Regional Conservation Authority
Western Riverside County

EXECUTIVE COMMITTEE
MEETING AGENDA

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

DATE: **Monday, October 6, 2025**

LOCATION: **March Field Conference Room**
County of Riverside Administrative Center
4080 Lemon Street, Third Floor, Riverside, CA 92502

COMMITTEE MEMBERS

Kevin Bash, City of Norco – Chair
Karen Spiegel, County of Riverside, District 2 – Vice Chair
Julio Martinez, City of Beaumont
Crystal Ruiz, City of San Jacinto
Joseph Morabito, City of Wildomar
Chuck Washington, County of Riverside, District 3
Vacant

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

www.wrc-rca.org

EXECUTIVE COMMITTEE
MEETING AGENDA

11:30 a.m.
Monday, October 6, 2025

March Field Conference Room
County of Riverside Administrative Center
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.

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 – MAY 5, 2025

Page 1

7. INTRODUCTION OF RESOLUTION NO. 2025-014 TO AMEND BYLAWS WITH REGARD TO BOARD SELECTION AND APPROVAL OF EXECUTIVE COMMITTEE MEMBERS

Page 8

Overview

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

1) Approve the proposed amendments to the Western Riverside County Regional Conservation Authority (RCA) Bylaws, subject to the four-week noticing period required in Article XIII(B) of the RCA Bylaws; and
2) Introduce Resolution No. 2025-014, "*Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Amending Its Bylaws with Regard to Board Selection and Approval of Executive Committee Members*".

8. UPDATE: STRATEGIC IMPROVEMENT ASSESSMENT AND ACTION PLAN IMPLEMENTATION

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Overview

This item is for the Executive Committee to receive and file an update on the status of Strategic Improvement Assessment and Action Plan (SIAAP) implementation tasks.

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, November 3, 2025**.

AGENDA ITEM 6A

MINUTES

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

EXECUTIVE COMMITTEE MINUTES

Monday, May 5, 2025

1. CALL TO ORDER

The meeting of the Executive Committee was called to order by Chair Kevin Bash at 11:30 a.m., in the March Field Conference Room at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

2. ROLL CALL

Members/Alternates Present	**Members Absent**
Karen Spiegel	Carole Kendrick
Chuck Washington	
Julio Martinez*	
Natasha Johnson	
Kevin Bash	
Crystal Ruiz	

*Arrived after the meeting was called to order.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board Member 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 (Ruiz/Spiegel) to approve the following Consent Calendar items.

6A. APPROVAL OF MINUTES – MARCH 3, 2025

6B. RECURRING CONTRACTS FOR FISCAL YEAR 2025/26

1) Approve the single-year recurring contract with the Santa Ana Watershed Association (SAWA) for biological monitoring services in an amount not to exceed $2,215,715, for FY 2025/26; and
2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to execute the agreement on behalf of RCA.

7. DUDEK CONTRACT AMENDMENT

Jennifer Fuller, Financial Administration Manager, provided a presentation on the Dudek Contract Amendment. Dudek authored the MSHCP and RCA has contracted with Dudek since October 2004 related to MSHCP project compliance. Dudek's expertise with the MSHCP is not easily duplicated. Dudek is an important partner to assist with many of the mandated functions of the RCA including joint project reviews, participating in special entity reviews, determination of biological equivalent or superior preservation reviews, and communicating with permittees and consultants regarding questions on MSHCP compliance.

PSE reviews are when a land use entity such as a special district, like Southern California Edison or Ranch California Water District, has a project and seeks MSHCP coverage. In these circumstances, it is the RCA that provides a Certificate of Inclusion to the entity that allows them to receive coverage under the MSHCP. A Determination of Biologically Equivalent or Superior Preservation (DBESP) review is needed when a project is impacting one of the MSHCP species or resources that triggers mitigation so there is no loss of such resources in the Plan Boundary.

At this this, Board Member Martinez joined the meeting.

On June 7, 2021, the Board approved a five-year agreement with Dudek that expires in June 2026. The total contract amount was not to exceed $1.25 million. Over the term of the contract, staff have asked Dudek to take on additional compliance responsibilities due to the increase in the number and complexity of the projects. This increase in volume and complexity has resulted in contract funds being expended faster than expected.

To date, over $1,000,000 of the contract funds have been expended and staff anticipate at least another $100,000 will be expended by the end of the fiscal year. As such, staff is requesting to add $430,000 to the contract to cover the expected contract expenditures in Fiscal Year 2026. This request is only to add funds to the contract. It does not extend the term of the agreement.

Board Member Ruiz wanted clarification on the amount not to exceed mentioned in the recommendation. Jennifer Fuller stated that the new total not to exceed amount includes the additional funds that are being requested today.

M/S/C (Johnson/Washington) to:

1) Approve Agreement No. 17001-02, Amendment No. 2 to Agreement No. 17001, with Dudek for environmental consulting and Multiple Species Habitat Conservation Plan implementation services for an additional amount of $430,000, and a total amount not to exceed $1,680,000; and

2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to execute the amendment on behalf of RCA.

8. ADOPTION OF FISCAL YEAR 2025/26 BUDGET

Jennifer Fuller, Financial Administration Manager, provided a presentation on the Proposed Budget Fiscal Year 2025/26. RCA's budget preparation began in January with finance staff working with program staff to compile budget data and revenue estimates. Staff also monitor fund balance throughout the year to ensure sufficient funding exists to meet operating and capital needs.

Staff prepared an Executive Summary with all budget related information in one document. The document includes budget policies, goals and objectives, an overview with a discussion on the sources and uses of funding, program initiatives, fund balance, and a budget summary including the related schedules. The inclusion of a summary of policies impacting the budget promotes fiduciary responsibility and organizational excellence. The policies include:

- Funding the endowment with 15 percent of Local Development Mitigation Fund (LDMF) revenues in accordance with the 2020 Nexus Study.
- Setting the Non-Development HANS funding level at 5 percent of LDMF collections.
- The economic stability policy which requires that the capital funds maintain at least $9 million in cash.
- The fund balance policy requires the general fund to maintain the fund balance at least equal to next year's levels, in this case $10.8 million.
- Funding allocations stating that LDMF can be used for all types of costs.
- The RCTC deposit, in this case $1.7 million.

The Executive Summary also includes two appendices. The first is simply a glossary of terms and acronyms. The second is the 2026 Workplan that describes the monitoring activities planned and the schedule for field work with a cost estimate for personnel and operating costs. The MSHCP requires a biological monitor program to collect data on the MSHCP 146-covered species and their associated habitats to assess the MSHCP effectiveness at meeting conservation objectives. The Monitoring Program Administrator submits an annual workplan and cost estimate for the monitoring program to be approved by the Board of Directors.

Staff anticipate beginning the fiscal year with $97.3 million in total balance. Over 77 percent of this amount, or $74.7 million is restricted in how it can be spent, is for non-spendable endowments. Another nearly 23 percent or $22.6 million is unrestricted, however, of that amount, $10.8 million must be maintained according to the fund balance policy set by the Board. Staff projects the fund balances by fund at the end of FY 2026 will be general fund $19 million, capital projects fund nearly $25 million, and endowments fund $33.2 million. Currently, there is more demand for RCA to purchase properties than supply of funds.

The FY 2026 estimated uses are budgeted at $74.8 million and exceed the estimated sources which are budgeted at $54.5 million. Total use of fund balance is projected at $20.3 million. Staff anticipate the use of $3.7 million of fund balance in the general fund to offset increasing contract costs and the use of $21.1 million of capital projects fund to purchase Additional Reserve Land (ARL) offset by an increase in fund balance in the endowment fund of $4.5 million. This use of fund balance is using funds accumulated over prior years to fund future needs.

Revenues for the upcoming fiscal year are anticipated to be $54.5 million, a decrease of approximately $14.7 million from FY 2025 projected actuals. The decrease is primarily attributable to a decrease in projected LDMF and state and federal grants, offset by a projected increase in capital contributions and donations. RCA's major funding sources include LDMF, state and federal grants, land donations, tipping fees from Riverside County, and Transportation Uniform Mitigation Fee (TUMF) from the Western Riverside Council of Governments (WRCOG).

LDMF revenues are projected to decrease from the FY 2025 projected actuals. State and federal grant revenues will decrease by more than half next year, as the Jurupa Mountain Grant was fully expended in FY 2025. The FY 2026 amount includes the 2023 Non-Traditional Section 6 grant for $7.1 million, and a Caltrans Arroyo Toad cooperative agreement for $1.5 million. Staff are actively pursuing other grant opportunities and when grants are secured, staff will return to the Board with a budget adjustment to appropriate funding.

Staff anticipate the acquisition of 10 land donations with an estimated value of $9.9 million, and nearly 460 acres of ARL. Out of county tonnage is expected to remain close to current year's levels, at $3.6 million for approximately 2.1 million tons. TUMF revenue approximates WRCOG's projections of FY 2026 at $1.1 million. Other revenue sources include reimbursements for services, civic and infrastructure contributions, interest, and other revenue. The large increase from FY 2025 Amended Budget is primarily due to continued strong interest collections. Operating transfers in relate to funding for reserve management and monitoring and program administration that will be covered by LDMF revenues. An identical amount is included in the habitat acquisition budget as operating transfers out. The proposed FY 2026 Budget anticipates $54.5 million in total sources.

Staff are conservatively projecting LDMF for FY 2026 at FY 2025 budgetary levels. The LDMF fluctuates with the economy, and as such, is a variable revenue source. This is likely a prudent projection, and staff will monitor LDMF revenues throughout the fiscal year and will bring forward a budget amendment if collections are markedly different than the projection.

Expenditures are projected to increase by approximately $7.6 million for the upcoming fiscal year, when compared to FY 2025 projected actuals, largely due to an increase in land purchases. Program administration and reserve monitoring and management make up RCA's general fund, habitat acquisition is the capital projects fund, and the endowments are in the endowments fund. Habitat acquisition is projected to increase by about $5.6 million from FY 2025 projected actuals. The FY 2026 Budget includes the purchase of 13 properties and the donation of 10 properties, approximately 36 percent of the cost of properties will be covered by state and federal grant funds or are donations. This is also the second year of the debt service related to the Toscana Property, funding for this year's payment totals $6.4 million.

Reserve management and monitoring and program administration are increasing mainly due to contract costs from vendors. Overall, proposed expenditures for FY 2026 are $74.8 million.

General administration expenditure will decrease by about $210,000, when compared to FY 2025 Amended Budget. RCA pays the majority of its' contracts through an RCTC Management Services Agreement, only payment for county services is done directly. Contract expenditures will decrease from the FY 2025 Amended Budget. Services paid for through the management services agreement with RCTC will decrease by about $772,000 and will increase $2.5 million from the FY 2025 projected actuals. The decrease from the amended budget is due to a decrease in the administrative allocation, lower costs for the Strategic Improvement Assessment and Action Plan (SIAAP) contract, and a decrease in proposed spending for acquisition support. The increase from FY 2025 projected actuals includes salary and benefits, administrative, and contracted services.

Land Management Services with Riverside County Parks is budgeted for over $2.3 million, a 3.8 percent increase from the FY 2025 Amended Budget. Parks will provide day-to-day land management activities plus additional reimbursable activities related to deposit agreements, fire abatement, and endowment related work. Assessment and fee expenditures of $90,000 represent special assessments or homeowner's association fees for RCA lands subject to such fees. Debt services expenditure refers to the note payable on the Toscana Property, this is the second payment of the four-year note. Habitat acquisition and maintenance budgeted expenditures of $54.2 million reflect a $3 million decrease from the FY 2025 Amended Budget. Habitat acquisition and maintenance includes the value of the land acquired and the cost to acquire it. The 2020 Nexus Study permits the use of LDMF revenues for all functions of the RCA. Operating transfers out relates to the transfer of LDMF revenue from the capital projects fund to the general fund to assist in budget needs for reserve monitoring and management, and program administration.

In FY 2024, RCA entered into a loan agreement for the purchase of the Toscana Property. The total amount of the loan was $24.1 million. In FY 2026, RCA will make the second payment on the note, leaving two payments remaining. The total dept service including interest payable in FY 2026 is $6.4 million.

Habitat acquisition and maintenance budgeted expenditures of $51.7 million reflect three different types of acquisitions. State and federal grants provide $8.6 million of projected budget for acquisitions in FY 2026. The funding is derived from the 2023 Non-Traditional Section 6 Grants for 2 properties for about 200 acres and a cooperative agreement with Caltrans for the purchase of Arroyo Toad inhabited properties. The remaining acquisitions will be funded primarily by LDMF and some TUMF to purchase Development and Non-Development HANS, and willing seller properties. Staff anticipate acquiring 11 properties for approximately 700 acres. LDMF funds also support all other costs of acquisitions: appraisals, title reports, legal services, environmental reviews, surveying, and any other costs. RCA expects to receive 10 donations during FY 2026, with a projected value of $9.9 million for nearly 460 acres of ARL.

Board Member Johnson noted that the last time RCA did a lobbying trip, the fact that RCA is one of the only Habitat Conservation Plans (HCP) with federal and state commitments was discussed. Though RCA has yet to truly see any federal support, it would not be a good time to point out that fact.

Aaron Hake, Executive Director, stated that RCA receives federal funds through the Section 6 program, an annual competition that RCA has been successful with. The problem with the program is that it is $26 million for the entire country. All that money could be spent at RCA on a single property. RCA is preparing to approach the new administration to reintroduce this HCP, and the concept of the Land and Waters Fund that receives money from gas drilling leases can be reallocated within the program for different uses of which the RCA offers good value for transportation and development projects.

Board Member Johnson remembered that the last time RCA spoke with them, they all mentioned the new administration. Aaron Hake added that determining who to speak with in the new administration is at the top of RCA's list.

Board Member Martinez wanted to confirm the details of the Non-Development HANS and the properties that were listed. Jennifer Fuller stated the total cost of the properties will go over $2.2 million, and the RCA only puts about $1 -$1.5 million in the fund each year. Of two properties, one is $4.8 million. RCA is hoping the seller will sign the agreement and then use LDMF fees to offset the cost.

Aaron Hake explained that each year the RCA examines what the right amount is to move over for the Non-Development HANS. For the time being, RCA has kept the amount where it is to not tie up funds until there is more certainty. RCA is currently weathering the financial storm well and currently has the capacity to say yes to this property.

Board Member Martinez wondered if there were any realty issues that have been seen or will be coming our way. Aaron Hake asked Aaron Gabbe, Regional Conservation Director, if RCA staff were aware of any high-cost property in the pipeline.

Aaron Gabbe stated it was not known for sure, and all the details are not known, but it is not anticipated there will be any big one as there have been over the last two years. Though this is all relative to RCA's financial situation.

Aaron Hake noted that staff were good with the number, and the Non-Development HANS category is one of the few that RCA has real control over, because the properties do not have a timeline by which the RCA must acquire them. When RCA has the luxury of not being pressed for time, keeping the fund relatively small is to our financial advantage.

Jennifer Fuller added that this Non-Development HANS property, being $4.8 million is out of the norm, most properties are around $1 million or less.

M/S/C (Ruiz/Johnson) to:

1) **Adopt the Fiscal Year 2025/26 Budget and related Resolution No. 2025-010 "*Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Adopting the Fiscal Year 2025/26 Operating and Capital Budget Including Budget Policies*"; and**
2) **Approve the Biological Monitoring Program Work Plan and Cost Estimate included as Appendix B in the Fiscal Year 2025/26 Budget.**

9. BOARD OF DIRECTORS / EXECUTIVE DIRECTOR REPORTS

There were no comments or reports.

10. ADJOURNMENT

There being no further business for consideration by the Executive Committee, Chair Bash adjourned the meeting at 11:58 a.m. The next meeting of the Executive Committee is scheduled to be held on **Monday, July 7, 2025**.

Respectfully submitted,

Lisa Mobley
Administrative Services Director/
Clerk of the Board

AGENDA ITEM 7

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

DATE:	October 6, 2025
TO:	Executive Committee
FROM:	Ward Simmons, Legal Counsel Lisa Mobley, Administrative Services Director/Clerk of the Board
THROUGH:	Aaron Hake, Executive Director
SUBJECT:	Introduction of Resolution No. 2025-014 to Amend Bylaws with Regard to Board Selection and Approval of Executive Committee Members

STAFF RECOMMENDATION:

This item is for the Board of Directors to:

1) Approve the proposed amendments to the Western Riverside County Regional Conservation Authority (RCA) Bylaws, subject to the four-week noticing period required in Article XIII(B) of the RCA Bylaws; and
2) Introduce Resolution No. 2025-014, "*Resolution of the Board of Directors of the Western Riverside County Regional Conservation Authority Amending Its Bylaws with Regard to Board Selection and Approval of Executive Committee Members*".

BACKGROUND INFORMATION:

RCA Bylaws

Pursuant to Section 17 of the JPA, the RCA has the power to adopt such rules and regulations as the RCA's Board of Directors may deem necessary for the conduct of the RCA's affairs. Pursuant to Article XIII of the RCA Bylaws, the RCA may amend its bylaws as necessary.

Summary of Proposed Revisions

The RCA Bylaws currently state:

> *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 Chair, Vice Chair, and past Chair, if any, of the RCA 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.*

However, the bylaws are silent on the selection process for the Board's nominations to the Executive Committee. The proposed revisions outline process for nomination and selection.

Notice Period and Vote to Approve

Article XIII(B) of the RCA Bylaws states: “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.”

Therefore, should this item be approved, the full Board will be notified via email on October 6, 2025, which will satisfy the notice required in Article XIII(B). The Board may approve the proposed bylaw revisions at its November 3, 2025, meeting.

FISCAL IMPACT:

There is no fiscal impact from amending the RCA Bylaws.

Attachments:

1) Resolution No. 2025-014
2) Redline Bylaws

RESOLUTION NO. 2025-014

RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING ITS BYLAWS WITH REGARD TO BOARD SELECTION AND APPROVAL OF EXECUTIVE COMMITTEE MEMBERS

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

WHEREAS, pursuant to Section 17 of the JPA, the RCA has the power to adopt such rules and regulations as the RCA's Board of Directors ("Board") may deem necessary for the conduct of the RCA's affairs;

WHEREAS, pursuant to Article XIII of the RCA Bylaws, the RCA has presented to its members an amendment to the RCA Bylaws which amends the process for the Board to select members to the Executive Committee pursuant to Article IX, Section A, paragraph 3;

WHEREAS, the Board has determined that it is necessary at this time to revise the RCA's Bylaws as set forth in Exhibit "A," attached hereto and incorporated by reference; and

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

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that the Western Riverside County Regional Conservation Authority hereby resolves to amend its Bylaws as noted in the redline version attached hereto as Exhibit "A."

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

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Western Riverside County Regional Conservation Authority on this 3rd day of November, 2025.

By:___________________________________

Kevin Bash, Chair
Western Riverside County
Regional Conservation Authority

ATTEST:

By:______________________________

Lisa Mobley, Clerk of the Board
Western Riverside County
Regional Conservation Authority

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 RCA.

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 RCA 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"). The Agreement was amended on April 7, 2009, to add the Cities of Menifee and Wildomar, on May 5, 2011, to add the City of Eastvale, and on December 5, 2011, to add the City of Jurupa Valley.

ARTICLE II – PURPOSE, DUTIES & POWERS

A. PURPOSE. The RCA 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 Wildlife.

B. DUTIES AND POWERS. Duties and Powers of the RCA 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 RCA;

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 Clerk of the Board.

B. ALTERNATE MEMBERS:

1. Each member of the Riverside County Board of Supervisors may appoint an alternate member to the RCA Board of Directors and each City may appoint one alternate member to the RCA Board of Directors.

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.

3. 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 Clerk of the 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 Clerk of 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 Clerk of the Board. 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 RCA shall be compensated at the rate of One Hundred Dollars ($100) for any day attending to the business of the RCA, 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 RCA.

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 – 10,108 acres*; *Calimesa – 3,373 acres; Canyon Lake – 303 acres; Corona – 2,315 acres; Eastvale – 1,024 acres; Hemet – 1,372 acres; Jurupa Valley – 5,039 acres; Lake Elsinore – 14,571 acres; Menifee – 249 acres; Moreno Valley – 2,325 acres; Murrieta – 8,726 acres; Norco – 733 acres; Perris – 3,181 acres; Riverside – 1,217 acres; San Jacinto – 4,581 acres; and Temecula – 3,923 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 Chair and a Vice Chair at its meeting every December, or as soon thereafter as practical. At least once every three years, the Chair or Vice Chair shall be a regular member of the Board who is a member of the Board of Supervisors. The term of the Chair and Vice Chair shall commence on the first day of the month following the selection, unless otherwise determined by the Board.

B. NOMINATIONS. Any member of the RCA 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 Chair to act, the Vice Chair shall act as Chair.

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. CHAIR. The duties of the Chair shall be to:

1. Preside at all meetings of the RCA, provided that the Board, by a majority vote of the members present, may overrule any decision under this Section A.1 by the Chair at or during the meeting;

2. Call special meetings of the RCA when necessary;

3. Appoint ad hoc committees, when necessary, including, without limitation, an Elected Officials Ad Hoc Committee described in the MSHCP.

B. VICE CHAIR. The duties of the Vice Chair shall be to perform the duties and exercise the power of the Chair during the absence of the Chair.

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 will authorize contracts in compliance with the RCTC/RCA Procurement Policy Manual.

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 RCA by any member of the RCA. 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 Chair or Vice Chair, if the Chair is not available. The Executive Director shall cause copies of the Agenda to be delivered to each regular and alternate member in compliance with the Brown Act. 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 RCA 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 RCA 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 RCA. Regular meetings may be canceled by majority vote of the RCA at a regular or special meeting prior to the meeting to be canceled. A regular meeting may also be canceled by the Chair for lack of a quorum or substantive agenda items. The Executive Director shall endeavor 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 RCA may be called at any time by the Chair, or in his or her absence by the Vice Chair, or by any four (4) regular members by delivering 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 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 RCA 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, in accordance with the Brown Act. 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 Chair that is freely accessible to members of the public and on the RCA website. 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 the RCA ON AGENDA ITEMS. No person shall address the RCA at any meeting until he or she has first been recognized by the Chair. The decision of the Chair to recognize a person may be changed by vote of a majority of the members of the RCA present at the meeting. When addressing the RCA, each individual speaker will be limited to three minutes or less of public testimony on each agendized item. The RCA may, either at the direction of the Chair or by a majority vote of the RCA, waive this three (3) minute time limitation.

ARTICLE IX – STANDING COMMITTEES

A. FORMATION. The following Standing Committees of the RCA 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 Wildlife ("CDFW") 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 CDFW. 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 RCA. The Executive Director or designee shall serve as Chair of the RMOC. The RMOC shall be composed of, at a minimum, one representative appointed by each of the following entities: USFWS, CDFW, Riverside County Regional Parks and Open Space District, Bureau of Land Management, U.S. Forest Service, California Department of Parks and Recreation, the RCA, 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 Chair, Vice Chair, and past Chair, if any, of the RCA 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 Chair and ratified by the Board. The Executive Committee shall oversee RCA administrative functions, and consider such other matters as delegated to it by the Board. In the event of a vacancy in the Committee, the Chair shall appoint a replacement and said appointment shall be ratified by the Board.

The process for the Board to select two (2) members to the Executive Committee shall be as follows:

a. At the start of the agenda item, Board members may nominate two or more regular members (not alternates) to fill the positions of the Executive Committee. Each nomination must be seconded to qualify that member for the election. Only those members nominated and seconded shall be part of the selection process set forth below.

b. If no objections are made, the nominations will be closed when the Chair makes a formal announcement closing the nomination period.

c. If only two (2) nominations are received, the Chair shall call on the Board of Director's to approve the nomination. If more than fifty (50%) percent of the entire Board votes approve the two (2) nominees, the two (2) nominees shall be elected and the election for the Executive Committee shall be considered complete. If the nominees fail to obtain more than fifty percent (50%) of votes of the entire Board, the process for electing a member to the desired position shall begin again from paragraph 3(a).

d. If there are more than two nominees, the following steps shall be followed in the order set forth below:

(i) The Chair shall call for the Board of Directors to cast two (2) votes, one vote each for two (2) of the nominees. All nominees shall be voted on using a single written ballot. A "written" ballot can be either physical or digital. If two (2) nominees receive more than fifty percent (50%) of the entire Board, those two (2) nominees shall be elected and the election for Executive Committee shall be considered complete. If the vote fails to result in one or two nominees receiving more than fifty percent (50%) of the votes cast, the three (3) nominees with the most votes will be placed in a runoff election, repeating this section 3(d)(i).

(ii) The two (2) winning nominees in the runoff election will be selected if each of those two (2) nominees receive more than fifty percent (50%) of the entire Board. In that case, the election for Executive Committee shall be considered complete.

(iii) If the runoff election fails to result in two (2) nominees with more than fifty percent (50%) of the entire Board, the two (2) nominees with the most votes will be placed before the Board of Directors for approval.

(iv) If the two (2) nominees receive more than fifty percent (50%) of the entire Board, the nominees shall be elected and the election for Executive Committee shall be considered complete.

(v) If the two (2) nominees placed before the Board of Directors fail to obtain more than fifty percent (50%) of the entire Board, the process for electing the two (2) Executive

Committee members shall begin again from Paragraph 3(a), above.

(vi) If there is a tie in any step in the election process and the next step of the process cannot proceed, then one or more tie-breaking votes will occur in which all members of the Board of Directors present at the meeting will be allowed to vote again. The winning nominee must receive more than fifty percent (50%) of the entire Board to be elected.

(vii) At any point the Board of Directors may vote to suspend the vote until a subsequent meeting.

(viii) The tally of all votes taken hereunder shall be read aloud by the Clerk of the Board immediately following the vote. The written ballots whether physical or digital shall be retained by the Clerk of the Board as part of the public record of the meeting.

~~3.~~4. Stakeholders Committee. The Stakeholders Committee shall be appointed by the Chair 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 Chair 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 RCA shall submit all policy matters coming before them to the RCA Board 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 RCA has perpetual succession and may adopt a seal and alter it at its pleasure.

B. LITIGATION. The RCA 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 RCA 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, RESOLUTIONS, AND ORDINANCES. The acts of the RCA shall be expressed by motion, resolution, or ordinance. 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 Chair or by the Vice Chair of the RCA.

ARTICLE XI – CONTRACTS

The RCA 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 RCA 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, CDFW or USFWS), or with any person upon such terms and conditions as the RCA 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 RCA’s legislative bodies, as defined in Government Code section 54952, provided such persons receive compensation for actual and necessary RCA expenses (“Official”). Legislative Bodies include, but are not limited, to the Board of Directors, the Funding Coordination Committee, 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 RCA shall adhere to Government Code sections 53232.2 and 53232.3.

C. TRANSPORTATION

1. Use of Personal Vehicle. The RCA 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 RCA's affairs. RCA will reimburse mileage for travel to and from the destination based upon the approved Internal Revenue Service rate in effect at the time of travel.

2. Rentals. The RCA shall reimburse for actual and necessary vehicle rental expenses. The RCA 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 RCA'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 RCA 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 RCA 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 RCA's affairs are reimbursable provided the RCA'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 RCA 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 RCA, 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 RCA'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 RCA shall not reimburse any expenses until an expense form is submitted to the Clerk of the Board 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 RCA by a majority vote.

B. PROPOSAL. Any RCA member may propose a Bylaw amendment. Such proposal shall be in writing and shall be referred to the Chair who shall report the proposed amendment with recommendation to the RCA. 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 03/01/21; Resolution No. 2021-006
Updated 11/03/25; Resolution No. 2025-014

AGENDA ITEM 8

WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

DATE:	October 6, 2025
TO:	Executive Committee
FROM:	Aaron Gabbe, Regional Conservation Director
THROUGH:	Aaron Hake, Executive Director
SUBJECT:	Update: Strategic Improvement Assessment and Action Plan Implementation

STAFF RECOMMENDATION

This item is for the Executive Committee to receive and file an update on the status of Strategic Improvement Assessment and Action Plan (SIAAP) implementation tasks.

BACKGROUND INFORMATION

On May 1, 2023, the RCA Board directed staff to conduct a MSHCP Strategic Improvement Assessment and Action Plan (SIAAP) to evaluate existing policies, and identify opportunities to improve implementation, such as a possible Major Amendment (amendment) focused on the Development HANS. At the Board's direction provided to staff on January 8, 2024, the RCA contracted ICF Jones & Stokes, Inc. (ICF) to conduct the SIAAP study to evaluate existing policies, and identify opportunities to improve implementation, such as a possible amendment focused on the HANS process. The goal of this effort was to find ways for the RCA to maximize MSHCP implementation flexibility while maintaining financial stewardship and permit compliance. RCA staff used the information from ICF's SIAAP report and staff's understanding of plan implementation to develop the recommendations to the Board.

On September 5, 2025, the RCA held a Board Workshop to receive and file the draft SIAAP and hear recommendations from staff on how to proceed. The Board approved the following items:

1) Receive and file the draft Strategic Improvement Assessment and Action Plan (SIAAP);
2) Refer the SIAAP to the Stakeholder's Committee for review and input;
3) Direct staff to conduct an economic and financial analysis comprised of three parts: 1) initiating an economic and community benefits analysis of the MSHCP; 2) initiating a study to explore new sources of revenue to fund MSHCP land acquisition; and 3) initiating a nexus study to evaluate LDMF;
4) Direct staff to develop strategies and report back to the Board, in collaboration with Permittees and in consultation with stakeholders, that:
    a. Expand non-monetary compensation strategies in exchange for land dedication to the MSHCP reserve;
    b. Better align areas described by the MSHCP for conservation and land use zoning designations;

c. Incorporate more Permittee-owned land into the MSHCP reserve;
d. Explore large-scale Criteria Refinements that could be used to increase land acquisition flexibility;
e. Evaluate targeted changes to the MSHCP that can be strategically implemented during an amendment to the MSHCP to add Crotch's bumble bee; and

5) Direct staff to conduct a financial and human resources analysis to determine budget and staffing needs to implement the Board's direction on SIAAP-related initiatives

The Board also authorized the Executive Director to:

1) Initiate the amendment process with the U.S. Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) to add Crotch's bumble bee as a covered species to the Western Riverside County Multiple-Species Habitat Conservation Plan (MSHCP) and associated permits; and
2) Negotiate an amendment to the existing Strategic Implementation Assessment and Action Plan (SIAAP) contract (Agreement No. 24002) with ICF Jones & Stokes (ICF) and to bring a contract amendment to the Board of Directors for approval to support RCA staff in amending the MSHCP to add Crotch's bumble bee to the MSHCP and associated permits.

Some of these actions and strategies can be implemented by the RCA, but some will need to be implemented by the Permittees, as the land use agencies, with assistance from the RCA. Each item is also on its own timeline, and many may take years to implement. This staff report provides an update on the status of these items.

<u>WORKSHOP AND SIAAP IMPLEMENTATION UPDATE</u>

The following is an update on each action item approved by the Board at the Workshop:

Initiate the amendment process with the USFWS and CDFW to add Crotch's bumble bee as a covered species to the Western Riverside County MSHCP and associated permits. Negotiate an amendment to the existing SIAAP contract (Agreement No. 24002) with ICF and to bring a contract amendment to the Board of Directors for approval to support RCA staff in amending the MSHCP to add Crotch's bumble bee to the MSHCP and associated permits.

A proposed contract amendment with ICF to manage the Crotch's bumble bee MSHCP amendment is on the October 5, 2025, RCA Board of Directors agenda. RCA and the Wildlife Agencies are holding a kickoff meeting in mid-November to begin the major amendment process.

Refer the SIAAP to the Stakeholder's Committee for review and input.

The Stakeholder Committee met on September 24 and reviewed the SIAAP. After a presentation from staff, the committee engaged in discussion. Stakeholder Committee members will continue to review the SIAAP, provide comments to staff, and meet again in November. Staff will forward the Stakeholder Committee's comments to the Board. Staff also requested that Stakeholder Committee members consider and provide feedback on how they can contribute to the SIAAP implementation process, particularly to strengthen Permittee and public engagement in MSHCP implementation.

Direct staff to conduct an economic and financial analysis comprised of three parts: 1) initiating an economic and community benefits analysis of the MSHCP; 2) initiating a study to explore new sources of revenue to fund MSHCP land acquisition; and 3) initiating a nexus study to evaluate LDMF.

Staff will release a request for proposals for a consultant to conduct this analysis in November once certain high-priority steps (e.g., Crotch's bumble bee amendment [see below]) are underway. Staff will bring a proposed contract award to Executive Committee and the Board in spring 2026.

Direct staff to develop strategies and report back to the Board, in collaboration with Permittees and in consultation with stakeholders, that: expand non-monetary compensation strategies in exchange for land dedication to the MSHCP reserve; better align areas described by the MSHCP for conservation and land use zoning designations; incorporate more Permittee-owned land into the MSHCP reserve; explore large-scale Criteria Refinements that could be used to increase land acquisition flexibility; and evaluate targeted changes to the MSHCP that can be strategically implemented during an amendment to the MSHCP to add Crotch's bumble bee.

Many strategies to reduce overall land acquisition costs and increase flexibility in the reserve assembly process with large-scale Criteria Refinements require collaboration with the Permittees. Staff currently does not have the bandwidth to develop and implement these collaboration strategies concurrently with initiating the Crotch's bumble bee amendment, kicking-off the economic analysis, and carry out the required day-to-day functions of the RCA such as processing Joint Project Reviews (JPR), Participating Special Entities (PSE), land acquisition, land management, and responding to requests by Permittees, developers, and other stakeholders for assistance. Additional staff resources are needed to engage with Permittees and develop the solutions identified in the SIAAP. Pursuant to the Board's direction, staff are conducting a human resources and finance analysis of RCA's current workload and what new staff positions and/or contracted resources are needed, along with what the financial impact will be on RCA. Therefore, no immediate action has taken place on this item.

Direct staff to conduct a financial and human resources analysis to determine budget and staffing needs to implement the Board's direction on SIAAP-related initiatives.

As mentioned above, a financial and human resources analysis is underway. RCA staff are already operating beyond reasonable capacity to maintain routine operations. Routine operations consist of processing JPRs in the required 14-day timeframe, PSEs, land acquisition, land management, responding to requests from Permittees and developers for assistance with their projects, and coordination with state and federal wildlife agencies and regulators. Additionally, in the last two months the Deputy Regional Conservation Director retired (and the position has since been filled) and the Reserve Management/Monitoring Manager has resigned (recruitment is underway). Additional staff is merited to simply operate the RCA, let alone add the work efforts directed by the Board stemming from the SIAAP and the Crotch's bumble bee amendment. For reference, the current Regional Conservation Department at RCTC consists of a Director, Deputy Director, a Reserve Management/Monitoring Manager (vacant), and two GIS Senior Management Analysts, and two Reserve Management/Monitoring Senior Management Analysts. Finance, land acquisition, external affairs, clerk, and executive functions are matrixed with the RCTC organizational structure.

Staff are conducting an analysis of existing workload and operations. Staff will bring that analysis and recommendations to the Executive Committee in November. Preliminary, staff sees the need for three new positions to address current needs as well as initiatives deriving from the Board workshop. RCTC has engaged Gallagher's Human Resources & Compensation Consulting (formerly Koff & Associates), which has previously conducted classification and compensation studies during RCTC's transition to be RCA's management agency. Gallagher will collaborate with RCA management to develop job descriptions for any newly proposed positions. Any new positions will need approval of the RCTC Executive Committee, including a revised organizational chart and salary range table. Per the RCTC administrative code, the RCTC Executive Committee has authority to approve the organizational chart and classification designations.

FISCAL IMPACT

This item does not have a fiscal impact. Future recommendations for staffing will impact the current fiscal year budget and require a budget adjustment to be approved by the RCA Board.