

AGENDA ITEM NO. 6

MINUTES

February 15, 2017



EXECUTIVE COMMITTEE MINUTES

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1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Ashley at 12:10 p.m., Wednesday, February 15, 2017, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

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

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

3. PUBLIC COMMENTS

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

4. COMMITTEE MEMBER ANNOUNCEMENTS

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

5. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

6. APPROVAL OF MINUTES – January 25, 2017

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

(4 Ayes, 0 Nays, 0 Abstain)

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

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

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

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

(4 Ayes, 0 Nays, 0 Abstain)

8. FISCAL YEAR 2017 SECOND QUARTER FINANCIAL REPORT

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

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

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

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

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

(4 Ayes, 0 Nays, 0 Abstain)

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

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

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

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

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

(4 Ayes, 0 Nays, 0 Abstain)

10. EXECUTIVE DIRECTOR'S REPORT

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

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

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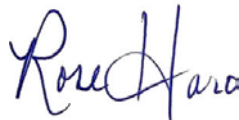
11. **FUTURE AGENDA ITEMS:** *(Committee members are invited to suggest additional items to be brought forward for future discussion.)*

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

12. **ADJOURNMENT**

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

Prepared by:



Rose Haro
Administrative Manager

Respectfully submitted:



Honey Bernas
Clerk of the Board