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## **EXECUTIVE COMMITTEE**

*The Executive Committee, consisting of the RCA Board Chairperson, Vice Chairperson, past Chairperson, and four members of the RCA Board of Directors, who oversee RCA administrative functions, staff functions, recommend staff positions, job descriptions and salaries, and consider such other matters as delegated to it by the Board.*

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**February 19, 2020, at 12:00 p.m.  
Western Riverside County Regional Conservation Authority  
Riverside Centre, RCA Conference Room  
3403 Tenth Street, Suite 320  
Riverside, California 92501**

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## **EXECUTIVE COMMITTEE MEMBERS**

**Jonathan Ingram, Chair**  
*City of Murrieta*

**Natasha Johnson, Vice Chair**  
*City of Lake Elsinore*

**Larry Greene**  
*City of Canyon Lake*

**Lesa Sobek**  
*City of Menifee*

**Crystal Ruiz**  
*City of San Jacinto*

**Kevin Jeffries**  
*County of Riverside, District 1*

**Jeffrey Hewitt**  
*County of Riverside, District 5*

***Honey Bernas, Interim Executive Director***



## EXECUTIVE COMMITTEE AGENDA\*

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\*Action(s) may be taken on any item listed on the agenda. Non-exempt materials related to an item on this agenda submitted to the RCA Executive Committee after distribution of the agenda packet are available for public inspection at the RCA Offices, 3403 10<sup>th</sup> Street, Suite 320, Third Floor, Riverside, California, 92501, during normal business hours. Such documents are also available on the Western Riverside County Regional Conservation Authority website at [www.wrc-rca.org](http://www.wrc-rca.org) subject to staff's ability to post the documents before the meeting. Alternative formats are available upon request by contacting the Clerk of the Board at (951) 955-9700. Notification of at least 72 hours prior to meeting time will assist staff in accommodating such requests.

**Wednesday, February 19, 2020**  
**12:00 p.m.**  
**Riverside Centre, RCA Conference Room**  
**3403 Tenth Street, Suite 320**  
**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 Executive 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** *At this time, members of the public can address the Executive Committee regarding any items within the subject matter jurisdiction of the RCA that are not separately listed on this agenda. Members of the public will have the opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Each individual speaker is limited to speak three (3) continuous minutes or less. Any person wishing to address the Executive Committee on any matter, whether or not it appears on this agenda, is requested to complete a Request to Speak Form available from the Clerk of the Board. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Executive Committee in writing and only pertinent points presented orally. Any written documents to be distributed or presented to the Executive Committee shall be submitted to the Clerk of the Board.*
- 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 15, 2020**

**7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORT FOR JANUARY 2020**

Overview – **STAFF REPORT**

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors receive and file the Western Riverside County MSHCP Fee Collection Report for January 2020; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**8. FISCAL YEAR 2020 SECOND QUARTER FINANCIAL REPORT**

Overview – **STAFF REPORT**

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2020 Second Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**9. MIDYEAR REVIEW RECURRING PROFESSIONAL SERVICES CONTRACTS**

Overview – **STAFF REPORT**

This item is for the RCA Executive Committee to:

- 1) Review and provide staff direction concerning RCA's recurring professional services contracts; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**10. RESOLUTION NO. 2020-002, RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY ADOPTING A SURPLUS REAL PROPERTY POLICY**

Overview – **STAFF REPORT**

This item is for the RCA Executive Committee to:

- 1) Recommend that the Board adopt Resolution No. 2020-002, Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Adopting a Surplus Real Property Policy; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**11. UPDATE REGARDING FIRE MANAGEMENT PLAN**

Overview

This item is for the RCA Executive Committee to discuss fire abatement processes on RCA lands.

**12. UPDATE REGARDING WEBSITE**

Overview

This item is for the RCA Executive Committee to discuss the RCA website.

**13. UPDATE CONCERNING THE CALIFORNIA POPPIES ON RCA RESERVE LAND IN THE WALKER CANYON AREA**

Overview

This item is for the RCA Executive Committee to discuss the California Poppies on RCA Reserve Lands in the Walker Canyon area.

**14. DISCUSSION AND POSSIBLE EXECUTIVE COMMITTEE ACTION CONCERNING MOUNTAIN BIKING IN THE MURRIETA HILLS AREA**

**15. FUTURE AGENDA ITEMS (Committee members are invited to suggest additional items to be brought forward for future discussion.)**

**RCA EXECUTIVE COMMITTEE AGENDA**

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**February 19, 2020**

**16. CLOSED SESSION**

**16.1 PUBLIC EMPLOYEE APPOINTMENT**

**Pursuant to Government Code Section 54957**

**Title: Executive Director**

**17. ADJOURNMENT**

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, March 18, 2020, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

**ACRONYMS**

# **AGENDA ITEM NO. 6**

## **Minutes**

**January 15, 2020**



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## EXECUTIVE COMMITTEE MEETING MINUTES Wednesday, January 15, 2020

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**1. CALL TO ORDER**

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Ingram at 12:00 p.m., Wednesday, January 15, 2020, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

**2. ROLL CALL** – was taken by April Boydd.

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Jonathan Ingram, Chair – City of Murrieta	Crystal Ruiz – City of San Jacinto
Natasha Johnson, Vice Chair – City of Lake Elsinore	
Lesa Sobek – City of Menifee	
Kevin Jeffries – County of Riverside, District 1	
Jeff Hewitt – County of Riverside, District 5	

*\*Arrived after start of meeting    \*\* Departed before meeting adjourned*

Tom Mullen, Interim Executive Director, requested that RCA Staff introduce themselves to the Executive Committee.

**3. PUBLIC COMMENTS**

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. APPROVAL OF MINUTES – November 20, 2019**

***M/S/C (City of Lake Elsinore/City of Menifee) to approve the minutes of the November 20, 2019, meeting of the Executive Committee as submitted.***

***(5 Ayes, 0 Nays, 0 Abstain)***

**7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORT FOR NOVEMBER AND DECEMBER 2019**

Jennifer Fuller, Director of Administrative Services, reported that for the months of November and December 2019, the total of fee collection receipts was \$2,263,180.

***M/S/C (County of Riverside District 5/City of Lake Elsinore) to approve this item as recommended:***

- 1) Recommend that the RCA Board of Directors receive and file the Western Riverside County MSHCP Fee Collection Report for November and December 2019; and
- 2) Authorize staff to agendaize this matter for the February 3, 2020, meeting of the RCA Board of Directors.

***(5 Ayes, 0 Nays, 0 Abstain)***

**8. DISCUSSION CONCERNING WILDFIRE ISSUES**

Tom Mullen, Interim Executive Director, stated that Dave Driscoll, who worked for CDF, will work to create the Fire Management Plan. He will be attending meetings with the County of Riverside, CDF, and U.S. Forestry regarding a Fire Management Plan. RCA will follow-up on insurance.

John Field presented a map of the RCA areas of concern for fire risk.

Chair Ingram stated that RCA will be working on fire risk concerns over the next few months and will bring back more information as warranted.

Tom Mullen requested that the Executive Committee refer concerned constituents to the RCA as soon as possible.

Chair Ingram stated that Mr. Mullen will be essential in working with Sacramento and D.C. to try and get peripheral funding.



Board Member Hewitt stated that RCA needs to apply for every source of funds.

Chair Ingram mentioned that RCA will be meeting with the Wildlife Agencies to see if it's possible to use setback areas as defensible space and maintain them for areas that do not. He also stated that if RCA is able to do maintenance through the federal government that might allow for funding.

Board Member Hewitt mentioned the importance of insurance policies and having a Wildland Fire Agreement with the State.

## **9. DISCUSSION CONCERNING MOUNTAIN BIKING**

Tom Mullen, Interim Executive Director, stated that Tricia Campbell is setting up a meeting with several groups regarding mountain biking issues.

Chair Ingram stated that multiple HOA's parallel open space areas. He stated that a year ago, there were approximately 17 to 18 miles of trails. There are now approximately 365 miles of trails built without permission affecting protected areas.

Tom Mullen stated that the Board of Supervisors might want to look at getting 5,000 to 10,000 acres in the Anza area to provide a recreational area for riders. If RCA can get a viable source of funding, maybe the RCA could assist with mitigation.

Chair Ingram stated that locals need access to the local trails. He stated that they looked at remapping everything to create trails and met with Walmart and bicycle groups and they are all onboard to participate. The big problem is that the riders are leaving trash and are trespassing on protected lands. There needs to be a mechanism in place to hold them accountable.

Board Member Hewitt stated that if RCA is going to restrict the riders on where they can ride, then they need to find lands for the riders to safely ride on and will need to find a way to maintain those lands.

Vice Chair Johnson stated that the challenge is creating a mechanism that will successfully hold the riders accountable and be sustainable and consistent.

Chair Ingram stated that RCA is looking at who can help with funding and an endowment. He will be working with RCA staff to create a mapping system of the areas the public can ride in and the cost associated with it.

Chair Ingram stated that Tricia Campbell is working to set up a meeting to work through these issues. The key to everything coming together will be bringing in the bike manufacturers, bicycle clubs, equestrians, and others involved.

## **10. EXECUTIVE DIRECTOR'S REPORT**

### **10.1 UPDATE REGARDING WEBSITE**

Tom Mullen, Interim Executive Director, stated that RCA staff had a meeting Tuesday to go over the website. He stated that staff will be making some slight modifications. The RCA should be able to bring the website to the next Executive Committee meeting for a preview.

Chair Ingram asked if a calculator will be on the website to assist the public in totaling the estimated fees.

Tom Mullen stated that he will look into the calculator on the website.

Vice Chair Johnson asked what the timeline is for the website to be finished.

Tom Mullen stated that RCA should be able to bring the website forward at the next Executive Committee meeting.

Chair Ingram requested that RCA staff forward the link to the Executive Committee for review if the website is finished before the next Executive Committee meeting.

Vice Chair Johnson asked why the Executive Committee needs to see the website first.

Chair Ingram stated that he wants the Executive Committee to make sure that it has everything that is supposed to be incorporated. He wants to make sure the city or the public can access all of the documents they need. He also wants to make sure they can access a calculator that will estimate the MSHCP fee associated with their project.

Tom Mullen stated that having the public be able to go on the website and pull up the area they are interested in and calculate the MSHCP fees will save staff time and give the public an idea of the estimated fees associated with the land they are interested in.

Board Member Hewitt stated that it needs to be clear when using the calculator that it is only an estimate.

### **10.2 NEXUS STUDY UPDATE**

Honey Bernas, Deputy Executive Director, stated that RCA staff and the Chair had a conference call with the BIA.

## RCA EXECUTIVE COMMITTEE MINUTES

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January 15, 2020

Tom Mullen stated that RCA staff set the BIA up with the RCA's contractor so that they can go over the numbers together. RCA staff will meet again with the BIA to discuss the numbers once they have had time to review them and possibly bring to the Board in March depending on how things go with the BIA.

Tom Mullen stated that it is important to understand that these are not bondable fees, which means that in a recession RCA will not receive as much funding. RCA needs a bondable source of funds.

Chair Ingram stated that in regards to the Nexus Study if RCA does a onetime fee it is so astronomical it won't work and that he does not see another option, but to extend the plan a minimum of another 15 years to reduce the impact. RCA needs to focus on bondable funds and make sure that the BIA and everyone else is on board to figure out how to fund the Plan.

### 11. **FUTURE AGENDA ITEMS:** *(Committee members are invited to suggest additional items to be brought forward for future discussion.)*

Chair Ingram stated that RCA will be working with Lake Elsinore regarding the Poppy issue and they will be working with the Wildlife Agencies regarding the Lake's Edge (Lakeshore Town Center Project) to assist the city in any way possible.

Chair Ingram requested that a discussion be brought back to the Executive Committee to look at a way for RCA to offer people the ability to pay fees in advance and possibly for RCA to collect fees directly. He also requested that Steve DeBaun, General Counsel, reach out to WRCOG on their process and bring the information back to the Executive Committee.

Chair Ingram requested that the Poppy issue be added to the February Board of Directors meeting for discussion.

Vice Chair Johnson requested that RCA add an update on the recruitment process for the Executive Director to every future Executive Committee agenda until the Executive Director is hired.

Board Member Hewitt requested a smooth transition in management and for RCA to keep doing what they are doing and find better funding sources.

Vice Chair Johnson requested that RCA continue to focus on transparency and bringing awareness to RCA.

### 12. **CLOSED SESSION ITEMS:**

- 12.1 **PUBLIC EMPLOYEE APPOINTMENT**  
**Pursuant to Government Code Section 54957**  
**Title: Executive Director**

**RCA EXECUTIVE COMMITTEE MINUTES**

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January 15, 2020

After closed session, the meeting was reconvened. There were no announcements from General Counsel on closed session.

**13. ADJOURNMENT**

There being no more items before the Executive Committee, Chairman Ingram adjourned the meeting at 1:10 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, February 19, 2020, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

Prepared by:



April Boydd  
Administrative Manager

Respectfully submitted:



Jennifer Fuller  
Director of Administrative Services

# **AGENDA ITEM NO. 7**

## **Staff Report**

### **Western Riverside County MSHCP Fee Collection Reports for January 2020**

*Regional Conservation Authority*

**WESTERN RIVERSIDE COUNTY  
MSHCP FEE COLLECTION REPORT FOR  
JANUARY 2020**

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**STAFF CONTACT**

**Jennifer Fuller  
Director of Administrative Services  
(951) 955-9700**

**BACKGROUND**

The RCA Executive Committee directed staff to report on Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) Local Development Mitigation Fee (LDMF) Collection and Civic/Infrastructure Contribution on a monthly basis.

Attached is the report for January 2020. The report was prepared on a cash basis and, therefore, reflects the cash received by RCA during that month.

**STAFF RECOMMENDATIONS**

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors receive and file the Western Riverside County MSHCP Fee Collection Reports for January 2020; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**ATTACHMENT**

Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for January 2020

# **AGENDA ITEM NO. 7**

## **Attachment 1**

### **Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for January 2020**

**WESTERN RIVERSIDE COUNTY MSHCP LDMF COLLECTION AND  
CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR JANUARY 2020  
CASH BASIS**

LOCAL DEVELOPMENT MITIGATION FEE COLLECTIONS						
City/County	Month	REMITTED			EXEMPTIONS & FEE CREDITS	
		Residential Permits	Commercial/Industrial Acres	Amount Remitted	Residential Permits	Amount
City of Banning	December - No Activity					
City of Beaumont	November	69		\$149,592		
	December	58	4.3	\$157,782		
City of Calimesa	December	16		\$34,688		
City of Canyon Lake	December	1		\$2,168		
City of Corona	December-Pending					
City of Eastvale	December	10		\$15,440		
City of Hemet	December	1	1.9	\$16,353		
City of Jurupa Valley	December	29	0.3	\$65,379		
City of Lake Elsinore	December	1	14.4	\$108,100		
	Summerly Project*				13	\$28,184
City of Menifee	November	92		\$199,456		
	December	77		\$159,136		
City of Moreno Valley	December	37		\$80,216		
City of Murrieta	October	11	18.9	\$163,606		
	December		1.3	\$9,375		
City of Norco	December-Pending					
City of Perris	December-Pending					
City of Riverside	December-Pending					
City of San Jacinto	December	16		\$34,688		
City of Temecula	October	40		\$45,080		
	November	57		\$65,280		
	December	66		\$76,464		
City of Wildomar	November	1		\$2,168		
	December	5		\$10,840		
County of Riverside	January	123	43.7	\$589,102		
	<b>Total LDMF Collections</b>	<b>710</b>	<b>84.8</b>	<b>\$1,984,912</b>	<b>13</b>	<b>\$ 28,184</b>

CIVIC AND INFRASTRUCTURE CONTRIBUTIONS	
No Activity	
<b>Total Civic/Infrastructure Contributions</b>	<b>\$0</b>

**TOTAL JANUARY 2020 \$1,984,912**

\* Summerly Project - Development agreement dated 8/24/04. Settlement Agreement with RCA per MOA dated 11/6/17.



# **AGENDA ITEM NO. 8**

## **Staff Report**

### **Fiscal Year 2020 Second Quarter Financial Report**

*Regional Conservation Authority***FISCAL YEAR 2020 SECOND QUARTER  
FINANCIAL REPORT****STAFF CONTACT****Jennifer Fuller  
Director of Administrative Services  
(951) 955-9700****BACKGROUND**

Attached is the Fiscal Year 2020 Second Quarter Financial Report, which includes an Executive Summary (cash balance summary and financial statement overview), detailed financial statements, and MSHCP Fee Collections Reports.

As of December 31, 2019, the RCA acquired 13 new properties totaling 245 acres valued at approximately \$3.1 million. In addition, the RCA received four land donations with a combined 64 acres and an estimated value of about \$1.7 million. The RCA is currently working with California Wildlife Conservation Board (WCB) and U.S. Fish and Wildlife Services (USFWS) to obtain federal and state funding of \$435 thousand and \$234 thousand, respectively, for three properties. Additionally, the RCA is negotiating various land acquisitions with property owners which are eligible for federal and/or state funding. Prior to June 30, 2020, staff projects acquiring at least 603 acres of additional land reserve and 50 conservation bank credits for Delhi Sands Flower-loving fly, which have been previously approved by RCA Board.

Member Agencies remitted \$8.1 million in local development mitigation fees to the RCA for the first half of the fiscal year. This represents 56% of the budgeted mitigation revenues for the year. Staff is projecting \$15.2 million in mitigation fees by June 30, 2020. As of December 31, 2019, the Member Agencies reported 3,232 new residential units and 268 acres of new commercial/industrial development. Last year, the RCA had collected \$9.1 million in local development mitigation fees as of December 31, 2018. The decline in fees is primarily attributable to a decline in new commercial/industrial development acreage from 434 acres in prior year to 268 acres in the new year.

RCA received Tipping Fees of \$1.7 million for the first two quarters of Fiscal Year 2020, which represent about 52% of the budgeted \$3.3 million for the year. As of December 31, 2019, about 1.2 million tons of out-of-county tonnage were reported by the Riverside County Department of Waste Resources. Staff is confident tipping fees by June 30, 2020 will reach the budgeted revenues for the year.

## **STAFF RECOMMENDATIONS**

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2020 Second Quarter Financial Report; and
- 2) Authorize staff to agendaize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

## **ATTACHMENTS**

1. Executive Summary (Cash Balance Summary and Financial Statement Overview)
2. Detailed Financial Statements
3. MSHCP Fee Collection Reports

# **AGENDA ITEM NO. 8**

## **Attachment 1**

### **Fiscal Year 2020 Second Quarter Financial Report**

## **Fiscal Year 2020 Second Quarter Financial Report**

**July 1, 2019 – December 31, 2019**

*Preserving our open space heritage • Protecting our economy • Building our future*



# Cash Balance Summary

July 1, 2019 – December 31, 2019

<b>Balance as of 07-01-19</b>	<b>\$ 42,143,971</b>
<b>Cash Receipts 07-01-19 through 12-31-19</b>	<b><u>14,568,256</u></b>
<b>Cash Available</b>	<b>56,712,227</b>
<b>Cash Disbursements 7-01-19 through 12-31-19</b>	<b><u>(7,756,226)</u></b>
<b>Cash Balance as of 12-31-19</b>	<b><u>\$ 48,956,001</u></b>

# Budget to Actual and FYE Projections

July 1, 2019 – December 31, 2019

<b>RCA Operations (935100)</b>	<b>Adjusted Budget</b>	<b>Actual</b>	<b>Year-End Projections</b>
<b>Revenue</b>	<b>\$ 849,110</b>	<b>\$ 461,534</b>	<b>\$ 883,879</b>
<b>Appropriations:</b>			
<b>Salaries &amp; Benefits</b>	<b>483,970</b>	<b>251,655</b>	<b>339,557</b>
<b>Supplies &amp; Services</b>	<b>330,140</b>	<b>125,000</b>	<b>311,171</b>
<b>Equipment-Office</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>
<b>Total Appropriations</b>	<b>\$ 849,110</b>	<b>\$ 376,655</b>	<b>\$ 685,728</b>
<b>Net Operating Position</b>	<b>\$ 0</b>	<b>\$ 84,879</b>	<b>\$ 198,151</b>

# Budget to Actual and FYE Projections

July 1, 2019 – December 31, 2019

<b>Land Management &amp; Monitoring (935300)</b>	<b>Budget</b>	<b>Actual</b>	<b>Year-End Projections</b>
<b><u>Revenue</u></b>	<b>\$ 3,400,130</b>	<b>\$ 1,811,914</b>	<b>\$ 3,521,507</b>
<b><u>Appropriations:</u></b>			
<b>Salaries &amp; Benefits</b>	<b>494,090</b>	<b>232,040</b>	<b>489,379</b>
<b>Supplies and Services</b>	<b>2,836,040</b>	<b>1,160,599</b>	<b>2,789,603</b>
<b>Other Charges</b>	<b>70,000</b>	<b>3,917</b>	<b>65,000</b>
<b>Total Appropriations</b>	<b>\$ 3,400,130</b>	<b>\$ 1,396,556</b>	<b>\$ 3,343,982</b>
<b>Net Operating Position</b>	<b>\$ 0</b>	<b>\$ 415,358</b>	<b>\$ 177,525</b>



# Budget to Actual and FYE Projections

July 1, 2019 – December 31, 2019

Land Acquisition (935201)	Budget	Actual	Year-End Projections
<b>Revenue</b>	<b>\$ 27,368,620</b>	<b>\$ 13,342,626</b>	<b>\$ 28,471,532</b>
<b>Appropriations:</b>			
Salaries & Benefits	1,815,940	862,704	1,795,544
Supplies & Services	1,922,990	880,812	1,875,441
Interest-Notes	1,927,105	1,033,075	1,066,275
Capital Assets	24,202,585	4,990,098	24,184,476
<b>Total Appropriations</b>	<b>\$ 29,868,620</b>	<b>\$ 7,766,689</b>	<b>\$ 28,921,736</b>
<b>Net Operating Position</b>	<b>\$ (2,500,000)</b>	<b>\$ 5,575,937</b>	<b>\$ (450,204)</b>

# Staff Recommendations

That the RCA Executive Committee –

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2020 Second Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the March 2, 2020 meeting of the RCA Board of Directors.

# **AGENDA ITEM NO. 8**

## **Attachment 2**

### **Detailed Statements for Fiscal Year 2020 Second Quarter Financial Report**

**Regional Conservation Authority**  
**Budget vs. Actual Comparison as of December 31, 2019**  
**General Fund - 935100 Operations**

		Adjusted Budget	Actual	% of Actual to Budget	Note No.	Projection through 6/30/20	Variance with Budget
<b>REVENUES</b>							
740020	Interest-Invested Funds	\$ 189,000	\$ 123,924	66%	1	\$ 210,671	\$ 21,671
740040	Interest-Other	-	94	N/A		94	94
769240	Other Gov MSHCP Infrastructure	30,000	-	0%		30,000	-
769260	Other Gov MSHCP Civic Projects	25,000	2,904	12%	3	25,000	-
771410	Flood Control District	31,110	31,110	100%	4	31,110	-
777860	Joint Project Review	100,000	66,502	67%		113,004	13,004
781520	Tipping Fees	474,000	237,000	50%		474,000	-
<b>Total Revenues</b>		<b>\$ 849,110</b>	<b>\$ 461,534</b>	<b>54%</b>		<b>\$ 883,879</b>	<b>\$ 34,769</b>
<b>EXPENDITURES</b>							
510040	Regular Salaries	\$ 109,130	\$ 51,715	47%		\$ 106,878	\$ 2,252
510200	Payoff Permanent-Seasonal	310,000	169,053	55%		169,053	140,947
510440	Annual Leave Buydown	3,310	295	9%		2,590	720
515200	Retiree Health Insurance	520	28	5%		520	-
518100	Budgeted Benefits	61,010	30,564	50%		60,517	493
<b>Subtotal Salaries and Benefits</b>		<b>483,970</b>	<b>251,655</b>	<b>52%</b>		<b>339,557</b>	<b>144,413</b>
520200	Communications	75	48	64%		56	19
520270	County Delivery Services	150	144	96%		144	6
520320	Telephone Service	15	1	7%		15	-
520940	Insurance-Other	1,565	736	47%	8	1,472	93
521360	Maint-Computer Equipment	1,260	600	48%		1,200	60
521540	Maint-Office Equipment	225	75	33%		200	25
521640	Maint-Software	355	268	75%		355	-
523100	Memberships	375	281	75%		281	94
523230	Miscellaneous Expense	1,460	109	7%		1,218	242
523620	Books/Publications	15	-	0%		15	-
523640	Computer Equip-Non Fixed Asset	270	116	43%		232	38
523660	Computer Supplies	35	-	0%		35	-
523680	Office Equip Non Fixed Assets	300	-	0%		300	-
523700	Office Supplies	300	59	20%		318	(18)
523760	Postage-Mailing	200	70	35%		140	60
523800	Printing/Binding	150	85	57%		120	30
523840	Computer Equipment-Software	165	15	9%		130	35
524560	Auditing and Accounting	13,190	5,053	38%	9	13,106	84
524900	GIS Services	330	150	45%	10	330	-
525020	Legal Services	90,000	6,418	7%	11	72,836	17,164
525140	Personnel Services	540	252	47%	12	504	36
525840	RCIT Device Access	840	344	41%	13	688	152
525850	RCIT Device Public	15	-	0%		15	-
526700	Rent-Lease Bldgs	5,880	2,924	50%	14	5,848	32
527780	Special Program Expense	600	-	0%		600	-
527840	Training-Education/Tuition	100	8	8%		66	34
527980	Contracts	207,650	106,332	51%	15	207,164	486
528120	Board/Commission Expense	1,920	370	19%		1,740	180
528140	Conference/Registration Fees	125	-	0%		125	-
528900	Air Transportation	230	15	7%		230	-
528960	Lodging	340	58	17%		316	24
528980	Meals	690	301	44%		602	88
529000	Miscellaneous Travel Expense	15	26	173%		26	(11)
529010	Parking Validation	160	-	0%		160	-
529040	Private Mileage Reimbursement	600	142	24%		584	16
<b>Subtotal Services and Supplies</b>		<b>330,140</b>	<b>125,000</b>	<b>38%</b>		<b>311,171</b>	<b>18,969</b>
546140	Equipment-Office	35,000	-	0%		35,000	-
<b>Subtotal Capital Outlay</b>		<b>35,000</b>	<b>-</b>	<b>0%</b>		<b>35,000</b>	<b>-</b>
<b>Total Expenditures</b>		<b>\$ 849,110</b>	<b>\$ 376,655</b>	<b>44%</b>		<b>\$ 685,728</b>	<b>\$ 163,382</b>
<b>Net Operating Position</b>		<b>\$ -</b>	<b>\$ 84,879</b>			<b>\$ 198,151</b>	<b>\$ 198,151</b>

**Regional Conservation Authority**  
**Budget vs. Actual Comparison as of December 31, 2019**  
**General Fund - 935300 Land Management and Monitoring**

		Budget	Actual	% of Actual to Budget	Note No.	Projection through 06/30/20	Variance with Budget
<b>REVENUES</b>							
740020	Interest-Invested Funds	\$ 190,000	\$ 124,821	66%	1	\$ 212,196	\$ 22,196
741000	Rents	92,000	45,287	49%	2	93,194	1,194
769240	Other Gov MSHCP Infrastructure	30,000	-	0%		30,000	-
769260	Other Gov MSHCP Civic Projects	25,000	-	0%	3	25,000	-
771410	Flood Control District	127,970	127,970	100%	4	127,970	-
777520	Reimbursement for Services	59,160	5,475	9%		16,425	(42,735)
781360	Other Misc. Revenue	26,000	10,230	39%		20,460	(5,540)
781520	Tipping Fees	2,850,000	1,498,131	53%	7	2,996,262	146,262
<b>Total Revenues</b>		<b>\$ 3,400,130</b>	<b>\$ 1,811,914</b>	<b>53%</b>		<b>\$ 3,521,507</b>	<b>\$ 121,377</b>
<b>EXPENDITURES</b>							
510040	Regular Salaries	333,930	163,461	49%		332,371	1,559
510440	Annual Leave Buydown	14,060	-	0%		14,000	60
515200	Retiree Health Insurance	1,590	151	9%		1,590	-
518100	Budgeted Benefits	144,510	68,428	47%		141,418	3,092
<b>Subtotal Salaries and Benefits</b>		<b>494,090</b>	<b>232,040</b>	<b>47%</b>		<b>489,379</b>	<b>4,711</b>
520200	Communications	400	167	42%		334	66
520320	Telephone Service	80	6	8%		62	18
520940	Insurance-Other	9,220	3,927	43%	8	7,854	1,366
521360	Maint-Computer Equipment	6,720	3,200	48%		6,600	120
521540	Maint-Office Equipment	1,200	432	36%		1,064	136
521640	Maint-Software	1,890	1,403	74%		1,890	-
523100	Memberships	2,115	1,499	71%		1,499	616
523230	Miscellaneous Expense	1,410	503	36%		1,406	4
523620	Books/Publications	80	-	0%		50	30
523640	Computer Equip-Non Fixed Asset	1,440	640	44%		1,280	160
523660	Computer Supplies	195	-	0%		195	-
523680	Office Equip Non Fixed Assets	1,600	-	0%		1,600	-
523700	Office Supplies	1,600	315	20%		1,630	(30)
523760	Postage-Mailing	1,040	293	28%		986	54
523800	Printing/Binding	800	454	57%		750	50
523840	Computer Equipment-Software	880	78	9%		856	24
524560	Auditing and Accounting	15,830	6,496	41%	9	14,992	838
524900	GIS Services	1,760	800	45%	10	1,760	-
525020	Legal Services	100,000	20,110	20%	11	85,220	14,780
525140	Personnel Services	2,880	1,342	47%	12	2,684	196
525840	RCIT Device Access	4,480	1,834	41%	13	3,668	812
525850	RCIT Device Public	65	-	0%		65	-
526700	Rent-Lease Bldgs	31,330	15,595	50%	14	31,190	140
527780	Special Program Expense	3,200	-	0%		3,200	-
527840	Training-Education/ Tuition	530	43	8%		386	144
527980	Contracts	2,619,520	1,097,060	42%	15	2,594,120	25,400
528120	Board/Commission Expense	10,240	1,975	19%		9,950	290
528140	Conference/Registration Fees	3,055	334	11%		2,668	387
528900	Air Transportation	2,015	81	4%		1,662	353
528960	Lodging	3,525	312	9%		3,324	201
528980	Meals	1,510	147	10%		1,494	16
529000	Miscellaneous Travel Expense	80	65	81%		80	-
529010	Parking Validation	850	-	0%		850	-
529040	Private Mileage Reimbursement	2,200	811	37%		2,122	78
529080	Rental Vehicles	300	71	24%		300	-
529500	Electricity	2,000	606	30%		1,812	188
<b>Subtotal Services and Supplies</b>		<b>2,836,040</b>	<b>1,160,599</b>	<b>41%</b>		<b>2,789,603</b>	<b>46,437</b>
535220	Assessments & HOA	70,000	3,917	6%		65,000	5,000
<b>Subtotal Other Charges</b>		<b>70,000</b>	<b>3,917</b>	<b>6%</b>		<b>65,000</b>	<b>5,000</b>
<b>Total Expenditures</b>		<b>\$ 3,400,130</b>	<b>\$ 1,396,556</b>	<b>41%</b>		<b>\$ 3,343,982</b>	<b>\$ 56,148</b>
<b>Net Operating Position</b>		<b>\$ -</b>	<b>\$ 415,358</b>			<b>\$ 177,525</b>	<b>\$ 177,525</b>

**Regional Conservation Authority**  
**Budget vs. Actual Comparison as of December 31, 2019**  
**Capital Projects Fund - 935201 Land Acquisition**

		Adjusted Budget	Actual	% of Actual to Budget	Note No.	Projection through 6/30/20	Variance with Budget
<b>REVENUES</b>							
711040	Measure A-Local St & Rds	\$ 3,000,000	\$ 3,000,000	100%		\$ 3,000,000	\$ -
722000	Mitigation Fee	3,750,000	-	0%		3,750,000	-
740020	Interest-Invested Funds	280,000	192,544	69%	1	327,325	47,325
740040	Interest-Other	-	59	N/A		59	59
751680	CA-Grant Revenue	1,077,000	-	0%		1,077,000	-
766600	Fed-Capital Grants and Contrib	2,000,000	-	0%		2,000,000	-
769240	Other Gov MSHCP Infrastructure	34,700	-	0%		34,700	-
771410	Flood Control District	180,920	73,253	40%		180,920	-
777170	Development Mitigation Fees	14,600,000	8,115,758	56%	5	15,231,516	631,516
777600	TUMF Revenue-Developer Fees	1,000,000	250,000	25%		1,000,000	-
781220	Capital Contributions & Donations	1,431,000	1,652,000	115%		1,811,000	380,000
781360	Other Miscellaneous Revenue	15,000	59,012	393%	6	59,012	44,012
<b>Total Revenues</b>		<b>\$ 27,368,620</b>	<b>\$ 13,342,626</b>	<b>49%</b>		<b>\$ 28,471,532</b>	<b>\$ 1,102,912</b>
<b>EXPENDITURES</b>							
510040	Regular Salaries	\$ 1,234,940	\$ 608,761	49%		\$ 1,227,668	\$ 7,272
510440	Annual Leave Buydown	46,630	5,614	12%		46,228	402
515200	Retiree Health Insurance	5,890	765	13%		5,890	-
518100	Budgeted Benefits	528,480	247,564	47%		515,758	12,722
<b>Subtotal Salaries and Benefits</b>		<b>1,815,940</b>	<b>862,704</b>	<b>48%</b>		<b>1,795,544</b>	<b>20,396</b>
520200	Communications	2,025	685	34%		1,970	55
520320	Telephone Service	405	29	7%		358	47
520940	Insurance-Other	45,215	21,339	47%	8	42,678	2,537
521360	Maint-Computer Equip	34,020	16,200	48%		33,400	620
521540	Maint-Office Equipment	6,075	2,188	36%		5,876	199
521640	Maint-Software	9,555	7,252	76%		9,504	51
523100	Memberships	10,210	6,415	63%		10,210	-
523230	Miscellaneous Expense	7,130	2,912	41%		6,824	306
523620	Books/Publications	405	-	0%		405	-
523640	Computer Equip-Non Fixed Asset	7,290	3,247	45%		6,994	296
523660	Computer Supplies	970	-	0%		970	-
523680	Office Equip Non Fixed Assets	8,100	-	0%		8,100	-
523700	Office Supplies	8,100	1,594	20%		7,188	912
523760	Postage-Mailing	5,260	1,511	29%		5,022	238
523800	Printing/Binding	4,050	2,296	57%		4,000	50
523840	Computer Equipment-Software	4,455	393	9%		3,786	669
524560	Auditing and Accounting	119,580	48,807	41%	9	119,114	466
524900	GIS Services	8,910	4,050	45%	10	8,098	812
525020	Legal Services	660,000	325,703	49%	11	649,906	10,094
525140	Personnel Services	14,580	6,792	47%	12	14,084	496
525840	RCIT Device Access	22,680	9,287	41%	13	22,574	106
525850	RCIT Device Public	320	-	0%		320	-
526700	Rent-Lease Bldgs	158,590	78,951	50%	14	157,902	688
527780	Special Program Expense	16,200	-	0%		16,200	-
527840	Training-Education/Tuition	2,670	219	8%		2,238	432
527980	Contracts	651,550	318,064	49%	15	636,128	15,422
528120	Board/Commission Expense	51,840	15,328	30%		40,656	11,184
528140	Conference/Registration Fees	3,320	-	0%		3,320	-
528280	Imaging Supplies	2,500	848	34%		2,496	4
528900	Air Transportation	17,755	757	4%		17,514	241
528920	Car Pool Expense	500	75	15%		500	-
528960	Lodging	21,135	1,578	7%		20,156	979
528980	Meals	5,600	1,111	20%		5,222	378
529000	Miscellaneous Travel Expense	1,105	329	30%		1,058	47
529010	Parking Validation	4,290	-	0%		4,290	-
529040	Private Mileage Reimbursement	6,200	2,490	40%		5,980	220
529080	Rental Vehicles	400	362	91%		400	-
<b>Subtotal Services and Supplies</b>		<b>1,922,990</b>	<b>880,812</b>	<b>46%</b>		<b>1,875,441</b>	<b>47,549</b>
532600	Principal Payment	1,842,105	1,000,000	54%		1,000,000	842,105
534000	Interest Notes-Warrants	85,000	33,075	39%	16	66,275	18,725
<b>Subtotal Other Charges</b>		<b>1,927,105</b>	<b>1,033,075</b>	<b>54%</b>		<b>1,066,275</b>	<b>860,830</b>
540040	Land	24,172,585	4,985,268	21%	17	24,164,816	7,769
540060	Improvements-Land	30,000	4,830	16%		19,660	10,340
<b>Subtotal Capital Outlay</b>		<b>24,202,585</b>	<b>4,990,098</b>	<b>21%</b>		<b>24,184,476</b>	<b>18,109</b>
<b>Total Expenditures</b>		<b>\$ 29,868,620</b>	<b>\$ 7,766,689</b>	<b>26%</b>		<b>\$ 28,921,736</b>	<b>\$ 946,884</b>
<b>Net Operating Position</b>		<b>\$ (2,500,000)</b>	<b>\$ 5,575,937</b>			<b>\$ (450,204)</b>	<b>\$ 2,049,796</b>

**Regional Conservation Authority  
Notes to Financial Reports  
December 31, 2019**

	Operations	Land Management and Monitoring	Land Acquisition	Total RCA
<b>REVENUES:</b>				
1) Interest from Riverside County Treasurer Pool				
1st quarter interest at 2.2%	\$65,223	\$65,695	\$101,339	\$232,257
2nd quarter interest at 2.2% (Estimated)	58,701	59,126	91,205	209,032
Total Interest	<u>\$123,924</u>	<u>\$124,821</u>	<u>\$192,544</u>	<u>\$441,289</u>
2) Rent revenues from the following sources:				
Goodhart		\$2,580		
Great Horses of America		3,000		
KCAA Radio		4,268		
Archery Club		1,500		
Cell Tower Lease		30,439		
Lockheed Lease		500		
Beekeepers		3,000		
Total Rent		<u>\$45,287</u>		
3) Civic contributions from Member Agencies:				
City of Lake Elsinore - Lakeshore Dr Parking Lot	\$2,904			
Total Civic	<u>\$2,904</u>			
4) Contributions from Riverside County Flood Control:				
South Norco Channel Stage 6 MDP Line S	\$31,110	\$127,970	\$73,253	\$232,333
Total Flood Control	<u>\$31,110</u>	<u>\$127,970</u>	<u>\$73,253</u>	<u>\$232,333</u>
5) Mitigation fees through December 31, 2019 are as follows:				
City of Banning			\$19,512	
City of Beaumont			509,196	
City of Calimesa			290,512	
City of Canyon Lake			10,840	
City of Corona			136,874	
City of Eastvale			518,297	
City of Hemet			108,703	
City of Jurupa Valley			561,164	
City of Lake Elsinore			249,766	
City of Menifee			1,052,040	
City of Moreno Valley			733,661	
City of Murrieta			825,014	
City of Norco			26,206	
City of Perris			530,838	
City of Riverside			263,178	
City of San Jacinto			179,474	
City of Temecula			242,671	
City of Wildomar			120,059	
County of Riverside			1,737,752	
Total Mitigation			<u>\$ 8,115,758</u>	

**Regional Conservation Authority**  
**Notes to Financial Reports**  
**December 31, 2019**

	Operations	Land Management and Monitoring	Land Acquisition	Total RCA
<b>REVENUES (Continued):</b>				
6) Miscellaneous Revenues were received as follows:				
Deposit Agreements			\$24,542	
Shamblem Property Reimbursement			23,638	
Land Management Services		10,230		
County reimbursement			10,832	
Total Miscellaneous Revenues		\$10,230	\$59,012	

7) RCA receives \$1.50 per ton for the out-of-county tonnage. In addition, RCA receives a maximum of \$400,000 annually for the in-county tonnage.

	Out-of-County Tonnage			
July 2019	208,873	\$39,500	\$273,810	\$313,310
August 2019	192,930	39,500	249,895	289,395
September 2019	181,308	39,500	232,462	271,962
October 2019	211,027	39,500	277,041	316,541
November 2019 (Estimated)	181,308	39,500	232,462	271,962
December 2019 (Estimated)	181,308	39,500	232,462	271,962
Total Tipping Fees	1,156,754	\$237,000	\$1,498,131	\$1,735,131

**EXPENDITURES:**

8) Insurance provided by SDRMA:				
General & Property	\$736	\$3,927	\$21,339	\$26,002
9) Auditing and Accounting consists of the following:				
Brown, Armstrong Accountancy Corp	\$4,969	\$6,048	\$46,983	\$58,000
County Auditor-Controller's Office	84	448	1,824	2,356
Total Auditing and Accounting	\$5,053	\$6,496	\$48,807	\$60,356
10) GIS Services				
Digital Globe	\$150	\$800	\$4,050	\$5,000
11) Legal Services as follows:				
Best, Best and Krieger	\$6,418	\$20,110	\$325,703	\$352,232
12) Personnel services by County Human Resources:				
Approx. \$1,290 per employee annually	\$252	\$1,342	\$6,792	\$8,385
13) RCIT Device Charges				
RCIT Monthly \$1,911	\$344	\$1,834	\$9,287	\$11,465
14) Rent & lease building cost:				
RCA office monthly rent \$16,309	\$2,924	\$15,595	\$78,951	\$97,470



**Regional Conservation Authority**  
**Notes to Financial Reports**  
**December 31, 2019**

	Operations	Land Management and Monitoring	Land Acquisition	Total RCA
<b><u>EXPENDITURES (CONTINUED):</u></b>				
15) Contract services are as follows:				
Dudek	\$102,082	\$23,240	\$52,528	\$177,850
Economic & Planning Systems	746	3,979	20,142	24,866
EDA Real Estate Services			30,440	30,440
Hogan Lovells			75,000	75,000
Kadesh			37,500	37,500
OPR Communications	3,504	18,690	94,618	116,812
Parks & Open-Space Dist.-Land Mgmt.		472,361	5,343	477,704
Thomas Mullen (Reimbursable Expenditures)			2,495	2,495
SAWA		578,790		578,790
Total Contracts	<u>\$106,332</u>	<u>\$1,097,060</u>	<u>\$318,064</u>	<u>\$1,521,456</u>
16) Interest to Riverside County on Loan				
Interest rate at average 2019 Treasurer Pool Investment rate of 2.2%			<u>\$33,075</u>	
17) Land acquisition costs are as follows:				
Properties donated to the RCA:				
RCTC McAlister Donation			\$505,000	
Circle K Donation			12,000	
Kollar Donation			245,000	
Layman Hopper Donation			890,000	
Subtotal Donated Properties			<u>\$1,652,000</u>	
Properties acquired:				
Stump Property			889,483	
Butcher Property			48,106	
Bates Property			57,233	
Wilder Property			318,174	
Gentry Property			573,172	
Fletcher Property			211,875	
Cleveland Property			171,709	
Hernandez Property			262,068	
Yeh Property			206,860	
Eddy Property			71,277	
Marrelli Property			41,062	
Tuscany Hills, Phase 3			85,270	
Wang Property			171,709	
Consultants Costs:				
EDA Real Estate Services			208,808	
Escrow Fees			8,119	
Best Best & Krieger			3,000	
Parks & Open-Space Dist.			5,343	
Total Land Acquisition Costs			<u>\$4,985,268</u>	

# **AGENDA ITEM NO. 8**

## **Attachment 3**

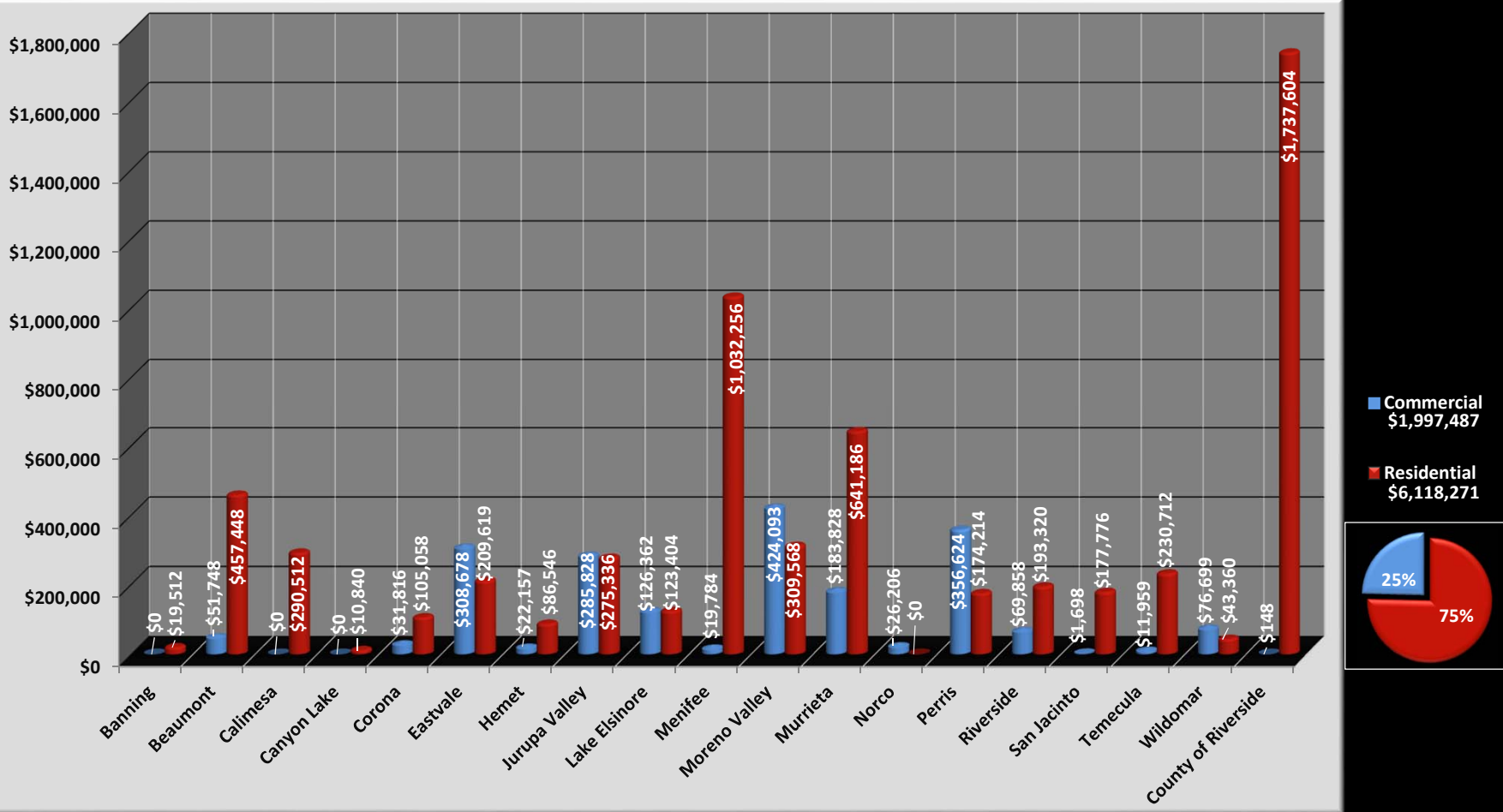
### **MSHCP Collections for Fiscal Year 2020 Second Quarter Financial Report**

**REGIONAL CONSERVATION AUTHORITY**  
**MSHCP MITIGATION FEE COLLECTIONS BY MEMBER AGENCY**  
**FISCAL YEAR 2020**

BASED ON ACCRUAL BASIS (Month reported by City)

<b>COUNTY AND CITIES:</b>	<b>JUL 2019</b>	<b>AUG 2019</b>	<b>SEP 2019</b>	<b>OCT 2019</b>	<b>NOV 2019</b>	<b>DEC 2019</b>	<b>TOTALS FY 2020</b>	<b>%</b>
<b>CITY OF BANNING</b>	\$ 4,336	\$ -	\$ 2,168	\$ -	\$ 13,008	\$ -	\$19,512	<b>0.2%</b>
<b>CITY OF BEAUMONT</b>	37,054	78,048	62,872	23,848	149,592	157,782	\$509,196	<b>6.3%</b>
<b>CITY OF CALIMESA</b>	65,040	10,840	39,024	43,360	97,560	34,688	\$290,512	<b>3.6%</b>
<b>CITY OF CANYON LAKE</b>	2,168	2,168	-	4,336	-	2,168	\$10,840	<b>0.1%</b>
<b>CITY OF CORONA</b>	11,104	31,816	43,544	28,992	21,418	-	\$136,874	<b>1.7%</b>
<b>CITY OF EASTVALE</b>	65,230	19,512	346,031	43,512	28,572	15,440	\$518,297	<b>6.4%</b>
<b>CITY OF HEMET</b>	-	33,669	30,352	28,330	-	16,353	\$108,703	<b>1.3%</b>
<b>CITY OF JURUPA VALLEY</b>	161,114	18,176	67,208	21,680	227,607	65,379	\$561,164	<b>6.9%</b>
<b>CITY OF LAKE ELSINORE</b>	-	8,988	-	48,298	84,380	108,100	\$249,766	<b>3.1%</b>
<b>CITY OF MENIFEE</b>	72,416	144,504	272,816	203,712	199,456	159,136	\$1,052,040	<b>13.0%</b>
<b>CITY OF MORENO VALLEY</b>	118,041	-	123,184	123,350	288,870	80,216	\$733,661	<b>9.0%</b>
<b>CITY OF MURRIETA</b>	2,168	647,697	2,168	163,606	-	9,375	\$825,014	<b>10.2%</b>
<b>CITY OF NORCO</b>	-	26,206	-	-	-	-	\$26,206	<b>0.3%</b>
<b>CITY OF PERRIS</b>	5,430	99,051	318,709	23,655	70,986	13,008	\$530,838	<b>6.5%</b>
<b>CITY OF RIVERSIDE</b>	100,483	13,322	30,133	19,740	99,500	-	\$263,178	<b>3.2%</b>
<b>CITY OF SAN JACINTO</b>	36,856	34,688	60,704	8,202	4,336	34,688	\$179,474	<b>2.2%</b>
<b>CITY OF TEMECULA</b>	19,512	24,376	11,959	45,080	65,280	76,464	\$242,671	<b>3.0%</b>
<b>CITY OF WILDOMAR</b>	60,529	42,186	-	4,336	2,168	10,840	\$120,059	<b>1.5%</b>
<b>COUNTY OF RIVERSIDE</b>	171,356	388,664	251,688	312,256	418,424	195,364	\$1,737,752	<b>21.4%</b>
<b>TOTAL COUNTY AND CITIES</b>	<b>\$ 932,837</b>	<b>\$ 1,623,912</b>	<b>\$ 1,662,559</b>	<b>\$ 1,146,294</b>	<b>\$ 1,771,156</b>	<b>\$ 979,000</b>	<b>\$8,115,758</b>	<b>100.0%</b>
<b>OTHER</b>								
<b>FLOOD CONTROL</b>	\$ -	\$ 232,333	\$ -	\$ -	\$ -	\$ -	\$232,333	<b>98.8%</b>
<b>OTH GOV MSHCP CIVIC PROJECTS</b>	-	-	2,904	-	-	-	\$2,904	<b>1.2%</b>
<b>TOTAL OTHER</b>	<b>\$ -</b>	<b>\$ 232,333</b>	<b>\$ 2,904</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$235,237</b>	<b>100.0%</b>
<b>GRAND TOTAL</b>	<b>\$ 932,837</b>	<b>\$ 1,856,245</b>	<b>\$ 1,665,463</b>	<b>\$ 1,146,294</b>	<b>\$ 1,771,156</b>	<b>\$ 979,000</b>	<b>\$8,350,995</b>	

**Fiscal Year 2020  
MSHCP Development Mitigation Fee Revenues  
July 1, 2019 through December 31, 2019**



# **AGENDA ITEM NO. 9**

## **Staff Report**

### **MIDYEAR REVIEW RECURRING PROFESSIONAL SERVICES CONTRACTS**

***Regional Conservation Authority***

**MIDYEAR REVIEW  
RECURRING PROFESSIONAL SERVICES CONTRACTS**

**STAFF CONTACT**

**Jennifer Fuller  
Director of Administrative Services  
(951) 955-2842**

**BACKGROUND**

On May 2, 2016, the RCA Board of Directors directed staff to agendize a midyear review of Western Riverside County Regional Conservation Authority's (RCA's) recurring professional services agreements.

Since its inception in 2004, the RCA has maintained a small staff and contracted with agencies and consultants with expertise in various specialized fields to provide support services to implement and manage the Western Riverside County Multiple Species Habitat Conservation Plan.

The RCA annually evaluates existing contracts for professional services that are due to expire. These agreements may be allowed to expire because they are no longer required, included in the annual recurring professional services agreements list that is subject to Board approval, or be subject to competitive re-evaluation as part of a Request for Proposals.

The recurring professional services agreements include consultants who are providing unique or specialized services and working closely with staff and the Board on long-term projects. Staff desires to retain a limited number of consultants on the recurring professional services agreements list because of their historical knowledge; unique experience; and understanding of the RCA, its mission, and its goals.

The following is a list of the recurring professional services agreements approved by the Board for Fiscal Year 2020, followed by a brief description of the services provided by each of the consultants.

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<b>Consultant Name</b>	<b>Type of Service</b>	<b>FY2020 Contract Amount</b>	<b>FY Retained</b>	<b>Contract Expiration</b>
Brown Armstrong Accountancy Corporation	Auditing and agreed-upon procedures	\$99,800	2017	06-30-18 with option to extend annually for four years
EPS	Nexus fee study update and fee implementation handbook	\$70,000	2017	6-30-20
Kadesh & Associates	Government affairs services	\$75,000	2017	06-30-20
Thomas B. Mullen	Obtain funding and other special projects  (Reimbursable expenses only)	\$20,000	2011	06-30-20
Doug Wheeler	Loan Program and refuge	\$150,000	2011	06-30-20

**Brown Armstrong Accountancy Corporation**

After a competitive procurement process in 2017, Brown Armstrong Accountancy Corporation was awarded a professional services agreement to perform the RCA's annual audits and agreed-upon procedures for Member Agencies' fee collections. The term of the agreement was for a period of one year, with the option to extend for four additional years. Fiscal Year 2021 will be the third renewal period.

The auditors have completed the financial and single audits of the RCA for Fiscal Year 2019 and are in the process of performing the agreed-upon procedures for Member Agencies for Fiscal Year 2019.

**Economic and Planning Systems, Inc. (EPS)**

Economic and Planning Systems, Inc. (EPS) has been assisting the RCA with the preparation of the Updated Fee Nexus Study (Study). The current contract also calls for their preparation of the Fee Implementation Handbook (Handbook). As the work on the Updated Fee Nexus Study is continuing and the Handbook will need to be completed after the Study is approved, staff recommend that we extend the contract with EPS for one more year to allow for completion of both items.

**Kadesh & Associates**

Kadesh & Associates was retained as RCA's government affairs consultant on November 1, 2016. Mark Kadesh, Chris Kierig, and Dave Ramey are RCA's representatives. Kadesh served as Sen. Feinstein's Chief of Staff; Kierig handled appropriations for Sen. Feinstein; and Ramey worked for Rep. Calvert for 24 years, 20 as his Chief of Staff.

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The ongoing focus of the RCA and HCP Coalition activities continued to be on robust funding of relevant habitat programs, engagement with the Federal Fish and Wildlife Service and Department of the Interior on regulations and practices, the successful rollout of the WIFIA program by the EPA, which includes a drought resiliency provision designed by the RCA, as well as legislative advancement of a National Wildlife Refuge within the RCA's HCP. Ramey continues to lead (on the RCA's behalf), the Government Affairs efforts of the National HCP Coalition at their annual conference and before and during their annual advocacy fly-in to Washington, D.C. The Kadesh team will continue in 2020 to pursue Congressional and agency interest of the RCA and the NHCP.

### **Thomas B. Mullen**

Mr. Mullen has been assisting the RCA in its efforts to increase funding, secure the loan program, press for the establishment of a wildlife refuge and other projects, with the RCA reimbursing expenses only, since July 2010. Staff appreciates Mr. Mullen's willingness to continue his efforts to assist the RCA in attaining its goals.

### **Douglas Wheeler**

Environmental law and policy have been a strong focus of Doug Wheeler's career since he helped to write the Endangered Species Act (ESA) in 1973. For fifty-one years, he has worked in the public, private and non-profit sectors to achieve effective, and equitable, administration of the Act, relying on tools like habitat conservation planning to integrate economic and environmental objectives.

While serving as California's Secretary for (Natural) Resources during the administration of Governor Pete Wilson, he developed a state counterpart to the HCP, known as Natural Communities Conservation Planning (NCCP). By integrating state and federal standards for voluntary implementation of habitat protection programs, NCCP offers a way forward for communities which seek to provide much-needed development, including transportation infrastructure, while meeting state and federal requirements of species and habitat protection.

The Authority's multiple-species habitat conservation plan is a national model in terms of species protection (146) and acreage managed (500,000). To be sure, implementation of the Western Riverside MSHCP since 2004 has not been easy, but the Authority's vision and perseverance have remained remarkably constant. The results are plain to see, recent studies confirm that infrastructure investment has progressed to meet the needs of a rapidly growing region, generating large investments of public and private funds, providing employment, all the while simultaneously conserving habitat, open space and recreation opportunities to enrich the community.

After leaving public service in Sacramento, Wheeler has worked continuously with the Authority and its consultants to develop and implement its MSHCP, first as a volunteer, and then as a Washington-based attorney in the environmental practice of a large international law firm. His monthly retainer has remained unchanged during the course of this engagement, and he again proposes no increase, and no charge for expenses in 2020-2021. The retainer arrangement



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assures unlimited access to Wheeler's time and expertise at constructive rates which are far below his standard hourly fee.

From the outset of Plan adoption, the Authority has been burdened with the daunting cost of habitat acquisition. Wheeler has helped to secure additional federal assistance for this purpose, including the enactment of a new EPA program, Water Infrastructure Finance and Innovation Act, and increased appropriations under section 6 of the Endangered Species Act. Most recently, Wheeler has been the Authority's principal advocate in Washington for HR 2956, Mr. Calvert's legislation to establish a new Western Riverside National Wildlife Refuge. When established, the U.S. Fish and Wildlife Service will assume financial responsibility for habitat acquisition within Refuge boundaries, finally helping to meet a federal obligation for acquisition of habitat within the MSHCP.

Looking ahead, Wheeler proposes these priorities for 2020-2021: (1) enactment of HR 2956 by the House and Senate, and initial appropriations to establish and administer the Refuge; (2) enactment of a TIFIA counterpart to WIFIA in this year's transportation bill, providing low-cost federal loans for habitat acquisition in conjunction with federally-funded highway projects; (3) continued attention to appropriations under section 6 of the ESA, including substantial increases under a permanent, fully-funded Land and Water Conservation Fund account, as proposed, and (4) successful implementation of the Administration's revised ESA regulations, to assure that HCPs are encouraged and supported in Washington and Sacramento.

Wheeler looks forward to continuation in 2020-2021 of a long and constructive association with the Authority. He is confident that long experience at the forefront of ESA thought-leaders and credibility with decision-makers on Capitol Hill and at the Department of the Interior will once again inure to the benefit of the Authority in its successful implementation of the MSHCP.

### **STAFF RECOMMENDATIONS**

That the RCA Executive Committee:

- 1) Review and provide staff direction concerning RCA's recurring professional services contracts; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

# **AGENDA ITEM NO. 10**

## **Staff Report**

### **Surplus Real Property Policy**

*Regional Conservation Authority*

**RESOLUTION NUMBER 2020-002  
RESOLUTION OF THE WESTERN RIVERSIDE COUNTY REGIONAL  
CONSERVATION AUTHORITY ADOPTING A SURPLUS REAL  
PROPERTY POLICY**

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**STAFF CONTACT**

**John Field  
Director of Land Acquisition  
(951) 955-9700**

**BACKGROUND**

Recent changes to the California Surplus Land Act in Assembly Bill 1486, mandate that public agencies in California follow new guidelines when going through the process of selling surplus real property. The attached revised Surplus Land Policy is written in accordance with those changes. The legislation is intended to help address California's shortage of affordable housing.

**STAFF RECOMMENDATIONS**

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors adopt Resolution 2020-02, Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Adopting a Surplus Real Property Policy; and
- 2) Authorize staff to agendize this matter for the March 2, 2020, meeting of the RCA Board of Directors.

**ATTACHMENT**

Resolution No. 2020-002

# **AGENDA ITEM NO. 10**

**Resolution No. 2020-002**

**RESOLUTION NO. 2020-002**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN  
RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY ADOPTING A  
SURPLUS REAL PROPERTY POLICY**

**WHEREAS**, the laws of the State of California applicable to the general law cities govern the Western Riverside County Regional Conservation Authority (the "Authority") in the manner of exercising its powers; and

**WHEREAS**, the Authority owns significant amounts of real property; and

**WHEREAS**, the Authority desires to properly and prudently dispose of real property determined to be surplus; and

**WHEREAS**, the Authority believes it is important to adopt a policy to govern the proper disposal of surplus real property.

**WHEREAS**, the adoption of an updated surplus real property policy is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it is an administrative activity necessary to comply with State law and has no potential for resulting in physical change in the environment, directly or indirectly.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Western Riverside County Regional Conservation Authority hereby adopts the "Surplus Real Property Policy," a copy of which is attached hereto and incorporated herein. This policy shall supersede, replace and rescind the policy adopted by the Board on October 6, 2008.

**PASSED AND ADOPTED** at the regular meeting of the Board of Directors at the Western Riverside County Regional Conservation Authority held this 2nd day of March, 2020.

By: \_\_\_\_\_  
Jonathan Ingram, Chair  
Western Riverside County  
Regional Conservation Authority

ATTEST:

By: \_\_\_\_\_  
April Boydd, Clerk of the Board  
Western Riverside County  
Regional Conservation Authority

## **WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY SURPLUS REAL PROPERTY POLICY**

The intent and purpose of this policy (the “Policy”) is to establish uniform guidelines related to the disposition and sale of surplus real property owned by the Western Riverside County Regional Conservation Authority (the “Authority”). In the event that a person decides to exercise a reversionary interest in accordance with a contract, the provisions of said contract shall govern over any conflicting provisions of this Policy.

### **I. ANNUAL INVENTORY**

On or before December 31st of each year, the Authority shall prepare an annual inventory of surplus real property. (*Government Code* section 50569) Surplus real property is land owned in fee simple by the Authority for which the Authority’s governing body takes formal action in a regular public meeting declaring that the land is surplus and not necessary for the Authority’s use and is in excess of the Authority’s foreseeable needs (*Government Code* sections 54221(b); 50569). The Authority shall list property in its inventory as surplus real property provided the Authority makes all of the following determinations: (i) the biological value of the property is low or marginal in terms of species recovery or sustainability; and (ii) the property is not required to assemble the Reserve.

Periodically, during the course of the year, the Authority may amend its inventory of surplus real property to account for dispositions and acquisitions affecting the status of its surplus real property since the last annual inventory. The Authority shall provide a copy of the surplus property inventory, which is a matter of public record, to any person or entity who requests a copy. (*Government Code* section 50569)

### **II. RESEARCH PRIOR TO DISPOSAL OF SURPLUS PROPERTY**

Prior to disposing any surplus real property, the Authority should do the following:

A. Determine Biological Need for Land. Prior to disposing of any property acquired by the Authority, the Authority shall perform a habitat assessment to determine the value of the land for conservation purposes. Except in exceptional circumstances, property may be conveyed only if it is determined that its conservation value is low or marginal or that the property is not required to assemble the Reserve.

B. Determine whether there are any conveyance restrictions. The Authority should research whether the property in question is subject to covenants or conditions imposed by any original grantees of the property. For example, gifts of real property often involve conditions whereby real property “reverts” back to the grantor if the property is not used for a specific purpose.

C. Determine whether Property was purchased with federal or state grant funds. Prior to disposing of any real property purchased by the Authority with state or federal grant funds, the Authority should consult the terms of the agreement under which the grant funding was accepted. In some cases, disposal of property purchased with grant funds may be prohibited or restricted, or subject to other regulations. Also, upon the sale of surplus property, the Authority may be required to reimburse any federal or state agency that contributed grant funds for the acquisition of the property.

D. Determine whether Property is subject to any leases, licenses, or other encumbrances. The Authority should determine whether there are any leases, licenses, or other encumbrances attached to the property.

### III. EXEMPTION DETERMINATION AND NOTICE TO PUBLIC AGENCIES

A. Determine whether Surplus Land Act applies. The Authority staff shall determine whether the surplus property is “exempt surplus land.” If real property can be characterized as “exempt surplus land,” then the Authority need not follow the procedures set forth in this Section III. The term “exempt surplus land” means one or more of the following:

- (1) Surplus land which is 1) less than 5,000 square feet in area, 2) less than the minimum legal residential building lot size for the jurisdiction in which the parcel is located, or 5,000 square feet in area, whichever is less, or 3) has no record access and is less than 10,000 square feet in area. The property must not be contiguous to land owned by a state or local agency which is used for open space, or low- and moderate-income housing purposes. If the surplus land is not sold to an owner of contiguous land, it is not considered exempt surplus land and is subject to the provisions of the Surplus Land Act.
- (2) Surplus land that the Authority is exchanging for another property necessary for the Authority’s use.
- (3) Surplus land that the Authority is transferring to another local, state, or federal agency for the agency’s use.
- (4) Surplus land that is a former street, right of way, or easement, and is conveyed to an owner of an adjacent property.
- (5) Surplus land that is put out to open, competitive bid by the Authority, provided all entities identified in Government Code section 54222, subdivision (a), will be invited to participate in the competitive bid process, for either of the following purposes:
  - (i) A housing development, which may have ancillary commercial ground floor uses, that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, as defined in *Health*

*and Safety Code* section 50079.5, with an affordable sales price or an affordable rent, as defined in *Health and Safety Code* sections 50052.5 or 50053, for a minimum of 55 years for rental housing and 45 years for ownership housing, and in no event shall the maximum affordable sales price or rent level be higher than 20 percent below the median market rents or sales prices for the neighborhood in which the site is located.

- (ii) A mixed-use development that is more than one acre in area, that includes not less than 300 housing units, and that restricts at least 25 percent of the residential units to lower income households, as defined in *Health and Safety Code* section 50079.5, with an affordable sales price or an affordable rent, as defined in *Health and Safety Code* sections 50052.5 and 50053, for a minimum of 55 years for rental housing and 45 years for ownership housing.
- (6) Surplus land that is subject to valid legal restrictions that are not imposed by the Authority and that would make housing prohibited, unless there is a feasible method to satisfactorily mitigate or avoid the prohibition on the site. An existing nonresidential land use designation on the surplus land is not a legal restriction that would make housing prohibited for purposes of this subparagraph. Nothing in this article limits a local jurisdiction's authority or discretion to approve land use, zoning, or entitlement decisions in connection with the surplus land.
- (7) Surplus land that was granted by the state in trust to the Authority or that was acquired by the Authority for trust purposes by purchase or exchange, and for which disposal of the land is authorized or required subject to conditions established by statute.
- (8) Land that is subject to Sections 17388, 17515, 17536, 81192, 81397, 81399, 81420, and 81422 of the Education Code and Part 14 (commencing with Section 53570) of Division 31 of the Health and Safety Code, unless compliance with this article is expressly required.
- (9) Real property that is used by a district for agency's use expressly authorized in Government Code section 54221, subdivision (c).
- (10) Land that has been transferred before June 30, 2019, by the state to the Authority pursuant to Section 32667 of the Streets and Highways Code and has a minimum planned residential density of at least one hundred dwelling units per acre, and includes 100 or more residential units that are restricted to persons and families of low or moderate income, as defined in *Health and Safety Code* section 50093, with an affordable sales price or an affordable rent, as defined in *Health and Safety Code* sections 50052.5 and 50053, for a minimum of 55



years for rental housing and 45 years for ownership housing. For purposes of this paragraph, not more than 20 percent of the affordable units may be restricted to persons and families of moderate income and at least 80 percent of the affordable units must be restricted to persons and families of lower income as defined in *Health and Safety Code* section 50079.5.

Notwithstanding subsections (1) through (11), the provisions of the Surplus Land Act shall apply if the property is located adjacent to a historical unit of the State Parks System or listed on, or determined by the State Office of Historic Preservation to be eligible for the National Register of Historic Places. Further, notwithstanding a determination that a property is “exempt surplus land,” if the Authority sells property which was purchased using Local Development Mitigation Fees, the proceeds of the sale shall be placed in the Local Development Mitigation Fee fund and accounted for in a manner consistent with the Mitigation Fee Act.

B. Contact local planning authority. If it is determined that the Surplus Land Act is applicable to the property, the Authority must contact the planning agency of the City or County where the property is located so that the City or County can have an opportunity to report on the conformity of the “location, purpose and extent” of the sale to the City’s or County’s general plan. (*Government Code* section 65402) Failure of the City or County to report within forty (40) days after the matter has been submitted is deemed a finding that the proposed sale is in conformity with such general plan. It is important to note that even if the City or County disapproves the location, purpose or extent of such disposition, the disapproval may be overruled by the Authority.

C. Notice to selected public entities. At the same time the Authority contacts the local planning authority, the Authority shall send a written notice of availability of the property to the following entities within whose jurisdiction the property is located:

- (1) The local entity assisting in developing low and moderate income housing. (*Health & Safety Code* section 50079)
- (2) Housing sponsors who have notified the Department of Housing and Community Development of their interest in surplus land. (*Health & Safety Code* section 50074)
- (3) The city and county parks/recreation department, any regional park authority, and the State Resources Agency for park and recreation or open space purposes.
- (4) The local school district if the property is suitable for school facilities construction or use by a school district for open-space purposes.
- (5) Any local nonprofit neighborhood enterprise association corporation. (*Government Code* section 7073)

- (6) Any program area agent established by the Economic Employment and Incentive Act. (Government Code section 7078)

All notices shall be sent by electronic mail, or by certified mail and include the location and a description of the property. Any of the entities desiring to purchase or lease surplus land must notify the Authority within sixty (60) days after the Authority's notice of availability of the land is sent via certified mail or provided via electronic mail. The Authority must then enter into good-faith negotiations to determine the sales price. If no agreement is reached within ninety (90) days, the Authority may proceed with the general disposition process set forth below without further regard to surplus land procedures.

The required 90-day period for participating in negotiations does not include the time for commissioning of appraisals, due diligence prior to disposition, discussions with brokers or real estate agents not representing a potential buyer, or other studies to determine value or best use of land, issuance of a request for qualifications, development of marketing materials, or discussions conducted exclusively among Authority employees and Board members.

D. Report To California Department Of Housing And Community Development. Prior to agreeing to terms for the disposition of surplus land, the Authority will provide to the Department the following information. This information may be submitted after the Authority has sent Notices Of Availability and concluded negotiations with any Interested Party(ies).

- (1) The Notices Of Availability;
- (2) Description of the negotiations conducted with any Interested Party(ies); and
- (3) A copy of any restrictions to be recorded against the land regarding any residential units and any requirement that a certain percentage of such units be sold or rented at an affordable housing cost, as required by the applicable law.

Any purchase and sale transaction shall be contingent upon the Authority not receiving a notice of noncompliance from the Department within 30 days from the date the above-mentioned information is received by the Department.

#### **IV. SALE OF PROPERTY**

The procedures of this Section shall govern the disposition of any surplus property once the Authority has fully complied with the procedures set forth above.

A. Sale to Prior Owner. If the Authority decides to dispose of a property within three (3) years of acquisition and the Authority paid no more than the appraised value for

the property as determined in an appraisal prepared by the Authority at the time of purchase, the Authority shall first offer the property to the person or entity who sold the property to the Authority. The Authority shall not sell the property at a price less than the total of all of the following: (i) amount the Authority paid the seller for the property (including all costs and expenses incurred by the Authority for the purchase), plus interest calculated at the average rate earned by the Authority on invested funding during the time of its ownership and (ii) administration, maintenance and repair costs incurred by the Authority during its ownership of the property.

B. Notice to Certain Affected Agencies. Prior to commencing the sale of property to a third party, the Authority should notify and receive the concurrence of the following agencies:

- (1) The city or county within which the property was located when originally purchased by the Authority; and
- (2) The city or county within which the property is currently located and/or within which sphere of influence the property is currently located.

C. Sale or Trade to Other Parties. If subsection A is not applicable, the Authority may proceed with the sale or trade of the property to any party. The Authority shall conduct an appraisal of the property to determine its fair market value. The Authority shall not sell property below its fair market value unless approved by the Board of Directors. Further, the Authority shall not trade the property for other property below the fair market value of the property to be traded unless approved by the Board of Directors.

D. Limitations. It is anticipated that the Authority shall not:

- (1) Sell property within five (5) years of acquisition; and
- (2) Sell water or mineral rights unless fully compensated therefor.

## 2019 RCA - Commonly Used Acronyms

ARL	Additional Reserve Lands
BUOW	Burrowing Owl
CALFIRE	California Department of Forestry and Fire Protection
CALTRANS	California Department of Transportation
CD	Consistency Determination
CDFG	California Department of Fish and Game
CDFW	California Department of Fish and Wildlife ( <i>formerly CDFG</i> )
CEQA	California Environmental Quality Act
CETAP	Community and Environmental Transportation Acceptability Process
CHD	Critical Habitat Designation
CIP	Capital Improvement Program
CNLM	Center for Natural Lands Management
DBESP	Determination of Biologically Equivalent or Superior Preservation
EMWD	Eastern Municipal Water District
EPD	Environmental Programs Department ( <i>Riverside County</i> )
ERP	Expedited Review Process
ESA	Endangered Species Act
FAST	Fixing America's Surface Transportation
FY	Fiscal Year
HANS	Habitat Evaluation and Acquisition Negotiation Strategy
HCP	Habitat Conservation Plan
HMU	Habitat Management Unit
IC	Interchange
IMER	Initial Management Evaluation Report
JPR	Joint Project Review
LDMF	Local Development Mitigation Fee
MOU	Memorandum of Understanding
MSHCP	Multiple Species Habitat Conservation Plan
OHV	Off-Highway Vehicle
PCL	Proposed Constrained Linkage
PQP	Public/Quasi-Public
PSE	Participating Special Entities
RCA	Regional Conservation Authority
RCD	Resource Conservation Districts
RCOE	Riverside County Office of Education
RCRCD	Riverside-Corona Resource Conservation District
RCTC	Riverside County Transportation Commission
RCTD	Riverside County Transportation Department
RMOC	Reserve Management Oversight Committee
ROVE	Recreation Off-Highway Vehicle Enforcement
SAWA	Santa Ana Watershed Association
SB	San Bernardino
SR	State Route
SWG	State Wildlife Grant
TAC	Technical Advisory Committee
TIFIA	Transportation Infrastructure Finance and Innovation Act
TUMF	Transportation Uniform Mitigation Fee
USFWS	United States Fish and Wildlife Service
UTM Nad 83 Zone 11	Meter Coordinate System for Maps
WA	Wildlife Agencies ( <i>USFWS &amp; CDFW</i> )
WCB	Wildlife Conservation Board
WIFIA	Water Infrastructure Finance and Innovation Act
WIIN	Water Infrastructure Improvements for the Nation
WPT	Western Pond Turtle
WRDA	Water Resources Development Act