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## **EXECUTIVE COMMITTEE**

*The Executive Committee, consisting of the RCA Board Chairman, Vice-Chairman, Past Chairman, and four members of the RCA Board, makes recommendations regarding personnel, administrative and financial matters, as well as provide guidance on a broad range of issues including target areas or types of habitats needed to remain in rough step. In addition, the Executive Committee may schedule Funding Coordination Committee workshops to discuss funding and acquisition strategy.*

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## **EXECUTIVE COMMITTEE**

**March 15, 2017 – Wednesday, 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**

**Marion Ashley, Chairman**  
*County of Riverside, District 5*

**Jonathan Ingram, Vice Chairman**  
*City of Murrieta*

**Jeffrey Hewitt**  
*City of Calimesa*

**Eugene Montanez**  
*City of Corona*

**Natasha Johnson**  
*City of Lake Elsinore*

**Maryann Edwards**  
*City of Temecula*

**John Tavaglione**  
*County of Riverside, District 2*

***Charles Landry, 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 10th 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, March 15, 2017  
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**

- ◆ RCA Executive Committee Meeting - [February 15, 2017](#)

#### **7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTIONS REPORT FOR FEBRUARY 2017**

##### **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 Collections Report for February 2017; and
- 2) Authorize staff to agendize this matter for the April 3, 2017 meeting of the RCA Board of Directors.

#### **8. NON-DEVELOPMENT HANS FUNDING LEVEL FOR FISCAL YEAR 2018**

##### **Overview - [Staff Report](#)**

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors direct staff to continue to set aside no more than three percent (3%) of Western Riverside County Multiple Species Habitat Conservation Plan Local Development Mitigation Fees received, effective July 1, 2017, to purchase Non-Development HANS properties under Section 1.13 of the Land Acquisition Policies; and
- 2) Authorize staff to agendize this matter for the April 3, 2017 meeting of the RCA Board of Directors.

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

**9.1 Section 6 Update**

**9.2 Member Agency Agreed Upon Procedures Update**

**10. FUTURE AGENDA ITEMS:**

*(Committee members are invited to suggest additional items to be brought forward for discussion.)*

**11. CLOSED SESSION ITEMS**

**11.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

**Pursuant to Paragraph 1 of Subdivision (d) of Government Code Section 54956.9**

**- Case No. MCC1300351 JPR, Inc., dba Silverado Ranch Estates vs. California Department of Fish and Game; County of Riverside; Western Riverside County Regional Conservation Authority**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

**11.2 Pursuant to paragraph 2 of subdivision (d) of Government Code Section 54956.9: One (1) potential case.**

**12. ADJOURNMENT**

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, April 19, 2017, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

**[RCA Commonly Used Acronyms](#)**

# **AGENDA ITEM NO. 6**

## **MINUTES**

**February 15, 2017**



# EXECUTIVE COMMITTEE MINUTES

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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 Ashley at 12:10 p.m., Wednesday, February 15, 2017, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

**2. ROLL CALL – was taken by Rose Haro, Administrative Manager.**

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Marion Ashley, Chairman – County of Riverside District V	Jeffrey Hewitt – City of Calimesa
Jonathan Ingram, Vice Chairman – City of Murrieta	Natasha Johnson, City of Lake Elsinore
Eugene Montanez – City of Corona	John Tavaglione, County of Riverside District II
Maryann Edwards - City of Temecula	

**3. PUBLIC COMMENTS**

Chairman Ashley called for public comments regarding items not listed on the agenda. There were no public comments.

**4. COMMITTEE MEMBER ANNOUNCEMENTS**

Chairman Ashley called for Committee Member announcements. There were no announcements.

**5. ADDITIONS/REVISIONS**

There were no additions or revisions to the agenda.

**6. APPROVAL OF MINUTES – January 25, 2017**

***M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve the minutes of the January 25, 2017 Special Meeting of the Executive Committee as submitted.***

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

**7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTIONS REPORT FOR JANUARY 2017**

Honey Bernas, Director of Administrative Services, presented the MSHCP Fee Collections Report for January 2017. The RCA received fees in the amount of \$1,191,921 for 370 residential permits and 79.6 commercial acres. There were 21 reported exemptions totaling \$40,698 in the County of Riverside and 1 reported exemption totaling \$1,992 in the City of Lake Elsinore for a combined total of \$42,690. There were two reported Civic/Infrastructure projects. The City of Beaumont remitted \$232,670 for the Potrero Boulevard Bridge Project. Honey Bernas stated that the City of Beaumont worked with RCA for several years to ensure that the fees for this project were remitted to RCA. She expressed her appreciation for the City's efforts and collaboration. The Riverside County Economic Development Agency remitted \$65,291 for the Solar Photovoltaic Facility consisting of 9.63 acres. Total civic/infrastructure contributions were \$297,962. For the month of January 2017, the total receipts were \$1,489,883.

***M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter to the March 6, 2017 meeting of RCA Board of Directors:***

- 1) Recommend that that RCA Board of Directors receive and file the Western Riverside County MSHCP Fee Collections Report for January 2017; and
- 2) Authorize staff to agendize this matter for the March 6, 2017 meeting of the RCA Board of Directors.

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

**8. FISCAL YEAR 2017 SECOND QUARTER FINANCIAL REPORT**

Honey Bernas, Director of Administrative Services, presented an overview of the Fiscal Year 2017 Second Quarter Financial Report. As of December 31, 2016, the RCA's cash balance was \$27.9 million, which represented a \$6.9 million decrease from prior year's ending cash balance due to the acceleration of the Anheuser Busch acquisition of \$12.1 million. Cash receipts totaled approximately \$14.9 million, and cash disbursements totaled approximately \$21.8 million. The cash balance as of February 14, 2017 was \$35.5 million, with an additional \$4.4 million set aside for the endowment. She advised that staff was requesting a budget adjustment in the Land Management and Monitoring

Program in order to purchase two vehicles. Currently, the RCA owns nine vehicles which are being operated by ten park rangers. Since its inception, the RCA's Natural Resources Manager's time has been shared between County Parks and RCA. Effective January 2017, the Reserve Manager is fully dedicated to the RCA. The vehicle assigned to the Reserve Manager was owned by County Parks and is no longer available for use on RCA lands, creating a shortage of one vehicle for RCA's Land Management Program which needs to be replaced. In addition, two of the trucks in RCA's Land Management fleet were acquired in 2006, and although operational, they have high mileage and extensive maintenance repairs are often necessary. She stated that Tipping Fees proceeds have increased and staff believes the increase is sufficient to cover the cost of acquiring two new vehicles. She added that RCA received \$2.1 million from Participating Special Entity Southern California Edison.

Board Member Ingram asked if there will be a separate agenda item for these purchases. Honey Bernas answered that the Fiscal Year 2017 Second Quarter Financial Report, including the requested budget adjustment, will be presented to the Board of Directors at their next meeting, but there will not be a separate item for the purchases if the budget adjustment is approved.

**M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter to the March 6, 2017 meeting of RCA Board of Directors:**

- 1) Recommend that the RCA Board of Directors:
  - A) Receive and file the Fiscal Year 2017 Second Quarter Financial Report;
  - B) Approve the budget adjustments contained in Exhibit A;
  - C) Authorize the Chairman to direct the Auditor-Controller to make the budget adjustments contained in Exhibit A; and
- 2) Authorize staff to agendize this matter for the March 6, 2017 meeting of the RCA Board of Directors.

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

**9. WESTERN RIVERSIDE COUNTY MSHCP LOCAL DEVELOPMENT MITIGATION FEE AUTOMATIC ANNUAL CPI ADJUSTMENT**

Honey Bernas, Director of Administrative Services, reported that the MSHCP calls for an annual automatic CPI adjustment, and fee ordinances adopted by Member Agencies reflect this requirement. Although the increase is automatic, staff has brought this matter to the RCA Board for consideration for the past several years. Based on the CPI increase from December 2015 to December 2016, MSHCP fees would increase 1.97%, effective July 1, 2017. If approved, staff estimates that the increase will generate approximately \$216,000 in additional development mitigation fees to RCA for Fiscal



## RCA EXECUTIVE COMMITTEE MINUTES

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February 15, 2017

Year 2017. Honey Bernas made reference to the attachment to the staff report which depicts the current fees, proposed increase, and potential adjusted fees for residential, commercial and industrial development.

**M/S/C (CITY OF MURRIETA/CITY OF CORONA) to approve this item as recommended and authorize staff to agendize this matter to the March 6, 2017 meeting of RCA Board of Directors:**

- 1) Recommend that the RCA Board of Directors approve implementing the automatic annual CPI adjustment for Western Riverside County MSHCP Local Development Mitigation Fees Effective July 1, 2017; and
- 2) Authorize staff to agendize this matter for the March 6, 2017 meeting of the RCA Board of Directors.

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

### 10. EXECUTIVE DIRECTOR'S REPORT

- 10.1 Discussion Concerning Criteria Refinement Policy – Charles Landry, Executive Director, reported that the Criteria Refinement Policy is still being drafted and worked on by staff. He expressed his appreciation for Board Member Ingram's assistance with this effort. Board Member Ingram stated that he has met with some of the Member Agencies, Ed Sauls and the Building Industry Association, and he has addressed their concerns. The policy has been redrafted several times with a fourth revision to date. The policy is moving forward and will be brought back to the Executive Committee for consideration in the near future.
- 10.2 Member Agency Agreed Upon Procedures Update – Charles Landry, Executive Director, gave an update on the status of agreed-upon procedures. At one time there were 10 Member Agencies with fee collection issues. He stated that Honey Bernas and her staff have been working diligently with the Member Agencies to resolve issues. RCA is now working with five Member Agencies. He gave a progress update on the Cities of Calimesa, Moreno Valley, Perris and Riverside.
- 10.3 Nexus Study Update – Charles Landry, Executive Director, stated that RCA five years ago RCA began a Nexus Study update. At that time, there were no recommendations from Executive Committee to move forward with the update. Charles Landry explained why it's necessary to move forward on completing the Nexus Study update. He stated that the estimated cost to complete the study is approximately \$200 thousand and that this item was included in the Fiscal Year 2017 budget.

Charles Landry recommended that the professional services agreement be brought before the RCA Board of Directors for consideration at their March meeting, and the Executive Committee concurred.

**RCA EXECUTIVE COMMITTEE MINUTES**

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February 15, 2017

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

Board Member Ingram asked if RCA could have a discussion regarding the Winchester 700 Trail System.

12. **ADJOURNMENT**

There being no other items before the Executive Committee, Chairman Ashley adjourned the meeting at 12:35 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, March 15, 2017, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

Prepared by:



Rose Haro  
Administrative Manager

Respectfully submitted:



Honey Bernas  
Clerk of the Board

# **AGENDA ITEM NO. 7**

## **WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTIONS REPORT FOR FEBRUARY 2017**

*Regional Conservation Authority*

**WESTERN RIVERSIDE COUNTY  
MSHCP FEE COLLECTIONS REPORT FOR  
FEBRUARY 2017**

**Staff Contact:**

**Honey Bernas  
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 February 2017. 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 Collections Report for February 2017; and
- 2) Authorize staff to agendize this matter for the April 3, 2017 meeting of the RCA Board of Directors.

**Attachment**

Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for February 2017

**AGENDA ITEM NO. 7**  
**Attachment**

**WESTERN RIVERSIDE COUNTY  
MSHCP LDMF COLLECTION AND  
CIVIC/INFRASTRUCTURE  
CONTRIBUTION REPORT FOR  
FEBRUARY 2017**

**WESTERN RIVERSIDE COUNTY MSHCP LDMF COLLECTION AND  
CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR FEBRUARY 2017  
CASH BASIS**

LOCAL DEVELOPMENT MITIGATION FEE COLLECTIONS						
City/County		REMITTED			EXEMPTIONS & FEE CREDITS	
		Residential Permits	Commercial/Industrial Acres	Amount Remitted	Residential Permits	Amount
Month						
City of Banning	January-No Activity					
City of Beaumont	January received in March					
City of Calimesa	January-No Activity					
City of Canyon Lake	January-No Activity					
City of Corona	January received in March					
City of Eastvale	January		9.2	\$62,240		
City of Hemet	January-No Activity					
City of Jurupa Valley	January	54	1.6	\$118,213		
City of Lake Elsinore	January-No Activity					
City of Menifee	January	57		\$113,544		
City of Moreno Valley	January		50.8	\$344,424		
City of Murrieta	January-No Activity					
City of Norco	December		1.1	\$7,236		
	January		2.3	\$15,536		
City of Perris	January	1		\$1,992		
City of Riverside	December	1		\$1,992		
	January	14	3.7	\$43,671		
City of San Jacinto	January	11		\$21,912		
City of Temecula	January	1	18.2	\$125,186		
	Roripaugh DA <sup>1</sup>				4	\$7,968
City of Wildomar	January	10	0.1	\$20,293		
County of Riverside	February	59	3.1	\$138,749		
<b>Total LDMF Collections</b>		<b>208</b>	<b>90.0</b>	<b>\$1,014,988</b>	<b>4</b>	<b>\$7,968</b>

CIVIC AND INFRASTRUCTURE CONTRIBUTIONS		
City of Moreno Valley	Kitching - Electrical Substation 1.87 acres.	\$12,679
Riverside County Flood Control & Water Conservation District	Banning MDP Line D-2, Stages 1 and 2 Lateral D-2A, Stage 1	\$94,013
<b>Total Civic/Infrastructure Contributions</b>		<b>\$106,692</b>

**TOTAL FEBRUARY 2017    \$ 1,121,680**

1) Roripaugh Development Agreement dated 12/17/02. Project is exempt under AD161.

# **AGENDA ITEM NO. 8**

## **NON-DEVELOPMENT HANS FUNDING LEVEL FOR FISCAL YEAR 2018**

*Regional Conservation Authority***NON-DEVELOPMENT HANS FUNDING LEVEL FOR FISCAL YEAR 2018****Staff Contact:**

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

**Background:**

The MSHCP allows property owners who do not intend to file a development application to submit their properties for evaluation and possible acquisition under the HANS process. Under pages 6-17 and 6-18 of the MSHCP, a list is to be established for properties that fall within this category. The Plan also provides that a separate designated fund be created to purchase properties on this priority list.

Land Acquisition Policy 1.13 requires that the level of funding to be set aside for the purchase of Non-Development HANS properties be reviewed annually and set by the RCA Board of Directors. The Board established a funding level of 3% of Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) Local Development Mitigation Fees for Fiscal Years 2014 through 2017. During FY2017 sufficient funds were accumulated in this fund to acquire the final phase of a 323.02 acre property on the list. The purchase and sale agreement called for the phased acquisition to be completed no later than December 31, 2024. Staff is pleased to report that sufficient funds were accumulated in the fund to acquire the property eight years earlier than originally agreed.

The cash balance in the fund is projected at \$180,000 by June 30, 2017. Currently there are no properties on the priority listing. However staff recommends continuing the 3% funding level for FY2017 to allow the fund to grow for future potential Non-Development HANS properties.

**Staff Recommendations:**

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors direct staff to continue to set aside no more than three percent (3%) of Western Riverside County Multiple Species Habitat Conservation Plan Local Development Mitigation Fees received, effective July 1, 2017, to purchase Non-Development HANS properties under Section 1.13 of the Land Acquisition Policies; and
- 2) Authorize staff to agendize this matter for the April 3, 2017 meeting of the RCA Board of Directors.



## 2017 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
EMWD	Eastern Municipal Water District
EPD	Environmental Programs Department ( <i>Riverside County</i> )
ERP	Expedited Review Process
FY	Fiscal Year
HANS	Habitat Evaluation and Acquisition Negotiation Strategy
HMU	Habitat Management Unit
IC	Interchange
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
RCRCD	Riverside-Corona Resource Conservation District
RCOE	Riverside County Office of Education
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
WIFIA	Water Infrastructure Finance and Innovation Act
WIIN	Water Infrastructure Improvements for the Nation
WA	Wildlife Agencies ( <i>USFWS &amp; CDFW</i> )
WCB	Wildlife Conservation Board
WPT	Western Pond Turtle
WRDA	Water Resources Development Act