



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 Vice Chairman Ingram at 12:20 p.m., Wednesday, December 20, 2017, 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, 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 2 | Marion Ashley, Chairman – County of Riverside District 5 Natasha Johnson, City of Lake Elsinore |

3. PUBLIC COMMENTS

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

4. COMMITTEE MEMBER ANNOUNCEMENTS

Vice Chairman Ingram called for Committee Member announcements. Board Member Edwards thanked staff for their help on the Altair project in the City of Temecula. The project was approved by Temecula City Council by a 4-1 vote. Board Member Hewitt announced that on January 1, 2018, the City of Calimesa will be taking over the fire station, and the first City of Calimesa Fire Department will be in existence. The city will employ 18 fire staff members.

5. ADDITIONS/REVISIONS

Vice Chairman Ingram asked if there were any additions/revisions to the agenda. Rose Haro, Administrative Manager, reported that there were no additions/revisions to the agenda.

6. APPROVAL OF MINUTES – November 15, 2018

M/S/C (COUNTY DISTRICT 2/CITY OF CALIMESA) to approve the minutes of the November 15, 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 OCTOBER 2017

Honey Bernas, Director of Administrative Services, reported that for the month of November 2017, the total fee collection receipts were \$1,603,979.

M/S/C (CITY OF TEMECULA/COUNTY DISTRICT 2) to approve this item as recommended and authorize staff to agendize this matter for the January 8, 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 November 2017; and
- 2) Authorize staff to agendize this matter for the January 8, 2018 meeting of the RCA Board of Directors.

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

8. MID YEAR REVIEW RECURRING PROFESSIONAL SERVICES CONTRACTS

Honey Bernas, Director of Administrative Services, reported that Board of Directors directed staff to agendize a midyear review of RCA's recurring professional services contracts. She referred to the listed eight contracts on page two of the staff report and gave a brief overview of each consultant contract. Vice Chairman Ingram asked if there would be a cost increase in any upcoming contract. Honey Bernas replied that

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she would do her diligence in RCA not incurring any significant cost increases. Vice Chairman Ingram recommended that rather than having a large increase at the end of a contract term, that a small increase, five to ten percent increase or a not to exceed figure of said percentage, staff has the authority to approve and not have to schedule contract for approval before the Board of Directors. He asked if all Executive Committee Members present were in agreement with this change. They all agreed. Vice Chairman Ingram further asked if the Executive Director was in agreement with this change. Charles Landry answered, "Yes." Vice Chairman Ingram asked if any Executive Committee members had questions. There were no questions.

M/S/C (CITY OF TEMECULA/CITY OF CALIMESA) to approve this item as recommended and authorize staff to agendize this matter for the January 8, 2018 meeting of the RCA Board of Directors:

- 1) Recommend that the RCA Board of Directors review and provide staff direction concerning RCA's recurring professional services contracts; *and*
- 2) Authorize staff to agendize this matter for the January 8, 2018 meeting of the RCA Board of Directors.

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

9. INTRODUCTION OF RESOLUTION NO. 2017-XXX, RESOLUTION NO. 2017-XXX RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING ARTICLE IV.E OF ITS BYLAWS WITH REGARD TO COMPENSATION

Honey Bernas, Director of Administrative Services, presented this resolution. This is a request to amend RCA's Bylaws to allow for additional meeting attendance compensation for Chairperson, Vice Chairperson and Past Chairperson in an amount not to exceed \$800.00 per month. She explained that the numerous business meetings an officer is called upon to attend, with Member Agencies, when traveling to Washington, D.C., and Sacramento to meet with legislatures, their staff and committee members on various projects that RCA is involved with. At present, the bylaws only allow for four meetings a month. Charlie Landry explained that there are other Board Members who have been called upon to attend several business meetings on RCA's behalf, yet this amendment will only affects the three officers. The officers' participation has been extremely beneficial to RCA.

The Executive Committee discussed the proposed revisions and directed staff to research the matter and report back to the Executive Committee.

M/S/C (CITY OF MURRIETA/DISTRICT 2) to continue the introduction of this resolution to a date not specified, and allow staff to research and bring back to the Executive Committee:

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

10. DISCUSSION CONCERNING CHAIRPERSON'S APPOINTMENTS TO THE 2018 RCA EXECUTIVE COMMITTEE

Vice Chairman Ingram, who is also in the newly elected 2018 RCA Chairman, advised that he had selected Crystal Ruiz, representative from the City of San Jacinto and Supervisor John Tavaglione, representative from County District 2, to serve on the 2018 RCA Executive Committee. He will ask the Board of Directors to ratify his appointments to the 2018 RCA Executive Committee at the January 8, 2018 Board meeting.

11. EXECUTIVE DIRECTOR'S REPORT

11.1 National HCP Coalition Annual Meeting

Charles Landry, Executive Director, reported on the 3rd Third Annual National HCP Coalition Meeting, which took place at the U.S. Fish & Wildlife Service Training Center in Shepherdstown, WV, November 27-30, 2017. Next year's annual meeting will be held in October in Pensacola, Florida.

11.2 Altair Project in the City of Temecula

Charles Landry, Executive Director, reported on the Altair project in the City of Temecula.

RCA Year-End Review

Charles Landry, Executive Director, gave a review of RCA's accomplishments for 2017. Twelve major accomplishments were highlighted and a map of the Reserve was presented.

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

Vice Chairman Ingram called for future agenda items. He requested that Michelle Ouellette, General Counsel, bring forward a policy regarding MSHCP consistency analysis. He also requested that bring forward a policy which clearly defines the role of property owners in scrub back areas with regard to firebreaks in open space.

13. CLOSED SESSION ITEMS

**13.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: Executive Director**

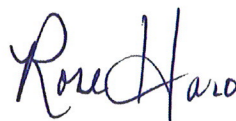
13.2 CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency representative: Board Chairperson
Unrepresented Employee: Executive Director

After closed session, the meeting was reconvened. There were no announcements from closed session.

14. ADJOURNMENT

There being no other items before the Executive Committee, Vice Chairman Ingram adjourned the meeting at 1:15 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, January 17, 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