 105 acres; Murrieta – 2,390 acres; Norco – 100 acres; Perris – 1,060 acres; Riverside – 90 acres; San Jacinto – 2,130 acres; and Temecula – 990 acres. For purposes of this paragraph, each regular Board member of the meeting who represents a City shall be assigned votes based on the percentage of the population of incorporated areas within the boundaries of the MSHCP Plan area represented by that member in relation to the total population of incorporated areas within the boundaries of the MSHCP Plan area as well as the percentage of the acreage anticipated to be conserved within the Criteria Area subject to the jurisdiction of that member in relation to the total incorporated area acreage within the Criteria Area set forth in the MSHCP. The Criteria Area acreage set forth in this subsection 3 shall be automatically modified if the Authority adopts a resolution as set forth in Section 7 of the Agreement modifying the acreage amounts.

ARTICLE VI – NOMINATION AND ELECTION OF OFFICERS

- A. **ELECTIONS.** The Board shall elect a Chairperson and a Vice-Chairperson at its meeting every December starting in 2005, or as soon thereafter as practical. The

term of the Chairperson and Vice-Chairperson shall commence on the first day of the month following the selection, unless otherwise determined by the Board.

- B. **NOMINATIONS.** Any member of the Authority may nominate any regular member for an office contemplated in Section A. An individual receiving the majority of the votes for any of the offices shall be deemed to have been elected. Different procedures and requirements apply to the office of treasurer and controller, pursuant to Section E. and the Agreement.
- C. **RESIGNATIONS.** In the event an officer resigns or ceases to be an officer, the Board shall select a replacement therefore at the next regular meeting of the Board, or as soon thereafter as practical.
- D. **ABSENCES.** In the absence or inability of the Chairperson to act, the Vice-Chairperson shall act as Chairperson.
- E. **APPOINTMENTS.** The Board shall appoint the treasurer of a member agency to serve as the Treasurer. The Board shall also appoint the finance director of a member agency to serve as the Controller.

ARTICLE VII – DUTIES OF OFFICERS

- A. **CHAIRPERSON.** The duties of the Chairperson shall be to:
 - 1. Preside at all meetings of the Authority;
 - 2. Call special meetings of the Authority when necessary;
 - 3. Appoint ad hoc committees, when necessary, including, without limitation, an Elected Officials Ad Hoc Committee described in the MSHCP.
- B. **VICE-CHAIRPERSON.** The duties of the Vice-Chairperson shall be to perform the duties and exercise the power of the Chairperson during the absence of the Chairperson.
- C. **EXECUTIVE DIRECTOR.** The duties of the Executive Director shall be to administer the MSHCP, as defined above, in compliance with the duties and responsibilities set forth in Sections 5.0 and 6.0 of the MSHCP, and such other duties as may be prescribed by the Board, from time to time. The Executive Director shall perform such duties as prescribed by the Board including, without limitation, the administration of agency contracts. The Executive Director may, after consultation with the Chairperson, authorize contracts in an amount up to \$50,000 without prior Board approval. All such contracts shall be reviewed by legal counsel and shall be reported to the Board after execution. The Executive Director may not issue such contracts totaling more than \$50,000 1) to any one entity in any calendar year, or 2) to a group of entities working on a single project for the Authority.

ARTICLE VIII – MEETINGS

- A. **AGENDA.** Matters to be placed on the Agenda for any regular meeting may be filed with the Executive Director of the Authority by any member of the Authority by the Thursday before such regular meeting. The Agenda for each regular meeting shall be prepared under the direction of the Executive Director. The Executive Director shall cause copies of the Agenda to be mailed or delivered to each regular and alternate member at least three (3) working days prior to the regular meeting date.
- B. **REGULAR MEETING.** Regular meetings of the Authority shall be held, to the extent feasible at 1:00 p.m. the first Monday of each month at the County Administrative Center, 4080 Lemon Street, 1st Floor, Riverside, California or at such other location set by the Authority. Regular meetings may be canceled by majority vote of the Authority at a regular or special meeting prior to the meeting to be canceled. A regular meeting may also be canceled by the Chairperson for lack of a quorum. The Executive Director shall endeavor to mail or deliver notice of such cancellation to each regular member and alternate member at least twenty-four (24) hours prior to the time of the meeting.
- C. **SPECIAL MEETINGS.** A special meeting of the Authority may be called at any time by the Chairperson, or in his or her absence by the Vice-Chairperson, or by any four (4) regular members by delivering personally or by mail written notice to the Executive Director and each regular and alternate member. Such notice shall be so delivered at least twenty-four (24) hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be transacted at such meeting. Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Executive Director a written waiver of notice. Such waiver may be given by telegram or telecopier. Such written notice may also be dispensed with as to any regular or alternate member who is actually present at the meeting at the time it convenes.
- D. **POSTING OF AGENDAS.** The Authority shall post agendas of all regular meetings, containing a brief general description of each item of business to be transacted or discussed at the meeting, at least seventy-two (72) hours before such regular meeting. The agenda shall specify the time and location of the meeting and shall be posted at the County Administration Center, 4080 Lemon Street, Riverside, or at another location specified by the Chairperson that is freely accessible to members of the public. No action shall be taken on any item not appearing on such posted agendas, except as permitted by state law.
- E. **RALPH M. BROWN ACT.** All meetings of the Board, including without limitation, regular, special and adjourned meetings, shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

- F. ADDRESSING AUTHORITY ON AGENDA ITEMS. No person shall address the Authority at any meeting until he or she has first been recognized by the Chairperson. The decision of the Chairperson to recognize a person may be changed by vote of a majority of the members of the Authority present at the meeting. When addressing the Authority, each individual speaker will be limited to three minutes or less of public testimony on each agenda item. The Authority may, either at the direction of the Chairperson or by a majority vote of the Authority, waive this three (3) minute time limitation.

ARTICLE IX – STANDING COMMITTEES

- A. FORMATION. The following Standing Committees of the Authority are hereby created:
1. The Funding Coordination Committee. This Committee shall provide recommendations to the Board on local funding priorities and local MSHCP Conservation Area acquisitions. Additionally, this Committee shall provide a forum to discuss land acquisition priorities of the U.S. Fish and Wildlife Service (“USFWS”) and California Department of Fish and Game (“CDFG”) and acquisitions by other entities using non-local sources of revenue. The Board shall establish policies under which the Funding Coordination Committee shall make recommendations to the Board. Such policies shall include conflict of interest guidelines for the Committee members. Members of this committee shall be appointed by the Board and shall consist of, at a minimum, representatives of the Parties to the Agreement, the USFWS, and the CDFG.
 2. Reserve Management Oversight Committee. The Reserve Management Oversight Committee (RMOC) shall serve as the intermediary between the Reserve Managers and the decision making function of the Authority. The Executive Director or designee shall serve as Chairperson of the RMOC. The RMOC shall be composed of, at a minimum, one representative appointed by each of the following entities: USFWS, CDFG, Riverside County Regional Parks and Open Space District, Bureau of Land Management, U.S. Forest Service, California Department of Parks and Recreation, Authority, and up to five (5) other private or public agencies or entities that own or manage land within the MSHCP Conservation Area.
 3. Administrative Committee. The Administrative Committee shall be appointed by the Chairperson and ratified by the Board. The Committee shall be composed of seven (7) members, and have at least two (2) and no more than three (3) representatives representing the County. The Board Chairperson, Vice Chairperson and past Chairperson, if any, of the Commission shall be members of the Committee. The Administrative Committee shall oversee Authority administrative functions, staff

functions, recommend staff positions, job descriptions and salaries, and consider such other matters as delegated to it by the Board.

4. Implementation and Administration Guidelines Committee. The Implementation and Administration Guidelines Committee shall be appointed by the Chairperson and ratified by the Board. The Committee shall be composed of up to sixteen (16) members, whose members shall be drawn from the following:

- 1) groups representing property owners affected by the MSHCP;
- 2) government agencies within Riverside County;
- 3) groups representing environmental interests implicated by the MSHCP; and
- 4) other stakeholders.

Committee members shall not be permitted to appoint alternates. The Committee shall meet when requested to do so by the Chairperson or Board. Reasonable efforts shall be made to hold committee meetings a minimum of twice yearly. The Implementation and Administration Guidelines Committee shall review implementation plans and perform such other duties as directed by the Board.

- B. CONTROL AND SUPERVISION. In the performance of their duties and responsibilities, all Committees of the Authority shall submit all policy matters coming before them to the Authority for final consideration, unless otherwise specified by the Board. Committee members shall be appointed on an annual basis.

ARTICLE X – CORPORATE POWERS

- A. SUCCESSION. The Authority has perpetual succession and may adopt a seal and alter it at its pleasure.
- B. LITIGATION. The Authority may sue and be sued, except as otherwise provided by law, in all actions and proceedings, in all courts and tribunals of competent jurisdiction.
- C. CLAIMS. All claims for money or damages against the Authority are governed by Division 3.6 (commencing with Section 810) of Title 1 of the Government Code except as provided therein, or by other statutes or regulations expressly applicable thereto.
- D. MOTIONS, REGULATIONS AND ORDINANCES. The acts of the Authority shall be expressed by motion, resolution, or ordinance. All ordinances shall take effect upon their adoption. The enacting clause of all ordinances shall be as

follows: "The Western Riverside County Regional Conservation Authority hereby ordains as follows: "All ordinances shall be signed by the Chairperson or by the Vice-Chairperson of the Authority.

ARTICLE XI – CONTRACTS

The Authority may make contracts and enter into stipulations of any nature whatsoever either in connection with eminent domain proceedings or otherwise, including but not limited to, contracts and stipulations to indemnify and save harmless, to employ labor, and to do all acts necessary and convenient for the full exercise of the powers authorized by law. The Authority may contract with any Department or Agency of the United States of America, with any public agency (including, but not limited to, the County, WRCOG, CDFG or USFWS), or with any person upon such terms and conditions as the Authority finds is in its best interest.

ARTICLE XII -- REIMBURSEMENTS

- A. PERSONS SUBJECT TO REIMBURSEMENT PROVISIONS. These Reimbursement Provisions (“Provisions”) shall be applicable to all members of the Authority’s legislative bodies, as defined in Government Code section 54952, provided such persons receive compensation for actual and necessary Authority expenses (“Official”). Legislative Bodies include, but are not limited to, the Board of Directors, the Funding Coordination Committee, the Reserve Management Oversight Committee, the Administrative Committee, and the Implementation and Administration Guidelines Committee.
- B. PURPOSE. The purpose of these Provisions is to provide guidelines for the reimbursement of any Official for actual and necessary expenses incurred in the performance of their duties. Whenever issues of reimbursement arise, the Authority shall adhere to Government Code sections 53232.2 and 53232.3.
- C. TRANSPORTATION
1. Use of Personal Vehicle. The Authority shall reimburse for mileage incurred when personal vehicles are used to attend Board and Committee meetings and conferences or other meetings approved by the Board or Deputy Executive Director and in furtherance of the Authority’s affairs. Authority will reimburse mileage for travel to and from the destination based upon the approved Internal Revenue Service rate in effect.
 2. Rentals. The Authority shall reimburse for actual and necessary vehicle rental expenses. The Authority shall only reimburse economy or compact rate vehicles unless (i) such class of vehicle is unavailable; or (ii) such class of vehicles do not accommodate a disability. When an Official rents

a vehicle, he or she shall obtain insurance for the vehicle at the Authority's expense.

3. Shuttle, Bus, Taxi, and public transportation. Shuttle, bus, taxi, and public transportation may be used between an airport, hotel and conference site whenever it is available. Officials are encouraged to use the most efficient mode of transportation available.
 4. Air Travel or Other Common Carrier Transportation. As necessary for the performance of their official duties, Officials may use air travel or other mode of common carrier transportation to and from the destination.
- D. **LODGING.** Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available. If a group rate is not available, the government rate of the provider of lodging shall be used. If neither the group nor government rates are available, the Authority shall reimburse lodging at a rate not exceeding \$300.00 per night without Board approval. For lodging in high costs cities (e.g., San Francisco, New York, Washington., D.C.), the Authority will reimburse at a rate not exceeding \$490.00 per night without Board approval. Lodging reimbursement rates will be adjusted annually according to the CPI in the applicable metropolitan statistical area.
- E. **MEALS.** The actual costs of meals incurred while attending conferences or other meetings in furtherance of the Authority's affairs are reimbursable provided the Authority's staff is given a receipt. If no receipt is available, meal costs shall be reimbursed at an amount not exceeding the greater of seventy-five dollars (\$75.00) per day or the applicable Internal Revenue Service rate.
- F. **PERSONAL EXPENSES AND OTHER EXPENSES NOT REIMBURSABLE.** The Authority shall not reimburse the cost of transportation, lodging, meals, or other costs of travel when such costs are of a personal nature incurred in conjunction with the performance of official duties. Personal costs, not reimbursable by the Authority, shall include, but not be limited, to the following: (i) alcoholic beverages; (ii) parking and traffic violations; (iii) entertainment; (iv) services provided by the provider of lodging; and (v) expenses incurred on behalf of a spouse, dependent, or traveling companion.
- G. **CONFERENCES AND OTHER MEETINGS.** Officials shall only receive reimbursement of travel, lodging, and meals for conferences or other meetings in furtherance of the Authority's affairs. No other occurrences will be reimbursed.
- H. **EXPENSES NOT INCLUDED WITHIN THESE PROVISIONS.** Occurrences or expenses which do not fall within these Provisions or the Internal Revenue Service reimbursable rates must be approved by the Board in a public meeting before the expense is incurred.

- I. **EXPENSE REPORTS.** The Authority shall not reimburse any expenses until an expense form is submitted to the Authority's administrative office no later than 45 days of the expenditure. Expense forms shall be accompanied by receipts documenting each expense. If no receipt is available, a written explanation of the expenditure is required. Furthermore, Officials will be required to provide a brief report on the conference or meeting attended at the next regular meeting of his or her respective legislative body.

ARTICLE XIII – AMENDMENTS

- A. **ADOPTION.** These Bylaws may be amended at any meeting of the Authority by a majority vote.
- B. **PROPOSAL.** Any Authority member may propose a Bylaw amendment. Such proposal shall be in writing and shall be referred to the Chairperson who shall report the proposed amendment with recommendation to the Authority. All regular members shall receive at least four (4) weeks notice of any amendments to these Bylaws. Notice may be provided on a Board Meeting Agenda of the Board or by separate notice delivered by mail, e-mail or facsimile to the regular member.

(Adopted on _____, 2006)

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AGENDA ITEM 8

Regional Conservation Authority

**SENSITIVE SPECIES IDENTIFICATION, HANDLING &
PROTOCOL TRAINING FOR MONITORING STAFF**

Staff Contact:

**Honey Bernas, Director of
Administrative Services
(951) 955-2842**

Background:

The monitoring program staff is required to take species identification, handling, and protocol training in order to conduct surveys for Covered Species. The United States Geological Survey (USGS) offers such training and has trained monitoring program staff in the past. A contract is required with the USGS to train the monitoring program staff.

There are sufficient funds to cover this training in the 2005-06 budget and no budget adjustment is required.

Staff Recommendation:

That the Administrative Committee authorize staff to negotiate a contract with the USGS to provide species identification, handling and protocol training for approximately 10 – 15 staff members in an amount not to exceed \$70,000.00 (which will likely provide training for two years) and agendaize this matter for the March 6, 2006 meeting of the Board of Directors.

Attachments:

None

AGENDA ITEM 9

*Regional Conservation Authority***CORE 2 CRITERIA REFINEMENT
WORK PLAN AND BUDGET****Staff Contact:****Joe Richards, Deputy Executive Director
(951) 955-9700****Background:**

The County of Riverside and the City of Murrieta have requested that the RCA undertake on their behalf a "Criteria Refinement" in Core 2 of the Plan. Assembling a reserve in this particular area is problematic due to existing and approved development and the high cost of land. The County, City and RCA believe that the cell criteria should be reexamined and refined to accommodate a more realistic reserve configuration. Central to the refinement process is an analysis of the criteria and an evaluation of replacement habitat of equal or better biological value.

The following is a summary of the procedure:

- Biological / equivalency analysis
- RCA submits Equivalency Findings to Wildlife Agencies
- 60-day Review of Equivalency Findings by Wildlife Agencies
- Wildlife Agencies concur with Equivalency Findings
- *Send Notification Package to Wildlife Agencies, RCA Board, Permittees, and Property Owners*
- 60-day Review and Comment on Notification
- Meet and Confer (30 days after close of comment period) (if applicable)
- Appeal to the RCA Board of Directors (if applicable)

We anticipate that the process will take about 12-18 months to complete. The estimated cost is \$150,000 generally allocated as follows:

Biological / equivalency analysis - \$100,000
Mapping Support - \$25,000
RCA Staff / Counsel support - \$25,000

Criteria refinements are intended to be initiated and funded by a permittee. However, because this refinement will likely result in reduced land acquisition costs Plan-wide, staff believes that RCA funding sources can be used. Our sources could be development fees, tipping fees, and/or portions of our infrastructure mitigation funds.

Attached is a comprehensive work plan that outlines the tasks necessary to perform the analysis and carry it forward to resolution.

Staff Recommendation:

1. Authorize staff to agendize this matter for the March 6, 2006 meeting of the RCA Board of Directors.
2. Approve the proposed budget and work plan.
3. Approve the use of RCA funds to undertake the refinement process, based on the finding that the process will result in a reduction of land acquisition costs.

Attachments:

Letters from County of Riverside and City of Murrieta
Criteria Refinement Work Plan

**AGENDA ITEM 9
ATTACHMENT 1**

**Items will be available in
agenda packets**

**AGENDA ITEM 9
ATTACHMENT 2**

CRITERIA REFINEMENT PROCESS (CRP)

KEY ELEMENTS TO “QUALIFY” FOR CRP

1. Cannot result in net reduction of Criteria Area.
2. Refinement must be Biologically Equivalent or Superior.
3. Refinement can include a Core but must clearly benefit Covered Species and be consistent with species conservation goals.
4. Consistent with Reserve Assembly Accounting process.

SUMMARY OF PROCEDURE (SECTION 6.5 OF PLAN)

1) Concurrence from Wildlife Agencies

Because the Core 2 CRP will likely incorporate Conservation outside of the Criteria Area, concurrence on equivalency findings from Wildlife Agencies (California Department of Fish and Game [CDFG] and U.S. Fish and Wildlife Service [FWS]) is required. The Wildlife Agencies have 60-days to review equivalency findings and concur. If the Wildlife Agencies do not concur, the Core 2 refinement will require a Plan amendment.

2) Notification Process

RCA must notify the following in writing that a CRP has been prepared prior to approval:

- Wildlife agencies;
- RCA Board (agenda item);
- Other affected Permittees (all); and
- Affected property owners.

The Notification should include: **(1)** Project Description; **(2)** Maps; and **(3)** Findings (discussed in detail below).

These parties have 60-days to review and comment. If any of these parties disagree with the Criteria Refinement Notification, then the RCA should schedule a meet and confer 30 days after the close of the 60-day review period. If there is no resolution following the meet and confer, then an appeal is submitted to the RCA Board of Directors for final determination. The appeal process must be a noticed public hearing.

3) Summary of Procedure

The procedure can be summarized as follows.

- 1) RCA submits Equivalency Findings to Wildlife Agencies
- 2) 60-day Review of Equivalency Findings by Wildlife Agencies
- 3) Wildlife Agencies concur with Equivalency Findings
- 4) Send Notification Package to Wildlife Agencies, RCA Board, Permittees, and Property Owners
- 5) 60-day Review and Comment on Notification
- 6) Meet and Confer (30 days after close of comment period) (if applicable)
- 7) Appeal to the RCA Board of Directors (if applicable)

EQUIVALENCY ANALYSIS

1.0 Introduction

- Briefly introduce the general process
- Reason for Core 2 CRP and rationale of why consistency with existing Criteria is not feasible
 - Land Use: **(1)** Existing Development; **(2)** Entitled Development; **(3)** General Plan; **(4)** Zoning.
- NCCP Tenets
 - Summarize the NCCP Tenets, highlighting those most relevant to Proposed Core 2.
- Goals/Objectives of Proposed Core 2
 - Summarize the goals/objectives of Proposed Core 2, including the definition of a core and the biological objectives outlined in the description of proposed Core 2 in Section 3.2.3 of the MSHCP.

2.0 Project Description and Location

- Definition of Planning Area – Core 2 Cell Criteria
- Narrative and graphic description of Project (a reduction in Core 2 acreage)

3.0 Methods

- Literature and Data Review
 - MSHCP (Bioregions, Soils, Species 8)
 - Recovery Plans
 - Critical Habitat

- Species Data (California Natural Diversity Data Base [CNDDDB], FWS, and U.C. Riverside [UCR])
- Development Projects
- Project-specific vegetation mapping, if available
- Species surveys, if available

4.0 Biological Information/Data Collection and Evaluation of Existing Conditions

In order to evaluate effects of a reduction in Core 2, analysis of the existing conditions of Core 2 will be conducted as follows.

4.1 Vegetation Mapping

- Project-Specific Vegetation Mapping (if available)
- Changes in Vegetation
 - a. Review and compare vegetation map (which utilizes the “Vegetation Rapid Assessment Protocol” [CNPS 2002] and “Releve Protocol” [CNPS 1998]) and project-specific vegetation mapping to determine if the baseline vegetation has changed.

4.2 Bioregions

The importance of bioregion with respect to the MSHCP will be provided and the Riverside Lowlands Bioregion (Proposed Core 2 is within this Bioregion) will be defined.

4.3 FWS Plans/Designations

- *Recovery Plans*
 - Review Draft QCB Recovery Plan (used in MSCHP)
 - Review Final QCB Recovery Plan
 - Note any changes in these plans

(Note no Recovery Plan for CAGN.)

- ***Critical Habitat***
 - Quino checkerspot butterfly - Discuss relationship to Core 2
 - California gnatcatcher- Discuss relationship to Core 2

4.4 Species Data

- a. Relevant MSCHP species objectives and conservation analyses for species relating to Proposed Core 2 (see below for a list of species to be addressed).
- b. Species occurrence data used in the MSHCP will be reviewed and summarized. This data is referred to as “Species 8” data and consists of FWS data, UCR data, and California Natural Diversity Database.
- c. Summarize important soil conditions required for each species, especially plants. Soils will be discussed and a summary of soils present in Core 2 will be provided.
- d. Compare “Species 8” occurrence data from the MSHCP/RCIP data base and used in development of the MSHCP Plan with the following data sets:
 - i. FWS species occurrence data base used for MSHCP application review and permit issuance.
 - ii. Species occurrence data from June 2004 to current from the USFWS and CNDDDB
- e. Current species survey data, if available

The following are species that could be affected by the Core 2 CRP and will be analyzed in the equivalency findings. These species are either Planning Species in Proposed Core 2 or the two subunits that make-up Proposed Core 2:

- Bell's sage sparrow
- burrowing owl
- California horned lark
- California gnatcatcher
- ferruginous hawk
- grasshopper sparrow
- Swainson's hawk
- Southern California rufous-crowned sparrow
- quino checkerspot butterfly
- bobcat

- Los Angeles pocket mouse
- western pond turtle
- California orcutt grass
- Coulter's goldfields
- Davidson's saltscale
- little mousetail
- long-spined spineflower
- Munz's onion
- Palmer's grapplinghook
- Parish's brittlescale
- round-leaved filaree
- San Diego ambrosia
- smooth tarplant
- spreading Navarretia
- thread-leaved brodiaea
- Wright's trichocoronis

Here are two examples for the Species Data (a work in progress....)

Munz's Onion - This species has a scattered distribution and is associated with clay and cobbly clay soils, which include the following series: Altamont, Auld, Bosanko, Claypit, and Porterville. This species is found within the Riverside Lowlands and Santa Ana Mountains Bioregions (MSCHP 2003). Conservation for Munz's onion within the MSHCP Plan Area will be achieved by inclusion of at least 21,260 acres of suitable Conserved Habitat, 2,070 acres of clay soils, and 15 known localities within large blocks of habitat in the MSHCP Conservation Area.

Suitable habitat for Munz's onion within Proposed Core 2 includes approximately 2,530 acres, which is approximately 25 percent of the total suitable habitat within all Criteria Area¹ in the MSCHP Plan Area. Within Proposed Core 2, there are approximately 240 acres of Altamont, Auld, Bosanko, and Porterville soils, excluding soils underlying unsuitable habitat (e.g., disturbed/developed lands, water), and 680 acres in all the Criteria Area in the MSCHP. Therefore, 35 percent of soils suitable for Munz's onion within the Criteria Area are located within Proposed Core 2. One of the conserved localities, (i.e., Scott Road) is located within Proposed Core 2.

¹ This excludes PQP lands.

(Note: additional GIS analysis would be necessary to verify numbers)

Southern California Rufous-Crowned Sparrow - This species is widely distributed throughout the MSHCP Plan Area within suitable habitat in the Riverside Lowlands, Santa Ana Mountains and San Jacinto Foothills Bioregions. It is absent from higher elevation bioregions and the desert transition bioregion. This species is a Group 2 species meaning that it is generally widely distributed but specific Core Areas need to be conserved in order to provide coverage. Species-specific objective #1 states that the MSHCP Conservation Area would include 82,640 acres of suitable habitat are conserved including coastal sage scrub, Riversidean alluvial fan sage scrub and desert scrubs in the Riverside Lowland, Santa Ana Mountains and San Jacinto Foothills Bioregions. Species-specific objective #2 states that within the MSHCP Conservation Area, at least nine core areas and interconnecting linkages need to be conserved. One of these nine core areas includes the Hogbacks (5,050 acres) which are located in Proposed Core 2. The species also will need large blocks of intact habitat in order to survive fire impacts. In summary, conservation for this species will be achieved by inclusion of at least 82,640 acres of suitable primary conserved habitat, 174,620 acres of suitable secondary conserved habitat and nine of the twelve core areas within large blocks of habitat in the MSHCP conservation area (MSHCP Species Account 2003).

Within Proposed Core 2, the MSHCP Plan assumed _____ point locations. These locations include _____ of the 50 point localities within areas described for conservation. These 50 point localities equate to 34% of the 149 point localities that were determined to have a high precision code during development of the MSHCP (Final MSHCP Plan, Volume IIB Species Accounts, June 2003).

(**Note:** This text is presented to provide a general idea of the discussion, additional GIS analysis would be necessary to fill in the blanks).

4.5 Existing Constraints on Core 2 Assembly/Development Projects

- Review and analyze existing development or approved development since approval of the MSHCP and issuance of the permits.
 - Review grading permits (final discretionary action) since June 2004 and July 2005 within Proposed Core 2.
- Clinton Keith Road Final EIR

- Review EIR to determine if any new biological data or existing condition data provide any evidence of changes in baseline conditions since issuance of the MSHCP permits.
- The biological information will also be summarized in Section 4.2 and 4.4 above
- Other JPRs –
 - Review other JPRs in Core 2 to determine if any new biological data or existing condition data provides any evidence of changes in baseline conditions since issuance of the MSHCP permits.
 - The biological information obtained by reviewing JPRs will also be summarized in Section 4.2 and 4.4 above

5.0 Analysis of Proposed CRP

Based on the assembled project information, an equivalency analysis must be prepared in narrative and graphic form comparing the effects/benefits of the proposed CRP. The equivalency analysis shall address the following categories.

5.1 Effects on Habitat

Quantify the loss of Habitat by using vegetation mapping provided in the MSHCP and the Updated Vegetation Mapping (CNPS) as well as any current data collected by others.

5.2 Effects on Covered Species

Quantify the loss of suitable habitat for each species listed above (See Table X). Note: Table X is an example only and does not provide acreages.

**TABLE X
SUMMARY OF HABITAT CONSERVATION
MUNZ'S ONION WITHIN CORE 2**

Vegetation Type	Plan Area (Acres) ¹	Within MSHCP Conservation Area			Effects of Core 2 CRP		
		Criteria Area (Acres) ²	Public/Quasi-Public (Acres)	Total Within MSHCP Conservation Area (Acres)	Area Within Core 2 Criteria Area Before CRP (Acres) ²	Area Within Core 2 Criteria Area After CRP (Acres) ²	Total Loss Within Core 2 (Acres) ²
Grassland (between 300 and 1000 m)	8,480	2,060	2,590	4,650	XXX	XXX	XXX
Coastal Sage Scrub (between 300 and 1000 m)	15,985	5,555	5,790	11,345	XXX	XXX	XXX

Chaparral (between 300 and 1000 m)	12,075	2,605	2,450	5,055	XXX	XXX	XXX
Peninsular Juniper Woodland (between 300 and 1000 m)	545	80	130	210	XXX	XXX	XXX
TOTAL	37,085	10,300 (28%)	10,960 (30%)	21,260 (58%)	XXX (xxx%)	XXX (xxx%)	XXX (xxx%)

¹ Vegetation includes the vegetation that occurs on clay soils within the Riverside Lowlands and Santa Ana Mountains Bioregions only.
² Acres refer to Additional Reserve Lands to be assembled from within the Criteria Area.

Quantify the loss of known localities that were assumed to be Conserved.

Determine which Covered Species may be affected by the reduction of Core 2.

5.3 Effects on Reserve Design

- *Effects on Core 2*

Summarize changes in dimensional data to Core 2 including:

- 1) Total acreage;
- 2) Approximate edge;
- 3) Approximate interior;
- 4) Approximate edge perimeter/area ratio; and
- 5) Approximate distance to nearest connected core (miles) - Core J (Lake Skinner/Diamond Valley Lake).

- *Effects on Linkage and Constrained Linkages*

Connections from the Core 2 are made through Proposed Constrained Linkages 15 (Lower Warm Springs Creek), 16, 17 (Paloma Valley), 18, and Existing Constrained Linkage A and E.

Discuss effects of CRP on these linkages. Discussion will be centered on how linkages will be maintained despite the reduction of Core 2.

- **Effects on Non-Contiguous Habitat Blocks**

There should be no effect on Non-Contiguous Habitat Blocks.

5.4 Effects on MSHCP Area Configuration and Management

Edge effects will likely increase by the reduction of Core 2. Increased management will be needed, which will be discussed below in Section 6.0.

5.5 Effects on Ecotones

Discuss conditions affecting species diversity in adjacent vegetation communities (i.e., invasion of exotics).

5.6 Effects on Reserve Accounting

Analyze total acres developed and total acres conserved and compare those numbers to (most up-to-date information available will be utilized):

- 1) Proposed Core 2 acre target;
- 2) Sun City/Menifee Area Plan SU1 – Warm Springs Creek/French Valley Area low, mid and high point target;
- 3) Southwest Area Plan SU5 – French Valley/Lower Sedco Hills, low, mid and high point target; and
- 4) Rough Step Unit #6 habitat acreage targets.

5.7 Summary of Effects

Summarize the effects in each category outlined above. This will provide the basis for determining whether the replacement habitat (additional Conservation areas) is adequate.

6.0 Equivalent of Greater Acreage of Contributed MSHCP Conservation Area

The equivalency analysis will draw conclusions regarding the degree to which the Core 2 CRP is considered to be biologically equivalent or superior. If the CRP for Core 2 is determined to be biologically equivalent or superior an amendment to the MSHCP is not required prior to approval. If the CRP is not determined to be biologically equivalent or superior, an amendment to the MSHCP would be required prior to approval of such projects.

6.1 Existing Biological Conditions of Replacement Habitat

Vegetation Mapping

- Project-Specific Vegetation Mapping
- MSHCP Vegetation Mapping

Summarize the vegetation present within the replacement habitat and relate to Core 2.

Bioregions

Summarize the Bioregion of the replacement habitat and relate to Core 2.

Species Data

- Summarize species occurrence data in replacement habitat including Species 8, FWS occurrence data, and CNDDDB.
- Summarize the important soil conditions required for each species, particularly plants
- Current species survey data, if available.

6.2 Benefit to Habitat

Quantity the gain of Habitat by using vegetation mapping and soils.

6.3 Benefit to Covered Species

Quantity the gain of suitable habitat for each species that was affected by the reduction of Core 2 (see Table X). Note: Table X is an example only and does not provide actual acreages.

**TABLE X
SUMMARY OF HABITAT CONSERVATION
MUNZ'S ONION WITHIN REPLACEMENT HABITAT**

Vegetation Type	Plan Area (Acres)	Within MSHCP Conservation Area			Benefit of Replacement Habitat	
		Criteria Area (Acres) ²	Public/Quasi-Public (Acres)	Total Within MSHCP Conservation Area (Acres)	Total Loss Within Core 2 (Acres) ²	Total Gain with Replacement Habitat (Acres) ²
Grassland (between 300 and 1000 m)	8,480	2,060	2,590	4,650	XXX	XXX
Coastal Sage Scrub (between 300 and 1000 m)	15,985	5,555	5,790	11,345	XXX	XXX
Chaparral (between 300 and 1000 m)	12,075	2,605	2,450	5,055	XXX	XXX
Peninsular Juniper Woodland (between 300 and 1000 m)	545	80	130	210	XXX	XXX
TOTAL	37,085	10,300 (28%)	10,960 (30%)	21,260 (58%)	XXX (xxx%)	XXX (xxx%)

¹ Vegetation includes the vegetation that occurs on clay soils within the Riverside Lowlands and Santa Ana Mountains Bioregions only.
² Acres refer to Additional Reserve Lands to be assembled from within the Criteria Area.

Quantify known localities of each species that would be Conserved by Conserving replacement habitat.

6.4 Benefit to Reserve Design

- *Benefit to Cores*

Discuss the benefit of adding a Core or increasing a Core and quantify using dimensional data.

- 1) Total acreage;
- 2) Approximate edge
- 3) Approximate interior
- 4) Approximate edge perimeter/area ratio
- 5) Approximate distance to nearest connected core (miles)

- *Benefit to Linkages and Constrained Linkages*

Discuss how adding a Core or increasing a Core affects adjacent linkages.

- *Benefit to Non-Contiguous Habitat Blocks*

This may not be applicable depending on Replacement Habitat.

6.5 MSHCP Management

Edge effects will increase by the reduction of Core 2. Core 2 and replacement habitat will likely be managed. This section will include a discussion of how focused management will maintain the biological function and value of Core 2 as well adjacent ecotones.

6.6 Changes to Reserve Accounting

Analyze the changes to Reserve Accounting by adding replacement habitat including:

- 1) Core target acreages
- 2) Sub-unit target acreages
- 3) Rough Step Unit habitat acreage targets

6.7 Summary of Equivalency Findings

7.0 Assurances

Summarize that RCA has agreements in place or control over replacement habitat and that there is assurance that this habitat will be conserved.