



EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES

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1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee Special Meeting was called to order by Chairman Ingram at 12:15 p.m., Wednesday, May 23, 2018, in the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

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

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Jonathan Ingram, Chairman – City of Murrieta Maryann Edwards – Vice Chairperson City of Temecula Jeffrey Hewitt – City of Calimesa John Tavaglione, County of Riverside District 2 Marion Ashley, County of Riverside District 5	Natasha Johnson, City of Lake Elsinore Crystal Ruiz – City of San Jacinto

3. PUBLIC COMMENTS

There were no public comments.

4. COMMITTEE MEMBER ANNOUNCEMENTS

There were no Committee Member announcements.

5. ADDITIONS/REVISIONS

There were no additions/revisions to the agenda.

6. APPROVAL OF MINUTES – April 18, 2018

M/S/C (CITY OF TEMECULA/CITY OF CALIMESA) to approve the minutes of the April 18, 2018 Meeting of the Executive Committee as submitted.

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

7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORT FOR APRIL 2018

Honey Bernas, Director of Administrative Services, reported that for the month of April 2018, the total of fee collection receipts was \$1,518,626.

M/S/C (CITY OF TEMECULA/CITY OF CALIMESA) to approve this item as recommended and authorize staff to agendize this matter for the June 4, 2018 meeting of RCA Board of Directors:

- 1) Recommend that that RCA Board of Directors receive and file the Western Riverside County MSHCP Fee Collection Report for April 2018; and
- 2) Authorize staff to agendize this matter for the June 4, 2018, meeting of the RCA Board of Directors.

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

8. FISCAL YEAR 2018 THIRD QUARTER FINANCIAL REPORT AND BUDGET ADJUSTMENTS

Honey Bernas, Director of Administrative Services, presented the Fiscal Year 2018 Third Quarter Financial Report and Budget Adjustments, which included an Executive Summary (cash balance summary and financial statement overview), detailed financial statements, and MSHCP Fee Collections Report. She stated that revenue exceeded expenditures in all RCA programs, and staff projects an increase in fund balance at year end. She further advised that a budget adjustment in the Land Acquisition Program is necessary due to additional land donations prior to June 30, 2018, with an estimated value of \$1.17 million. Therefore, staff recommends a budget adjustment to increase Capital Contributions and Donations estimated revenues in the amount of \$1.17 million and increase Land appropriations by the same amount. She

also reported that the Executive Director approved an appropriation transfer in the amount of \$6 thousand from the software to equipment line item for a new copier/printer for the office.

M/S/C (CITY OF TEMECULA/COUNTY DISTRICT 5) to approve this item as recommended and authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors:

- 1) Recommend that the RCA Board of Directors:
 - A) Receive and file the Fiscal Year 2018 Third Quarter Financial Report;
 - B) Approve the budget adjustments contained in Exhibit A;
 - C) Authorize the Chairman to direct the Auditor-Controller to make the budget adjustments contained in Exhibit A; and
- 2) Authorize staff to agendize this matter for the June 4, 2018, meeting of the RCA Board of Directors.

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

9. RCTC POTENTIAL PROPERTY AND FUNDING DONATIONS

Steve DeBaun, General Counsel, briefed the Executive Committee regarding potential property and funding donations from the Riverside County Transportation Commission. He advised that lawsuits were filed by various environmental agencies against two RCTC projects, the Mid County Parkway and State Route 60 Truck Climbing Lane projects. RCTC and the petitioners have been working on potential settlement agreements, which would result in RCTC contributing funds and property to RCA in support of the MSHCP. This will necessitate a Side Agreement between RCTC and RCA.

M/S/C (CITY OF CALIMESA/COUNTY DISTRICT 5) to authorize staff to agendize the Side Agreements for the June 4, 2018 meeting of the RCA Board of Directors.

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

10. PROFESSIONAL SERVICES AGREEMENT BETWEEN THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AND SANTA ANA WATERSHED ASSOCIATION FOR BIOLOGICAL MONITORING SERVICES

Laurie Correa, Director of Reserve Management & Monitoring, presented the Professional Services Agreement between the RCA and Santa Ana Watershed Association (SAWA) for Biological Monitoring Services. She stated that the monitoring

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program collects data on the MSHCP's 146 Covered Species and their associated habitats, which is a requirement and key component of the MSHCP. This data is a component in the Annual Report and the Master Data Set. She stated that in February 2018, the RCA released a Request for Proposals (RFP) to provide biological monitoring services needed to meet MSHCP species objective obligations. The RFP was sent to 15 local qualified firms or entities and was posted on the RCA website. Only one proposal was received, which was from SAWA who has been providing the services since 2006. SAWA's proposal was considered responsive to the RFP. The negotiated contract is \$1,217,006, which is an increase of \$80,885 over the FY2018 contract amount. She explained the negotiated terms and conditions of the contract in detail, which included the sale of five vehicles and office electronic equipment valued at \$117,000, payable to the RCA over a five-year period.

Board Member Hewitt asked staff to evaluate the services SAWA provides to RCA on a scale of 1 to 10, 10 being excellent. Laurie Correa responded that RCA has been pleased with the work product provided by SAWA and gave several examples. Charlie Landry said that people in the HCP community have stated that RCA has the best monitoring plan in comparison to several counties, which is attributable to SAWA providing excellent and efficient services.

Board Member Edwards attested to the monitoring history that SAWA possesses and the experience they have in dealing with different issues over the years. She also discussed with RCA staff the terms of the sale of the vehicles and office equipment.

Chairman Ingram asked legal counsel if a conflict of interest could arise if RCA needed to acquire land from SAWA in the future and if the language in the contract needed to be amended. Charles Landry, Executive Director, answered that SAWA does not sell land. Steve DeBaun, General Counsel, answered that under the general rules of the Fair Political Practice Commission, as a consultant, SAWA would likely have to disclose that information. Honey Bernas confirmed that SAWA does provide a Statement of Economic Interest (Form 700) disclosure to RCA annually.

M/S/C (CITY OF TEMECULA/CITY OF MURRIETA) to approve this item as recommended and authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors:

- 1) Recommend that the RCA Board of Directors approve the Professional Services Agreement between the Western Riverside County Regional Conservation Authority and Santa Ana Watershed Association for Biological Monitoring Services;
- 2) Recommend that the RCA Board of Directors approve the sale of five vehicles and office electronic equipment valued at \$117,000 payable to RCA over a five year period through a monthly deduction from SAWA's billing invoices;

- 3) Recommend that RCA Board of Directors authorize the RCA Executive Director, pursuant to legal counsel review and approval, to executive said agreements on behalf of the RCA; and
- 4) Authorize staff to agendize this matter for the June 4, 2018, meeting of the RCA Board of Directors.

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

11. BIOLOGICAL MONITORING PROGRAM WORK PLAN AND COST ESTIMATE FOR FISCAL YEAR 2019

Laurie Correa, Director of Reserve Management & Monitoring, presented the Biological Monitoring Program Work Plan and Cost Estimate for Fiscal Year 2019. She stated that the MSHCP requires that Monitoring Program Administrator submit an annual Work Plan and Cost Estimate for implementation of the Monitoring Program. The work plan describes the monitoring activities planned, schedule of field work, and estimate of cost for personnel and operations. The work plan is to be approved by RCA Board and becomes part of the annual RCA budget. She explained that one of the key components of the MSHCP is the Biological Monitoring Program, which collects data on the MSHCP's 146 Covered Species and their associated habitats. She explained that monitoring results are used to assess the MSHCP's effectiveness at meeting conservation objectives and to provide information to the management team. She described the different species surveys that are planned for FY2019. The estimated cost for biological monitoring services for a not to exceed amount of \$1,225,000 was included in the FY2019 budget adopted by the Board on May 7, 2018. The cost estimate for the FY2019 work plan is \$1,217,006.

M/S/C (CITY OF CALIMESA/COUNTY DISTRICT 2) to approve this item as recommended and authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors:

- 1) Recommend that the RCA Board of Directors approve the Biological Monitoring Program Work Plan and cost Estimate for Fiscal Year 2019; and
- 2) Authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors.

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

12. FISCAL YEAR 2018 THIRD QUARTER CONSULTANT REPORTS

Charlie Landry, Executive Director, reported on the activities and services provided by Dudek, Geographics, Kadash & Associates, LLP, Riverside County Regional Parks and Open-Space District, the Santa Ana Watershed Association and Douglas P. Wheeler, Hogan Lovells, US LLP, during the third quarter of Fiscal Year 2018.

M/S/C (CITY OF CALIMESA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2018 Third Quarter Consultant Reports; and
- 2) Authorize staff to agendize this matter for the June 4, 2018 meeting of the RCA Board of Directors.

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

13. EXECUTIVE DIRECTOR'S REPORT

13.1 Discuss adoption of two (2) resolutions approving entering into agreements in lieu of eminent domain actions.

Charles Landry, Executive Director, reported that there are two projects , which require RCA land or easements for right-of-way, and those agreements and resolutions may be agendized for the June 4, 2018, RCA Board of Directors' meeting.

13.2 Update regarding Section 6 Grant Funds Award for 2017

Charles Landry, Executive Director, reported that the RCA's 2017 Section Grant Fund allocation will be approved for distribution. RCA was awarded \$2 million and anticipates a one-third match from the State of California, for a total of approximately \$3 million in grant funds. A number of properties have been identified for purchase, south of Santa Rosa Plateau and in the Temecula and Murrieta areas. The FY 2018 budget has been passed. For FY 2019, Congress introduced a measure that would freeze allocations at the FY 2018 level. The amount of Section 6 grant funding available to RCA will remain the same, and the amount available nationally would be approximately \$19 million.

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

There were no items proposed for future agendas.

15. CLOSED SESSION ITEMS:

15.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to paragraph 1 of Subdivision (d) of Government Code Section 54956.9

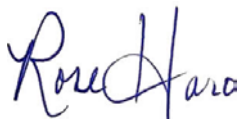
Albert Thomas Paulek; Friends of the Northern San Jacinto Valley; Center for Biological Diversity vs. County of Riverside; Castle & Cooke Commercial-CA, Inc.; Western Riverside County Regional Conservation Authority
Riverside Superior Court Case No. 1605515

16. ADJOURNMENT

There being no other items before the Executive Committee, Chairman Ingram adjourned the meeting at 12:40 p.m. in memory of Mayor Neil Winter, City of Menifee.

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee is scheduled for Wednesday, June 20, 2018, at 12:00 p.m. at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

Prepared by:



Rose Haro
Administrative Manager

Respectfully submitted:



Honey Bernas
Clerk of the Board