



## EXECUTIVE COMMITTEE MINUTES

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### 1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Ashley at 12:06 p.m., Wednesday, September 20, 2017, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

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

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

\*Arrived after the meeting started.

### 3. PUBLIC COMMENTS

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

**4. COMMITTEE MEMBER ANNOUNCEMENTS**

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

**5. ADDITIONS/REVISIONS**

Chairman Ashley asked if there were any additions/revisions to the agenda. Rose Haro, Administrative Manager, reported that there were not additions/revisions to agenda.

Chairman Ashley called for a motion to delete Agenda Item No. 10 from the agenda.

**6. APPROVAL OF MINUTES – August 16, 2017**

***M/S/C (CITY OF MURRIETA/CITY OF TEMECULA) to approve the minutes of the August 16, 2017 Meeting of the Executive Committee as submitted.***

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

**7. WESTERN RIVERSIDE COUNTY MSHCP FEE COLLECTION REPORT FOR AUGUST 2017**

Honey Bernas, Director of Administrative Services, presented the MSHCP Fee Collection Report for August 2017. The RCA received fees in the amount of \$1,559,007 for 392 residential permits and 113.80 commercial acres. There were 28 reported exemptions totaling \$56,868 in the City of Lake Elsinore. There were two reported civic/infrastructure projects. Riverside County Flood Control & Water Conservation District remitted \$15,020 for the Norco MDP Line N-1F Storm Drain and \$74,672 for the Monroe Channel, Stage 4, project. Total infrastructure contributions were \$89,692. For the month of August 2017, the total receipts were \$1,648,699.

***M/S/C (CITY OF TEMECULA/CITY OF MURRIETA) to approve this item as recommended and authorize staff to agendize this matter to the October 2, 2017 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 August 2017; and
- 2) Authorize staff to agendize this matter for the October 2, 2017 meeting of the RCA Board of Directors.

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

**8. RESOLUTION NO. 2017-006, RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY DECLARING SUPPORT FOR THE ESTABLISHMENT OF A NATIONAL WILDLIFE**

***REFUGE WITHIN THE BOUNDARIES OF THE WESTERN RIVERSIDE COUNTY  
MULTIPLE SPECIES HABITAT CONSERVATION PLAN***

Charlie Landry, Executive Director, turned the presentation over to Vice Chairman Ingram. Vice Chairman Ingram reported that he met with Member Agencies who had questions and expressed concerns regarding the Refuge when the item was heard at the Board of Directors meeting on June 5, 2017. He also met with developers and consultants that had questions or concerns. He advised that the issues and concerns brought forth were addressed in the resolution before the Executive Committee.

Charles Landry provided an overview of the steps needed to move forward with establishing the Refuge.

The Executive Committee members discussed the monitoring, maintenance, and possible location of the Refuge.

Michelle Ouellette, General Counsel, commented on the benefits of the proposed Refuge.

Chairman Ashley and the Executive Committee members thanked Vice Chairman Ingram for his efforts in finalizing this resolution.

**M/S/C (CITY OF CALIMESA/CITY OF TEMECULA) to approve this item as recommended and authorize staff to agendize this matter to the October 2, 2017 meeting of the RCA Board of Directors:**

- 1) Recommend that the RCA Board of Directors adopt Resolution No. 2017-006, *Resolution of the Board of Directors of the western Riverside County Regional Conservation Authority Declaring Support for the Establishment of a National Wildlife Refuge within the Boundaries of the Western Riverside County Multiple Species Habitat Conservation Plan; and*
- 2) Authorize staff to agendize this matter for the October 2, 2017 meeting of the RCA Board of Directors.

***(6 Ayes, 0 Nays, 0 Abstain, 1 Absent)***

*Board Member Tavaglione arrived at 12:10 p.m. during the discussion on this item.*

**9. EXECUTIVE DIRECTOR'S REPORT**

**10.1 Introduction of new RCA Chief of Technical Information**

Charles Landry, RCA Executive Director, introduced Phillip Kang, RCA's new Chief of Technical Information. The Executive Committee welcomed Phillip.

**10.2 Update Concerning Annual Certification of MSHCP Program Participation for Measure A**

Charles Landry, Executive Director, stated that this item is in reference to the City of Moreno Valley and advised the Executive Committee that the RCA and Moreno Valley had reached agreement on the settlement of outstanding fees. Vice Chairman Ingram was commended for his assistance in bringing the matter to resolution. Vice Chairman Ingram thanked Steve DeBaun, General Counsel, and Honey Bernas, Director of Administrative Services, for their efforts in this matter.

**10.3 Update Concerning Status of Member Agency Agreed Upon Procedures**

Charles Landry, Executive Director, stated that there are a number of items that RCA staff is finalizing with Member Agencies that will be placed on a future Board of Directors agenda.

General Counsel Steve DeBaun was asked if these items should be brought before the Executive Committee for approval. He advised that write-offs need to occur at the Board of Directors level. He further stated that all the fees that are included in the settlement were out of the statute of limitations and could not be recovered.

Vice Chairman Ingram stated that he wants to keep this issue as transparent as possible and ensure that all transactions are recorded appropriately in the accounting books. Board Member Montanez stressed the importance of these matters being well documented for future reference.

Vice Chairman Ingram stated that RCA needs to be more diligent in conducting their audits and needs to stand their ground when they are right so these issues are not repeated.

Board Member Montanez asked if there were any additional Member Agencies with statute of limitation issues. Honey Bernas, Director of Administrative Services, answered no and advised that RCA now requires Tolling Agreements.

Board Member Ingram suggested that Member Agencies be asked to provide RCA with copies of all their Development Agreements, as the audit issues are often due to these agreements. He would like RCA to bring forth a policy for Development Agreements that addresses vesting or mapping issues.

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

Chairman Ashley called for future agenda items. Vice Chairman Ingram suggested that the agreements for resolution of fee issues be agendized for the next Executive Committee meeting under Closed Session.

Vice Chairman Ingram requested a discussion concerning the Stephens Kangaroo Rat (SKR) Plan be placed on a future Executive Committee agenda.

**11. ADJOURNMENT**

There being no other items before the Executive Committee, Chairman Ashley adjourned the meeting at 12:32 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, October 18, 2017, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

Prepared by:



Rose Haro  
Administrative Manager

Respectfully submitted:



Honey Bernas  
Clerk of the Board