



**SPECIAL EXECUTIVE COMMITTEE  
MEETING AGENDA**

**TIME: 11:30 a.m.**

**DATE: Monday, February 6, 2023**

**LOCATION: March Field Conference Room  
County of Riverside Administrative Center  
4080 Lemon Street, Third Floor, Riverside, CA**

**🌀 COMMITTEE MEMBERS 🌀**

Natasha Johnson, City of Lake Elsinore – Chair  
Kevin Bash, City of Norco – Vice Chair  
Patricia Lock Dawson, City of Riverside  
Crystal Ruiz, City of San Jacinto  
James Stewart, City of Temecula  
Kevin Jeffries, County of Riverside, District 1  
Karen Spiegel, County of Riverside, District 2



# **WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY**

www.wrc-rca.org

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4080 Lemon Street, Third Floor, Riverside, CA**

*In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the RCA's website, [www.wrc-rca.org](http://www.wrc-rca.org).*

*In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, Executive Order N-29-20, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (951) 787-7141 if special assistance is needed to participate in a Committee meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.*

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Board may, either at the direction of the Chair or by majority vote of the Board, waive this three-minute time limitation. Depending on the number of items on the agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Board may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Board shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

*Under the Brown Act, the Board should not take action on or discuss matters raised during public comment portion of the agenda that are not listed on the agenda. The Board Members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.*

**5. 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 to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*

6. **CONSENT CALENDAR** – *All matters on the Consent Calendar will be approved in a single motion unless a Board Member(s) requests separate action on specific item(s).*

6A. **APPROVAL OF MINUTES – JANUARY 18, 2023**

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7. **QUARTERLY FINANCIAL STATEMENTS**

**Page 8**

**Overview**

This item is for the Committee to recommend the Board of Directors take the following action(s):

- 1) Receive and file the Quarterly Financial Statements for the six months ended December 31, 2022, and
- 2) Approve the Fiscal Year 2022/23 budget adjustments in Attachment 1.

8. **MEETING FORMAT OPTIONS**

**Page 18**

**Overview**

This item is for the Committee to recommend the Board of Directors take the following action(s):

- 1) Provide direction regarding approach to future meetings.

9. **BOARD OF DIRECTORS / EXECUTIVE DIRECTOR REPORT**

**Overview**

This item provides the opportunity for the Board of Directors and the Executive Director to report on attended meetings/conferences and any other items related to Board activities.

10. **ADJOURNMENT**

The next Executive Committee is scheduled to be held on **Monday, March 6, 2023.**

# **AGENDA ITEM 6A**

## **MINUTES**



# **WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY**

## **EXECUTIVE COMMITTEE MINUTES**

**Wednesday, January 18, 2023**

### **1. CALL TO ORDER**

The meeting of the Executive Committee was called to order by Chair Natasha Johnson at 12:02 p.m., via Zoom Meeting ID: 869 2955 2645, in accordance with AB 361 due to state or local officials recommending measures to promote social distancing.

### **2. ROLL CALL**

#### **Members/Alternates Present**

Karen Spiegel\*  
Natasha Johnson  
Kevin Bash  
Steve Hemenway  
Crystal Ruiz

#### **Members Absent**

Kevin Jeffries  
James Stewart

\*Arrived after the meeting was called to order.

### **3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Johnson.

### **4. PUBLIC COMMENTS**

There were no requests to speak from the public.

### **5. ADDITIONS / REVISIONS**

There were no additions or revisions to the agenda.

### **6. CONSENT CALENDAR – All matters on the Consent Calendar will be approved in a single motion unless a Board Member(s) requests separate action on specific item(s).**

**M/S/C (Bash/Ruiz) to approve the following Consent Calendar items.**

**Abstain: Hemenway (Agenda Item 6A)**

#### **6A. APPROVAL OF MINUTES – DECEMBER 21, 2022**

**6B. WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN FEE COLLECTION REPORT FOR NOVEMBER 2022**

- 1) Receive and file the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) Fee Collection Report for November 2022.

**6C. JOINT PROJECT REVIEW STATUS REPORT**

- 1) Receive and file the Joint Project Review (JPR) monthly status report as of December 31, 2022.

**6D. ACQUISITIONS STATUS REPORT**

- 1) Receive and file the acquisition status report as of November 30, 2022.

**6E. MONTHLY INVESTMENT REPORT FOR OCTOBER 2022**

- 1) Receive and file the Monthly Investment Report for the month ended October 31, 2022.

**6F. SINGLE SIGNATURE AUTHORITY REPORT**

- 1) Receive and file the Single Signature Authority report for the second quarter ended December 31, 2022.

**7. MSHCP MITIGATION FEE IMPLEMENTATION MANUAL UPDATE**

Jennifer Fuller, Financial Administration Manager, provided a presentation on the MSHCP Mitigation Fee Implementation Manual update. The Board adopted the manual to provide member agencies with further guidance for fee implementation, collection and remittance, to outline the appropriate methods for calculating mitigation payments for different types of projects, and to provide multiple examples of how to apply the Local Development Mitigation Fee (LDMF). The intent of the manual is to provide clarity and create consistency. The manual does not supersede member agencies ordinances or resolutions and it intended to be an administrative document to help jurisdictions implement the fee.

This update will be the third to the manual. The manual was originally adopted on December 7, 2020, with the 2020 Nexus Study. In September 2021, the Board adopted an urgent update to the manual to address a fairness and equity concern about the current ordinances lack of exemptions for room additions and renovations. In February 2022, the Board adopted a full manual update after RCA staff spent time reviewing the manual with member agencies staff. Reference chapters were included, appendices were added as well as a discussion on regional impacts, and updated definitions.

At this time, Board Member Spiegel arrived.



Several changes have been made to the manual in this update. To assist member agencies, infrastructure projects were separated into two categories: road projects and linear projects. A linear project would be anything that member agencies construct that is linear in design, like a pipeline project. Earlier this year, a transportation agency began construction on a public transit facility, of which they received Measure A to partially fund the facility. As with the calculation for member agency road projects, public transit agencies will be able to exclude the percentage of the project funded by Measure A from the calculation for MSHCP fees due as the RCA has already received its' share of Measure A funding. Member agencies should reach out to RCA staff for assistance with this calculation.

The County of Riverside has asked that RCA update the definition of Accessory Dwelling Units (ADUs) to include second units as these types of units have a separate definition in the County Ordinance. A few cross-references were updated, and minor corrections and grammar changes were also made.

Member agencies are encouraged to reach out whenever there are any fee questions. Upcoming dates for RCA staff to complete member agency outreach include February 2023, after the Board adoption of the manual update. RCA staff will communication with member agencies about the update and the updated manual will be available on the RCA website. In late March or early April 2023, RCA staff will communicate the Fiscal Year 2024 fee structure to member agencies based on CPI increases for the year. The amount of the CPI increase will not be available until February from the Bureau of Labor and Statistics.

RCA staff is currently developing fee training for member agencies based on the fee manual and numerous questions that have been received. Once the training is finalized, member agencies will be contacted to see if they are interested in participating.

Chair Johnson noted that something that has worked well is sending this information to all agencies and expanding the distribution list to include more staff. This helps to make sure there is more awareness, and that the information can be disseminated effectively.

Board Member Spiegel wanted to know how often the manual is updated. Ms. Fuller stated that the manual is updated on an as needed basis. This just happens to be the second time the manual has been brought to the Board in February. Last year, there was a major overhaul to the manual after meeting with a committee comprised of member agencies staff. If additional questions arise from the fee training for member agencies later this year, there may be more updates in February next year, as well.

**M/S/C (Bash/Ruiz) to:**

- 1) Approve the update to the Multiple Species Habitat Conservation Plan (MSHCP) Mitigation Fee Implementation Manual.**

## **8. STATE AND FEDERAL LEGISLATIVE UPDATE**

Tyler Madary, Legislative Affairs Manager, provided an update on state and federal legislative actions. Last week, Governor Newsom released a budget proposal for Fiscal Year 2023/24, totaling more than \$297 billion, which is 3.5% lower than last years. Following the budget surpluses of past years, the Governor confirmed the previous reports of a projected deficit of about \$22.5 billion. The proposal calls for funding delays, reductions, and shifts in order to balance the budget. The funding shifts are proposed in place of using budget reserves, which the Governor indicated may be needed if there is a greater budget downturn in future budget years.

The Governor has proposed a reduction of the five-year \$54 billion climate package to \$48 billion. While it has been proposed to restore many of the cuts if the general fund outlook improves come January 2024, it remains to be seen. Of the climate investments from the last budget, RCA is particularly interested in the Climate Resiliency and Nature Based Solutions to Climate Change as this category included investments beneficial to the MSHCP. The Governor proposed a 14% cut to this multi-year spending down to \$1.3 billion.

Of note, the \$36 million dedicated to the California Department of Fish and Wildlife (CDFW) for Habitat Conservation Plans (HCP) and Natural Community Conservation Plans (NCCP) land acquisitions has been proposed to be cut by \$6 million, to \$30 million. Fortunately, the Governor has not proposed any changes to the \$250 million dedicated to the Wildlife Conservation Board to advance the state's goal to conserve 30% of lands and coastal waters by 2030 (30x30).

Regardless, RCA staff intends to advocate for the preservation of these investments as they are critical for RCA's grant opportunities to fund land acquisitions in Western Riverside County. Lastly, the Governor expressed openness to a Natural Resources Bond Measure. RCA staff will monitor these legislative discussions and advocate for dedicated funding for HCPs and NCCPs as appropriate.

On the federal side, congress passed a \$1.7 trillion federal appropriations bill for Fiscal Year 2023 in December, funding the federal government through September 2023. Legislation by Senator Dianne Feinstein and Representative Ken Calvert to establish a wildlife refuge in western Riverside County did not receive approval during the 117<sup>th</sup> Congressional Session. RCA staff will continue to engage members of Congress, tribal partners, and relevant stakeholders to explore other opportunities during the 118<sup>th</sup> Congressional Session. RCA staff will monitor the dynamics of the divided Congress for opportunities to present the project delivery streamlining and conservation benefits of HCPs as a policy area of common ground.

Chair Johnson shared that a recent meeting, the guest speaker was Carina Tamayo, Inland Empire Deputy Director for External Affairs for the Governor's Office, who spoke about the wildfire forest resilience for which \$2.7 billion was allocated. RCA should ask for some clarity on this allocation and see how to be involved with the process.

**1) Receive and file an update on state and federal legislative affairs.**

**9. EXECUTIVE COMMITTEE MEETING OPTIONS**

Chair Johnson shared with the Executive Committee that RCA is trying to be efficient with Board Member's time and ensure that the Committee has the right direction and purpose.

Lisa Mobley, Administrative Services Director/Clerk of the Board, noted at the last Executive Committee meeting, staff was directed to bring a recommendation back to the Committee that would streamline the Executive Committee process. As such, there are two recommendations for the Committee.

RCA staff recommends defining and streamlining the scope of Committee topics. The recommendation is that the scope of these items be limited to budget, agency operations, contracts, MSHCP policy/implementation matters, and anything of significant political importance. All routine updates on legislation, receipts, acquisitions, JPRs, consultant performance, the Annual Report, educational updates, and matters that are not of significant political import will go directly to the Board. Additionally, if there are no substantive items in the newly defined scope of Executive Committee meeting topics, the meeting would be cancelled.

The second recommendation from RCA staff is to direct the Executive Committee to meet on Board meeting days at 11:30 a.m., prior to the monthly Board meeting if an effort to streamline everyone's time.

Chair Johnson restated that the intent of this item was to move the Executive Committee to the same day as the Board meeting and only discuss higher profile items at the Executive Committee.

Board Member Spiegel noted that while this works for RCTC, the Executive Committee reviews items and provides input prior to the items going to the Board of Directors. That could be a waste of time having the meetings back-to-back if the same items are going to be discussed.

Chair Johnson stated this item came from members of the Executive Committee as some of the items presented were repetitive and wanted clarity of the role of the Committee.

Anne Mayer, Executive Director, noted that moving the Executive Committee would require RCA to get into a groove and change the timing of items. Items that are specifically related to policy and/or some of the budget issues would need to be sequenced so they would come to the Executive Committee one month and go to the Board the following month.

There are not many circumstances where an item would go to the Executive Committee decision and then directly to the Board without an opportunity for there to be staff response to Committee directions. Once the pattern is set, it would work quite well and achieving the goal

of getting Executive Committee direction on hot-button issues, but not necessarily sitting through the same agenda twice a month.

Chair Johnson thought it might take some time, but one of the reasons the format is the way it is now, is there was concern and comments regarding transparency of the Executive Committee and making sure that things were shared with the Board appropriately. Both issues have been addressed and transparency is no longer an issue.

**M/S/C (Bash/Spiegel) to:**

- 1) **Streamline the scope of the Executive Committee to the review of budget, agency operations, contracts, MSHCP policy/implementation matters, and anything of significant political importance; and**
- 2) **Direct the Executive Committee to meet on Board Meeting days at 11:30 a.m., prior to the monthly Board meeting.**

#### **10. BOARD OF DIRECTORS / EXECUTIVE DIRECTOR REPORTS**

Chair Johnson wanted to discuss the possibility of another super bloom due to the rains this season. Aaron Gabbe, Regional Conservation Director, stated that with the rain the flowers are expected and whether it will be a super bloom, is still too early to tell. In talking with the Reserve Manager at County Parks, he thought that maybe it would not be such a big bloom year because the earlier rains have stimulated the grasses to germinate early. This could provide such a cover that the poppies are not able to thrive, but it is all speculation. Given past instances, it is still not too early to start preparing.

Chair Johnson noted that there have been poppy sightings already, so they are coming. The City of Lake Elsinore is slated to start meetings internally to discuss some initial issues.

Anne Mayer, Executive Director, stated that the super bloom was discussed at a management team meeting recently and staff is ready to participate in meeting with the city. On another note, Aaron Gabbe and David Knudsen have spent some quality time with staff at the Wildlife Conservation Board (WCB) recently. RCA staff has been having a continuous conversation with WCB as there is currently \$250 million dollars headed their way for distribution. RCA staff wants to make sure that RCA is submitting competitive applications and working closely with WCB.

RCA staff is readying the next Section 6 Grant package for submittal. The application is focusing on land in the Murrieta area for core 2, as well as the French Valley area.

#### **11. ADJOURNMENT**

There being no further business for consideration by the Executive Committee, Chair Johnson adjourned the meeting at 12:30 p.m. The next meeting of the Executive Committee is scheduled to be held on **Wednesday, February 15, 2023.**

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lisa", with a long horizontal flourish extending to the right.

Lisa Mobley  
Administrative Services Manager/  
Clerk of the Board



# **AGENDA ITEM 7**





<b>WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY</b>	
<b>DATE:</b>	February 6, 2023
<b>TO:</b>	Executive Committee
<b>FROM:</b>	Jennifer Fuller, Financial Administration Manager
<b>THROUGH:</b>	Sergio Vidal, Chief Financial Officer
<b>SUBJECT:</b>	Quarterly Financial Statements

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Board of Directors take the following action(s):

- 1) Receive and file the Quarterly Financial Statements for the six months ended December 31, 2022, and
- 2) Approve the Fiscal Year 2022/23 budget adjustments in Attachment 1.

**BACKGROUND INFORMATION:**

Staff has monitored the revenues and expenditure for RCA for the period ended December 31, 2022, and the attached financial statements present the revenues and expenditures for the second quarter for Fiscal Year 2022/23. As a result of the analysis, staff is recommending budget adjustments to increase appropriations for contracts, insurance, and land acquisitions. Detail on the budget adjustments can be found in the fiscal impact section below.

**Revenues:**

The operating statement shows the Local Development Mitigation Fee (LDMF) revenues for the second quarter are approximately \$10,500,000 or 62 percent of the budget of \$16,800,000, and nearly double what was collected at this point last fiscal year. Current year performance is largely due to continued strong development activity within both the commercial and residential sectors for Riverside County. LDMF revenues are collected by member agencies then remitted to the RCA. Payments to the RCA shall be made no later than 90 days after the LDMFs were collected. This creates a lag in the receipt of revenues by RCA. As a result, staff anticipates LDMF revenue will exceed budget projections at fiscal year-end and is requesting to increase the LDMF budget by \$1,200,000 to \$18,000,000.

Federal and state grants are only recognized when a grant property is purchased or for the Local Assistance Grant (LAG Grant) when costs are reimbursed. No grant properties were purchased in the first half of the year and no costs were reimbursed for the LAG Grant. Staff expects that a grant property will be purchased and spending and reimbursement on the LAG Grant will occur before year-end. Staff also expects to purchase three other properties that

will be reimbursed by the Jurupa Mountains Grant. These properties will be purchased before year-end but will be reimbursed in a future fiscal year.

Tipping fees are remitted to the RCA by the County of Riverside (County). RCA has received reimbursement for the first quarter. Staff expect tipping fees to meet budget expectations at year-end.

During the FY 2022/23 budget process, RCA conservatively estimated Transportation Uniform Mitigation Fee (TUMF) revenues of \$750,000 passed through from Western Riverside Council of Governments (WRCOG). The payment for the first quarter was received during the second quarter and is 46 percent of the budget. Staff expects TUMF revenue to exceed budget expectations at year-end. However due to the uncertain nature of collections related to TUMF revenues, no change in the budget is recommended at this time.

Other fee revenue consists of infrastructure, civic, and flood contributions from Member Agencies and the Riverside County Flood Control and Water Conservation District (District). Other fee revenue is 62percent of budget and relate to many projects by Member Agencies. Staff expect other fee revenue will exceed budget expectations at year-end.

Reimbursement for services consists of Joint Project Review fees and reimbursements from other parties for services provided by the RCA or RCA contractors. RCA will receive \$25,000 per year for four years for invasive species removal.

Revenue is recognized on donated properties at the time of donation and at appraised value. Staff is working diligently on many land donations. Two properties and a conservation easement were donated in the first half of the year. The transactions will be recorded in the third quarter. The donations are valued collectively at over \$7.7 million.

During the FY 2022/23 budget process, the RCA conservatively estimated interest income at \$89,100. RCA funds are held as part of the Riverside County Treasurer's Pooled Investment Fund. The yield of the fund has increased dramatically this year leading to better-than-expected returns. Staff expect that interest income will exceed budget at year-end.

**Expenditures:**

The expenditures/expenses and other financing sources/uses categories are in line overall with the expectations of the budget with the following exceptions:

- Insurance costs were higher than the estimate used for budgeting purposes. As such, general administration costs are likely to exceed budget by year-end.
- Contract costs are under budget due to unused budget authority for nearly all contracts as the amounts only relate to up to five months of charges. However, a budget adjustment is needed for the RCTC contract to reimburse RCTC for staff costs and SAWA contract costs related to invasive species removal.

- Legal costs are under budget due to unused budget authority as the amounts only relate to five months of charges;
- The County Facilities Management Department collects two months of rent in the first month of each fiscal year and does not collect rent in June. Therefore, seven months of rent were collected in the first half of the year resulting in 58 percent of the budget being utilized;
- Most of the assessments and HOA fees are paid on an annual basis and are not due until later quarters;
- Capital outlay expenditures is at 39% of budget as many properties were closed on during the first and second quarters and the donations which closed will not be recorded until the third quarter. Staff expects capital expenditures to exceed budget at year-end due to the purchase of three grant properties which were not included in the budget and increased costs related to the volume of right of way services.

**FISCAL IMPACT:**

Through monitoring of revenues and expenditures, staff has determined that the following budget adjustments are needed:

**Revenue and Expenditure Adjustment 1 - \$26,100**

Professional fees related to implementation of new accounting standards and printing costs as well as staff costs related to training and travel will exceed budget authority by year-end by \$26,100. These operational costs will be offset by increasing revenue from other government MSHCP Civic Project fees.

**Revenue and Expenditure Adjustment 2 - \$25,000**


RCA will receive reimbursement of \$25,000 per year for four years for invasive species removal and will use SAWA to conduct the work. The budget adjustment to increase contracts expenditures will be fully reimbursed.

**Revenue and Expenditure Adjustment 3 – Revenue \$1,200,000 Expenditure \$1,020,000 Fund Balance \$180,000.**

General and property insurance expenditures were higher than budgeted as the amount billed by SDMRA was higher than the projection sent while the budget was being set and staff costs related to travel have also increased related to Right of Way staff training needs. Consultant costs have also increased related to GIS services. Due to unanticipated levels of property acquisition activity, staff expect to procure more appraisals, survey work, and environmental reviews before year-end than were expected when the budget was proposed. LDMF is above budget and will be used to offset these increasing costs. Staff project LDMF will increase by \$1,200,000 to \$18,000,000 this year. The increase will add \$1,020,000 to the capital projects fund and \$180,000 to the endowment. Staff only requests to add \$1,020,000 of this amount to increase expenditures. The \$180,000 of additional endowment revenue cannot be spent in the current fiscal year and therefore is added to revenue only.

**Expenditure Adjustment 4 - \$7,250,000**

Staff expect to close on three grant funded properties before year-end. The state will reimburse these costs with grant funds in future fiscal years. Fund balance in the land acquisitions fund will be replenished in future years when the grant funds are received.

Financial Information					
In Fiscal Year Budget:	No	Year:	FY 2022/23	Amount:	\$8,321,100 – Appropriations \$1,251,100 – Revenues \$7,070,000 - Fund Balance
Source of Funds:	Other Gov MSHCP Civic Projects Reimbursement for Services Development Impact Fees Capital Projects Fund Balance		Budget Adjustment:	Yes	
GL/Project Accounting No.:	51630-935110-527980 Contracts (\$26,100) 51630-935110-769260 Other Gov MSHCP Civic Projects \$26,100  51630-935310-527980 Contracts (\$25,000) 51630-935310-777520 Reimbursement for Services \$25,000  51630-935201-520940 Insurance-Other \$18,800 51630-935201-527980 Contracts \$26,500 51630-935201-540040 Land \$974,700 51630-935201-777170 Development Mitigation Fee (\$1,020,000)  52000-935300-777170 Development Mitigation Fee (\$180,000) 52000-935300-321101 Restricted Program Money Fund Balance \$180,000  51630-935201-540040 Land \$7,250,000 51630-935201-322300 Restricted for Capital Outlay Fund Balance (\$7,250,000)				
Fiscal Procedures Approved:				Date:	1/30/2023

Attachments:

- 1) Quarterly Financial Statements – period ended December 31, 2022
- 2) Fiscal Year 2023 Budget Adjustments
- 3) MSHCP Fee Collection Reports

**WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY**  
**QUARTERLY BUDGET TO ACTUAL**  
**2ND QUARTER**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

Amounts are subject to rounding

	FY 2022/23 BUDGET	SECOND QUARTER ACTUAL	REMAINING BALANCE	PERCENT UTILIZATION
<b>Revenues</b>				
Local Development Mitigation Fee	\$ 16,800,000	\$ 10,462,109	\$ 6,337,891	62%
State and federal grants	60,100	-	60,100	0%
Tipping fees	3,700,000	842,043	2,857,957	23%
Transportation Uniform Mitigation Fee	750,000	345,161	404,839	46%
Other fee revenue	610,000	386,767	223,233	63%
Reimbursement for services	225,500	42,895	182,605	19%
Contributions & donations	8,635,000	103,418	8,531,582	1%
Other revenue	151,600	92,229	59,371	61%
Interest	89,100	320,159	(231,059)	359%
<b>Total Revenues</b>	<b>31,021,300</b>	<b>12,594,780</b>	<b>18,426,520</b>	<b>41%</b>
<b>Expenditures</b>				
<b>Professional and support</b>				
General administration	320,500	208,318	112,182	65%
Contracts	10,102,200	2,592,044	7,510,156	26%
Legal services	775,000	166,007	608,993	21%
Rental/lease building	207,300	120,743	86,557	58%
Assessments and fees	80,000	3,089	76,911	4%
<b>Total Professional and support</b>	<b>11,485,000</b>	<b>3,090,201</b>	<b>8,394,799</b>	<b>27%</b>
<b>Capital acquisition</b>				
Habitat acquisition and maintenance	17,045,600	6,636,758	10,408,842	39%
Other capital charges	10,000	-	10,000	0%
<b>Total capital acquisition</b>	<b>17,055,600</b>	<b>6,636,758</b>	<b>10,418,842</b>	<b>39%</b>
<b>Total Expenditures</b>	<b>28,540,600</b>	<b>9,726,959</b>	<b>18,813,641</b>	<b>34%</b>
Excess revenues over (under) expenditures	2,480,700	2,867,821	(387,121)	7%
<b>Other financing sources (uses)</b>				
Transfer in	3,588,900	-	3,588,900	0%
Transfer out	(3,588,900)	-	(3,588,900)	0%
<b>Total other financing sources(uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
Net change in fund balance	2,480,700	2,867,821	387,121	116%
Fund balance July 1, 2022	78,074,235	89,045,371	10,971,136	114%
<b>Fund balance December 31, 2022</b>	<b>\$ 80,554,935</b>	<b>\$ 91,913,192</b>	<b>\$ 11,358,257</b>	<b>114%</b>

**WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY**  
**QUARTERLY ACTUALS BY FUND**  
**2ND QUARTER**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**  
Amounts are subject to rounding

	Permanent Funds					Combined Total
	General Fund	Capital Projects Fund	RCA Endowment	RCA LDMF Endowment	Donor Endowments	
<b>Revenues</b>						
Local Development Mitigation Fee	\$ -	\$ 9,144,129	\$ -	\$ 1,317,979	\$ -	\$ 10,462,109
State and federal grants	-	-	-	-	-	-
Tipping fees	842,043	-	-	-	-	842,043
Transportation Uniform Mitigation Fee	-	345,161	-	-	-	345,161
Other fee revenue	386,767	-	-	-	-	386,767
Reimbursement for services	42,895	-	-	-	-	42,895
Contributions & donations	-	-	-	-	103,418	103,418
Other revenue	54,069	38,160	-	-	-	92,229
Interest	82,240	207,716	7,098	10,994	12,111	320,159
<b>Total Revenues</b>	<b>1,408,014</b>	<b>9,735,166</b>	<b>7,098</b>	<b>1,328,973</b>	<b>115,529</b>	<b>12,594,780</b>
<b>Expenditures</b>						
Professional and support						
General administration	14,553	193,765	-	-	-	208,318
Contracts	1,958,578	633,466	-	-	-	2,592,044
Legal services	79,392	86,616	-	-	-	166,007
Rental/lease building	120,743	-	-	-	-	120,743
Assessments and fees	3,089	-	-	-	-	3,089
<b>Total Professional and support</b>	<b>2,176,354</b>	<b>913,847</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,090,201</b>
Capital acquisition						
Habitat acquisition and maintenance	-	6,636,758	-	-	-	6,636,758
Other capital charges	-	-	-	-	-	-
<b>Total capital acquisition</b>	<b>-</b>	<b>6,636,758</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,636,758</b>
<b>Total Expenditures</b>	<b>2,176,354</b>	<b>7,550,605</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,726,959</b>
<b>Excess revenues over (under) expenditures</b>	<b>(768,340)</b>	<b>2,184,561</b>	<b>7,098</b>	<b>1,328,973</b>	<b>115,529</b>	<b>2,867,821</b>
<b>Other financing sources (uses)</b>						
Transfer in	-	-	-	-	-	-
Transfer out	-	-	-	-	-	-
<b>Total other financing sources(uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net change in fund balance</b>	<b>(768,340)</b>	<b>2,184,561</b>	<b>7,098</b>	<b>1,328,973</b>	<b>115,529</b>	<b>2,867,821</b>
Fund balance July 1, 2022	24,621,491	53,527,827	2,135,366	3,692,200	5,068,487	89,045,371
<b>Fund balance December 31, 2022</b>	<b>\$ 23,853,151</b>	<b>\$ 55,712,388</b>	<b>\$ 2,142,464</b>	<b>\$ 5,021,173</b>	<b>\$ 5,184,016</b>	<b>\$ 91,913,192</b>



<b>DATE</b>	<b>February 6, 2023</b>
<b>TO</b>	<b>Auditor-Controller</b>
<b>FROM</b>	<b>Jennifer Fuller, Financial Administration Manager</b>
<b>SUBJECT</b>	<b>FISCAL YEAR 2023 BUDGET ADJUSTMENTS (FUND 51630)</b>

**Background:**

On February 6, 2023, the RCA Board of Directors approved the Fiscal Year 2023 budget adjustments contained herein.

**Requested Action:**

That the Auditor-Controller make the following budget adjustments:

**RCA Operations (935110)**

**Increase Appropriations**

51630-935110-527980	Contracts	<u>\$26,100</u>
<b>Total Increase in Appropriations</b>		<b><u>\$26,100</u></b>

**Increase Estimated Revenues**

51630-935110-769260	Other Gov MSHCP Civic Projects	<u>\$26,100</u>
<b>Total Increase in Estimated Revenues</b>		<b><u>\$26,100</u></b>

**RCA Land Management and Monitoring (935310)**

**Increase Appropriations**

51630-935310-527980	Contracts	<u>\$25,000</u>
<b>Total Increase in Appropriations</b>		<b><u>\$25,000</u></b>

**Increase Estimated Revenues**

51630-935310-777520	Reimbursement For Services	<u>\$25,000</u>
<b>Total Increase in Estimated Revenues</b>		<b><u>\$25,000</u></b>



**RCA Land Acquisitions (935201)**

**Increase Appropriations**

51630-935201-520940	Insurance-Other	\$18,800
51630-935201-527980	Contracts	26,500
51630-935201-540040	Land	<u>974,700</u>
<b>Total Increase in Appropriations</b>		<b><u>\$1,020,000</u></b>

**Increase Estimated Revenues**

51630-935201-777170	Development Mitigation Fees	<u>\$1,020,000</u>
<b>Total Increase in Estimated Revenues</b>		<b><u>\$1,020,000</u></b>

**Anticipated Use of Restricted for Capital Outlay Fund Balance**

**Increase Appropriations**

51630-935201-540040	Land	<u>\$7,250,000</u>
<b>Total Increase in Appropriations</b>		<b><u>\$7,250,000</u></b>

**Decrease Anticipated Use of Restricted for Capital Outlay**

51630-935201-370100	Restricted for Capital Outlay Fund Balance	<u>\$7,250,000</u>
<b>Total Anticipated Use of Restricted for Capital Outlay Fund Balance</b>		<b><u>\$7,250,000</u></b>

**RCA Donor Endowments (935300)**

**Increase Estimated Revenue**

52000-935300-777170	Development Mitigation Fees	<u>\$120,000</u>
<b>Total Increase in Estimated Revenues</b>		<b><u>\$120,000</u></b>

**Increase Projected Restricted Program Money**

52000-935300-321101	Restricted Program Money	<u>\$120,000</u>
<b>Total Increase in Projected Restricted Program Money</b>		<b><u>\$120,000</u></b>

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Natasha Johnson, Chair  
RCA Board of Directors**



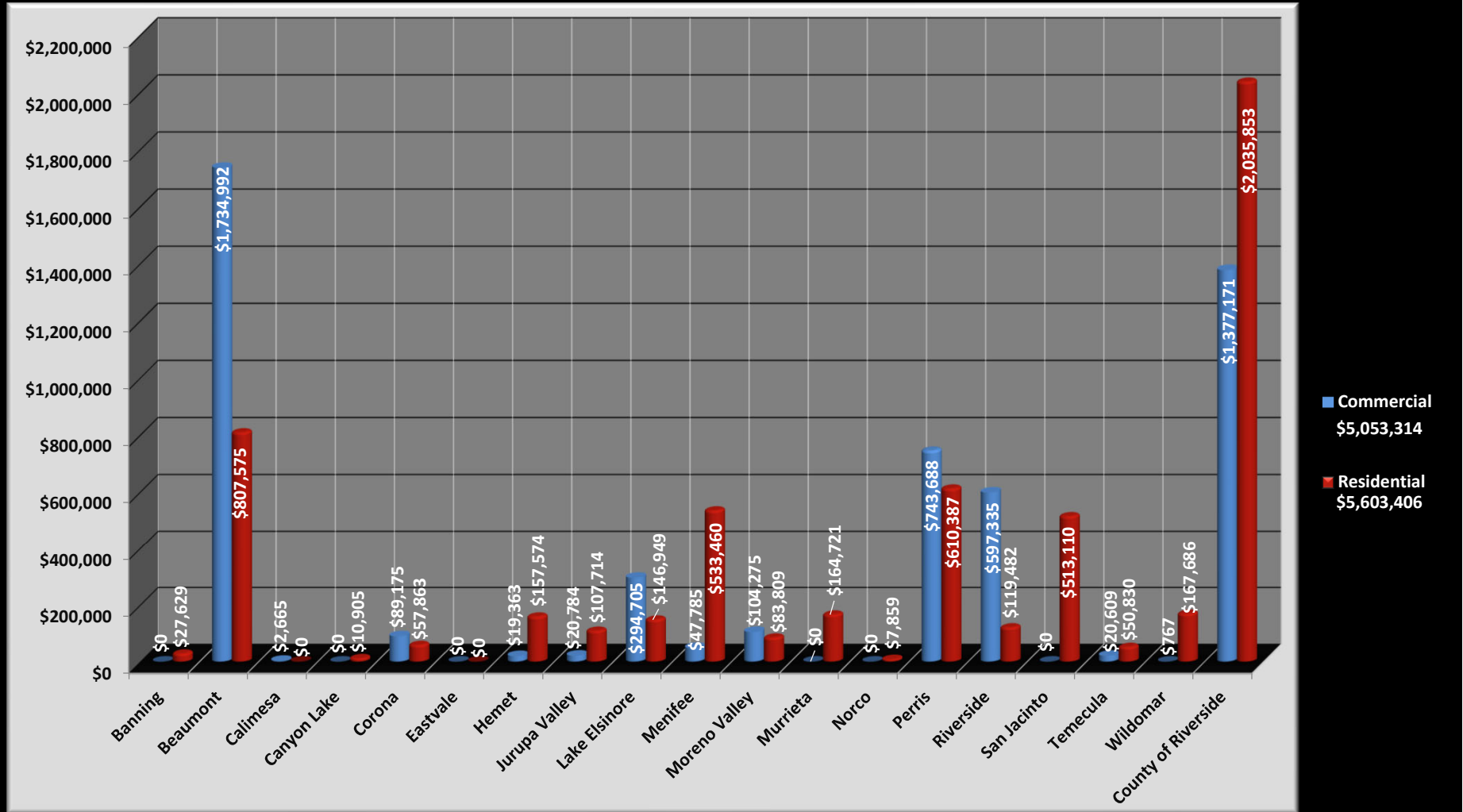
**REGIONAL CONSERVATION AUTHORITY**  
**MSHCP MITIGATION FEE COLLECTIONS BY MEMBER AGENCY**  
**FISCAL YEAR 2023**

Note: Amounts subject to rounding

BASED ON CASH BASIS (Month reported by City)

<b>COUNTY AND CITIES:</b>	<b>JULY 2022</b>	<b>AUGUST 2022</b>	<b>SEPTEMBER 2022</b>	<b>OCTOBER 2022</b>	<b>NOVEMBER 2022</b>	<b>DECEMBER 2022</b>	<b>FY 2023 YTD TOTALS</b>	<b>%</b>
CITY OF BANNING		\$ -	\$ 3,947	\$ 15,788		\$ 7,894	\$ 27,629	0.3%
CITY OF BEAUMONT		126,304	177,615	1,806,038	94,728	337,882	\$ 2,542,567	23.9%
CITY OF CALIMESA				2,665			\$ 2,665	0.0%
CITY OF CANYON LAKE				10,905			\$ 10,905	0.1%
CITY OF CORONA				26,667	120,372		\$ 147,038	1.4%
CITY OF EASTVALE							\$ -	0.0%
CITY OF HEMET		70,110	936	19,363	29,994	56,534	\$ 176,936	1.7%
CITY OF JURUPA VALLEY			20,784	6,079	86,834	14,801	\$ 128,498	1.2%
CITY OF LAKE ELSINORE		1,401	37,671	55,521	173,675	173,386	\$ 441,654	4.1%
CITY OF MENIFEE		74,414	119,878	96,179	13,754	277,020	\$ 581,246	5.5%
CITY OF MORENO VALLEY		152,958				35,126	\$ 188,084	1.8%
CITY OF MURRIETA			7,894		152,880	3,947	\$ 164,721	1.5%
CITY OF NORCO				1,664	7,854	(1,659)	\$ 7,859	0.1%
CITY OF PERRIS		12,401		676,128	627,088	38,458	\$ 1,354,075	12.7%
CITY OF RIVERSIDE			185,223		531,594		\$ 716,817	6.7%
CITY OF SAN JACINTO		82,887	130,251		299,972		\$ 513,110	4.8%
CITY OF TEMECULA					71,439		\$ 71,439	0.7%
CITY OF WILDOMAR				71,615	25,792	71,046	\$ 168,453	1.6%
COUNTY OF RIVERSIDE	1,456,338	758,331	287,094	317,313	460,142	133,805	\$ 3,413,024	32.0%
<b>TOTAL COUNTY AND CITIES</b>	<b>\$ 1,456,338</b>	<b>\$ 1,278,806</b>	<b>\$ 971,293</b>	<b>\$ 3,105,925</b>	<b>\$ 2,696,117</b>	<b>\$ 1,148,241</b>	<b>\$ 10,656,720</b>	<b>100.0%</b>
<b>OTHER</b>								
FLOOD CONTROL						\$ 73,461	\$ 73,461	17.4%
OTHER GOV MSHCP INFRASTRUCTURE					166,387		\$ 166,387	39.4%
OTHER GOV MSHCP CIVIC PROJECTS			39,081	143,443			\$ 182,524	43.2%
<b>TOTAL OTHER</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,081</b>	<b>\$ 143,443</b>	<b>\$ 166,387</b>	<b>\$ 73,461</b>	<b>\$ 422,372</b>	<b>100.0%</b>
<b>GRAND TOTAL</b>	<b>\$ 1,456,338</b>	<b>\$ 1,278,806</b>	<b>\$ 1,010,374</b>	<b>\$ 3,249,368</b>	<b>\$ 2,862,504</b>	<b>\$ 1,221,702</b>	<b>\$ 11,079,092</b>	

**Fiscal Year 2023**  
**MSHCP Development Mitigation Fee Revenues**  
 July 1, 2022 through December 30, 2022



Note: Amounts subject to rounding

# **AGENDA ITEM 8**



<b>WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY</b>	
<b>DATE:</b>	February 6, 2023
<b>TO:</b>	Executive Committee
<b>FROM:</b>	Lisa Mobley, Administrative Services Director/Clerk of the Board Steve DeBaun. Legal Counsel
<b>THROUGH:</b>	Anne Mayer, Executive Director
<b>SUBJECT:</b>	Meeting Format Options

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Board of Directors take the following action(s):

- 1) Provide direction regarding approach to future meetings.

**BACKGROUND INFORMATION:**

Since AB 361 went into effect, the Board has continued to affirm the findings that allow legislative bodies to continue to meet remotely should the need arise to hold a virtual or hybrid meeting. In October 2022, RCA started holding its standing Executive Committee and Board meetings in-person. At the October 19, 2022, Executive Committee meeting, Board Members asked that the Committee be held via Zoom and this item be brought back for discussion if at any time the findings of AB 361 can no longer be made. On October 17, 2022, Governor Newsom announced the State of Emergency would be ending on February 28, 2023.

**AB 2449**

The State Legislature has considered several bills to allow the continued use of remote meetings outside of the pandemic or other emergency setting. Only one of these bills made it out of the legislative session and ultimately, the legislature has adopted, and the Governor has signed, AB 2449.

AB 2449 maintains the pre-pandemic rules for teleconferenced meetings (teleconferencing also includes platforms such as Zoom or Teams). Those rules requires a public body to take the following steps when holding a teleconferencing meeting:

- Post agendas at all teleconference locations;
- Identify all teleconference locations in the agenda, and allow public access to each such location;
- Give the public notice of the means through which they may access the meeting and offer public comment; and

- At least a quorum of the members of the body must participate in a teleconference meeting from locations within the body’s jurisdiction.

AB 2449 also adds a new teleconferencing option. Under the bill, which is effective January 1, 2023, a legislative body may also use teleconferencing without complying with the above requirements if, during such teleconference meeting, at least a quorum of the members participate in-person from a single physical location (clearly identified on the agenda), which is open to the public and within the agency’s boundaries. In this situation, these additional requirements apply:

- The body must provide the public access to the meeting via either a two-way audiovisual platform or a two-way telephonic service and live webcasting;
- The body must identify, on the agenda, the call-in or internet-based attendance option and the in-person location of the meeting;
- If a disruption prevents the body from broadcasting the meeting to the public using the provided call-in or internet-based attendance option, the body may take no action on the agenda until public access is restored;
- The body may not require public comments to be submitted in advance, but must offer real-time comment opportunities;
- The member(s) who is(are) participating remotely must:
  - Provide the body with “just cause” for participating remotely (and no member may use this option to teleconference for more than two meetings per calendar year), or request that the body allow them to participate remotely due to “emergency circumstances,” and the body takes action to affirmatively approve that request;
  - Publicly disclose, before any action is taken, whether anyone 18+ years old are present in the room the member is remotely participating from, and the nature of the member’s relationship with such persons; and
  - Participate through both audio and visual means (no turning off cameras allowed).

For purposes of the above:

- “Emergency circumstances” means a physical or family medical emergency that prevents a member from attending in person.
- “Just cause” means a caregiving need that requires remote participation, or a contagious illness, or a need related to a physical or mental disability, or travel while on official business of the legislative body or other state/local agency.

### **Satellite Location Options**

Several Commissioners have requested satellite location options for Commission meetings. In order to maintain compliance to the Brown Act, all locations must be listed on the agenda and

the public must be allowed to attend from the satellite locations. In addition, roll call votes will be required for all such meetings, regardless of whether Board Members participate from such location. The suggestion from Board Members for a satellite location was the County Supervisor's office in French Valley. For this meeting site, RCA staff would work with County staff to ensure the meeting location had adequate teleconferencing capabilities and that the location maintained compliance with the Brown Act. RCTA staff may need to travel to the satellite location to ensure Brown Act compliance, assist with IT and other meeting support functions.