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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.

EXECUTIVE COMMITTEE

August 16, 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

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 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, August 16, 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 - June 21, 2017

7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORTS FOR JUNE AND JULY 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 Collection Reports for June and July 2017; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

8. FISCAL YEAR 2017 PRELIMINARY FOURTH QUARTER FINANCIAL REPORT (UNAUDITED)

This item is for the RCA Executive Committee to:

Overview – **Staff Report**

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2017 Preliminary Fourth Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

9. FISCAL YEAR 2017 FOURTH QUARTER CONSULTANT REPORTS

Overview– **Staff Report**

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors to receive and file the Fiscal Year 2017 Fourth Quarter Consultant Reports; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

10. INTRODUCTION OF RESOLUTION NO. 2017-XXX RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING ARTICLE IV.E OF ITS BYLAWS WITH REGARD TO COMPENSATION

Overview– **Staff Report**

This item is for the RCA Executive Committee to:

- 1) Recommend that the Board of Directors introduce Resolution No. 2017-XXX Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Amending Article IV.E of Its Bylaws with Regard to Compensation; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

11. DISCUSSION AND POSSIBLE EXECUTIVE COMMITTEE ACTION CONCERNING ANNUAL CERTIFICATION OF MSHCP PROGRAM PARTICIPATION FOR MEASURE A

Overview

This item is for the RCA Executive Committee to discuss the status of Member Agency Agreed-Upon Procedures and provide staff direction concerning Certification of MSHCP Program Participation by Member Agencies.

12. EXECUTIVE DIRECTOR'S REPORT

12.1 Joint RCTC/RCA Workshop Reminder

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

14. CLOSED SESSION ITEMS:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph 2 of subdivision (d) of Government Code Section 54956.9.

Number of potential cases: One

15. ADJOURNMENT

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, September 20, 2017, 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

June 21, 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 12:06 p.m., Wednesday, June 21, 2017, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

2. ROLL CALL – was taken by Kristin Staudenmaier, Secretary II.

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

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 committee announcements.

5. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

6. APPROVAL OF MINUTES – May 17, 2017

M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve the minutes of the May 17, 2017 Meeting of the Executive Committee as submitted.

(4 Ayes, 0 Nays, 0 Abstain, 3 Absent)

Board Member Johnson (City of Lake Elsinore) arrived at 12:08 p.m., after the vote approving the minutes.

7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTIONS REPORT FOR MAY 2017

Honey Bernas, Director of Administrative Services, presented the MSHCP Fee Collections Report for May 2017. The RCA received fees in the amount of \$785,835 for 300 residential units and 28.82 commercial acres. There were 20 reported exemptions totaling \$39,840 in the Cities of Lake Elsinore and Temecula. There was one reported civic/infrastructure project in the amount of \$15,399 for a Riverside County Flood Control project Norco Master Drainage Plan, Line NB-2 and Lateral S-5A. For the month of May 2017, the total receipts were \$801,234.

M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter to the July 10, 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 May 2017; and
- 2) Authorize staff to agendize this matter for the July 10, 2017 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain, 2 Absent)

8.

RESOLUTION NO. 2017-___, RESOLUTION OF THE GOVERNING BODY OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS

Honey Bernas, Director of Administrative Services, advised that the Special District Risk Management Authority (SDRMA) is holding elections for its Board of Directors. Since the RCA is a member agency of SDRMA, the RCA Board of Directors may participate in the election of the SDRMA Board of Directors. The SDRMA Election Committee has submitted seven (7) candidates who have met the qualification requirements for the four (4) vacant positions on the SDRMA Board of Directors.

After reviewing and discussing the candidates' qualifications, the Executive Committee recommended that the RCA Board for Directors select the following candidates to serve on the SDRMA Board of Directors:

Mike Scheafer, Costa Mesa Sanitary District – Incumbent
David Aranda, Mountain Meadows Community Services District – Incumbent
Jean Bracy, SDA, Mojave Desert Air Quality Management District – Incumbent
James M. Hamlin, Burney Water & Sewer District

M/S/C (CITY OF CALIMESA/CITY OF MURRIETA) to approve this item as recommended and authorize staff to agendize this matter to the July 10, 2017:

- 1) Review the attached Statements of Qualifications and select four candidates for the SDRMA Board of Directors;
- 2) Recommend that the RCA Board of Directors adopt Resolution No. 2017-___ in support thereof; and
- 3) Authorize staff to agendize this matter for the July 10, 2017 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain, 2 Absent)

9. **RESOLUTION NO. 2017-___, RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY ADOPTING A STATEMENT OF INVESTMENT POLICY**

Steve DeBaun, Legal Counsel, advised that the RCA has a requirement under State Law to adopt an Investment Policy. He stated the RCA adopts their policy by reference to the County of Riverside's Policy and the County acts as the Treasurer for the RCA. The County of Riverside has made some changes to their Investment Policy; therefore, the RCA needs to update their policy to reflect the County's changes.

M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter to the July 10, 2017:

- 1) Recommend that the RCA Board of Directors adopt Resolution No. 2017-____, *Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Adopting a Statement of Investment Policy*; and
- 2) Authorize staff to agendize this matter for the July 10, 2017 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain, 2 Absent)

10. DISCUSSION AND POSSIBLE EXECUTIVE COMMITTEE ACTION CONCERNING ANNUAL CERTIFICATION OF MSHCP PROGRAM PARTICIPATION FOR MEASURE A

The Executive Committee discussed the status of Member Agency Agreed-Upon Procedures and the RCA's Certification of the MSCHP Program Participation by Member Agencies for Measure A.

It was determined that Vice Chair Ingram would try to schedule a meeting with Council Members of the Member Agency in question to try to resolve this matter.

M/S/C (CITY OF LAKE ELSINORE/CITY OF TEMECULA) to:

- 1) Authorize Vice Chairman Ingram to act as RCA liaison and meet with the Member Agency to resolve this matter; and
- 2) Authorize staff to agendize this matter for the July 10, 2017 meeting of RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain, 2 Absent)

11. EXECUTIVE DIRECTOR'S REPORT

11.1 Agreed-Upon Procedures

Charles Landry gave a brief update on the status of Agreed-Upon Procedures.

11.2 Winchester 700 Trails

Laurie Correa, Director of Reserve Management & Monitoring, discussed and presented the Winchester 700 Conservation Area map that will be displayed at the kiosk along the Winchester 700 Conservation Area.

11.3 Section 6 Update

Charles Landry reported on RCA's trip to Washington, D.C., June 13-15, 2017. Currently, the President's budget zeroes out Section 6 HCP Acquisition Funds. However, in his discussion with Congressional staff it was related that the budget will likely resemble FY 2016 Section 6 budget, with approximately \$18 million. RCA met with the Majority's staff in both the Senate and the House of Representatives, and with aides from Senator Feinstein, Senator Harris and Congressman Calvert's office.

11.4 Discussion of National Wildlife Refuge

Charles Landry reported that Michelle Ouellette, General Counsel, is rewriting the National Wildlife Refuge Resolution to address the concerns of RCA Board Members. The support of the RCA Board Members will be the key to the success of implementing a Wildlife Refuge within the MSHCP boundaries. Based on discussions with Congressional staff and the National Wildlife Refuge Association, the most likely avenue of initiating a Wildlife Refuge will be through legislation. Legislation will also provide safeguards so that RCA has adequate control of the land for trails, access, and fire.

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

Vice Chairman Ingram requested that staff review and agendize for a future Executive Committee meeting the Joint Project Review Policy and Procedures and the MSHCP Fee Ordinance.

13. CLOSED SESSION ITEMS:

13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION **Significant exposure to litigation pursuant to paragraph 2 of subdivision (d) of Government Code Section 54956.9**

Number of Potential cases: one

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

RCA EXECUTIVE COMMITTEE MINUTES

Page 6 of 6

June 21, 2017


14. ADJOURNMENT

There being no other items before the Executive Committee, Chairman Ashley 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, August 16, 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:


Kristin Staudenmaier
Secretary II

Respectfully submitted:


Honey Bernas
Clerk of the Board

AGENDA ITEM NO. 7

**WESTERN RIVERSIDE COUNTY
MSHCP FEE COLLECTION
REPORTS FOR
JUNE and JULY 2017**

Regional Conservation Authority

**WESTERN RIVERSIDE COUNTY
MSHCP FEE COLLECTION REPORTS FOR
JUNE AND JULY 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 are the reports for June and July 2017. The reports were prepared on a cash basis and, therefore, reflect 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 June and July 2017; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

Attachment

- 1) Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for June
- 2) Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for July

AGENDA ITEM NO. 7
Attachment 1

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

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

LOCAL DEVELOPMENT MITIGATION FEE COLLECTIONS						
		REMITTED			EXEMPTIONS & FEE CREDITS	
City/County	Month	Residential Permits	Commercial/Industrial Acres	Amount Remitted	Residential Permits	Amount
City of Banning	May - No Activity					
City of Beaumont	May	104		\$207,168		
City of Calimesa	May - No Activity					
City of Canyon Lake	May - No Activity					
City of Corona	May - No Activity					
City of Eastvale	May - No Activity					
City of Hemet	May - No Activity					
City of Jurupa Valley	May	45		\$89,640		
City of Lake Elsinore	May	23		\$45,816		
	Summerly Project ¹				5	\$9,960
City of Menifee	May	45	5.9	\$129,574		
City of Moreno Valley	May	22	44.6	\$346,009		
City of Murrieta	May - No Activity					
City of Norco	May		3.0	\$20,369		
City of Perris	May	29		\$57,768		
City of Riverside	April	3	46.4	\$320,076		
City of San Jacinto	May	15		\$29,880		
City of Temecula	May	13	13.23	\$106,274		
	Roripaugh ²				7	\$13,944
City of Wildomar	May	5		\$9,960		
County of Riverside	June	178	7.27	\$398,902		
	Rancho Bella Vista ³				1	\$1,938
Total LDMF Collections		482	120.39	\$ 1,761,436	13	\$25,842

CIVIC AND INFRASTRUCTURE CONTRIBUTIONS		
Riverside County Flood Control & Water Conservation District	Wildomar MDP Lateral C-1 Storm Drain	\$49,033
Total Civic/Infrastructure Contributions		\$49,033

TOTAL JUNE 2017 \$ 1,810,470

- 1) Summerly Project - Development agreement dated 8/24/04. Expiration date 9/23/14. Under review.
2) Roripaugh Development Agreement dated 12/17/02. Project is exempt under AD161.
3) Rancho Bella Vista - Fee Credit Agreement with County of Riverside. Properly exempted at \$1,938 rate.

AGENDA ITEM NO. 7
Attachment 2

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

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

LOCAL DEVELOPMENT MITIGATION FEE COLLECTIONS						
		REMITTED			EXEMPTIONS & FEE CREDITS	
		Residential Permits	Commercial/Industrial Acres	Amount Remitted	Residential Permits	Amount
City/County	Month					
City of Banning	June - No Activity					
City of Beaumont	June	325		\$647,400		
City of Calimesa	June - No Activity					
City of Canyon Lake	June	1		\$1,992		
	Correction	2		\$3,876		
City of Corona	June	316	1.8	\$339,580		
City of Eastvale	June - No Activity					
City of Hemet	June - No Activity					
City of Jurupa Valley	June	88		\$175,296		
City of Lake Elsinore	June		5.57	\$37,765		
	Summerly Project ¹				17	\$33,864
City of Menifee	June - Received in August					
City of Moreno Valley	June	35		\$69,720		
City of Murrieta	June - No Activity					
City of Norco	June - Received in August					
City of Perris	June - Received in August					
City of Riverside	May	31		\$60,796		
City of San Jacinto	June	16		\$31,872		
City of Temecula	June	1		\$1,992		
	Roripaugh ²				1	\$1,992
City of Wildomar	June	4		\$7,968		
County of Riverside	July	75	19.51	\$283,562		
Total LDMF Collections		894	26.88	\$ 1,661,819	18	\$35,856

CIVIC AND INFRASTRUCTURE CONTRIBUTIONS	
None	\$0
Total Civic/Infrastructure Contributions	\$0

TOTAL JULY 2017 \$ 1,661,819

1) Summerly Project - Development agreement dated 8/24/04. Expiration date 9/23/14. Under review.

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

AGENDA ITEM NO. 8

**FISCAL YEAR 2017 PRELIMINARY
FOURTH QUARTER FINANCIAL
REPORT (UNAUDITED)**

Regional Conservation Authority**FISCAL YEAR 2017 PRELIMINARY FOURTH QUARTER
FINANCIAL REPORT (UNAUDITED)****Staff Contact:****Honey Bernas, Director of
Administrative Services
(951) 955-2842****Background:**

Attached is the Fiscal Year 2017 Preliminary Fourth Quarter Financial Report, which includes an Executive Summary (cash balance and financial statement overview), detailed financial statements, and an MSHCP Fee Collections Report.

RCA staff is pleased to report that overall, the RCA reported a combined excess of revenues over expenditures of approximately \$558 thousand.

In the Operations Program (935100), revenues exceeded expenditures by \$864.3 thousand. This was a direct result of a contribution from Southern California Edison for a Certificate of Inclusion for the West of Devers project. The total contribution of \$2.1 million was allocated to all programs, including \$503 thousand to Operations. Operations also received a significant infrastructure contribution of \$232 thousand from the City of Beaumont for the Potrero Bridge project.

In the Land Management and Monitoring Program (935300), revenues exceeded expenditures by \$1.9 million. Tipping fees of \$3.7 million for 2.2 million tons of out-of-county waste exceeded budgeted revenues by \$1.3 million. This represents the highest contribution to RCA since its inception.

In the Land Acquisition Program (935201), expenditures exceeded revenues by \$2.2 million. This is significantly less than the \$8.7 million draw on restricted fund balance that was approved by the Board. During the year, the Board approved the early acquisition of phases 7 and 8 of the Anheuser Busch property which was to draw on restricted fund balance. A significant increase in development mitigation fees collected the fourth quarter of the year, lessened the draw on fund balance. Development mitigation fee revenues collected by Member Agencies totaled approximately \$14 million for Fiscal Year 2017. This represents \$2.9 million more than the budgeted \$11 million. An allocation of \$967 thousand Participating Special Entity revenue from Southern California Edison was also crucial to the program this year.

During the year, the RCA acquired 20 properties totaling approximately 2,054 acres. Of the 20 properties, five were funded with federal and state funds of \$3.4 million and \$2.6 million, respectively. The remaining properties were acquired with development mitigation fees and Measure A funds. In addition, the RCA received five land donations and one conservation easement with a combined acreage of 382 and an estimated market value of \$1.1 million from private developers.

Final Fiscal Year 2017 audited financial statements will be presented to the RCA Board at a later date.

Staff Recommendations:

That the RCA Executive Committee –

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2017 Preliminary Fourth Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 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 Collections Report

AGENDA ITEM NO. 8
Attachment 1

**EXECUTIVE SUMMARY
(CASH BALANCE SUMMARY AND
FINANCIAL STATEMENT
OVERVIEW)**

Fiscal Year 2017 Preliminary Fourth Quarter Financial Report (Unaudited)

July 1, 2016 – June 30, 2017

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



Cash Balance Summary

July 1, 2016 – June 30, 2017

Rounded to the Nearest Thousand	
Balance as of 07-01-16	\$ 34,743,000
Cash Receipts 07-01-16 through 06-30-17	<u>28,921,000</u>
Cash Available	63,664,000
Cash Disbursements 07-01-16 through 06-30-17	<u>(30,268,000)</u>
Cash Balance as of 06-30-17	<u>\$ 33,396,000</u>

Budget to Actual

July 1, 2016 – June 30, 2017

Operations (935100)	Adjusted Budget	Actual	Favorable (Unfavorable) Variance
Revenue	\$ 485,660	\$ 1,214,224	\$ 728,564
Appropriations:			
Salaries & Benefits	129,490	103,301	26,189
Supplies & Services	356,170	246,666	109,504
Total Appropriations	\$ 485,660	\$ 349,967	\$ 135,693
Net Operating Position	\$ 0	\$ 864,257	\$ 864,257



Budget to Actual

July 1, 2016 – June 30, 2017

Land Management & Monitoring (935300)	Adjusted Budget	Actual	Favorable (Unfavorable) Variance
Revenue	\$ 2,979,840	\$ 4,455,513	\$ 1,475,673
Appropriations:			
Salaries & Benefits	520,050	451,864	68,186
Supplies and Services	2,339,590	2,008,627	330,963
Other Charges	40,200	40,138	62
Capital Assets	80,000	67,546	12,454
Total Appropriations	\$ 2,979,840	\$ 2,568,175	\$ 411,665
Net Operating Position	\$ 0	\$ 1,887,338	\$ 1,887,338



Budget to Actual

July 1, 2016 – June 30, 2017

Land Acquisition (935201)	Budget	Actual	Favorable (Unfavorable) Variance
Revenue	\$ 24,652,640	\$ 26,298,489	\$ 1,645,849
Appropriations:			
Salaries & Benefits	1,613,260	1,442,490	170,770
Supplies & Services	2,134,940	1,149,582	985,358
Other Charges	140,000	133,752	6,248
Capital Assets	29,514,440	25,766,067	3,748,373
Total Appropriations	\$ 33,402,640	\$ 28,491,891	\$ 4,910,749
Net Operating Position	\$ (8,750,000)	\$ (2,193,402)	\$ 6,556,598

Staff Recommendation

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2017 Preliminary Fourth Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

AGENDA ITEM NO. 8
Attachment 2

DETAILED FINANCIAL
STATEMENTS

Regional Conservation Authority
Preliminary Budget vs. Actual Comparison as of June 30, 2017 (Unaudited)
General Fund - 935100 Operations

REVENUE

Account	Account Description	Budget	Actual	% of Actual to Budget	Note No.	Positive (Negative) Variance with Budget
722000	Participating Special Entities	\$ 68,750	\$ 507,457	738%	1	\$ 438,707
740020	Interest-Invested Funds	34,125	77,623	227%	2	43,498
740040	Interest-Other	-	2,622	N/A		2,622
769240	Other Gov MSHCP Infrastructure	100,000	232,670	233%	6	132,670
769260	Other Gov MSHCP Civic Projects	50,000	96,995	194%	7	46,995
771410	Flood Control District	132,785	185,348	140%	8	52,563
777860	Joint Project Review	100,000	111,508	112%		11,508
781360	Other Misc Revenue	-	1	N/A		1
Total Revenue		\$ 485,660	\$ 1,214,224	250%		\$ 728,564

EXPENDITURES

510040	Regular Salaries	\$ 90,345	\$ 72,828	81%		\$ 17,517
510440	Annual Leave Buydown	3,310	2,751	83%		559
515200	Retiree Health Insurance	230	173	75%		57
518100	Budgeted Benefits	35,605	27,549	77%		8,056
Total Appropriation 1		129,490	103,301	80%		26,189
520200	Communications	75	86	115%		(11)
520270	County Delivery Services	30	31	103%		(1)
520320	Telephone Service	45	4	9%		41
520940	Insurance-Other	1,380	1,032	75%	12	348
521360	Maint-Computer Equipment	1,260	659	52%		601
521540	Maint-Office Equipment	225	156	69%		69
521640	Maint-Software	445	285	64%		160
523100	Memberships	355	275	77%		80
523230	Miscellaneous Expense	2,450	2,298	94%		152
523620	Books/Publications	15	-	0%		15
523640	Computer Equip-Non Fixed Asset	290	73	25%		217
523660	Computer Supplies	90	29	32%		61
523680	Office Equip Non Fixed Assets	30	29	97%		1
523700	Office Supplies	295	184	62%		111
523760	Postage-Mailing	170	222	131%		(52)
523800	Printing/Binding	120	-	0%		120
523840	Computer Equipment-Software	300	61	20%		239
524560	Auditing and Accounting	16,415	15,131	92%	13	1,284
524900	GIS Services	325	300	92%	14	25
525020	Legal Services	115,000	38,078	33%	15	76,922
525140	Personnel Services	405	372	92%	16	33
525840	RCIT Device Access	1,130	653	58%	17	477
526700	Rent-Lease Bldgs	5,960	5,958	100%	18	2
527780	Special Program Expense	600	-	0%		600
527840	Training-Education/ Tuition	90	14	16%		76
527980	Contracts	206,025	178,925	87%	19	27,100
528120	Board/Commission Expense	1,245	947	76%		298
528140	Conference/Registration Fees	60	69	115%		(9)
528900	Air Transportation	55	16	29%		39
528960	Lodging	120	16	13%		104
528980	Meals	635	413	65%		222
529000	Miscellaneous Travel Expense	15	7	47%		8
529040	Private Mileage Reimbursement	515	331	64%		184
529080	Rental Vehicles	-	12	0%		(12)
Total Appropriation 2		356,170	246,666	69%		109,504
Total Expenditures		\$ 485,660	\$ 349,967	72%		\$ 135,693
Net Operating Position		\$ -	\$ 864,257			\$ 864,257

Regional Conservation Authority
Preliminary Budget vs. Actual Comparison as of June 30, 2017 (Unaudited)
General Fund - 935300 Land Management and Monitoring

REVENUE

Account	Account Description	Adjusted Budget	Actual	% of Actual to Budget	Note No.	Positive (Negative) Variance with Budget
722000	Participating Special Entities	\$ 68,750	\$ 483,436	703%	1	\$ 414,686
740020	Interest-Invested Funds	34,425	63,924	186%	2	29,499
740040	Interest-Other	-	230	0%		230
741000	Rents	76,180	75,691	99%	3	(489)
771410	Flood Contrl District	290,485	70,931	24%	8	(219,554)
781360	Other Misc. Revenue	30,000	14,981	50%		(15,019)
781520	Tipping Fees	2,480,000	3,746,320	151%	11	1,266,320
Total Revenue		\$ 2,979,840	\$ 4,455,513	150%		\$ 1,475,673

EXPENDITURES

510040	Regular Salaries	\$ 363,200	\$ 316,125	87%		\$ 47,075
510440	Annual Leave Buydown	18,650	18,610	100%		40
515200	Retiree Health Insurance	925	694	75%		231
518100	Budgeted Benefits	137,275	116,435	85%		20,840
Total Appropriation 1		520,050	451,864	87%		68,186
520200	Communications	7,375	6,681	91%		694
520270	County Delivery Services	60	58	97%		2
520320	Telephone Service	225	22	10%		203
520940	Insurance-Other	12,870	11,254	87%	12	1,616
521360	Maint-Computer Equipment	16,300	10,647	65%		5,653
521500	Maint-Motor Vehicles	7,000	4,500	64%		2,500
521540	Maint-Office Equipment	1,125	781	69%		344
521640	Maint-Software	3,020	2,159	71%		861
523100	Memberships	1,765	1,373	78%		392
523230	Miscellaneous Expense	1,750	1,078	62%		672
523620	Books/Publications	75	-	0%		75
523640	Computer Equip-Non Fixed Asset	4,120	1,140	28%		2,980
523660	Computer Supplies	450	143	32%		307
523680	Office Equip Non Fixed Assets	150	143	95%		7
523700	Office Supplies	5,475	4,364	80%		1,111
523760	Postage-Mailing	955	610	64%		345
523800	Printing/Binding	600	-	0%		600
523840	Computer Equipment-Software	2,690	2,494	93%		196
524560	Auditing and Accounting	3,700	2,926	79%	13	774
524900	GIS Services	1,620	1,500	93%	14	120
525020	Legal Services	102,000	32,500	32%	15	69,500
525140	Personnel Services	2,025	1,918	95%	16	107
525840	RCIT Device Access	5,650	3,263	58%	17	2,387
526700	Rent-Lease Bldgs	113,570	113,570	100%	18	-
526910	Field Equipment-Non Assets	17,500	5,517	32%		11,983
527100	Fuel	18,000	9,391	52%		8,609
527780	Special Program Expense	2,500	-	0%		2,500
527840	Training-Education/ Tuition	450	70	16%		380
527880	Training-Other	4,000	3,380	85%		620
527980	Contracts	1,991,785	1,778,695	89%	19	213,090
528120	Board/Commission Expense	6,225	4,733	76%		1,492
528140	Conference/Registration Fees	400	347	87%		53
528900	Air Transportation	270	255	94%		15
528960	Lodging	600	314	52%		286
528980	Meals	535	217	41%		318
529000	Miscellaneous Travel Expense	75	47	63%		28
529040	Private Mileage Reimbursement	1,080	1,093	101%		(13)
529080	Rental Vehicles	-	60	N/A		(60)
529500	Electricity	1,600	1,384	87%		216
Total Appropriation 2		2,339,590	2,008,627	86%		330,963
535220	Assessments & HOA	40,200	40,138	100%		62
Total Appropriation 3		40,200	40,138	100%		62
546320	Vehicles-Cars/Light Trucks	80,000	67,546	84%		12,454
Total Appropriation 4		80,000	67,546	0%		12,454
Total Expenditures		\$ 2,979,840	\$ 2,568,175	86%		\$ 411,665
Net Operating Position		\$ -	\$ 1,887,338			\$ 1,887,338

Regional Conservation Authority
Preliminary Budget vs. Actual Comparison as of June 30, 2017 (Unaudited)
Capital Projects Fund - 935201 Land Acquisition

REVENUE

Account	Account Description	Adjusted Budget	Actual	% of Actual to Budget	Note No.	Positive (Negative) Variance with Budget
711040	Measure A-Local St & Rds	\$ 3,000,000	\$ 3,000,000	100%		\$ -
722000	Participating Special Entities	137,500	966,872	703%	1	829,372
740020	Interest-Invested Funds	61,450	110,487	180%	2	49,037
740040	Interest-Other	-	14	0%		14
751680	CA-Grant Revenue	2,559,330	2,598,750	102%	4	39,420
766600	Fed-Capital Grants and Contrib	3,480,630	3,408,450	98%	5	(72,180)
769240	Other Gov MSHCP Infrastructure	-	6,997	0%	6	6,997
769260	Other Gov MSHCP Civic Projects	-	8,882	0%	7	8,882
771410	Flood Control District	326,730	-	0%		(326,730)
777170	Development Mitigation Fees	11,000,000	13,963,562	127%	9	2,963,562
777600	TUMF Revenue-Developer Fees	850,000	850,000	100%		-
781220	Capital Contributions & Donations	3,207,000	1,090,720	34%	21	(2,116,280)
781360	Other Miscellaneous Revenue	30,000	293,755	979%	10	263,755
Total Revenue		\$ 24,652,640	26,298,489	107%		\$ 1,645,849

EXPENDITURES

510040	Regular Salaries	\$ 1,120,455	\$ 1,008,913	90%		\$ 111,542
510440	Annual Leave Buydown	49,040	48,811	100%		229
515200	Retiree Health Insurance	2,845	2,134	75%		711
518100	Budgeted Benefits	440,920	382,632	87%		58,288
Total Appropriation 1		1,613,260	1,442,490	89%		170,770
520200	Communications	2,050	1,337	65%		713
520270	County Delivery Services	30	31	103%		(1)
520320	Telephone Service	1,230	122	10%		1,108
520940	Insurance-Other	31,350	29,506	94%	12	1,844
521360	Maint-Computer Equip	34,440	18,021	52%		16,419
521540	Maint-Office Equipment	6,150	4,269	69%		1,881
521640	Maint-Software	12,135	7,796	64%		4,339
523100	Memberships	9,630	7,504	78%		2,126
523230	Miscellaneous Expense	9,580	5,151	54%		4,429
523620	Books/Publications	410	374	91%		36
523640	Computer Equip-Non Fixed Asset	7,745	1,996	26%		5,749
523660	Computer Supplies	2,460	783	32%		1,677
523680	Office Equip Non Fixed Assets	820	782	95%		38
523700	Office Supplies	8,070	5,141	64%		2,929
523760	Postage-Mailing	4,675	3,540	76%		1,135
523800	Printing/Binding	3,280	-	0%		3,280
523840	Computer Equipment-Software	8,200	7,200	88%		1,000
524560	Auditing and Accounting	155,390	150,143	97%	13	5,247
524900	GIS Services	8,855	8,200	93%	14	655
525020	Legal Services	1,053,000	190,889	18%	15	862,111
525140	Personnel Services	11,070	10,155	92%	16	915
525840	RCIT Device Access	30,895	17,840	58%	17	13,055
526700	Rent-Lease Bldgs	162,850	162,848	100%	18	2
527780	Special Program Expense	16,400	-	0%		16,400
527840	Training-Education/Tuition	2,460	381	15%		2,079
527980	Contracts	475,295	466,346	98%	19	8,949
528120	Board/Commission Expense	34,030	25,876	76%		8,154
528140	Conference/Registration Fees	2,040	1,898	93%		142
528280	Imaging Supplies	2,500	630	25%		1,870
528900	Air Transportation	11,675	5,935	51%		5,740
528920	Car Pool Expense	500	303	61%		197
528960	Lodging	12,780	5,474	43%		7,306
528980	Meals	5,230	2,430	46%		2,800
529000	Miscellaneous Travel Expense	1,110	833	75%		277
529040	Private Mileage Reimbursement	6,205	5,520	89%		685
529080	Rental Vehicles	400	328	82%		72
Total Appropriation 2		2,134,940	1,149,582	54%		985,358
534000	Interest Notes-Warrants	140,000	133,752	96%	20	6,248
Total Appropriation 3		140,000	133,752	96%		6,248
540040	Land	29,484,440	25,760,985	87%	21	3,723,455
540060	Improvements-Land	30,000	5,082	17%		24,918
Total Appropriation 4		29,514,440	25,766,067	87%		3,748,373
Total Expenditures		\$ 33,402,640	\$ 28,491,891	85%		\$ 4,910,749
Net Operating Position		\$ (8,750,000)	\$ (2,193,402)			\$ 6,556,598

Regional Conservation Authority
Notes to Financial Reports
Preliminary June 30, 2017 (Unaudited)

	Operations	Land Management and Monitoring	Land Acquisition	Total RCA
REVENUES:				
1) Participating Special Entities:				
Southern California Edison-West of Devers	\$503,436	\$483,436	\$ 966,872	\$1,953,745
Southern California Edison-Valley Ivyglen II	4,021			4,021
	\$507,457	\$483,436	\$ 966,872	\$1,957,766
2) Interest from Riverside County Treasurer Pool Investment Fund:				
1st quarter interest at 0.71%	\$14,459	\$14,585	\$28,900	\$57,943
2nd quarter interest at 0.74%	14,689	14,815	28,033	57,536
3rd quarter interest at 0.79%	18,358	18,386	23,104	59,848
4th quarter interest at 0.96%	30,117	16,138	30,450	76,705
Total Interest	\$77,623	\$63,924	\$110,487	\$252,032
3) Rent revenues from the following sources:				
Goodhart		\$5,160		
KCAA Radio		6,000		
Archery Club		3,000		
Cell tower lease		54,651		
Lockheed lease		1,000		
Beekeepers		5,880		
Total Rent		\$75,691		
4) State revenues were received for the following purposes:				
Live Oak Canyon - RLC			\$486,500	
Live Oak Canyon - Hudson			485,000	
Riverpark			811,500	
Terra Investment			233,000	
McLaughlin			582,750	
Total State			\$2,598,750	
5) Federal funds were received for the following property acquisitions:				
Riverpark			\$1,893,500	
Terra Investment			717,000	
McLaughlin			797,950	
Total Federal			\$3,408,450	
6) Infrastructure contributions from member agencies:				
City of Beaumont - Potrero Blvd Bridge	\$232,670			\$232,670
County-Exchange Club Pak Frontage			\$6,997	6,997
Total Infrastructure	\$232,670		\$6,997	\$239,667
7) Civic contributions from member agencies:				
City of Eastvale - Fire Station	\$11,228			\$11,228
Crestmore Heights Photovoltaic	65,291			65,291
City of San Jacinto-Solar Project Permits	7,797			7,797
City of Moreno Valley - Kitching Substation	12,679			12,679
County-Exchange Club Parking Lot			\$8,882	8,882
Total Civic	\$96,995		\$8,882	\$105,876
8) Contributions from Riverside County Flood Control:				
University Wash Channel	\$91,335			\$91,335
Banning MDP Line	94,013			94,013
Norco MDP Line NB2		\$15,399		15,399
Wildomar MDP Lateral C-1		49,033		49,033
Norco MDP Line NB3		6,498		6,498
Total Flood Control	\$185,348	\$70,931		\$256,279

**Regional Conservation Authority
Notes to Financial Reports
Preliminary June 30, 2017 (Unaudited)**

Operations	Land Management and Monitoring	Land Acquisition	Total RCA
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REVENUES (Continued):

9) Mitigation fees through 6/30/17 are as follows:

City of Banning	\$0	
City of Beaumont	2,025,891	
City of Calimesa	170,219	
City of Canyon Lake	17,928	
City of Corona	535,152	
City of Eastvale	798,899	
City of Hemet	12,204	
City of Jurupa Valley	1,148,973	
City of Lake Elsinore	359,118	
City of Menifee	1,179,010	
City of Moreno Valley	1,294,804	
City of Murrieta	81,150	
City of Norco	107,672	
City of Perris	1,322,815	
City of Riverside	1,280,660	
City of San Jacinto	394,416	
City of Temecula	339,747	
City of Wildomar	380,845	
County of Riverside	2,514,058	
Total Mitigation	\$13,963,562	

10) Miscellaneous Revenues were received as follows:

Various deposit agreements	\$168,920	\$168,920
Legal cost reimbursements	6,340	6,340
Geller Property #2 Solar Project	118,495	118,495
EMWD Management	\$10,481	10,481
County Flood Debris Basin	4,501	4,501
Total Miscellaneous Revenues	\$14,981	\$293,755

11) 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	Revenue at \$1.50 per ton
July 2016	157,604	\$236,405
August 2016	165,795	248,692
September 2016	171,479	257,219
October 2016	161,521	242,282
November 2016	164,368	246,552
December 2016	186,393	279,590
January 2017	196,859	295,289
February 2017	203,542	305,313
March 2017	225,256	337,885
April 2017	185,477	278,215
May 2017	198,639	297,958
June 2017 (Estimated)	198,639	297,958
Adjustment		22,965
In-County Contribution		400,000
	2,215,570	\$3,746,320

**Regional Conservation Authority
Notes to Financial Reports
Preliminary June 30, 2017 (Unaudited)**

	Operations	Land Management and Monitoring	Land Acquisition	Total RCA
EXPENDITURES:				
12) Insurance provided by SDRMA:				
General & Property	\$1,032	\$5,122	\$29,506	\$35,660
Vehicle Insurance		6,132		6,132
Total Insurance Nine Months	<u>\$1,032</u>	<u>\$11,254</u>	<u>\$29,506</u>	<u>\$41,792</u>
13) Auditing and Accounting consists of the following:				
Vavrinek, Trine, Day & Co.	\$14,963	\$1,833	\$144,164	\$160,959
Brown Armstrong Accountancy Corp	90	450	2,460	3,000
County Auditor-Controller's Office	78	643	3,519	4,240
Total Auditing and Accounting	<u>\$ 15,131</u>	<u>\$ 2,926</u>	<u>\$ 150,142</u>	<u>\$ 168,199</u>
14) GIS Services				
Digital Globe	<u>\$300</u>	<u>\$1,500</u>	<u>\$8,200</u>	<u>\$10,000</u>
15) Legal Services as follows:				
Best, Best and Krieger	<u>\$38,078</u>	<u>\$32,500</u>	<u>\$190,888</u>	<u>\$261,466</u>
16) Personnel services by County Human Resources:				
Approx. \$1,125 per employee annually	<u>\$372</u>	<u>\$1,918</u>	<u>\$10,155</u>	<u>\$12,444</u>
17) RCIT Device Charges				
RCIT Monthly \$1,813	<u>\$653</u>	<u>\$3,263</u>	<u>\$17,840</u>	<u>\$21,756</u>
18) Rent & lease building cost:				
RCA office monthly rent \$16,549.	\$5,958	\$29,789	\$162,848	\$198,595
Monitoring office monthly rent \$6,982		83,780		83,780
Total Rent	<u>\$5,958</u>	<u>\$113,570</u>	<u>\$162,848</u>	<u>\$282,375</u>
19) Contract services are as follows:				
Capitol Alliance Consulting			\$23,333	\$23,333
Kadesh & Associates*			46,667	46,667
Dudek	\$176,841	\$36,207	73,091	286,138
Economic & Planning Systems	1,583	7,916	43,275	52,775
Real Estate Management			79,647	79,647
Geographics	501	2,506	13,700	16,707
Hogan Lovells			150,000	150,000
Parks & Open-Space Dist.-Land Mgmt.		812,216	23,979	836,195
Thomas Mullen (Reimbursable Expenditures)*			12,654	12,654
SAWA		919,850		919,850
Total Contracts	<u>\$178,925</u>	<u>\$1,778,695</u>	<u>\$466,346</u>	<u>\$2,423,967</u>
* Contracts approved under Executive Director Authority.				
20) Interest to Riverside County on Loan				
Interest Anheuser Busch Phases 6-8 (Not capitalized)			\$98,918	
Interest rate at average 2016 Treasurer Pool Investment rate of 0.70%			34,833	
			<u>\$133,752</u>	

**Regional Conservation Authority
Notes to Financial Reports
Preliminary June 30, 2017 (Unaudited)**

Operations	Land Management and Monitoring	Land Acquisition	Total RCA
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EXPENDITURES (Continued):

21) Land acquisition costs are as follows:

Land Donated to the Authority:

Jurupa Donation	\$77,220
Toscana Donation	480,000
Conatser Conservation Easement	38,500
Spring Mountain Ranch PA4	150,000
Spring Mountain Ranch PA3	220,000
French Valley Donation	125,000
Subtotal Donated Properties	\$1,090,720

Properties Acquired:

Live Oak Canyon - RLC	489,269
Live Oak Canyon - Hudson	838,167
Ordonez Property	477,837
Higgins	89,248
Davis, James & John	266,781
Riverpark	2,713,004
Rancho Road Escarpment	629,525
Jenkins	151,587
Tax Sale 2015	35,745
Terra Investment	954,903
Anheuser Busch - Phs 6-8 (Capitalized)	11,976,205
O'Connor - Ph 5	350,830
Hong#2	186,791
Hong#3	482,801
Bush, Brian	753,508
Beresford	211,864
McLaughlin	1,671,406
Torrez, Belinda	141,561
Tax Sale parcels 2016	72,138
Bhathal Property	1,519,796
	24,012,967

Consultants Costs:

Real Estate Management	392,929
Best, Best & Krieger	212,616
Parks & Open-Space Dist.	23,987
Environmental Equalizers, Inc.*	19,500
Hess Development*	1,400
Dudek - Environmental*	5,450
Others	1,416

Total Land Acquisition Costs

\$25,760,985

* Contracts approved under Executive Director Authority.

AGENDA ITEM NO. 8
Attachment 3

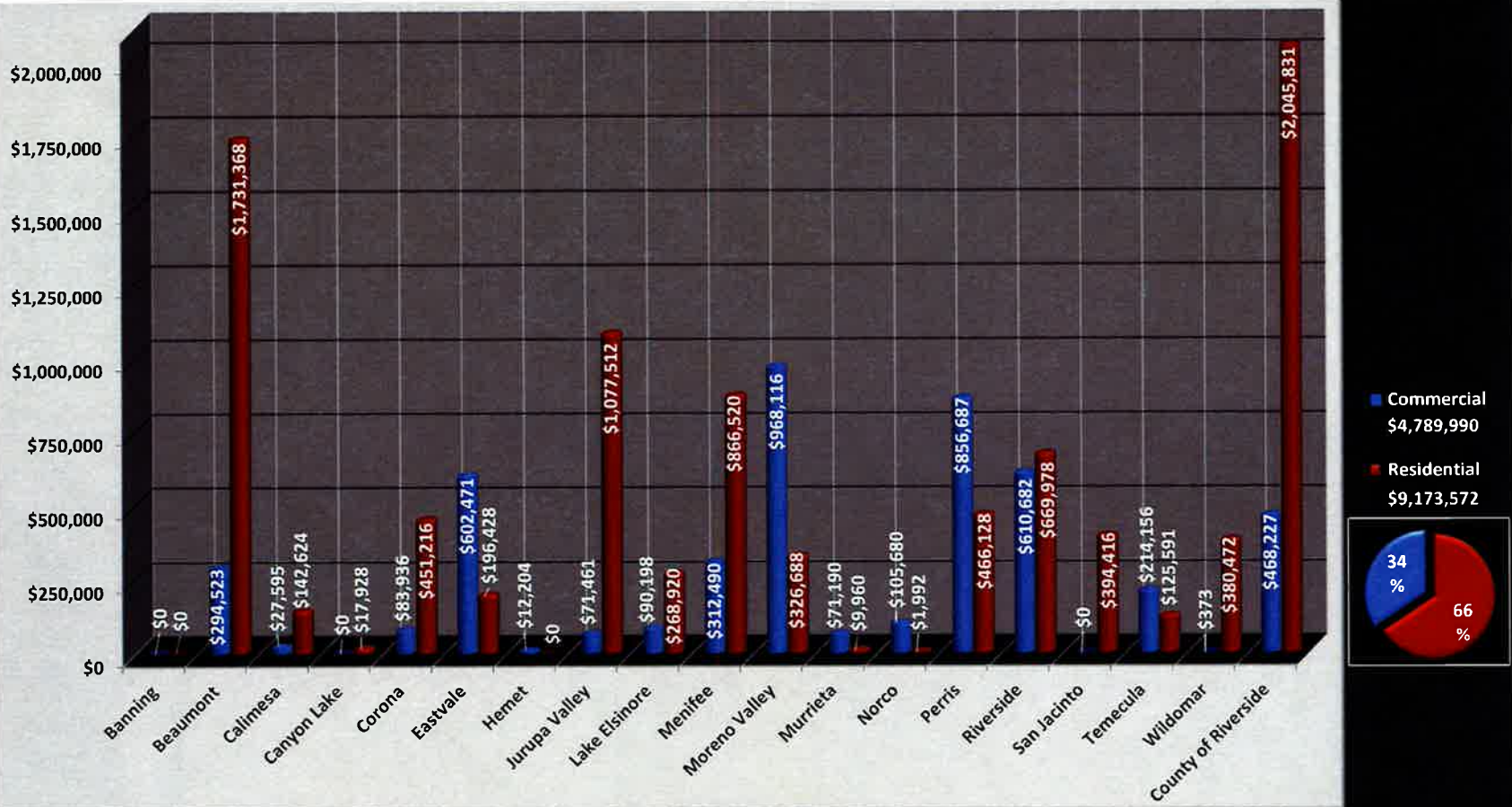
MSCHCP FEE
COLLECTIONS REPORT

REGIONAL CONSERVATION AUTHORITY
MSHCP MITIGATION FEE COLLECTIONS BY MEMBER AGENCY
FISCAL YEAR 2017

BASED ON ACCRUAL BASIS (Month reported by City)

COUNTY AND CITIES:	JUL 2016	AUG 2016	SEP 2016	OCT 2016	NOV 2016	DEC 2016	JAN 2017	FEB 2017	MAR 2017	APR 2017	MAY 2017	JUN 2017	TOTALS FY 2017	PERCENT OF TOTAL
CITY OF BANNING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
CITY OF BEAUMONT	387,402	69,720	55,776	101,592	94,689	81,672	65,736	61,752	125,496	127,488	207,168	647,400	2,025,891	14.5%
CITY OF CALIMESA	41,032	27,595	-	-	1,992	25,896	-	-	47,808	25,896	-	-	170,219	1.2%
CITY OF CANYON LAKE	1,992	-	1,992	-	-	1,992	-	5,976	1,992	1,992	-	1,992	17,928	0.1%
CITY OF CORONA	6,780	26,875	19,901	-	28,137	1,992	-	111,888	-	-	-	339,580	535,152	3.8%
CITY OF EASTVALE	-	56,576	120,793	5,976	5,976	355,124	62,240	190,111	-	2,102	-	-	798,899	5.7%
CITY OF HEMET	-	-	9,763	-	-	-	-	-	-	2,441	-	-	12,204	0.1%
CITY OF JURUPA VALLEY	37,688	97,608	69,720	87,648	152,419	51,792	118,213	115,565	119,520	33,864	89,640	175,296	1,148,973	8.2%
CITY OF LAKE ELSINORE	81,539	-	17,928	24,760	2,034	97,505	-	27,595	23,904	274	45,816	37,765	359,118	2.6%
CITY OF MENIFEE	47,808	68,174	148,080	95,264	45,816	9,920	113,544	53,824	71,431	98,390	129,574	297,184	1,179,010	8.4%
CITY OF MORENO VALLEY	-	181,561	9,731	25,031	15,936	-	344,424	204,785	31,872	65,736	346,009	69,720	1,294,804	9.3%
CITY OF MURRIETA	-	43,444	3,984	1,992	-	-	-	31,730	-	-	-	-	81,150	0.6%
CITY OF NORCO	-	27,824	-	-	-	15,536	7,236	-	-	29,791	20,291	6,994	107,672	0.8%
CITY OF PERRIS	322,411	80,084	70,104	-	55,776	-	1,992	49,800	9,960	-	57,768	674,920	1,322,815	9.5%
CITY OF RIVERSIDE	34,344	242,636	63,314	31,635	149,735	1,992	43,671	29,880	312,580	320,076	50,796	-	1,280,660	9.2%
CITY OF SAN JACINTO	7,968	9,960	23,904	31,872	35,856	65,736	21,912	63,704	33,904	37,848	29,880	31,872	394,416	2.8%
CITY OF TEMECULA	31,349	18,219	-	7,650	1,992	1,992	125,186	31,080	-	14,013	106,274	1,992	339,747	2.4%
CITY OF WILDOMAR	11,952	17,928	77,688	49,800	45,816	49,800	32,245	27,888	25,896	23,904	9,960	7,968	380,845	2.7%
COUNTY OF RIVERSIDE (LMS)	115,292	221,067	139,077	220,785	59,760	111,552	420,363	138,749	171,312	217,016	300,183	398,902	2,514,058	18.0%
TOTAL COUNTY AND CITIES	\$ 1,127,557	\$ 1,189,270	\$ 831,755	\$ 684,005	\$ 695,934	\$ 872,501	\$ 1,356,762	\$ 1,144,328	\$ 975,675	\$ 1,000,831	\$ 1,393,359	\$ 2,691,584	\$ 13,963,562	100.0%
OTHER														
FLOOD CONTROL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,335	\$ -	\$ 94,013	\$ -	\$ -	\$ 15,399	\$ 55,532	\$ 256,279	42.6%
OTHER GOV MSHCP INFRASTRUCTURE	-	-	-	-	-	232,670	-	-	-	-	-	6,997	239,667	39.8%
OTH GOV MSHCP CIVIC PROJECTS	-	-	11,228	-	-	73,088	12,679	-	-	-	-	8,882	105,876	17.6%
TOTAL OTHER	\$ -	\$ -	\$ 11,228	\$ -	\$ -	\$ 397,093	\$ 12,679	\$ 94,013	\$ -	\$ -	\$ 15,399	\$ 71,411	\$ 601,823	100.0%
GRAND TOTAL	\$ 1,127,557	\$ 1,189,270	\$ 842,982	\$ 684,005	\$ 695,934	\$ 1,269,594	\$ 1,369,441	\$ 1,238,341	\$ 975,675	\$ 1,000,831	\$ 1,408,758	\$ 2,762,995	\$ 14,565,385	

**Fiscal Year 2017
MSHCP Development Mitigation Fee Revenues
July 1, 2016 through June 30, 2017**



AGENDA ITEM NO. 9

**FISCAL YEAR 2017
FOURTH QUARTER
CONSULTANT REPORTS**

Regional Conservation Authority

**FISCAL YEAR 2017 FOURTH QUARTER
CONSULTANT REPORTS**

Staff Contact:

**Charles Landry
Executive Director
(951) 955-9700**

Background:

Attached are the Fiscal Year 2017 Fourth Quarter Consultant Reports for Dudek, Geographics, Kadesh & Associates, LLP, Riverside County Regional Parks and Open-Space District, Santa Ana Watershed Association, and Douglas P. Wheeler – Hogan Lovells, US LLP.

Staff Recommendations:

That the RCA Executive Committee –

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2017 Fourth Quarter Consultant Reports; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors.

Attachments:

Fiscal Year 2017 Fourth Quarter Consultant Reports

- Attachment 1 – Dudek
- Attachment 2 – Geographics
- Attachment 3 – Kadesh & Associates, LLP
- Attachment 4 – Riverside County Regional Parks and Open-Space District
- Attachment 5 – Santa Ana Watershed Association
- Attachment 6 – Douglas P. Wheeler, Hogan Lovells, US LLP

AGENDA ITEM NO. 9
Attachment 1

DUDEK

**CONSULTANT REPORT
DUDEK
FISCAL YEAR 2017 FOURTH QUARTER REPORT**

Report Covers Period: 04/01/17 to 06/30/17

Services Provided During Current Work Period:

Joint Project Reviews

As part of our ongoing duties related to MSHCP implementation for the RCA, Dudek continued to provide review of biological reports, analysis and submittals related to Joint Project Reviews (JPRs) submitted by Permittees. Dudek reviewed and completed several JPRs for Permittees during this reporting period.

Permittee Trainings and Support

Dudek assists the RCA in providing training and support to Permittees on MSHCP implementation. These training sessions are provided once or year or upon request and include an overview of the MSHCP, RCA responsibilities, Permittee Responsibilities, rough step, JPR process, required surveys and mitigation, CEQA documents, changes to the MSHCP, reserve lands, and the Wildlife Agencies' role. Discussion of unique circumstances for each Permittee is also provided in the training. Trainings sessions were held during the fourth quarter of 2017 on April 10 and April 17.

Dudek staff continued to provide ongoing support and attended meetings with Permittees on MSHCP implementation and compliance questions. Dudek fields questions on an ongoing basis related to either new projects or ongoing projects, both inside and out of the criteria area.

Monthly meetings with the Riverside County Environmental Programs Department (EPD) are ongoing. These meetings are a forum to discuss upcoming or ongoing County HANS/JPRs, conservation criteria, and other Permittee requirements to facilitate MSHCP consistency. Meetings with EPD this quarter were held on April 5, May 3, and June 7, 2017. Notable projects and issues discussed included the proposed Lakeside (Lee Lake) project; Walker Hills JPRs and Criteria Refinement' Teramor conveyance of easements; and, fencing plan reviews.

RCA and Dudek also met with City of Lake Elsinore consultants regarding the Temescal Canyon Road Bridge project on April 5, 2017. Issues include restoration of previously removed riparian vegetation that was unpermitted, appropriate required mitigation, and restoration to include an adequate width of Linkage 6 in order to maintain its function.

Wildlife Agency Coordination and Meetings

Dudek attended three monthly meetings with U.S. Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) staff hosted by the RCA. Duties included coordinating with attendees and review of materials ahead of the meeting. Meetings with the

Wildlife Agencies this quarter were held on April 20, May 18, and June 22, 2017. Projects and issues discussed included the Gilman Springs Road (RCTD) with wildlife movement and connectivity between San Jacinto Wildlife Area's Davis and Potrero Units; Santa River Trail (County Parks) mitigation options; Olsen Canyon JPR and Criteria Refinement; Mission Blvd Bridge Replacement (RCTD) with Santa Ana sucker, restoration, and mitigation; Habitat Conservation Plan funding; San Jacinto College at Menifee with burrowing owl; Perris dam Emergency Release Facility; Walker Hills; and Lakeside (County) with multiple issues.

Dudek also participated in three Pre-Application Meetings with the U.S. Army Corps of Engineers, Regional Water Quality Control Board, CDFW, and USFWS staff. Projects represented by Permittees and/or the project representatives are presented for consideration. The various regulatory agencies and RCA discuss, review, and seek solutions to issues related to permitting and MSHCP compliance. The review and analysis presented in these meetings is often subject to MSHCP Consistency review which is part of Dudek's role with the RCA. Meetings with the regulated waters Permitting Agencies this quarter were held on April 12, May 10, and June 14, 2017. Projects and issues discussed included Salt Creek Trail; Regional Agriculture Line Conversion; Lake Elsinore Mitigation Site; Stetson Avenue Bridge Replacement; Pinnacle Senior Living Center; MEBO Resort; Gallery Heights; and Temescal Canyon Road Bridge.

Also in this reporting period, Dudek provided documentation and support to CDFW and USFWS related to ongoing projects and questions on MSHCP implementation.

RCA Support

Dudek staff provided various forms of analysis and provided staff support by attending meetings, conference calls and conducting research via email related to ongoing and past projects. During this reporting period, Dudek was involved in discussions on various projects, as described above, and below specific to Lockheed Participating Special Entities (PSEs). Dudek has remains involved in all processing of Southern California Edison PSE application reviews and follow-up after approval, as well as pre-application coordination.

The last year of monitoring for the Munz's Onion relocation effort was completed in the First Quarter of this fiscal year. The results of the monitoring effort were incorporated into a final report that was submitted to the RCA on December 5, 2016. RCA determined that because of the favorable rainfall conditions this year, it would be helpful for Dudek to conduct another year of Munz's onion surveys this spring and provide a brief write-up of the results. Dudek provided the counts and status, including weed issues, to RCA in early April.

Participating Special Entities

Dudek staff provided support and coordination related to pending and existing PSEs. Issues related to several ongoing SCE projects and the MSHCP are ongoing and require support related to MSHCP implementation. Consistency Findings for the West of Devers System Upgrade Project (WODUP) were issued on December 26, 2016. Resubmittal of revised reports [based on revised design, updated biological information, and replacement of Additional Reserve Lands (ARL) and Public/Quasi-Public (PQP) lands] is pending. Coordination between Dudek and SCE is ongoing to help with their questions regarding resubmittals and mitigation.

Lockheed Martin Corporation submitted two PSE applications on December 13, 2016, one for remediation at Site 1 Potrero Canyon and the other for remediation at Site 2 Laborde Canyon. Comments were provided and coordination is ongoing with TetraTech to assist them in addressing the comments. Dudek attended a Site 2 field visit with TetraTech, CDFW, and RWQCB on June 2, 2017. Their schedule for Site 2 has been accelerated, and the revised submittal was received on June 23, 2017. In the interest of time, their draft documents are being reviewed while TetraTech is wrapping up small mammal surveys.

Management Support

Dudek is assisting RCA management in the training of new staff relative to JPR processing.

AGENDA ITEM NO. 9
Attachment 2

GEOGRAPHICS

**CONSULTANT REPORT
GEOGRAPHICS
FISCAL YEAR 2016-17 FOURTH QUARTER REPORT**

Report Covers Period: 4/1/17 – 6/30/17

Services Provided During Current Work Period:

Public Information and Branding Services
Website Updating and Hosting

Branding Services:

A second tablecloth with the RCA logo was produced by Geographics for staff use at events.

During the fourth quarter, Geographics continued work on RCA's annual newsletter. Copywriting and initial design were completed and a draft was provided in April.

Work on the newsletter and its accompanying e-newsletter will continue into the next quarter.

Website Hosting:

Geographics provided secure hosting with automatic backups for all three months of the quarter.

On April 21, while running a weekly server report, an unusual list of changes was discovered on the server. After investigation, it was determined to be a number of infections. Passwords were changed and infected files were deleted, along with corrupted plugins. Geographics also updated the anti-virus definitions on local machines.

Geographics continued to monitor the RCA server for additional issues. Two SSH access logs were found from China and Sweden. To further protect the server, Rackspace was asked to add a whitelist to allow only Geographics and WRCRCA employees access to this server. Geographics installed a program to the server that checks for malware twice a day, and sends notifications if anything suspicious is found.

Website Updates:

- Continued weekly reporting to check server and website for any issues
- On-site meeting to resolve missing file issue
- Investigate and delete infection from web server
- Investigate infected uploads
- Update current agenda link

AGENDA ITEM NO. 9
Attachment 3

KADESH & ASSOCIATES, LLP

CONSULTANT REPORT -- KADESH & ASSOCIATES
RCA FISCAL YEAR 2017 FOURTH QUARTER REPORT
WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

Report Covers Period: 4-1-17 through 6-30-17

Summary:

Activities in WRCRCA Q4 (April-June, 2017) revolved around:

- 1- Budget and Appropriations for FY18;
- 2- Organizing and staffing of new Trump Administration;
- 3- Old Budget and Appropriations business – the Continuing Resolution for FY17 which was set to expire on April 28 and new FY17 Appropriations; and
- 4- the June RCA fly-in for meetings regarding the National Wildlife Refuge system.

Legislation and Issues:

The focus of RCA and Coalition activities has been on robust funding of relevant habitat programs and the successful rollout of the WIFIA program by the EPA which includes a drought resiliency provision designed by the RCA, as well as exploration of National Wildlife Refuge system.

April –

April largely consumed with the House’s Healthcare Repeal and Replace effort and the Budget – the conclusion of the CR, the effective rejection of the Trump Administration’s so-called “skinny budget” and new FY17 Appropriations.

April featured a two-week Easter/Passover/Spring recess.

The most relevant legislative activity focused on the (ultimately successful) effort to conclude the FY17 appropriations bills with an Omnibus package to govern spending for the remainder of Fiscal Year 2017 which concludes September 30, 2017. FY18 Budget details were expected the week of May 14, but there was significant discussion that they will be later than this, possibly early June.

May -

May featured the Senate in session for four weeks and the House for three weeks and two major events: the rollout of the Trump Administration’s Fiscal Year 2018 budget and “Infrastructure Week” in Washington, DC for stakeholders from around the nation including the Port of LA and the LA Mayor’s office, as well as water agency interest.

In the formal FY18 Budget submission EPA is targeted for a 31.4% cut. While past may not always be prologue, the FY17 Omnibus experience gives some hope that the Congress, on a

bicameral and bipartisan basis, does not agree with this depth of cutting or the specifics in many cases significant to the habitat community in the areas of transportation, water and the environment. The EPA budget will ultimately be decided in a catch all omnibus in September.

June –

The Senate and House were both in session for all four weeks of June.

June featured the commencement of the very compressed Fiscal Year 2018 Appropriations process and follow up to “Infrastructure Week” in Washington, DC held the week of May 14. The House and Senate transportation and infrastructure related committees continued to hold hearings, particularly on FAA reform, but no large-scale infrastructure bill is in sight for this year.

Activities summary:

Arranged and participated in June DC Fly-in.

Answered specific questions from RCA staff.

Kept staff updated as to legislative changes, committee assignments and confirmations.

Tracked EPA’s implementation of WIFIA – identified possible fatal flaw in EPA interpretation of the Act regarding water agency participation and began working to correct it either administratively or through subsequent legislation.

Monitored and shared updates on Administration Transition regarding Budget,

Appropriations, Interior, EPA/WIFIA, habitat and environmental policies and personnel.

Follow up to a previous item –

Division G, Title II of the Omnibus directs: “Within 30 days of enactment of this Act, the Agency [EPA] is directed to submit to the House and Senate Committees on Appropriations its annual operating plan for fiscal year 2017, which shall detail how the Agency plans to allocate funds at the program project level.” This report has been prepared by EPA and received by the House and Senate Appropriations Committees. It is not a public report.

Questions and Comments -

It is the pleasure of Kadesh & Associates to serve the RCA. If this report generates any questions, please direct them to Dave Ramey at 202-549-1519 or dave@kadeshdc.com. Thank you.

###

AGENDA ITEM NO. 9
Attachment 4

RIVERSIDE COUNTY
REGIONAL PARKS and
OPEN-SPACE DISTRICT

**CONSULTANT REPORT
RIVERSIDE COUNTY PARKS AND OPEN-SPACE DISTRICT
FISCAL YEAR 2017 FOURTH QUARTER REPORT**

Report Covers Period: 04/01/17 – 06/30/17

Services Provided During Current Work Period:

102 Work Release Program hours were utilized during the Fourth Quarter of FY2017

Patrol/Access Control/Maintenance

General Administration

Staff obtained three bids for two new F-250 trucks. Winning bid went to Sunrise Ford. Trucks delivered 6/29/17.

Badlands HMU

Invoice was submitted to insurance company for fence damage caused by drunk driver on the Wolfskill-Driscoll Reserve adjacent to Gilman Springs Road. CHP asked the invoice be submitted with case being finished by DA.

Calmat: Staff spent three days spraying new Russian thistle regrowth. 10 gallons of chemical was used to suppress 2 acres of new thistle regrowth.

Cactus Valley HMU

Bautista Canyon Reserve: Staff worked closely with USFS Natural Resources Specialist John Ladley to block off a shared road in Bautista Canyon. The dirt road was providing access to target shooters and dumping on the RCA Tax Sale 2012. Currently, we are in agreement that the USFS will provide gate material and RCA staff will fabricate and install gate. We do not foresee a formal MOU but we have asked the USFS District Ranger if one is needed for a long term agreement.

Gavalin HMU

Post wild flower refuse clean up: Staff removed 30 fifty-gallon trash bags of litter from the edge of the parcels at Reynolds. The removal did not include most of the roadway litter and only RCA parcels were targeted. It was a small dent in the debris left behind from the wildflower crowds. Next year we plan to get ahead of the crowds in response to how quickly word spreads on social media. Closure of the main access road is being discussed.

North Peak: Ranger Chagolla had extensive contact with Lake Elsinore RSO and BLM Ranger near the Northpeak parcels during the 4th quarter. Overlapping responsibilities created favorable conditions to work together. Range Chagolla was able to show access routes in and out of the

area and pinpoint RCA locations being abused. We were able to provide support to BLM on their closing of their target shooting areas. RSO is still providing support in closing of the illegal target shooting area north of Northpeak El Toro. Abandoned vehicles were removed by J&M towing from Northpeak #4 interior.

Johnson Property: 5 individuals were observed shooting on Johnson property. Once the individuals noticed the Rangers they ran away carrying assault rifles, leaving their vehicles behind. All individuals ran toward the riparian area to the north on private property. RSO was called and the helicopter showed up within 5 minutes. A motor unit also responded but was reluctant on making contact due to being out numbered and over powered. BLM Ranger also showed up but did not receive any support from RSO to search the mines he suspected the individuals to be hiding in. RSO did thoroughly search the vehicles but did not find anything illegal, just large amounts of ammunition. Vehicles could not be towed due to limited access. RSO hoped to catch the vehicles on the road and conduct a traffic stop if found. Both vehicles were registered to addresses in Mead Valley. The incident was turned over to RSO for follow up.

Menifee HMU

El SOL Riparian Mitigation Project: All grading and fencing work has been complete. Hydro-seeding, cuttings and container planting expected in October.

Ranger Garcia removed a homeless encampment on the Anheuser Busch Phase 8 area without incident.

Evendal Wilson/Bergstein: properties were patrolled weekly during the 3rd Quarter. After reports of target shooters Ranger staff and RSO responded and made contact with the multiple shooters. All shooters were escorted off the property and asked not to return. Information from all individuals was obtained for our records.

Riverside HMU

Staff installed new HOBO weather station on the Teledyne DSF site. Installation of the weather station consisted of installing concrete pad and chain link fencing along with set up of weather station. Weather station will provide site specific weather data which may be crucial in the success of the Delhi fly species.

San Jacinto HMU

KHOV/EMWD CE: Staff installed a post and bollard project on the KHOV parcel to eliminate a trespass issue off Bethlam Avenue. Staff worked with Lake Hemet Municipal Water District to bring in large boulders to cut off another vehicle trail near Treatment Area A.

San Tim HMU:

Hudson-Live Oak Canyon: The WCB sign for Live Oak Canyon was installed. The property has been patrolled twice in April with no issues to report. Calimesa RSO (Deputy Rios) has worked with Ranger Chagolla in patrolling the Oak Valley area in April.

Oak Valley: one stolen car was found and recovered by RSO. One large metal storage container was also found on the Oak Valley Reserve. It looks like the container was being moved and the associated vehicle became stuck so they left the container. We will remove the container in April.

Sage HMU:

The WCB sign for Terra Investment property has been installed during the 4th Quarter on the interior road.

Habitat/Species Management

BUOW Translocation: Staff spent much of the 4th quarter keeping predators away from nesting burrows. The pair managed to successfully raise 4 young to fledgling stage and they remain on site utilizing the nesting burrow.

SKR Management: Staff completed ± 70.0 acres SKR vegetation management at the Cordova and JPR 6 parcels in Sage HMU.

Bolton: 15 days of turtle trapping was conducted during the month of May. Only one small, new turtle caught in lower pond (9.0 cm, 7-9 yo). One other small, new turtle found dead in upper pond (~10 cm). Total of at least 4 unique individuals seen in pond during 2017 wet season.

Fire Management/Weed Abatement

Herbicide and Mechanical Treatment were completed at McElhinney Stimmel, CALMAT (along Gilman Springs Road), Tax Sale 5, Fuller, Ordenez, Wilhelm, SJRR, Cordova, Bolton, Greenwald, Casa Modelo, Clark, Gentry, Shiang, Calvary Chapel, and RAFCO.

Small wildlife was reported to Management staff on the Bishop property. Staff suppressed a small fire and mopped up without further resources needed.

Acquisitions

Initial Site Inspections:

Beresford: completely untouched. Very nice habitat with nice creek and pooling water. 20+ coast range newts were found. No problem areas found to occur.

Murrieta Market Place: Most markers were found, one pertinent marker missing. 3 WPT found onsite within creek.

La Laguna: all markers requested were found to be installed.

Torres: previous avocado orchard. Some irrigation and chain link fencing corrals remain.

French Valley Donation: all witness markers in place, no dumping. A very odd narrow shaped strip of a property. Vernal pool located in western section of southern strip.

Bush: follow up pre-acquisition review. Housing area cleanup was completed and old tires and electric meter box removed. Lots of small trash remains throughout the site however.

McLaughlin: Most witness markers in place. No dumping. One large (~17 ft diameter) and three small metal cisterns are located within the property along its northern edge. No other dumping found. Already extensive (excessive) network of Mt bike trails on property radiating from neighboring Simpson Park. One trail seen going south east connecting to Bautista Canyon Property. Another trail currently being constructed in northern part of property.

Allred: All witness markers in place, no trash or problem areas were found to occur.

Bethel: follow up pre-acquisition review. Markers are all in. Pretty good CSS habitat with lots of covered species (CAGN, BESP, Jackrabbit, and both whiptails present). Fair bit of OHV activity coming from north and also from neighborhood to the south. Staff repaired a cut fence on boundary with CNLM property.

Katz: Pre-acquisition review. Large pile of erosion control material overflowing from neighbor's property onto Katz property and washing down creek. Stack of car bumpers clearly dumped from same neighbor on property. EDA has been made aware of problem areas.

AGENDA ITEM NO. 9
Attachment 5

SANTA ANA
WATERSHED ASSOCIATION

CONSULTANT REPORT
SAWA – BIOLOGICAL MONITORING PROGRAM
FISCAL YEAR 2016/2017 FOURTH QUARTER REPORT

Report Covers Period: 04/01/17 – 6/30/17

Services provided during current work period:

Biological monitoring surveys conducted:

- Carnivores (mountain lion, coyote, bobcat, long-tailed weasel) via motion-triggered cameras in habitat linkages.
- Small mammal via live-capture trapping grids within habitat suspected to support San Bernardino kangaroo rat and Los Angeles pocket mouse at Potrero Basin.
- Golden Eagle via United States Geological Survey (USGS) territory surveys.
- White-tailed Kite surveys via transect surveys and nest monitoring.
- Burrowing Owl pair count surveys via binoculars, spotting scopes, and trail cameras at locations with owls to determine numbers of breeding pairs and nest outcomes.
- Riparian bird surveys via transect surveys and nest monitoring.
- Tricolored Blackbird via a state-wide effort to estimate numbers of breeding birds.
- Quino checkerspot butterfly via area-constrained visual encounter surveys at any conserved locations where the species has been observed historically.
- Vernal pool surveys for fairy shrimp and western spadefoot in pools with standing water.
- Terrestrial herpetofauna via grid-based visual searches for lizards and snakes.
- Santa Ana sucker via use of a GoPro camera (Sunnyslope).
- Arroyo toad via visual and audio survey techniques along stream segments.
- Western pond turtle via trapping within appropriate aquatic habitat in a previously occupied area (Santa Rosa Plateau).
- Rare plants via area-constrained visual encounter surveys at conserved locations known or suspected to support covered rare plant species.
- Delhi Sands flower-loving fly via visual encounter surveys along line-distance transects at recently occupied locations to confirm annual reproduction and determine density.

Collaboration:

- Coordination continuing with CA Department of Fish and Wildlife staff at the San Jacinto Wildlife Area (SJWA) regarding management of the Tricolored Blackbird breeding and foraging habitat, along with some discussion on Burrowing Owl.
- Collaboration continuing with the state-wide Tricolored Blackbird Working Group.
- Collaboration continuing with USGS and their Golden Eagle territory surveys.
- Collaboration continuing with CNLM on the Burrowing Owl pair count surveys.
- Collaborated with OCWD on White-tailed Kite and riparian bird surveys on their Prado property.
- Collaborated with SAWA and OCWD with Santa Ana sucker surveys at Sunnyslope on April 4.

- Collaborated with other wildlife organizations and wildlife professionals in a SAWPA Santa Ana sucker meeting on April 24.
- Collaboration established with USGS regarding their arroyo toad surveys.
- Collaboration established with Santa Rosa Plateau staff regarding their western pond turtle surveys.
- Collaborated with other wildlife professionals involved in HCP's in an Inter-Agency Sub-Committee Regional Vegetation Monitoring Meeting on May 4.
- Collaborated with other wildlife organizations and wildlife professionals in a Delhi Sands flower-loving fly Working Group meeting on May 16.
- Collaboration with Riverside County Flood Control regarding small mammal trapping prior to cleanout of the Potrero Basin.

Accomplishments:

- Gathered useful data for carnivores (coyote, bobcat), Los Angeles pocket mouse, northwestern San Diego pocket mouse, Dulzura kangaroo rat, Bryant's desert woodrat, Golden Eagle, White-tailed Kite, Burrowing Owl, riparian birds, Tricolored Blackbird, Quino checkerspot butterfly, vernal pool species, terrestrial herpetofauna, Arroyo toad, western pond turtle, and rare plants.
- Met species objective for Quino checkerspot butterfly regarding documentation of presence in 4 of 7 Core Areas, and one satellite core.
- Hosted three monthly monitoring/management coordination meetings with local land managers and wildlife agency representatives, one of which was performed by Biological Monitoring Program staff.
- Taxa and survey leads began holding post-survey meetings to get feedback from staff.
- HOBO weather station established at the Teledyne site, location of Delhi Sands flower-loving fly.
- Working on 2016 reports.

Training

- Arroyo toad survey training was conducted by the Herp Lead and Tricolored Blackbird vegetation and bird point count survey training was conducted by the survey lead on Wednesday, April 19.
- All Hands Meeting occurred on June 12: cleaned and checked vehicles, continued equipment inventory, discussed survey and report status.
- Aguanga kangaroo rat trapping survey training was conducted by the Mammal Lead and Delhi Sands flower-loving fly survey training was conducted by the survey lead on June 15.
- Data Manager attended ArcGIS 123 program training on June 22.

AGENDA ITEM NO. 9
Attachment 6

DOUGLAS P. WHEELER
HOGAN LOVELLS, US LLP



Quarterly Contract Report

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

April-June, 2017

During this quarter, the new Administration made slow progress in its **appointment of senior officials** at the Fish and Wildlife Service and the Department of the Interior. At this writing, no one has been nominated to serve as Assistant Secretary for Fish and Wildlife and Parks or Director of the Fish and Wildlife Service (FWS). In June, however, Secretary of the Interior Ryan Zinke named Greg Sheehan, then Director of Utah's Wildlife Service, as Deputy Director of FWS. Now serving as Acting Director, Sheehan has a 25-year record of service as a state resource manager, and can be expected to share that perspective with his new colleagues. It has been widely reported that another state official, Scott Talbott of Wyoming, will be nominated as Director. Although there has been no appointment to the position of Assistant Secretary for Fish and Wildlife and Parks, Todd Willens, a former Congressional staff member and veteran of previous Republican administrations, currently services as Principal Deputy and Acting Assistant Secretary. He is joined in that office by Aurelia Skipwith, a biologist and attorney who has also worked on Capitol Hill, and for the Monsanto Company.

The absence of confirmed appointees in these positions has slowed the development of a new policy agenda, and made it more difficult than usual to engage these agencies on matters of interest to the Authority. Not surprisingly, the **Authority's representatives have turned their attention instead to the Congress**, and other institutions which share our concerns. When Charlie Landry and Tom Mullen travelled to Washington in June, they brought the Authority's message to the offices of Senators Feinstein (A. Segal) and Harris (K. Chang), and to the Senate Committee on Environment and Public Works (M. Leggett) and the office of Representative Calvert (I. Foley). In each instance, Messrs. Landry and Mullen won support for the Authority's objectives, including adequate funding for habitat acquisition, pursuant to section 6 of the Endangered Species Act, and the possibility of a new National Wildlife Refuge in Riverside County. The funding message was apparently persuasive, as the House Subcommittee on Interior Appropriations, chaired by Representative Calvert, subsequently reported an appropriations bill which includes **funding for section 6 at levels which are substantially higher than those recommended by the Administration**, and about equal to those of prior years. The House is expected to consider the FY 2018 Interior appropriations bill as part of "minibus" legislation, which would provide appropriations for several agencies in a single bill. The Senate has yet to act on counterpart appropriations legislation, but it is expected to follow the lead of the House in rejecting the Administration's proposal that section 6 funding be sharply reduced.

Earlier in June, Messrs. Landry and Wheeler met in Sacramento with regional leadership of the Fish and Wildlife Service to explore a possible **pathway toward establishment of a new National Wildlife Refuge in Riverside County**. Regional Director Paul Souza and Regional refuge chief Polly Wheeler offered encouragement to the Authority, acknowledging that habitat values had been well-established in planning for the MSHCP. Landry explained that the Board had not yet decided to

proceed, but believes that the Service has an obligation to provide additional funding for habitat acquisition. In theory, the establishment of a refuge on land which has already been designated for acquisition within the MSHCP will facilitate access to an additional source of Federal funding, the refuge acquisition account, and speed the acquisition of privately-owned land within the MSHCP. Souza and Wheeler explained the agency process by which new refuge proposals are developed and reviewed. Due to the complexity of this process, and current sentiment concerning the establishment of new refuges, they advised that we rely instead on legislation to establish any new refuge in Riverside County. Assuming the support of Representative Calvert, it would also be possible to tailor a legislative proposal to the specific circumstances of the Western Riverside MSHCP. A summer associate at Hogan Lovells, Sarah Ruckriegle, explored both options, and also concluded that a carefully-written legislative proposal would best address the concerns of the Board. She also found another example, at the San Diego National Wildlife Refuge, where a new refuge had been established in conjunction with a pre-existing MSHCP.

In other ways, California continued during this quarter to demonstrate leadership on wildlife issues which had once been the province of the Federal government. Borrowing a leaf from the Authority's experience, the Legislature enacted a new transportation bill—SB 1—which for the first time authorizes the use of “advance mitigation” to offset the environmental impacts of transportation infrastructure, and provides substantial funding to CalTrans for this purpose. Similarly, the Strategic Growth Council has begun to implement AB 2087, a pilot program for advance mitigation at the regional level which was authorized by the Legislature in 2016. Judging from the response of eligible communities, there is growing statewide interest in this concept which was pioneered by Riverside County in 2004.

As reported in the last quarter, the Western Governors Association has also drawn on the WRCRCA experience in developing its bi-partisan recommendations for reform of the Endangered Species Act. Although progress toward reform has been slowed somewhat by the pace of appointments to policy-level positions in the new Administration, the Congress clearly intends to follow the lead of the WGA. As noted, during their most recent visit to Washington, Messrs. Landry and Mullen briefed Congressional staff on the successes of the MSHCP, and encouraged consideration of procedural reforms that would complement the efforts of the Authority in implementing its innovative MSHCP.

*Douglas P. Wheeler, Esq.
Washington, D.C.
August 3, 2017*

AGENDA ITEM NO. 10

**INTRODUCTION OF
RESOLUTION NO. 2017-XXX
*RESOLUTION OF THE BOARD
OF DIRECTORS OF THE WESTERN
RIVERSIDE COUNTY REGIONAL
CONSERVATION AUTHORITY
AMENDING ARTICLE IV.E
OF ITS BYLAWS WITH REGARD
TO COMPENSATION***

Regional Conservation Authority

**INTRODUCTION OF RESOLUTION NO. 2017-XXX
RESOLUTION OF THE BOARD OF DIRECTORS OF THE
WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION
AUTHORITY AMENDING ARTICLE IV.E OF ITS BYLAWS WITH
REGARD TO COMPENSATION**

Staff Contact:

**Honey Bernas
Director of Administrative Services
(951) 955-9700**

Background:

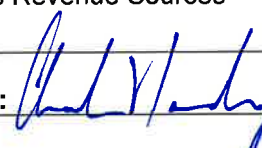
Section IV.E of the RCA's Bylaws provides that regular and alternate members of the RCA Board of Directors shall be compensated at the rate of \$100.00 per day for attending to business of the RCA, but not to exceed \$400.00 per month. From time to time, RCA's officers are called upon to attend more than four meetings per month, especially when traveling to Washington, D.C.

In order to encourage our officers to participate in agency business, staff recommends that the RCA Bylaws be amended to provide that the Chairman, Vice Chairman and Past Chairman shall receive compensation in an amount not to exceed \$800.00 per month.

Staff Recommendation:

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors introduce Resolution No. 2017-XXX, *Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Amending Article IV.E. of Its Bylaws with Regard to Compensation*; and
- 2) Authorize staff to agendize this matter for the September 11, 2017 meeting of the RCA Board of Directors

FINANCIAL INFORMATION	
In Fiscal Year 2018 Budget: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Cost: Est. \$3,600 Annual Cost: Est. \$3,600
Source of Funds: Miscellaneous Revenue Sources	Budget Adjustment: No
Approved by: 	Date: August 9, 2017

Agenda Item No. 10 Staff Report
Page 2
August 16, 2017

Attachments:

- 1) Resolution No. 2017-XXX
- 2) Redlined Bylaws
- 3) Amended Bylaws

AGENDA ITEM NO. 10
Attachment 1

RESOLUTION NO. 2017-XXX

RESOLUTION NO. 2017-XXX

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION
AUTHORITY AMENDING ITS BYLAWS WITH REGARD TO COMPENSATION**

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

WHEREAS, pursuant to Section 17 of the Agreement, the RCA has the power to adopt such rules and regulations as the Board may deem necessary for the conduct of the RCA’s affairs; and

WHEREAS, the RCA has adopted Bylaws and the RCA has determined that it is necessary at this time to revise the RCA’s Bylaws to amend compensation for attending to the business of the RCA; and

WHEREAS, notice of this change to the Bylaws has been provided as required in the Bylaws.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Western Riverside County Regional Conservation Authority hereby resolves to amend its Bylaws as follows:

1. Article IV, Section E of the Bylaws is hereby amended to read as follows:

COMPENSATION: Unless prohibited by law from accepting compensation, each regular and alternate member (when performing the duties of a regular member) of the Authority shall be compensated at the rate of One Hundred Dollars (\$100) for any day attending to the business of the Authority, but not to exceed Four Hundred Dollars (\$400.00) in any month, along with the necessary traveling and personal expenses incurred in the performance of his or her duties as authorized by the Authority.

Notwithstanding the above, compensation shall not exceed Eight Hundred Dollars (\$800) in any month for the Chairperson, Vice Chairperson and Past Chairperson.

2. This Amendment shall become effective upon the approval of this Resolution by the Board of Directors.

PASSED AND ADOPTED at the regular meeting of the Board of Directors of the Western Riverside County Regional Conservation Authority held this _____ day of _____, 2017.

By: _____
Marion Ashley, Chairman
Western Riverside County
Regional Conservation Authority

ATTEST:

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

AGENDA ITEM NO. 10
Attachment 2

REDLINED
BYLAWS

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

BYLAWS

ARTICLE I – NAME AND AUTHORIZATION

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

ARTICLE II – PURPOSE, DUTIES & POWERS

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

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

ARTICLE III – MEMBERSHIP

- A. **REGULAR MEMBERS.** The regular members of the Board shall be the five members of the Riverside County Board of Supervisors and one member from each incorporated city who is signatory to the Agreement.

Written notification of the appointment of a City representative shall be provided to the Chairperson of the Board.

B. ALTERNATE MEMBERS:

1. Each member of the Riverside County Board of Supervisors may appoint an alternate member to the Board of the Authority and each City may appoint one alternate member to the Board of the Authority.
2. Each regular member and alternate member of a City must hold an elective office on the respective governing body appointing the regular or alternate member.
2. The Board of Supervisors ("BOS") may appoint a city council member of a member city to represent the member as an alternate at meetings of the RCA Board or committees. Notice of the alternate appointment shall be made in writing to the chairperson of the RCA Board. In no event shall the same person serve as a city representative and alternate for a BOS member at the same meeting.
4. In the absence of a regular member, the alternate member shall, if present, participate in a meeting of the Board or committee the same as if the alternate member were the regular member.

ARTICLE IV – TERM, VACANCIES AND COMPENSATION

- A. **TERM.** Regular members and alternate members shall serve on the Board during the term for which they were appointed or until their successor has been appointed or their appointment has been revoked, whichever is earlier. However, a regular or alternate member's position on the Board shall automatically terminate if and when the term of the elected public office of such regular or alternate member is terminated.
- B. **VACANCIES.** Any vacancy in the office of regular or alternate member, whether because of death, incapacity, resignation, loss of underlying office, removal or otherwise, shall be filled by the appointing authority for such member. When a vacancy occurs, it shall be the duty of the respective Party having the vacancy to promptly inform the Board of the name of the replacement regular or alternate member.
- C. **RESIGNATION.** Any regular or alternate member may resign at any time by giving written notice of such resignation to the Authority's Executive Director. Such resignation shall be effective at the time specified; acceptance of such resignation shall not be necessary to make it effective.

- D. REMOVAL. Any regular or alternate member may be removed, with or without cause stated, by the authority responsible for his or her appointment.
- E. COMPENSATION. Unless prohibited by law from accepting compensation, each regular and alternate member (when performing the duties of a regular member) of the Authority shall be compensated at the rate of One Hundred Dollars (\$100) for any day attending to the business of the Authority, but not to exceed Four Hundred Dollars (\$400) in any month, along with necessary traveling and personal expenses incurred in the performance of his or her duties as authorized by the Authority.

Notwithstanding the above, compensation shall not exceed Eight Hundred Dollars (\$800) in any month for the Chairperson, Vice Chairperson, and Past Chairperson.

ARTICLE V – VOTING

- A. QUORUM. A majority of the members of the Board shall constitute a quorum for the transaction of business and all official acts of the Board shall require the affirmative vote of a majority of the members of the Board. Each regular member or alternate member acting in the place of a regular member shall have one vote at meetings of the Board. However, any member of the Board, immediately after a vote of the Board and prior to the start of the next item on the agenda may call for a weighted vote.
- B. WEIGHTED VOTING. For an item to be passed by weighted vote, all of the following requirements shall be met:
 - 1. the item shall be approved by a majority of the Board members present at the meeting who represent the Riverside County Board of Supervisors, who each shall have one vote;
 - 2. the item shall be approved by a majority of the Board members present at the meeting who represent Cities, who each shall have one vote; and
 - 3. the item shall be approved by Board members present at the meeting who represent Cities representing a majority of an equal combination of 1) the population of the county living in incorporated areas within the boundaries of the MSHCP Plan area, and 2) the number of acres currently within the Criteria Cells in the incorporated areas as follows: *Banning – 78 acres; Beaumont – 10,098 acres; Calimesa – 3,380 acres; Canyon Lake – 303 acres; Corona – 2,315 acres; Eastvale – 1,024 acres; Hemet – 1,158 acres; Jurupa Valley – 5,039 acres; Lake Elsinore – 14,336 acres; Menifee – 249 acres; Moreno Valley – 2,325 acres; Murrieta –*

8,726 acres; Norco – 733 acres; Perris – 3,181 acres; Riverside – 1,201 acres; San Jacinto – 4,580 acres; and Temecula – 3,917 acres; and Wildomar – 4,151 acres. Population data shall be determined through California Department of Finance estimates, adjusted annually.

In addition, the Board may, through resolution, revise the above-referenced number of acres due to the addition of a new member entity or other appropriate adjustments as the Board deems necessary.

ARTICLE VI – NOMINATION AND ELECTION OF OFFICERS

- A. **ELECTIONS.** The Board shall elect a Chairperson and a Vice Chairperson at its meeting every December, or as soon thereafter as practical. At least once every three years, the Chairperson or Vice Chairperson shall be a regular member of the Board who is a member of the Board of Supervisors. The term of the Chairperson and Vice Chairperson shall commence on the first day of the month following the selection, unless otherwise determined by the Board.
- B. **NOMINATIONS.** Any member of the Authority may nominate any regular member for an office contemplated in Section A. An individual receiving the majority of the votes for any of the offices shall be deemed to have been elected. Different procedures and requirements apply to the office of treasurer and controller, pursuant to Section E. and the Agreement.
- C. **RESIGNATIONS.** In the event an officer resigns or ceases to be an officer, the Board shall select a replacement therefore at the next regular meeting of the Board, or as soon thereafter as practical.
- D. **ABSENCES.** In the absence or inability of the Chairperson to act, the Vice Chairperson shall act as Chairperson.
- E. **APPOINTMENTS.** The Board shall appoint the treasurer of a member agency to serve as the Treasurer. The Board shall also appoint the finance director of a member agency to serve as the Controller.

ARTICLE VII – DUTIES OF OFFICERS

- A. **CHAIRPERSON.** The duties of the Chairperson shall be to:
 - 1. Preside at all meetings of the Authority, provided that the Board, by a majority vote of the members present, may overrule any decision under this Section A.1 by the Chairperson at or during the meeting;

2. Call special meetings of the Authority when necessary;
 3. Appoint ad hoc committees, when necessary, including, without limitation, an Elected Officials Ad Hoc Committee described in the MSHCP.
- B. VICE CHAIRPERSON. The duties of the Vice Chairperson shall be to perform the duties and exercise the power of the Chairperson during the absence of the Chairperson.
- C. EXECUTIVE DIRECTOR. The duties of the Executive Director shall be to administer the MSHCP, as defined above, in compliance with the duties and responsibilities set forth in Sections 5.0 and 6.0 of the MSHCP, and such other duties as may be prescribed by the Board, from time to time. The Executive Director shall perform such duties as prescribed by the Board including, without limitation, the administration of agency contracts. The Executive Director may, after consultation with the Chairperson, authorize contracts in an amount up to \$50,000 without prior Board approval. All such contracts shall be reviewed by legal counsel and shall be reported to the Board after execution. The Executive Director may not issue such contracts totaling more than \$50,000 1) to any one entity in any calendar year, or 2) to a group of entities working on a single project for the Authority. The Executive Director's authority for the purchase of supplies, materials, or equipment is limited to \$25,000.

ARTICLE VIII – MEETINGS

- A. AGENDA. Matters to be placed on the Agenda for any regular meeting or Committee meeting may be filed with the Executive Director of the Authority by any member of the Authority by the Thursday before such regular meeting or special meeting. The Agenda for each regular or special meeting shall be prepared under the control and direction of the Executive Director after consultation and concurrence by the Board Chairman or Vice Chairman, if the Chairman is not available. The Executive Director shall cause copies of the Agenda to be mailed or delivered to each regular and alternate member at least three (3) working days prior to the regular meeting date. During a Board or Committee meeting, any member may bring to the Board's attention any item of new business or request for action. Action on any matter of business not listed Agenda shall be deferred until properly listed on the Agenda for a subsequent meeting unless properly added to the Agenda as an item of subsequent need in accordance with Government Code, Section 54954.2. Notwithstanding, the provisions of this section, individual members of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the Authority at a subsequent

meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

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

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

ARTICLE IX – STANDING COMMITTEES

- A. FORMATION. The following Standing Committees of the Authority are hereby created:
1. The Funding Coordination Committee. This Committee shall provide recommendations to the Board on funding priorities and MSHCP Conservation Area acquisitions. Additionally, this Committee shall provide a forum to discuss land acquisition priorities of the U.S. Fish and Wildlife Service (“USFWS”) and California Department of Fish and Game (“CDFG”) and acquisitions by other entities using non-local sources of revenue. It is envisioned that this Committee will meet at least twice annually. The Committee is not intended to address the acquisition of specific properties. The Board shall establish policies under which the Funding Coordination Committee shall make recommendations to the Board. Such policies shall include conflict of interest guidelines for the Committee members. Members of this committee shall consist of the Executive Committee Members, and representatives of the USFWS, and the CDFG. Member Agency Planning Directors shall be invited to participate in the meeting.
 2. Reserve Management Oversight Committee. The Reserve Management Oversight Committee (RMOC) shall serve as the intermediary between the Reserve Managers and the decision making function of the Authority. The Executive Director or designee shall serve as Chairperson of the RMOC. The RMOC shall be composed of, at a minimum, one representative appointed by each of the following entities: USFWS, CDFG, Riverside County Regional Parks and Open Space District, Bureau of Land Management, U.S. Forest Service, California Department of Parks and Recreation, Authority, and up to five (5) other private or public agencies or entities that own or manage land within the MSHCP Conservation Area.

3. Executive Committee. The Executive Committee shall be composed of seven (7) members, and have at least two (2) and no more than three (3) representatives representing the County. The Board Chairperson, Vice Chairperson and past Chairperson, if any, of the Authority shall be members of the Committee. Two members of the Executive Committee shall be selected by the Board at its first meeting in December, or as soon thereafter as practical. The remaining members shall be appointed by the Chairperson and ratified by the Board. The Executive Committee shall oversee Authority administrative functions, staff functions, recommend staff positions, job descriptions and salaries, and consider such other matters as delegated to it by the Board. In the event of a vacancy in the Committee, the Chairperson shall appoint a replacement, and said appointment shall be ratified by the Board.
 4. Stakeholders Committee. The Stakeholders Committee shall be appointed by the Chairperson and ratified by the Board. The Committee shall be composed of up to sixteen (16) members, whose members shall be drawn from the following:
 - a. groups representing property owners affected by the MSHCP;
 - b. groups representing environmental interests implicated by the MSHCP; and
 - c. groups representing the building industry within the area affected by the MSHCP.
 - d. Committee members shall not be permitted to appoint alternates. The Committee shall meet when requested to do so by the Chairperson or Board. The Committee shall meet as often as necessary; however, reasonable efforts shall be made to hold committee meetings at least twice yearly. The Executive Director shall chair the meetings and facilitate discussion. The Stakeholders Committee shall review implementation plans from a stakeholder perspective and perform such other duties as directed by the Board.
- B. CONTROL AND SUPERVISION. In the performance of their duties and responsibilities, all Committees of the Authority shall submit all policy matters coming before them to the Authority for final consideration, unless otherwise specified by the Board. Committee members shall be appointed on an annual basis.

ARTICLE X – CORPORATE POWERS

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

ARTICLE XI – CONTRACTS

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

ARTICLE XII – REIMBURSEMENTS

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

reimbursement arise, the Authority shall adhere to Government Code sections 53232.2 and 53232.3.

C. TRANSPORTATION

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

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

E. MEALS. The actual costs of meals incurred while attending conferences or other meetings in furtherance of the Authority's affairs are reimbursable provided the Authority's staff is given a receipt. Meal costs shall be reimbursed at an amount not exceeding the greater of one hundred fifty dollars (\$150.00) per day or the applicable Internal Revenue Service rate.

- F. **PERSONAL EXPENSES AND OTHER EXPENSES NOT REIMBURSABLE.** The Authority shall not reimburse the cost of transportation, lodging, meals, or other costs of travel when such costs are of a personal nature incurred in conjunction with the performance of official duties. Personal costs, not reimbursable by the Authority, shall include, but not be limited, to the following: (i) alcoholic beverages; (ii) parking and traffic violations; (iii) entertainment; (iv) services provided by the provider of lodging; and (v) expenses incurred on behalf of a spouse, dependent, or traveling companion.
- G. **CONFERENCES AND OTHER MEETINGS.** Officials shall only receive reimbursement of travel, lodging, and meals for conferences or other meetings in furtherance of the Authority's affairs. No other occurrences will be reimbursed.
- H. **EXPENSES NOT INCLUDED WITHIN THESE PROVISIONS.** Occurrences or expenses which do not fall within these Provisions or the Internal Revenue Service reimbursable rates must be approved by the Board in a public meeting before the expense is incurred.
- I. **EXPENSE REPORTS.** The Authority shall not reimburse any expenses until an expense form is submitted to the Authority's administrative office no later than 45 days of the expenditure. Expense forms shall be accompanied by receipts documenting each expense. Furthermore, Officials will be required to provide a brief report on the conference or meeting attended at the next regular meeting of his or her respective legislative body.
- J. **CPI INCREASE.** The dollar limits referenced herein shall be automatically updated annually pursuant to reflect increases in the Consumer Price Index.

ARTICLE XIII – AMENDMENTS

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

Approved 06/07/04
Updated 03/07/05; Resolution No. 05-01
Updated 09/12/05; Resolution No. 05-07
Updated 12/05/05; Resolution No. 05-10
Updated 03/06/06; Resolution No. 06-01
Updated 04/03/06; Resolution No. 06-02
Updated 05/01/06; Resolution No. 06-03
Updated 09/10/07; Resolution No. 07-06
Updated 12/03/07; Resolution No. 07-11
Updated 10/06/08; Resolution No. 08-015
Updated 03/02/09; Resolution No. 09-001
Updated 03/07/11; Resolution No. 11-002
Updated 01/09/12; Resolution No. 11-008
Updated 06/02/14; Resolution No. 14-004
Updated 11/07/16; Resolution No. 2016-016
Updated 10/02/17; Resolution No. 2017-XXX

AGENDA ITEM NO. 10
Attachment 3

AMENDED
BYLAWS

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

BYLAWS

ARTICLE I – NAME AND AUTHORIZATION

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

ARTICLE II – PURPOSE, DUTIES & POWERS

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

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

ARTICLE III – MEMBERSHIP

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

B. ALTERNATE MEMBERS:

1. Each member of the Riverside County Board of Supervisors may appoint an alternate member to the Board of the Authority and each City may appoint one alternate member to the Board of the Authority.
2. Each regular member and alternate member of a City must hold an elective office on the respective governing body appointing the regular or alternate member.
2. The Board of Supervisors ("BOS") may appoint a city council member of a member city to represent the member as an alternate at meetings of the RCA Board or committees. Notice of the alternate appointment shall be made in writing to the chairperson of the RCA Board. In no event shall the same person serve as a city representative and alternate for a BOS member at the same meeting.
4. In the absence of a regular member, the alternate member shall, if present, participate in a meeting of the Board or committee the same as if the alternate member were the regular member.

ARTICLE IV – TERM, VACANCIES AND COMPENSATION

- A. **TERM.** Regular members and alternate members shall serve on the Board during the term for which they were appointed or until their successor has been appointed or their appointment has been revoked, whichever is earlier. However, a regular or alternate member's position on the Board shall automatically terminate if and when the term of the elected public office of such regular or alternate member is terminated.
- B. **VACANCIES.** Any vacancy in the office of regular or alternate member, whether because of death, incapacity, resignation, loss of underlying office, removal or otherwise, shall be filled by the appointing authority for such member. When a vacancy occurs, it shall be the duty of the respective Party having the vacancy to promptly inform the Board of the name of the replacement regular or alternate member.
- C. **RESIGNATION.** Any regular or alternate member may resign at any time by giving written notice of such resignation to the Authority's Executive Director. Such resignation shall be effective at the time specified; acceptance of such resignation shall not be necessary to make it effective.
- D. **REMOVAL.** Any regular or alternate member may be removed, with or without cause stated, by the authority responsible for his or her appointment.

- E. **COMPENSATION.** Unless prohibited by law from accepting compensation, each regular and alternate member (when performing the duties of a regular member) of the Authority shall be compensated at the rate of One Hundred Dollars (\$100) for any day attending to the business of the Authority, but not to exceed Four Hundred Dollars (\$400) in any month, along with necessary traveling and personal expenses incurred in the performance of his or her duties as authorized by the Authority.

Notwithstanding the above, compensation shall not exceed Eight Hundred Dollars (\$800) in any month for the Chairperson, Vice Chairperson, and Past Chairperson.

ARTICLE V – VOTING

- A. **QUORUM.** A majority of the members of the Board shall constitute a quorum for the transaction of business and all official acts of the Board shall require the affirmative vote of a majority of the members of the Board. Each regular member or alternate member acting in the place of a regular member shall have one vote at meetings of the Board. However, any member of the Board, immediately after a vote of the Board and prior to the start of the next item on the agenda may call for a weighted vote.
- B. **WEIGHTED VOTING.** For an item to be passed by weighted vote, all of the following requirements shall be met:
1. the item shall be approved by a majority of the Board members present at the meeting who represent the Riverside County Board of Supervisors, who each shall have one vote;
 2. the item shall be approved by a majority of the Board members present at the meeting who represent Cities, who each shall have one vote; and
 3. the item shall be approved by Board members present at the meeting who represent Cities representing a majority of an equal combination of 1) the population of the county living in incorporated areas within the boundaries of the MSHCP Plan area, and 2) the number of acres currently within the Criteria Cells in the incorporated areas as follows: *Banning – 78 acres; Beaumont – 10,098 acres; Calimesa – 3,380 acres; Canyon Lake – 303 acres; Corona – 2,315 acres; Eastvale – 1,024 acres; Hemet – 1,158 acres; Jurupa Valley – 5,039 acres; Lake Elsinore – 14,336 acres; Menifee – 249 acres; Moreno Valley – 2,325 acres; Murrieta – 8,726 acres; Norco – 733 acres; Perris – 3,181 acres; Riverside – 1,201 acres; San Jacinto – 4,580 acres; and Temecula – 3,917 acres; and Wildomar – 4,151 acres.* Population data shall be

determined through California Department of Finance estimates, adjusted annually.

In addition, the Board may, through resolution, revise the above-referenced number of acres due to the addition of a new member entity or other appropriate adjustments as the Board deems necessary.

ARTICLE VI – NOMINATION AND ELECTION OF OFFICERS

- A. **ELECTIONS.** The Board shall elect a Chairperson and a Vice Chairperson at its meeting every December, or as soon thereafter as practical. At least once every three years, the Chairperson or Vice Chairperson shall be a regular member of the Board who is a member of the Board of Supervisors. The term of the Chairperson and Vice Chairperson shall commence on the first day of the month following the selection, unless otherwise determined by the Board.
- B. **NOMINATIONS.** Any member of the Authority may nominate any regular member for an office contemplated in Section A. An individual receiving the majority of the votes for any of the offices shall be deemed to have been elected. Different procedures and requirements apply to the office of treasurer and controller, pursuant to Section E. and the Agreement.
- C. **RESIGNATIONS.** In the event an officer resigns or ceases to be an officer, the Board shall select a replacement therefore at the next regular meeting of the Board, or as soon thereafter as practical.
- D. **ABSENCES.** In the absence or inability of the Chairperson to act, the Vice Chairperson shall act as Chairperson.
- E. **APPOINTMENTS.** The Board shall appoint the treasurer of a member agency to serve as the Treasurer. The Board shall also appoint the finance director of a member agency to serve as the Controller.

ARTICLE VII – DUTIES OF OFFICERS

- A. **CHAIRPERSON.** The duties of the Chairperson shall be to:
 - 1. Preside at all meetings of the Authority, provided that the Board, by a majority vote of the members present, may overrule any decision under this Section A.1 by the Chairperson at or during the meeting;
 - 2. Call special meetings of the Authority when necessary;

3. Appoint ad hoc committees, when necessary, including, without limitation, an Elected Officials Ad Hoc Committee described in the MSHCP.
- B. VICE CHAIRPERSON. The duties of the Vice Chairperson shall be to perform the duties and exercise the power of the Chairperson during the absence of the Chairperson.
 - C. EXECUTIVE DIRECTOR. The duties of the Executive Director shall be to administer the MSHCP, as defined above, in compliance with the duties and responsibilities set forth in Sections 5.0 and 6.0 of the MSHCP, and such other duties as may be prescribed by the Board, from time to time. The Executive Director shall perform such duties as prescribed by the Board including, without limitation, the administration of agency contracts. The Executive Director may, after consultation with the Chairperson, authorize contracts in an amount up to \$50,000 without prior Board approval. All such contracts shall be reviewed by legal counsel and shall be reported to the Board after execution. The Executive Director may not issue such contracts totaling more than \$50,000 1) to any one entity in any calendar year, or 2) to a group of entities working on a single project for the Authority. The Executive Director's authority for the purchase of supplies, materials, or equipment is limited to \$25,000.

ARTICLE VIII – MEETINGS

- A. AGENDA. Matters to be placed on the Agenda for any regular meeting or Committee meeting may be filed with the Executive Director of the Authority by any member of the Authority by the Thursday before such regular meeting or special meeting. The Agenda for each regular or special meeting shall be prepared under the control and direction of the Executive Director after consultation and concurrence by the Board Chairman or Vice Chairman, if the Chairman is not available. The Executive Director shall cause copies of the Agenda to be mailed or delivered to each regular and alternate member at least three (3) working days prior to the regular meeting date. During a Board or Committee meeting, any member may bring to the Board's attention any item of new business or request for action. Action on any matter of business not listed Agenda shall be deferred until properly listed on the Agenda for a subsequent meeting unless properly added to the Agenda as an item of subsequent need in accordance with Government Code, Section 54954.2. Notwithstanding, the provisions of this section, individual members of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the Authority at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

- B. **REGULAR MEETING.** A schedule of regular meetings of the Authority will be adopted by the Board annually. Regular meetings shall be held, to the extent feasible, at the County Administrative Center, 4080 Lemon Street, First Floor, Riverside, California, or at such other location set by the Authority. Regular meetings may be canceled by majority vote of the Authority at a regular or special meeting prior to the meeting to be canceled. A regular meeting may also be canceled by the Chairperson for lack of a quorum or substantive agenda items. The Executive Director shall endeavor to mail or deliver notice of such cancellation to each regular member and alternate member at least twenty-four (24) hours prior to the time of the meeting.
- C. **SPECIAL MEETINGS.** A special meeting of the Authority may be called at any time by the Chairperson, or in his or her absence by the Vice Chairperson, or by any four (4) regular members by delivering personally or by mail written notice to the Executive Director and each regular and alternate member. Such notice shall be so delivered at least twenty-four (24) hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be transacted at such meeting. Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Executive Director a written waiver of notice. Such waiver may be given by telegram or telecopier. Such written notice may also be dispensed with as to any regular or alternate member who is actually present at the meeting at the time it convenes.
- D. **POSTING OF AGENDAS.** The Authority shall post agendas of all regular meetings, containing a brief general description of each item of business to be transacted or discussed at the meeting, at least seventy-two (72) hours before such regular meeting. The agenda shall specify the time and location of the meeting and shall be posted at the County Administration Center, 4080 Lemon Street, Riverside, or at another location specified by the Chairperson that is freely accessible to members of the public. No action shall be taken on any item not appearing on such posted agendas, except as permitted by state law.
- E. **RALPH M. BROWN ACT.** All meetings of the Board, including without limitation, regular, special and adjourned meetings, shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).
- F. **ADDRESSING AUTHORITY ON AGENDA ITEMS.** No person shall address the Authority at any meeting until he or she has first been recognized by the Chairperson. The decision of the Chairperson to recognize a person may be changed by vote of a majority of the members

of the Authority present at the meeting. When addressing the Authority, each individual speaker will be limited to three minutes or less of public testimony on each agenda item. The Authority may, either at the direction of the Chairperson or by a majority vote of the Authority, waive this three (3) minute time limitation.

ARTICLE IX – STANDING COMMITTEES

A. **FORMATION.** The following Standing Committees of the Authority are hereby created:

1. **The Funding Coordination Committee.** This Committee shall provide recommendations to the Board on funding priorities and MSHCP Conservation Area acquisitions. Additionally, this Committee shall provide a forum to discuss land acquisition priorities of the U.S. Fish and Wildlife Service (“USFWS”) and California Department of Fish and Game (“CDFG”) and acquisitions by other entities using non-local sources of revenue. It is envisioned that this Committee will meet at least twice annually. The Committee is not intended to address the acquisition of specific properties. The Board shall establish policies under which the Funding Coordination Committee shall make recommendations to the Board. Such policies shall include conflict of interest guidelines for the Committee members. Members of this committee shall consist of the Executive Committee Members, and representatives of the USFWS, and the CDFG. Member Agency Planning Directors shall be invited to participate in the meeting.
2. **Reserve Management Oversight Committee.** The Reserve Management Oversight Committee (RMOC) shall serve as the intermediary between the Reserve Managers and the decision making function of the Authority. The Executive Director or designee shall serve as Chairperson of the RMOC. The RMOC shall be composed of, at a minimum, one representative appointed by each of the following entities: USFWS, CDFG, Riverside County Regional Parks and Open Space District, Bureau of Land Management, U.S. Forest Service, California Department of Parks and Recreation, Authority, and up to five (5) other private or public agencies or entities that own or manage land within the MSHCP Conservation Area.
3. **Executive Committee.** The Executive Committee shall be composed of seven (7) members, and have at least two (2) and no more than three (3) representatives representing the County. The Board Chairperson, Vice Chairperson and past Chairperson, if any, of the Authority shall be members of the Committee. Two members of the

Executive Committee shall be selected by the Board at its first meeting in December, or as soon thereafter as practical. The remaining members shall be appointed by the Chairperson and ratified by the Board. The Executive Committee shall oversee Authority administrative functions, staff functions, recommend staff positions, job descriptions and salaries, and consider such other matters as delegated to it by the Board. In the event of a vacancy in the Committee, the Chairperson shall appoint a replacement, and said appointment shall be ratified by the Board.

4. Stakeholders Committee. The Stakeholders Committee shall be appointed by the Chairperson and ratified by the Board. The Committee shall be composed of up to sixteen (16) members, whose members shall be drawn from the following:
 - a. groups representing property owners affected by the MSHCP;
 - b. groups representing environmental interests implicated by the MSHCP; and
 - c. groups representing the building industry within the area affected by the MSHCP.
 - d. Committee members shall not be permitted to appoint alternates. The Committee shall meet when requested to do so by the Chairperson or Board. The Committee shall meet as often as necessary; however, reasonable efforts shall be made to hold committee meetings at least twice yearly. The Executive Director shall chair the meetings and facilitate discussion. The Stakeholders Committee shall review implementation plans from a stakeholder perspective and perform such other duties as directed by the Board.

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

ARTICLE X – CORPORATE POWERS

- A. SUCCESSION. The Authority has perpetual succession and may adopt a seal and alter it at its pleasure.
- B. LITIGATION. The Authority may sue and be sued, except as otherwise provided by law, in all actions and proceedings, in all courts and tribunals of competent jurisdiction.

- C. CLAIMS. All claims for money or damages against the Authority are governed by Division 3.6 (commencing with Section 810) of Title 1 of the Government Code except as provided therein, or by other statutes or regulations expressly applicable thereto.
- D. MOTIONS, REGULATIONS AND ORDINANCES. The acts of the Authority shall be expressed by motion, resolution, or ordinance. All ordinances shall take effect upon their adoption. The enacting clause of all ordinances shall be as follows: "The Western Riverside County Regional Conservation Authority hereby ordains as follows: "All ordinances shall be signed by the Chairperson or by the Vice Chairperson of the Authority.

ARTICLE XI – CONTRACTS

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

ARTICLE XII – REIMBURSEMENTS

- A. PERSONS SUBJECT TO REIMBURSEMENT PROVISIONS. These Reimbursement Provisions ("Provisions") shall be applicable to all members of the Authority's legislative bodies, as defined in Government Code section 54952, provided such persons receive compensation for actual and necessary Authority expenses ("Official"). Legislative Bodies include, but are not limited, to the Board of Directors, the Funding Coordination, the Reserve Management Oversight Committee, the Executive Committee and the Stakeholders Committee.
- B. PURPOSE. The purpose of these Provisions is to provide guidelines for the reimbursement of any Official for actual and necessary expenses incurred in the performance of their duties. Whenever issues of reimbursement arise, the Authority shall adhere to Government Code sections 53232.2 and 53232.3.
- C. TRANSPORTATION
 - 1. Use of Personal Vehicle. The Authority shall reimburse for mileage incurred when personal vehicles are used to attend Board and Committee meetings and conferences or other meetings approved

by the Board or Executive Director and in furtherance of the Authority's affairs. Authority will reimburse mileage for travel to and from the destination based upon the approved Internal Revenue Service rate in effect.

2. Rentals. The Authority shall reimburse for actual and necessary vehicle rental expenses. The Authority shall only reimburse economy or compact rate vehicles unless (i) such class of vehicle is unavailable; or (ii) such class of vehicles do not accommodate a disability. When an Official rents a vehicle, he or she shall obtain insurance for the vehicle at the Authority's expense.
 3. Shuttle, Bus, Taxi, and Public Transportation. Shuttle, bus, taxi, and public transportation may be used between an airport, hotel and conference site whenever it is available. Officials are encouraged to use the most efficient mode of transportation available.
 4. Air Travel or Other Common Carrier Transportation. As necessary for the performance of their official duties, Officials may use air travel or other mode of common carrier transportation to and from the destination.
- D. LODGING. Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available. If a group rate is not available, the government rate of the provider of lodging shall be used. If neither the group nor government rates are available, the Authority shall reimburse lodging at a rate not exceeding \$300.00 per night without Board approval. For lodging in high costs cities (e.g., San Francisco, New York, Washington., D.C.), the Authority will reimburse at a rate not exceeding \$490.00 per night without Board approval. Lodging reimbursement rates will be adjusted annually according to the CPI in the applicable metropolitan statistical area.
- E. MEALS. The actual costs of meals incurred while attending conferences or other meetings in furtherance of the Authority's affairs are reimbursable provided the Authority's staff is given a receipt. Meal costs shall be reimbursed at an amount not exceeding the greater of one hundred fifty dollars (\$150.00) per day or the applicable Internal Revenue Service rate.
- F. PERSONAL EXPENSES AND OTHER EXPENSES NOT REIMBURSABLE. The Authority shall not reimburse the cost of transportation, lodging, meals, or other costs of travel when such costs are of a personal nature incurred in conjunction with the performance of official duties. Personal costs, not reimbursable by the Authority, shall include, but not be limited, to the following: (i) alcoholic beverages; (ii) parking and traffic violations; (iii) entertainment; (iv) services provided by

the provider of lodging; and (v) expenses incurred on behalf of a spouse, dependent, or traveling companion.

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

ARTICLE XIII – AMENDMENTS

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

Approved 06/07/04
Updated 03/07/05; Resolution No. 05-01
Updated 09/12/05; Resolution No. 05-07
Updated 12/05/05; Resolution No. 05-10
Updated 03/06/06; Resolution No. 06-01
Updated 04/03/06; Resolution No. 06-02
Updated 05/01/06; Resolution No. 06-03
Updated 09/10/07; Resolution No. 07-06
Updated 12/03/07; Resolution No. 07-11
Updated 10/06/08; Resolution No. 08-015

Updated 03/02/09; Resolution No. 09-001
Updated 03/07/11; Resolution No. 11-002
Updated 01/09/12; Resolution No. 11-008
Updated 06/02/14; Resolution No. 14-004
Updated 11/07/16; Resolution No. 2016-016
Updated 10/02/17; Resolution No. 2017-XXX

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 & CDFW</i>)
WCB	Wildlife Conservation Board
WPT	Western Pond Turtle
WRDA	Water Resources Development Act