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**BOARD OF DIRECTORS  
MEETING MINUTES  
Monday, December 7, 2020**

**1. CALL TO ORDER**

The meeting of the Western Riverside County Regional Conservation Authority was called to order by Chair Ingram at 12:30 p.m., Monday, December 7, 2020, via Zoom, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

**2. PLEDGE OF ALLEGIANCE**

Vice-Chair Johnson led the RCA Board Members and meeting attendees in a flag salute.

**3. ROLL CALL**

Member Agency	Board Member Name	Status
City of Banning	Daniela Andrade***	Present
City of Beaumont	Julio Martinez***	Present
City of Calimesa	Ed Clark***	Present
City of Canyon Lake	Larry Greene	Absent
City of Corona	Jacque Casillas	Absent
City of Eastvale	Jocelyn Yow***	Present
City of Hemet	Michael Perciful	Absent
City of Jurupa Valley	Lorena Barajas***	Present
City of Lake Elsinore*	Natasha Johnson, Vice Chair***	Present
City of Menifee	Lesa Sobek***	Present
City of Moreno Valley	David Marquez***	Present
City of Murrieta	Jonathan Ingram, Chair***	Present
City of Norco	Kevin Bash***	Present
City of Perris	David Starr Rabb***	Present
City of Riverside*	Andy Melendrez***	Present
City of San Jacinto	Crystal Ruiz***	Present
City of Temecula	Maryann Edwards*, ***	Present
City of Wildomar	Joseph Morabito***	Present
County District 1	Kevin Jeffries***	Present
County District 2	Karen Spiegel***	Present
County District 3	Chuck Washington	Absent
County District 4	V. Manuel Perez	Absent
County District 5	Jeff Hewitt***	Present

\*Arrived after roll call was taken \*\* Departed before meeting adjourned \*\*\*via teleconference

#### 4. PUBLIC COMMENT

The Building Industry Association of Southern California, Riverside Chapter submitted a letter in support of Agenda Item 11, 2020 Nexus Study, Revised MSHCP Local Development Mitigation Fee Ordinance, Resolution, MSHCP Mitigation Fee Implementation Manual, and Resolution 2020-013 to Repeal Resolution Nos. 2007-04 and 2161-003 and the “Tenants Relating to Local Infrastructure Contribution.” The letter was read into the record.

#### 5. CLOSED SESSION

##### 5A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

**Pursuant to Government Code Section 54956.8**

**Agency Negotiator:** RCA – Interim Executive Director or Designee

**Under Negotiation:** Price/Terms

Item	Assessor No(s).	Parcel	Negotiating Party(ies)/Agent
5A.1	915-280-012		W.H.J. Selders/Martha McKay
5A.2	917-280-002		Marlene Catlin Lowe, Catlin Investment Company/Ed Sauls, Garret Sauls
5A.3	915-140-066, 915-140-067		Peter Eustachio, Grace Eustachio, Joseph Eustachio, and Santa Eustachio/Matt Weaver

After Closed Session, the meeting was reconvened. Steve DeBaun, General Counsel, announced the following:

Concerning Agenda Item No. 5A.1 – APN 915-280-012, the Board of Directors approved a Purchase and Sale Agreement to purchase approximately 23.13 acres of real property for \$130,000.

Concerning Agenda Item No. 5A.2 – APN 917-280-002, the Board of Directors approved a Purchase and Sale Agreement to purchase approximately 23.84 acres of real property for \$95,000.

Concerning Agenda Item No. 5A.3 – APNs 915-140-066 and 915-140-067, the Board of Directors approved a Purchase and Sale Agreement to purchase approximately 103.04 acres of real property for \$670,000.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	San Jacinto
<b>SECONDER:</b>	Menifee
<b>AYES:</b>	Banning, Beaumont, Calimesa, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Hemet, Temecula, District 3, District 4

**6. BOARD MEMBER ANNOUNCEMENTS (This item provides the opportunity for the Board Members to report on attended meetings/conferences and any other items related to RCA activities.)**

There were no Board Member announcements.

**7. ADDITIONS/REVISIONS (The Board 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 Board subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Board. If there are less than 2/3 of the Board Members present, adding an item requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)**

There were no additions or revisions.

**8. APPROVAL OF MINUTES — November 2, 2020, meeting of the RCA Board of Directors.**

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	San Jacinto
<b>SECONDER:</b>	District 5
<b>AYES:</b>	Banning, Beaumont, Calimesa, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Hemet, Temecula, District 3, District 4

9. **CONSENT CALENDAR (All matters listed under the Consent Calendar will be approved in a single motion unless a Board Member requests separate action on specific Consent Calendar item. The item will be pulled from the Consent Calendar and placed for discussion.)**

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	District 1
<b>SECONDER:</b>	District 5
<b>AYES:</b>	Banning, Beaumont, Calimesa, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Hemet, Temecula, District 3, District 4

**9.1 WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORT FOR OCTOBER 2020**

Overview

This item is for the RCA Board of Directors to receive and file the Western Riverside County MSHCP Fee Collection Report for October 2020.

**9.2 PROPOSED 2021 RCA BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE MEETING SCHEDULE**

Overview

This item is for the RCA Board of Directors to adopt the Proposed 2021 Meeting Schedule of the RCA Board of Directors and Executive Committee.

**9.3 FISCAL YEAR 2021 FIRST QUARTER FINANCIAL REPORT AND BUDGET ADJUSTMENT**

Overview

This item is for the RCA Board of Directors to:

- 1) Receive and file the Fiscal Year 2021 First Quarter Financial Report;
- 2) Approve the budget adjustment contained in Exhibit A; and
- 3) Authorize the Chair to direct the Auditor-Controller to make the budget adjustment contained in Exhibit A.

## 10. FISCAL YEAR 2020 AUDITED FINANCIAL STATEMENTS

Jennifer Fuller, Director of Administrative Services, presented the Fiscal Year 2020 Audited Financial Statements. She stated that this is the fourth year the RCA has been audited by Brown Armstrong Accountancy Corporation. Due to COVID restrictions, the auditors conducted the audit from their office and worked with RCA staff remotely. The audit went smoothly, and no problems were encountered.

The Independent Auditor's Report indicates that the financial statements present fairly in all material respects, the financial position of the RCA as of June 30, 2020. The opinion was "clean" or "unmodified" which means that the RCA's accounting and financial reporting is consistent with GAAP (Generally Accepted Accounting Principles).

Ms. Fuller stated that revenues exceeded expenditures in the General Fund by \$1.2 million. This is a direct result of Landfill Tipping Fees of \$3.8 million and interest of \$416 thousand. Both of these revenue sources exceeded budget expectations. The General Fund's Fund Balance increased from \$25.7 million in Fiscal Year 2019 to \$26.9 million by the end of Fiscal Year 2020. Of this amount, \$23.8 million is unassigned, which means the RCA can use it toward of any of its programs without restrictions. The RCA Board committed \$3.1 million on June 11, 2020, toward pension retirement for County staff dedicated to RCA. An additional \$82 thousand of the General Fund's Fund Balance is restricted by outside agencies for Burrowing Owl related expenditures.

Ms. Fuller discussed the Capital Projects Fund next. She stated that in the Capital Projects Fund, revenues of \$22.8 million exceeded expenditures of \$14.7 million in Fiscal Year 2020 by \$8.1 million. The RCA received \$16.1 million in Mitigation Fees for Fiscal Year 2020, which was 9% less than the \$17.8 million collected in Fiscal Year 2019. During Fiscal Year 2020, Member Agencies collected MSHCP fees on approximately 6,657 residential units and 463 acres of industrial/commercial development. In addition, the Capital Projects Fund received \$3 million in Measure A funds and \$2 million in TUMF funds toward land acquisition.

The Capital Projects' Fund Balance increased by \$8.1 million, from \$12.1 million in Fiscal Year 2019 to \$20.1 million in Fiscal Year 2020.

Ms. Fuller stated the RCA's capital assets increased by \$13.7 million during Fiscal Year 2020. RCA acquired 29 new properties and 3 conservation easements. The ARL acquired during the year was 1,088 acres.

During the year, the Permanent Endowment Fund received one permanent contribution of \$267 thousand. This brings the total permanent endowment fund balance to \$4.6 million. In addition, the RCA has assigned \$1.3 million in fund balance in the permanent endowment fund by setting aside 10% of PSE revenues since 2013 and committing \$500 thousand from tipping fees in Fiscal Year 2019. Interest earned and restricted for endowment funds is \$432 thousand since inception. Total fund balance is \$6.8 million.

RCA was not required to undergo a Single Audit for Fiscal Year 2020 which is required for entities with expenditures over \$750 thousand in federal funds. In Fiscal Year 2020, the RCA expended about \$457 thousand in federal funds, including \$20 thousand in

CARES funds. Currently, the RCA staff is negotiating various properties eligible for federal funds which amount to at least \$6.5 million. RCA currently has \$11.3 million in federal grants awarded (\$1.3 million in 2017 and \$10 million 2019 Section 6 grant funds).

Ms. Fuller thanked the accounting team for their hard work and dedication.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	Menifee
<b>SECONDER:</b>	Banning
<b>AYES:</b>	Banning, Beaumont, Calimesa, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Hemet, Temecula, District 3, District 4

### Overview

This item is for the RCA Board of Directors to receive and file the following reports:

- 1) Basic Financial Statements and Independent Auditors' Report for the Year Ended June 30, 2020; and
- 2) SAS 114 Report – *The Auditors' Communication with Those Charged with Governance*.

**11. 2020 NEXUS STUDY, REVISED MSHCP LOCAL DEVELOPMENT MITIGATION FEE ORDINANCE, RESOLUTION, MSHCP MITIGATION FEE IMPLEMENTATION MANUAL, AND RESOLUTION 2020-014 TO REPEAL RESOLUTION NOS. 2007-04 AND 2016-003, AND THE "TENANTS RELATING TO LOCAL INFRASTRUCTURE CONTRIBUTION"**

*Representative from City of Temecula arrived during the discussion on this item.*

Honey Bernas, Interim Executive Director, gave a presentation on the 2020 Nexus Study and related items. She stated that the RCA was formed in 2004 to achieve one of America's most ambitious environmental efforts, the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP). The MSCHP is vital to the future economic, residential, and transportation needs of western Riverside County. It is the largest conservation plan of its kind in the nation with at 500,000 acres with nearly 410,000 acres assembled in the reserve to date. The MSHCP provides Endangered Species Act coverage under the federal and state permits for critical wildlife areas, accelerating construction of freeway and road projects by as much as five years, saving taxpayers more than \$500 million to date. The MSHCP has expedited the construction of more than 35 transportation improvement projects.

Ms. Bernas provided background on the Nexus Study and the MSHCP Local Development Mitigation Fees (LDMF). She stated that the implementation of the MSHCP

LDMF and the overall financing of the MSHCP have been serious concerns for years. The RCA has not updated the original Nexus Study that was used to determine the original LDMF in 2004. Delays occurred due to the slow economic recovery from the Great Recession of 2008 and except for periodic Consumer Price Index (CPI) adjustments, the fee adopted in 2004 has not changed. Staff have been working with Economic & Planning Systems, Inc. to prepare the updated Nexus Study.

The Nexus Study provides the financials and technical justification for the changes to the LDMF fee schedule that applies to Local Permittee participants in the MSHCP. Changes are necessary to ensure adequate funding of the obligations of the Local Permittees under the MSHCP and the associated Incidental Take Permit and Implementing Agreement. The resulting increased fee revenues will support the continued implementation of the MSHCP; streamlining of endangered species incidental take permitting for new development in western Riverside County; and the funding necessary to acquire, monitor, and manage the 500,00 acres reserve required by the MSHCP. The updated Nexus Study is consistent with California Government Code Section 66000 et seq., the Mitigation Fee Act.

Ms. Bernas next discussed the results of the 2020 Nexus Study stating that the adjustment to the LDMF is the result of several contributing factors which are thoroughly explained in the 2020 Nexus Study. These primary factors are lower than expected land dedications which substantially increased Local Permittee overall land acquisition costs, lower than expected regional infrastructure public contributions which reduced non-fee funding available, the change toward consistent “per gross developed acre” fee basis which provided a more consistent approach for all land use development types, inclusion of a non-depleting endowment to cover land management and monitoring required beyond the fee collection period, and the estimates of average per acre land costs did not change substantially from the prior Nexus Study.

Overall changes include adding language reaffirming that RCA is the administrator; authorizing the RCA to receive all fees generated; and to invest, account for, and expend fees in accordance with the MSHCP. Other changes include adding additional clarification with respect to refunds, clarifying the exemptions, adding additional clarifying language that the LDMF will be paid no later than building permit issuance, proposing a Fee Resolution in addition to the Fee Ordinance to allow for a more efficient process for future fee updates, and rescinding Resolutions 2007-04 and 2016-003 and “*Tenants Relating to Local Infrastructure Contributions.*” Staff also assembled an MSHCP Mitigation Fee Implementation Manual which sets the rules for fee implementation, discusses the collection and remittance of fees, outlines the appropriate methods for calculating mitigation payments for different types of projects, provides multiple examples of how to apply the LDMF, and should make it easier for Local Permittees to implement the fee. Permittees have asked for a manual to be developed.

The Building Industry Association of Southern California, Riverside Chapter reviewed the 2020 Nexus Study and provided feedback to staff. Based on that discussion a two phased fee increase is recommended with half of the increase effective July 1, 2021 and the full fee effective January 1, 2022 along with a 15-year extension of the land acquisition period so the fee increase will not be so substantial.

Chair Ingram asked if staff had reviewed the question concerning single-family homes asked by Board Member Jeffries during the Executive Committee. Ms. Bernas stated that staff considered the possible exemption but did not recommend an exemption as single-family homes currently pay the LDMF. If the Board of Directors were to not implement the LDMF on single-family homes, there would need to be a discussion on where the lost funding would be recovered from.

Board Member Jeffries has always felt that an individual who owns property who is building their home on their land and they are not subdividing or building track homes, should be exempt from the LDMF to build their one home on their one parcel.

Chair Ingram asked for clarification from Counsel on the discussion of the single-family homes. Steve DeBaun, Legal Counsel stated that the hope was to move forward with the item today but the discussion around the single-family home could occur and an addendum could be added to the motion if needed to bring the single-family homes back for discussion at a future meeting. The implementation manual could be used to document these changes without having to update the Ordinance.

Board Member Hewitt stated that the matter deserves more discussion

Board Member Spiegel asked legal counsel for clarification on his statements and asked if the package will be sent out to the Member Agencies to be adopted in time to be effective July 1, 2020.

Steve DeBaun, General Counsel, responded that staff has added an implementation manual to allow the Board to make certain changes to the fee program without requiring the cities without having to change the ordinance. It does not allow us to change the fee, but it would allow for changes like the question from Board Member Jeffries.

Ms. Bernas introduced Teifion Rice-Evans, Managing Principal with Economic & Planning Systems, Inc. to give a presentation on the Nexus Study.

Mr. Rice-Evans stated that the 2020 Nexus Study Update is a detailed technical document with many assumptions. His presentation gave a summary of the document, the assumptions, and the conclusions. The goal of the Nexus Study is to ensure there is sufficient funding for MSHCP implementation. To complete the Nexus Study, it was necessary to identify the funding responsibilities, the total plan implementation costs, and the Local Permittee and state and federal cost responsibilities. From there the mitigation fees must be determined. Much had changed over 16 years, making the Nexus Study important to ensure appropriate funding for RCA to meet its obligations.

Three primary reasons why funding of the MSHCP has been more challenging and why fee increases are needed are the Great Recession, the limited land dedications, and the endowment was not included in the current fee. The endowment will allow for management, monitoring, and administrative costs to be paid for after the acquisition period into perpetuity as the MSHCP asks for.

Mr. Rice-Evans next discussed the methodology saying it was a five-step process like the 2004 study. The steps included identifying the overall obligations, how much was



RCA/Local Permittee obligations, and what was left; estimating the Local Permittee implementation costs including land acquisition costs, land management and monitoring costs, the cost of program administration, and amount needed to fund the endowment; estimating other local funding sources that reduce the amount that needs to be collected through the LDMF; determining mitigation fees required to cover net costs; and determining mitigation fee scenarios with varying extension of the acquisition period to moderate the fee increases.

All the obligations came to approximately \$975 million in today's dollars to complete the plan. The net amount after other funding sources is approximately \$912 million. Most of the obligation relates to land acquisition at over \$700 million.

Mr. Rice-Evans next presented the extension scenarios with respect to the mitigation fee per acre for each time frame. The main benefit of the extension is to spread the cost over a much larger amount of development to lower the mitigation fee per acre. The per acre fee was translated into per unit amounts for residential development to limit the amount of programming needed by Member Agencies.

Finally, Mr. Rice-Evans provided the estimated annual revenues under the different extension scenarios including the division between RCA Core functions and the endowment funding.

Chair Ingram stated that during the process the RCA was very aware of the need to moderate the needed increases with fee amounts that were manageable to the local economy.

Board Member Marquez would be comfortable to vote today and come back in February for further discussion.

Board Member Sobek stated that if there is a question from a Board Member that it should be addressed. She would like to see the pros and cons and how a change with single-family home would affect the plan. The information is not available today to make that decision, therefore, the Board of Directors should approve the package today and bring back the other discussion in February.

Chair Ingram asked Board Member Jeffries for clarification on his question.

Board Member Jeffries stated that he would be looking at existing parcel when the RCA jurisdiction was approved. He is primarily concerned with the individual landowner trying to build their home on land they owned prior to the plan.

Board Member Spiegel stated that it would be a grandfather clause, when you have your home and your plans, now it changes in the middle. That is not something that we want to be a part of. She would support grandfathering in those. This is the family homeowner.

Board Member Hewitt stated that if it is just a matter of grandfathering something, they have owned for so long he probably would not have a problem with it. This is just one of many increasing fees that will increase the cost of housing. Single-family homes might do less disruption to the environment but then again individuals without children still pay for

schools. He does not know the makeup of ownership in the plan area which would be an important piece of information to know.

Board Member Clark from Calimesa would have an issue charging for accessory dwelling units (ADUs). ADUs are governed under state law.

Vice-Chair Johnson stated that she is not in favor of prolonging the discussion. Future discussion will need to happen with perhaps an amendment. She stated that the Nexus Study was long overdue. There will be other concerns that will pop up that will need to be addressed.

Board Member Morabito from Wildomar stated that concern would be under the previous rules.

Anne Mayer, RCTC Executive Director, stated she thinks the amendment process is workable. Staff could work during January to evaluate options and bring something back for discussion about the single-family homes in February with some more details and information. There is a lot of momentum currently with the BIA's support.

Karin Cleary-Rose, U.S. Fish and Wildlife Services stated that the MSHCP structurally facilitates to the best of its ability the single-family residences on existing legal lots. For owners of single-lots inside of the criteria area, none of the MSHCP reserve configuration things are applied to them. The point merits consideration, but it is up the Board of Directors to determine how to pay for the MSHCP and she appreciates the commitment to getting that done. It is helpful to remember that the MSHCP is providing for a single-family dwelling on every legal lot in the plan area should that landowner so choose without implementation of the rest of the policies that provide for conservation under the plan. The mitigation fee is not an enormous burden. If there is a line drawn, it will be difficult to determine how or where to draw that line for the grandfather clause.

Board Member Ruiz stated that she would be concerned with how the caveat would be worded and do an in-depth discussion on the topic.

Board Member Andrade stated that we need to put this on hold until February to make a good decision.

Board Member Melendrez wanted to know clarity on the fee amount for the single-family home. He does not think the amount of the fee is large enough to warrant this amount of discussion or to have a grandfather clause. He would most likely not be in favor of that when brought back. He wants the RCA to move forward and acquire lands for the reserve area.

Board Member Jeffries state that he is supportive of a motion to move staff recommendations and request that staff return in February with an analysis or recommendations on a grandfather clause. He wants to move forward with the Nexus Study if there is assurance that staff will return in February with an item on the grandfather clause.

Board Member Jeffries presented an alternate motion to move staff recommendations and request that staff return in February to both the Executive Committee and Board of Directors with grandfather possibilities to be evaluated.

<b>RESULT:</b>	<b>APPROVED AS RESTATED [17 TO 1]</b>
<b>MOVER:</b>	District 1
<b>SECONDER:</b>	District 2
<b>AYES:</b>	Beaumont, Calimesa, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	Banning
<b>ABSENT:</b>	Canyon Lake, Corona, Hemet, District 3, District 4

### Overview

This item is for the RCA Board of Directors to:

- 1) Adopt the findings of the 2020 Nexus Study;
- 2) Extend the period to assemble the reserve by 15 years, until June 30, 2044;
- 3) Direct staff to send a revised Fee Ordinance and Fee Resolution to the Member Agencies for adoption prior to the implementation of the new fee on July 1, 2021;
- 4) Adopt Resolution 2020-013, Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Repealing Resolutions 2007-04 and 2016-003 and the “Tenants Relating to Local Infrastructure Contribution” adopted on February 5, 2007; and
- 5) Approve the MSHCP Mitigation Fee Implementation Manual.

## **12. ELECTION OF 2021 RCA OFFICERS AND TWO MEMBERS OF THE RCA EXECUTIVE COMMITTEE**

*Representative from City of Eastvale departed the meeting at the start of this item.*

Steve DeBaun, General Counsel, stated that this item is for the Board of Directors to elect a Chair and Vice-Chair. Per the RCA Bylaws the Chair or Vice-Chair must be a County Board of Supervisors member at least once every three years and 2021 will be the three-year mark. Following election of the Chair and Vice-Chair, the Board of Directors will be asked to appoint two members to the Executive Committee. At the February meeting the Chair will bring back his or her appointments to the two remaining seats on the Executive Committee for the Board’s ratification.

Chair Ingram asked for clarity on the Executive Committee members as most city councils had not appointed their members to Boards for the next calendar year yet.

Mr. DeBaun responded that the Executive Committee members could be delayed until February. There is a process for filling a vacant seat in the Bylaws in the event that a seat is open.

- 1) **Motion To:** Nominate Natasha Johnson, City of Lake Elsinore representative, for RCA Chair for 2021.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	District 1
<b>SECONDER:</b>	District 2
<b>AYES:</b>	Banning, Beaumont, Calimesa, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Eastvale, Hemet, District 3, District 4

- 2) **Motion To:** Nominate Jeff Hewitt, County of Riverside District 5 representative, for RCA Vice-Chair for 2021.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED [17 TO 0]</b>
<b>MOVER:</b>	Banning
<b>SECONDER:</b>	District 1
<b>AYES:</b>	Banning, Beaumont, Calimesa, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 5
<b>NAYS:</b>	None
<b>ABSENT:</b>	Canyon Lake, Corona, Eastvale, Hemet, District 3, District 4

### Overview

This item is for the RCA Board of Directors to hold an election for the following RCA Offices and members of the RCA Executive Committee:

- 1) RCA Chair;
- 2) RCA Vice-Chair;
- 3) Member of the RCA Executive Committee; and
- 4) Member of the RCA Executive Committee.

### 13. EXECUTIVE DIRECTOR'S REPORT

#### 13.1 WEBSITE UPDATE

Honey Bernas, Interim Executive Director, stated that the RCA website was honored with a Polaris Award by the Inland Empire Chapter of the Public Relations Society of America. The Polaris Award is the highest distinction awarded by the Public Relations Society of America to recognize exemplary public outreach efforts. Ms. Bernas thanked the RCA Board of Directors for its input and support during the website redevelopment process. She also thanked OPR Communications, for their hard work in coordinating this effort, along with RCA staff who dedicated their time to this tremendous undertaking. The RCA continues to receive great praise for the new website, and this award is a testament to the hard work and effort spent developing it.

#### 13.2. MINOR AMENDMENT

Tricia Campbell, Director of Reserve Management and Monitoring, stated that the role of the RCA is to assist permittees with their minor amendments and to submit the package to the Wildlife Agencies. The RCA has no role in providing consistency findings for minor amendments. Only the Wildlife Agencies have that role.

However, in 2015, a draft minor amendment for roads was created that would expressly call out the ability of covered road exchange as a type of minor amendment and to have the RCA become part of the formal Consistency Findings process.

After much vigilance in working to get this amendment finalized, it has been decided by the California Department of Fish and Wildlife Counsel that having the RCA involved in providing concurrence on minor amendments is not necessary and that having a minor amendment specifically for road exchanges is not necessary. Any proposed covered road exchange needs to be minor and/or clerical in nature and as such no amendment is needed.

Ms. Campbell stated that this means that a letter will go out to Permittees letting them know that RCA will only be providing assistance if requested by the Member Agencies and the draft road amendment is no longer applicable to their road amendment submittals.

### 14. LAND ACQUISITION UPDATE

Honey Bernas, Interim Executive Director, reported that since the last land acquisition update, the RCA had acquired an additional 37 acres, bringing the reserve assembly total to approximately 62,801 acres. Total reserve lands including PQP are approximately 409,801 acres.

### 15. FEATURED SPECIES OF THE MONTH

Elizabeth "Betsy" Dionne, Ecological Resources Specialist, stated that the featured species for the month of December was the Southern Rubber Boa (*Charina bottae umbratica*). She then gave an overview of the Southern Rubber Boa's characteristics, life history, habitat, threats to the species, and how RCA manages for the species. Ms. Dionne was asked and responded to questions from Board members.

**16. FUTURE AGENDA ITEMS: (Board Members are invited to suggest additional items to be brought forward for future discussion.)**

No future agenda items were suggested.

**17. PRESENTATIONS – RECOGNITION OF SERVICE**

Chair Ingram recognized Honey Bernas, Interim Executive Director, for her service.

Recognition of Service plaques were presented to outgoing Board Members: Daniela Andrade representative, from the City of Banning; Ed Clark, representative from the City of Calimesa; and Michael Perciful, representative from the City of Hemet.

Vice-Chair Johnson presented a Recognition of Service plaque to the 2018-2020 RCA Chairman, Jonathan Ingram.

Jonathan Ingram has served as the RCA Chair for three years. During Jonathan's leadership, the RCA accomplished many important things, including, but not limited to:

- Management Transition to RCTC
- Nexus Study Update
- Acquired 4,528 acres of Additional Reserve Land during his leadership as the Chair
- Enhanced RCA's public outreach efforts, including revamping the RCA's website for which RCA was honored with a Polaris Award by the Inland Empire Chapter of the Public Relations Society of America
- Increased transparency, maintained high levels of communication, and tirelessly served the RCA

Chair Ingram thanked the RCA Board of Directors and staff and for the privilege of being Chair.

Board Member Hewitt stated that he has been on several different Boards, but he has never seen another Chair who has been so dedicated and moved a government agency so far ahead.

Board Members Edwards and Sobek thanked Chair Ingram for his service and the amount of time and dedication he put in.

**18. ADJOURNMENT**

There being no other items before the RCA Board, Chair Ingram adjourned the meeting at 2:10 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Board of Directors is scheduled for Monday, February 1, 2021, at 12:30 p.m., at the John F. Tavaglione County Administrative Center Annex, Board Chambers, First Floor, 4080 Lemon Street, Riverside, California.

Respectfully submitted:



Jennifer Fuller

Director of Administrative Services