



WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

www.wrc-rca.org

Executive Committee

MEETING MINUTES

Wednesday, September 19, 2007

1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Jeff Stone at 12:10 p.m., in Conference Room A in the County Administrative Center, 4080 Lemon Street, Fifth Floor, in Riverside, California 92501.

2. ROLL CALL

Committee Members/Alternates Present

Marion Ashley
Eugene Montanez
John Tavaglione
Jeff Stone
Dale Stubblefield
Gary Thomasian

Committee Member Absent

Robin Lowe

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 (MONTANEZ/THOMASIAN) to approve the May 16, 2007
Executive Committee meeting minutes, as presented.***

7. APPROVAL OF PURCHASE AGREEMENT WITH THE CITY OF RIVERSIDE FOR ACQUISITION OF REAL PROPERTY

Brian Beck, Land Acquisition Analyst, informed the Executive Committee that the City of Riverside is acquiring approximately 125 acres, adjacent to the Tequesquite Park. Of the 125 acres, there are approximately 66 acres that would be appropriate for MSHCP reserve assembly. The appraised value of the 66-acre portion is \$2,154,750. With RCA funds already committed this fiscal year, staff is proposing that RCA purchase the property by entering into a purchase agreement with the City of Riverside with an initial payment of \$750,000 TUMF funds in January 2008. The remainder of the funds, \$1,404,750, would be paid in January 2009 using RCA MSHCP funds.

M/S/C (ASHLEY/THOMASIAN) that the RCA Board of Directors:

- 1) Direct staff to prepare a purchase agreement with the City of Riverside to acquire approximate 66 acres for \$2,154,750 with the City of Riverside for the property shown on Exhibit 1; and*
- 2) Authorize staff to agendize this matter for the October 1, 2007 meeting of the RCA Board of Directors.*

8. APPROVAL OF MODIFICATION OF THE RCA APPRAISAL POLICY, SECTION 1.03 OF THE LAND ACQUISITION POLICIES

Brian Beck informed the Committee that RCA has received numerous requests from sellers to provide them with either a full copy of the appraisal or a copy of the appraisal summary. Staff is proposing modification of the RCA appraisal policy which provides guidelines to address these types of requests. Staff proposal is to not provide full appraisals to the seller. This is consistent with the Board's Public Records Policy that exempts full appraisals from disclosure until the transaction has been completed. However, the proposed policy permits the release of an appraisal summary to sellers of HANS/JPR properties at the time an offer is made. This is appropriate because the MSHCP requires that joint appraisal instructions be prepared for HANS/JPR acquisitions and, therefore, the sellers should receive a copy of the appraisal summary at the time an offer is made. On all non-HANS/JPR acquisitions, it is recommended not to release a copy of the appraisal summary until the purchase and sale agreement has been signed.

M/S/C (MONTANEZ/ASHLEY) that the RCA Board of Directors:

- 1) Modify Policy 1.03 of the RCA Land Acquisition Policies to add guidelines for distribution of Appraisal Summaries to property owners; and***
- 2) Authorize staff to agendize this matter for the October 1, 2007 meeting of the RCA Board of Directors.***

9. RECOMMENDATION TO REVISE THE RCA CRITERIA REFINEMENT POLICY

Joe Richards, Deputy Executive Director, informed the Executive Committee that in June 2006, the RCA Board endorsed a template policy that could be used by the Cities and the County. The proposed revision to the Criteria Refinement Policy would bring it in line with the City/County template.

M/S/C (THOMASIAN/STUBBLEFIELD) that the RCA Board of Directors:

- 1) Approve the attached revision to the RCA Criteria Refinement Policy; and***
- 2) Authorize staff to agendize this matter for the October 1, 2007 meeting of the RCA Board of Directors.***

10. APPROVAL OF KIOSK DESIGN FOR RCA PROPERTY ACCESS POINTS, INTERPRITIVE CENTERS OR TRAIL HEADS

Ken Graff, Director of Land Acquisition and Property Management, presented the proposed design for kiosks that would be installed at RCA's property access points, interpretive centers or trail heads. This type of kiosk design, with or without a resting bench attached to the end or front, is currently being used in many open space areas.

Eugene Montanez complimented staff for presenting a simple and uncomplicated design and plan.

M/S/C (MONTANEZ/ASHLEY) that the RCA Board of Directors:

- 1) Adopt the basic kiosk design plan attached to the staff report as an approved kiosk design for RCA Open Space Reserve Land, and authorize staff to direct their installation in appropriate sites; and***

- 2) ***Authorize staff to agendize this matter for the October 1, 2007 meeting of the RCA Board of Directors.***

11. APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH AHERN, ADCOCK AND DEVLIN TO PERFORM AGREED-UPON PROCEDURES ON MSHCP DEVELOPMENT MITIGATION FEE COLLECTIONS

Honey Bernas, Director of Administrative Services, informed the Executive Committee that the proposal is for RCA to engage Ahern, Adcock and Devlin for five (5) years to perform agreed-upon procedures on RCA's County and member cities' MSHCP Development Mitigation Fee collections. This would comply with the FY 2006 audit recommendations that all permittees be audited. Once approved, the procedures will start with the cities of Corona and Perris in FY 2008 and with the remainder of the member agencies over the four (4) subsequent years.

M/S/C (ASHLEY/STUBBLEFIELD) to:

- 1) ***Direct staff and legal counsel to continue to negotiate details of the contract;***
- 2) ***Recommend that the Board of Directors approve the negotiated contract; and***
- 3) ***Authorize staff to agendize this matter for the October 1, 2007 meeting of the RCA Board of Directors.***

12. EXECUTIVE DIRECTOR'S REPORT

Tom Mullen, Executive Director, presented a proposal to the Executive Committee to name the overall MSHCP Reserve, with the exception of specific acreage that were already named, after a County of Riverside retiree and distinguished public agency professional, Richard K. Lashbrook, who worked tirelessly and diligently with elected officials and staff toward finalizing RCIP. With the Committee's concurrence, this agenda item will placed on the Board of Directors' meeting agenda on October 1, 2007 for their consideration.

Marion Ashley and Chairman Stone agreed that this proposal is worth considering.

13. FUTURE AGENDA ITEMS

There were no requests for future agenda items.

14. ADJOURNMENT

Chairman Stone informed the Executive Committee members and staff that he will not be available for the next Committee meeting on October 17, 2007. The Committee Members discussed the possibility of rescheduling the meeting to October 25, 2007. Staff will inform the Committee members of the meeting date once it is confirmed.

Respectfully submitted,



Honey Bernas
Clerk of the Board