



# **EXECUTIVE COMMITTEE AGENDA \***

[www.wrc-rca.org](http://www.wrc-rca.org)

---

\* Action(s) may be taken on any item listed on the agenda. Non-exempt materials related to an item on this agenda submitted to the RCA Executive Committee after distribution of the agenda packet are available for public inspection at the RCA Offices, 3403 10th Street, Suite 320, Third Floor, Riverside, California, 92501, during normal business hours. Such documents are also available on the Western Riverside County Regional Conservation Authority website at [www.wrc-rca.org](http://www.wrc-rca.org) subject to staff's ability to post the documents before the meeting. Alternative formats are available upon request by contacting the Clerk of the Board at (951) 955-9700. Notification of at least 72 hours prior to meeting time will assist staff in accommodating such requests.

**Wednesday, January 21, 2015  
12:00 P.M.  
Riverside Centre, RCA Conference Room  
3403 Tenth Street, Suite 320  
Riverside, CA 92501**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in an Executive Committee meeting, please contact the Clerk of the Board at (951) 955-9700. Notification of at least 48 hours prior to

meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT**

At this time, members of the public can address the Executive Committee regarding any items within the subject matter jurisdiction of the RCA that are not separately listed on this agenda. Members of the public will have the opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Each individual speaker is limited to speak three (3) continuous minutes or less. Any person wishing to address the Executive Committee on any matter, whether or not it appears on this agenda, is requested to complete a Request to Speak form available from the Clerk of the Board. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Executive Committee in writing and only pertinent points presented orally. Any written documents to be distributed or presented to the Executive Committee shall be submitted to the Clerk of the Board.

**4. COMMITTEE MEMBER ANNOUNCEMENTS**

**5. ADDITIONS/REVISIONS**

(The Committee 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 Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee Members present, adding an item requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)

**6. APPROVAL OF MINUTES**

♦ RCA Executive Committee Meeting - [November 19, 2014](#)

**7. WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE COLLECTION AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR NOVEMBER AND DECEMBER 2014**

[Overview - Staff Report](#)

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors receive and file the attached Western Riverside County MSHCP Local Development Mitigation Fee Collection and Civic/Infrastructure Contribution Reports for November and December 2014; and
- 2) Authorize staff to agendize this matter for the February 2, 2015 meeting of the RCA Board of Directors.

## **8. FISCAL YEAR 2015 SECOND QUARTER CONSULTANT REPORTS**

### **Overview - [Staff Report](#)**

This item is for the RCA Executive Committee to:

- 1) Receive and file the Fiscal Year 2015 Second Quarter Consultant Reports; and
- 2) Authorize staff to agendize this matter for the February 2, 2015 meeting of the RCA Board of Directors.

## **9. PRESENTATION CONCERNING MSHCP FEE COLLECTION, REMITTANCE, EXEMPTIONS AND CREDITS**

### **Overview - [Staff Report](#)**

This item is for the RCA Executive Committee to:

- 1) Receive and file the presentation concerning MSHCP Fee Collection, Remittance, Exemptions, and Credits; and
- 2) Authorize staff to agendize this matter for the February 2, 2015 meeting of the RCA Board of Directors.

**10. EXECUTIVE DIRECTOR'S REPORT**

**10.1 Loan Program Update**

**10.2 Land Acquisition Update**

**10.3 Update regarding County of Riverside Resolution No. 2015-030**

**11. FUTURE AGENDA ITEMS:**

*(Committee members are invited to suggest additional items to be brought forward for discussion.)*

**12. CLOSED SESSION ITEMS:**

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

**13. ADJOURNMENT**

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, February 18, 2015, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.



*www.wrc-rca.org*

## **EXECUTIVE COMMITTEE**

*The Executive Committee, consisting of the RCA Board Chairman, Vice-Chairman, Past Chairman, and four members of the RCA Board, makes recommendations regarding personnel, administrative and financial matters, as well as provide guidance on a broad range of issues including target areas or types of habitats needed to remain in rough step. In addition, the Executive Committee may schedule Funding Coordination Committee workshops to discuss funding and acquisition strategy.*

---

### **EXECUTIVE COMMITTEE MEETING**

**January 21, 2015, Wednesday @ 12:00 p.m.**  
**Western Riverside County Regional Conservation Authority**  
**Riverside Centre, RCA Conference Room**  
**3403 Tenth Street, Suite 320**  
**Riverside, California 92501**

---

### **EXECUTIVE COMMITTEE MEMBERS**

**John Tavaglione, Chairman**  
*County of Riverside, District 2*

**Eugene Montanez, Vice-Chairman**  
*City of Corona*

**Scott Miller, Past Chairman**  
*City of San Jacinto*

**Marion Ashley**  
*County of Riverside, District 5*

**Ben Benoit**  
*City of Wildomar*

**Maryann Edwards**  
*City of Temecula*

**Natasha Johnson**  
*City of Lake Elsinore*

***Charles Landry, Executive Director***

# **AGENDA ITEM NO. 6**

## **MINUTES**



## EXECUTIVE COMMITTEE MINUTES

[www.wrc-rca.org](http://www.wrc-rca.org)

---

1.

### CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Scott Miller at 12:12 p.m., Wednesday, November 19, 2014, at the RCA Conference Room, 3403 Tenth Street, Suite 320, Riverside, California, 92501.

2.

### ROLL CALL

#### COMMITTEE MEMBERS PRESENT

Ben Benoit  
Scott Miller  
Ella Zanowic  
Maryann Edwards\*

#### COMMITTEE MEMBERS ABSENT

Natasha Johnson  
John Tavaglione  
Jeff Stone

*\*Arrived after start of the meeting.*

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.

The following items were taken out of order.

### 10. FISCAL YEAR 2014 AUDITED FINANCIAL STATEMENTS

Honey Bernas gave an overview of the 2014 Audited Financial Statements. She explained that the Independent Auditors' Report contained in the Basic Financial Statements indicates that the financial statements present fairly, in all material respects, the financial position of the Authority as of June 30, 2014. This opinion is

considered “clean” or “unmodified,” which means that the Authority’s accounting and financial reporting is consistent with Generally Accepted Accounting Principles (GAAP). Revenue exceeded expenditures in all programs. RCA acquired 26 properties during the year. The RCA’s ending fund balance was \$30 million for all funds, which represents an increase of \$6 million from last fiscal year. RCA’s capital assets increased by \$16 million.

Kevin Pulliam and Roger Alfaro, partners with Vavrinek, Trine, Day, & Co. LLP, were present to give an overview of the audit process and answer any questions regarding the audit. Roger Alfaro stated that as noted in the Independent Auditors’ Report, the RCA was issued an “unmodified” opinion on the audited financial statements. As part of the reporting package, there is also what is referred to as the Independent Auditors’ Report on Internal Control Over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with Governmental Auditing Standards. In compliance with government auditing standards, the auditors considered the internal controls of the Authority and if any deficiencies were noted, they would be reported. The report indicates that no deficiencies were found, nor were there any difficulties or disagreements with management.

Chairman Miller inquired about the internal controls and the grading scale. He asked how the RCA rates on the scale and if the firm looks at all processes within the Agency.

Kevin Pulliam explained the processes looked at were revenues, reimbursements, and major transactions. A sample is selected to test the controls in place. Chairman Miller asked how RCA fared as far as grading. Kevin Pulliam explained that the opinion on the financial statements is “unmodified,” which is the highest level of assurance that can be received.

### **13. EXECUTIVE DIRECTOR’S REPORT**

#### **13.1 Section 6 Update**

RCA received Section 6 Grants from 2012-2014. The federal grants range from \$4 to \$1.5 million. There is also a state match, which is \$2.7 million. This gives the RCA approximately \$10.98 million. RCA is working hard to expend the funds. The necessary agreement to expend the 2014 grant funds has not been completed by the Service. RCA is in the process of identifying areas for the 2015 grant funds and will request \$2 million, which is the maximum.

At this time, Maryann Edwards joined the meeting.

#### **13.2 RCA 10 Year Review**

Charlie Landry stated that June 2014 marked the RCA’s 10 year anniversary. The MSHCP was adopted by the County in 2003 and permits were issued in



June 2004. Initially all 14 (now 18) western Riverside County Cities supported the Plan. All 18 Western Riverside County Cities have signed the Implementation Agreement, which is our contract with all Permittees, including USFWS and CDFW. Other partners include: Caltrans, State Parks, Riverside County Transportation Commission (RCTC), Riverside County Flood Control and Water Conservation District, Waste Management, and Riverside County Park and Open-Space District. The purpose of the Plan is to protect and sustain endangered and threatened animals and plants, and their habitats in a comprehensive way, so local governments can expedite the construction of infrastructure to support growth--particularly transportation facilities.

Charlie Landry reviewed revenues and expenditures from inception, funding and acquisition trends, Reserve Management and Monitoring, major plan successes, projects expedited under the MSHCP, and major policy successes.

**6. APPROVAL OF MINUTES**

***M/S/C (BENOIT/EDWARDS) to approve the minutes of the October 15, 2014 meeting of the Executive Committee.***

***(4 Ayes)***

**7. WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE COLLECTION AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR OCTOBER 2014**

Honey Bernas, Director of Administrative Services, stated that RCA collected \$704,857 in MSHCP Local Development Mitigation Fees from Member Agencies. Staff estimates that MSHCP Fee revenue may reach \$9.8 million in the current year. The budget estimates \$8.3 million. Last year, RCA collected a total of \$9.9 million as of June 30, 2014. In addition to the MSHCP fees, RCA received \$64,056 from the City of Murrieta for two infrastructure projects. There were exemptions for 52 residential units equaling \$100,776. The City of Lake Elsinore reported exemptions for 32 residential units, and the City of Temecula reported exemptions for 20 residential units.

***M/S/C (ZANOWIC/EDWARDS) that the RCA Executive Committee:***

- 1) Recommend that the RCA Board of Directors receive and file the Western Riverside County MSHCP Local Development Mitigation Fee Collection and Civic; and***
- 2) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors.***

***(4 Ayes)***

**8. FISCAL YEAR 2014 FIVE-YEAR DEVELOPMENT IMPACT FEE ACCOUNTING REPORT**

Honey Bernas, Director of Administrative Services, presented the Fiscal Year 2014 Five-Year Development Impact fee accounting report. Government Code Section 66001(d)(1) requires that five years after collecting a development fee subject to this code and every five years thereafter, the local agency shall make findings with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted.

***M/S/C (ZANOWIC/MILLER) that the RCA Executive Committee:***

***(4 Ayes)***

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2014 Five-Year Development Impact Fee Accounting Report; and**
- 2) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors**

**9. FISCAL YEAR 2015 FIRST QUARTER FINANCIAL REPORT AND BUDGET ADJUSTMENTS**

Honey Bernas, Director of Administrative Services, gave an overview of the Fiscal Year 2015 first quarter financial report, including the cash balance, revenues and expenditures in each Program, and proposed budget adjustments. The cash balance as of September 30, 2014, is \$26,217,000. In Operations, revenues of \$1,275,101 exceeded expenditures of \$85,440, by \$1,189,661. In Management and Monitoring, revenues of \$779,282 exceeded expenditures of \$596,488 by \$182,794. In Land Acquisition, expenditures of \$7,262,735 exceeded revenues of \$3,346,621 by \$3,916,114. She then reviewed the proposed budget adjustments.

***M/S/C (MILLER/BENOIT) that the RCA Executive Committee:***

***(4 Ayes)***

- A) Receive and file the Fiscal Year 2015 First 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**
- D) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors.**

At this time, Agenda Item 10 was discussed again.

**10. FISCAL YEAR 2014 AUDITED FINANCIAL STATEMENTS**

Chairman Miller gave a recap of the reports given by Honey Bernas and the auditors.

***M/S/C (BENOIT/ZANOWIC) that the RCA Executive Committee:***

***(4 Ayes)***

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2014 Audited Financial Statements; and**
- 2) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors.**

**11. PROPOSED 2015 RCA BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE MEETING SCHEDULE**

There were no comments or concerns regarding the 2015 RCA Board of Directors and Executive Committee meeting schedule.

***M/S/C (EDWARDS/ZANOWIC) that the RCA Executive Committee:***

***(4 Ayes)***

- 1) Recommend that the RCA Board of Directors adopt the proposed 2015 meeting schedule of the RCA Board of Directors and Executive Committee; and**
- 2) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors.**

**12. ELECTION OF 2015 RCA OFFICERS**

There were no comments or concerns regarding the election of 2015 RCA Board of Directors Officers.

***M/S/C (ZANOWIC/MILLER) that the RCA Executive Committee:***

***(4 Ayes)***

- 1) Recommend that the RCA Board of Directors hold an election for Chairman and Vice-Chairman for 2015; and**
- 2) Authorize staff to agendize this matter for the December 1, 2014 meeting of the RCA Board of Directors.**

**RCA EXECUTIVE COMMITTEE MINUTES**

**Page 6 of 6**

**November 19, 2014**

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

At this time, there were no future agenda items presented to the Executive Committee.

**15. ADJOURNMENT**

There being no other items before the Executive Committee, Chairman Scott Miller adjourned the meeting at 1:09 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, December 17, 2014, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

Respectfully submitted,

A handwritten signature in cursive script that reads "Honey Bernas".

Honey Bernas  
Director of Administrative Services

## **AGENDA ITEM NO. 7**

# **WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE COLLECTION AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORTS FOR NOVEMBER AND DECEMBER 2014**

*Regional Conservation Authority*

**WESTERN RIVERSIDE COUNTY  
MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP)  
LOCAL DEVELOPMENT MITIGATION FEE COLLECTION  
AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORTS FOR  
NOVEMBER AND DECEMBER 2014**

---

**Staff Contact:**

**Honey Bernas  
Director of Administrative Services  
(951) 955-9700**

**Background:**

The RCA Executive Committee directed staff to report on Western Riverside County MSHCP Local Development Mitigation Fee Collection and Civic/Infrastructure Contributions on a monthly basis.

Attached are the reports for November and December 2014. The reports were prepared on a cash basis and, therefore, reflect the cash received by RCA during those months.

**Staff Recommendations:**

That the RCA Executive Committee –

- 1) Recommend that the RCA Board of Directors receive and file the attached Western Riverside County MSHCP Local Development Mitigation Fee Collection and Civic/Infrastructure Contribution Reports for November and December 2014; and
- 2) Authorize staff to agendize this matter for the February 2, 2015 meeting of the RCA Board of Directors.

**Attachment**

Western Riverside County MSHCP Local Development Mitigation Fee Collection and Civic/Infrastructure Contribution Reports for November and December 2014

# **AGENDA ITEM NO. 7**

## **Attachment**

**Western Riverside County  
MSHCP Local Development  
Mitigation Fee Collection and  
Civic/Infrastructure  
Contribution Reports for  
November and December 2014**

**MSHCP LDMF AND INFRASTRUCTURE/CIVIC CONTRIBUTION  
CASH RECEIPTS NOVEMBER 2014  
CASH BASIS**

<b>DEVELOPMENT FEES</b>					
<b>City/County by Month</b>	<b>REMITTED</b>			<b>EXEMPTIONS AND FEE CREDITS</b>	
	<b>Residential Permits</b>	<b>Commercial Acres</b>	<b>Amount Remitted</b>	<b>Residential Permits</b>	<b>Amount</b>
City of Banning October		0.02	\$142		
City of Beaumont October received in December					
City of Calimesa - October JP Ranch <sup>1</sup>	1		\$1,938	16	\$31,008
City of Canyon Lake October - No Activity					
City of Corona October received in December					
City of Eastvale October	38		\$73,644		
City of Hemet - October McSweeny Farms <sup>2</sup>	6		\$11,628	16	\$31,008
City of Jurupa Valley October	26		\$50,388		
City of Lake Elsinore - October Summerly Project <sup>3</sup> Pardee-Grossman/Cottonwood Canyon <sup>4</sup>		0.02	\$132	12 34	\$23,256 \$65,892
City of Menifee September	20		\$38,760		
City of Moreno Valley October - No Activity					
City of Murrieta October - No Activity					
City of Norco October - No Activity					
City of Perris October - No Activity					
City of Riverside October received in December					
City of San Jacinto October - No Activity					
City of Temecula September - No Activity					
City of Wildomar October - No Activity					
County of Riverside(TLMA) - November Starfield Sycamore Investors <sup>5</sup>	36		\$69,768	3	\$5,814
<b>Total Cities and County</b>	<b>127</b>	<b>0.04</b>	<b>\$246,400</b>	<b>81</b>	<b>\$156,978</b>

<b>CIVIC AND INFRASTRUCTURE PROJECTS</b>		
Flood Control and Water District	Little Lake MDP Line B, Stage 1 & Stetson Avenue Channel, Stage 2. Contract of \$6,398,777 subject to 3%.	\$191,963
<b>Total Civic/Infrastructure Remitted</b>		<b>\$191,963</b>

**TOTAL RECEIPTS - NOVEMBER 2014    \$    438,364**

- 1) JP Ranch - Development Agreement dated 12/15/2004. Expiration date 12/15/2014 with two automatic extensions. Under review.
- 2) McSweeny Farms - Development agreement dated 5/4/04. Expiration date 12/17/17. Amended April 2014 extending term to 12/17/21. Under review.
- 3) Summerly Project - Development agreement dated 8/24/04. Expiration date 9/23/14. Under review.
- 4) Pardee Grossman/Cottonwood Canyon Development Agreement - Development Agreement dated 7/9/1990. Expiration date 7/9/2010. Amended January 2010 extending term to 7/1/2030. Under review.
- 5) Starfield Sycamore Investors - Fee Credit Agreement with County of Riverside dated 2/15/11. Under review.



**MSHCP LDMF AND INFRASTRUCTURE/CIVIC CONTRIBUTION  
CASH RECEIPTS DECEMBER 2014  
CASH BASIS**

<b>DEVELOPMENT FEES</b>					
<b>City/County by Month</b>	<b>REMITTED</b>			<b>EXEMPTIONS AND FEE CREDITS</b>	
	<b>Residential Permits</b>	<b>Commercial Acres</b>	<b>Amount Remitted</b>	<b>Residential Permits</b>	<b>Amount</b>
City of Banning November - No Activity			\$0		
City of Beaumont October November	13 10		\$25,194 \$19,380		
City of Calimesa November - No Activity			\$0		
City of Canyon Lake November - No Activity					
City of Corona October	1		\$1,938		
City of Eastvale November	47	0.91	\$97,089		
City of Hemet November - No Activity					
City of Jurupa Valley November	16	14.15	\$124,356		
City of Lake Elsinore - November Summerly Project <sup>1</sup>				35	\$67,830
City of Menifee October November	38 15		\$73,644 \$29,070		
City of Moreno Valley November	6		\$12,330		
City of Murrieta November - No Activity					
City of Norco November - No Activity					
City of Perris November	4		\$7,752		
City of Riverside October November	19 14		\$36,822 \$20,859		
City of San Jacinto November	8		\$15,504		
City of Temecula October November	22 1		\$27,999 \$1,938		
City of Wildomar November - No Activity					
County of Riverside(TLMA) December	14	1.52	\$37,159		
<b>Total Cities and County</b>	<b>228</b>	<b>16.58</b>	<b>\$531,034</b>	<b>35</b>	<b>\$67,830</b>

<b>CIVIC AND INFRASTRUCTURE PROJECTS</b>		
	No Activity	
<b>Total Civic/Infrastructure Remitted</b>		<b>\$0</b>

**TOTAL RECEIPTS - DECEMBER 2014 \$ 531,034**

1) Summerly Project - Development agreement dated 8/24/04. Expiration date 9/23/14. Under review.

# **AGENDA ITEM NO. 8**

## **FISCAL YEAR 2015 SECOND QUARTER CONSULTANT REPORTS**

*Regional Conservation Authority*

**FISCAL YEAR 2015 SECOND QUARTER  
CONSULTANT REPORTS**

---

**Staff Contact:**

**Charles Landry  
Executive Director  
(951) 955-9700**

**Background:**

Attached are the Fiscal Year 2015 Second Quarter Consultant Reports for Dudek, Geographics, Riverside County Regional Park and Open-Space District, and Santa Ana Watershed Association.

**Staff Recommendation:**

That the RCA Executive Committee:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2015 Second Quarter Consultant Reports; and
- 2) Authorize staff to agendize this matter for the February 2, 2015 meeting of the RCA Board of Directors.

**Attachments:**

Fiscal Year 2015 Second Quarter Consultant Reports

- Attachment 1 – Dudek
- Attachment 2 – Geographics
- Attachment 3 – Riverside County Regional Park and Open-Space District
- Attachment 4 – Santa Ana Watershed Association

# **AGENDA ITEM NO. 8**

## **Attachment 1**

### **Dudek**

**CONSULTANT REPORT  
DUDEK  
FISCAL YEAR 2015 SECOND QUARTER REPORT**

**Report Covers Period:** 10/1/14 to 12/27/14

**Services Provided During Current Work Period:**

**Joint Project Reviews**

As part of our ongoing duties related to MSHCP compliance and implementation review of the RCA, Dudek continued to provide review of biological reports, analysis and submittals related to Joint Project Reviews (JPRs) submitted by Permittees. Dudek reviewed and completed several JPRs for Permittees in this reporting period.

**Permittee Trainings and Support**

Dudek provides training and support to Permittees on MSHCP implementation. During these training sessions, Dudek provides a brief overview of the MSHCP, RCA responsibilities, Permittee Responsibilities, rough step, JPR process, MSHCP compliance, CEQA documents, changes to the MSHCP, reserve lands, and the Wildlife Agencies' role. Discussion of unique circumstances for each Permittee is also provided in the training. A Permittee training session was scheduled early January 2015 with the City of Riverside.

Dudek staff continued to provide ongoing support and attended meetings with Permittees on MSHCP implementation and compliance questions. Dudek is often point of contact for Permittee staff related to MSHCP compliance and Dudek fields questions on an ongoing basis related to either new projects or ongoing projects.

**Wildlife Agency Coordination and Meetings**

Dudek coordinated and attended monthly meetings with US Fish and Wildlife Service (FWS) and California Department of Fish and Wildlife (CDFW) Staff. Duties included preparing the agenda, coordinating with attendees and review of materials ahead of the meeting.

Dudek also attended and participated in three Pre-Application Meetings with the US Army Corps of Engineers, Regional Water Quality Control Board, CDFW, and FWS Staff. Projects represented by Permittees and their project representatives are presented for consideration. The various regulatory agencies and RCA discuss, review and seek solutions to issues related to permitting and MSHCP compliance. The review and analysis presented in these meetings is often subject to MSHCP Consistency review which is part of Dudek's role with the RCA.

Also in this reporting period, Dudek provided documentation and support to CDFW and FWS related to ongoing projects and questions on MSHCP implementation.

### **RCA Support**

Dudek staff provided various forms of analysis and provided staff support by attending meetings, conference calls and conducting research via email related to ongoing and past projects. During this reporting period, Dudek was involved with the following projects: the proposed Criteria Refinement related to the Sukit project, the proposed Criteria Refinement for Walker Hills.

Dudek staff also continued to prepare the Burrowing Owl Relocation Standards for the MSHCP. The Burrowing Owl Relocation Standards would be used for all future burrowing owl relocations that occur in the MSHCP Plan Area. The Standards would cover passive and active relocations. Work this reporting period included regular conference calls with RCA and Wildlife Agency staff and subsequent revisions to the Standards as a result of those conference calls.

### **Participating Special Entities**

Dudek staff provided support and coordination related to pending and existing Participating Special Entities (PSE). Issues related to several ongoing Southern California Edison (SCE) projects and the MSHCP are ongoing and require support related to MSHCP implementation. No new PSE's were submitted during this reporting period.

### **Management Support**

Dudek Staff drafted the MSHCP Burrowing Owl Relocation Standards. Dudek has been working closely with RCA staff as well as CDFW and USFWS staff to prepare the standards that ideally will be approved by both CDFW and USFWS to be used as the standard for all future burrowing owl relocations in the Plan Area.

# **AGENDA ITEM NO. 8**

## **Attachment 2**

### **Geographics**

**CONSULTANT REPORT  
GEOGRAPHICS  
FISCAL YEAR 2015 SECOND QUARTER REPORT**

---

**Report Covers Period:** 10/1/14 – 12/31/14

**Services Provided During Current Work Period:**

Branding Services

Website Updating and Hosting

**Branding Services:**

Geographics reprinted the “What is RCA?” brochure.

**Website Hosting:**

Geographics provided secure hosting with automatic backups for all three months of the quarter.

**New Website:**

Meetings were held to support reorganization and normalization of the document library.

Further review, implementation, and staff training will carry over to the next quarter.



# **AGENDA ITEM NO. 8**

## **Attachment 3**

### **Riverside County Regional Park and Open-Space District**

**CONSULTANT REPORT  
RIVERSIDE COUNTY PARK AND OPEN-SPACE DISTRICT  
FISCAL YEAR 2015 SECOND QUARTER REPORT**

**Report Covers Period:** 10/01/14 – 12/31/14

**Services Provided During Current Work Period:**

**110 MSHCP Court Worker hours were utilized during the Second Quarter of FY2015**

**Patrol/Access Control/Maintenance**

**General**

Deer Hunting Season: Three Management staff members individually patrolled the San Timoteo, Kramer (Calimesa area), Estelle Mountain, Badlands and Sage/Anza areas on opening day and found very few issues. Some property signs at Kramer property were taken down, but replaced the day before the season opener. The signs remained up and functioning throughout the entire hunting season, and only one deer hunting issue arose during the season, which is described in more detail below.

**OHV Enforcement:** Meetings with Riverside County Sheriff Off-Highway Vehicle Enforcement (ROVE) Patrol Sergeant Walsh were very productive in the second quarter. Keys, maps, and a brief description of problem areas were conveyed and distributed. ROVE Patrol has increased their patrols in the San Timoteo, Badlands, and Gavilan-Estelle Mountain areas.

**Santa Ana Mountain HMU**

Ranger Supervisor made contact with Lake Elsinore Code Enforcement regarding a homeless camp issue near the parcel line of Tri-Valley. A homeless camp just outside the Tri-Valley parcel has come up. The public and staff flagged it as a concern for future issues. Ranger Supervisor briefed Lake Elsinore Code Enforcement on the situation and provided the location. Code Enforcement is aware that the area is not under RCA's jurisdiction.

Inspection of the Bishop parcel showed use of illegal fire ring and the property signs are covered in graffiti. The defaced WCB sign and fire ring were dismantled and removed from the site. Trash, including a bed mattress, was also removed.

**Cactus Valley HMU**

**Goodhart:** New locks for the shop and the house were installed. Window slide locks were installed as well. A light with a timer was also installed in the bedroom in the shop to serve as a deterrent. 03-645 F-250 truck has been parked outside of the house deter trespassers and vandalism while the house is vacant. The shop still has electricity to it which keeps the well going to fill up the tank. Staff would like to keep the electricity to the shop connected so that staff can utilize the shop.

## Menifee HMU

**Los Alamos Butler Building:** Staff inspected the Transportation owned building off Los Alamos Road for possible dismantling and re-use on another site. The building was found open and unlocked. Staff secured the building with new locks and provided keys to Facilities Management staff. There is insulation in the building that appears to be in bad shape. The rats and mice have made a home out of it, but it did not look old enough to contain asbestos.

**Winchester 700 Murrieta:** A tent campsite was discovered twice in two separate months at WIN MUR 700. In October the violator was given a Notice to Vacate and did not initially comply, but ultimately complied once Rangers made contact. The same violator returned in November and set up camp at a different location within Win Mur 700. The camp was removed by staff upon discovery.

**Delgado Property:** A tent campsite was reported to occur on the Delgado parcel. After being notified of the location by Riverside Sherriff Officers, Ranger Chagolla posted the tent with "Notice to Vacate" signs. After 3 days Ranger Chagolla pulled the tent without making contact with the individual. The usual 14 day notice to vacate was not provided to due to the occupant lighting fires at night. A letter stating where the individual can call to retrieve their belongings was left at the site but no phone calls have been received. The items were stored at Hidden Valley Wildlife Area until after the New Year.

**Benton 36:** Soil saturated with oil was removed from the property. Eight 55-Gallon barrels were filled and disposed of consistent with legal requirements. A copy of the hazardous waste manifest is on file at the NRM office.

## San Jacinto HMU

**Pico Thompson Poaching Incident:** On October 23, 2014, a poaching incident was discovered on RCA lands by Ranger Chagolla. A District Incident Report was sent to the Riverside County Sheriff (RSO) and CDFW Wardens on October 24, 2014. CDFW Warden Chang is leading the effort to prosecute and is currently putting together a case to send to the County District Attorney - Environmental Protection Unit. The suspect has submitted a complaint to RSO that Ranger Chagolla impersonated a peace officer and prevented him from leaving.

## Habitat/Species Management

**Hidden Valley Burrowing Owl (BUOW):** The relocation area was surveyed two times in the months of October and November, and four times in December. The surrounding habitat was mowed four times, and Reserve Management staff increased the area of vegetation management to get ready for the upcoming migration season. Staff also treated the mowed area with Roundup 2% to limit the growth of *Bassia* spp. No observations or signs of burrowing owl were found during the months of October or November, but some faint signs of activity were found in December.

**Benton 36 Pool Project:** Staff improved the current pool on Benton 36. 15 tons of local clay was placed in the pond to decrease percolation rate of water by improving the hard pan. The top six inches soil was saved and redistributed after clay placement to retain fairly shrimp cysts. At the end of December, recent rains have filled up the pond and it is holding water better than it has in previous years. The goal of the project is to allow water to remain in the pool long enough for fairy shrimps cysts and hatch and the reproductive cycle to be completed.

**Shiang Pool Improvement:** Staff completed the second seasonal pool project at the Shiang parcel. The old plastic liner was removed, and the pool was improved to retain water longer, which will hopefully allow spade foot toads to complete their reproductive cycle. At the end of December, recent rains filled up the pool and it is holding water. Spadefoot toad tadpoles and fairy shrimp can be found in the pool.

**CALMAT OHV Restoration Project:** Agreement between the District and the Santa Ana Watershed Association was finalized by both sides. It is set to go to the BOS for approval on January 13, 2015. The California Conservation Corps has been scheduled for the weeks of February 9 and 18. Grading work by subcontractor (Washburn Inc.) will be conducted the third week in January with mowing and disking to follow.

**EMWD San Jacinto River San Bernardino Kangaroo Rat (SBKR):** Site visit and photo points were completed. Plants are looking great but unwanted vegetation is starting to come back and was treated in November. Staff also cleaned up and removed the tamarisk that was cut down. Staff also removed weeds, Russian thistle and ambrosia from Treatment Area F in December.

**WIN MUR 700:** Invasive species removal was conducted within Warm Springs Creek which included electroshocking and seining. In total, staff removed 1,149 non-natives consisting of 11 bullfrog tadpoles, 750 juvenile crayfish, 109 adult crayfish, 32 fathead minnows, 234 juvenile green sunfish, 6 adult green sunfish and 7 black bullhead.

**Bolton Invasive Removal:** Tamarisk and castor bean was removed along the main portion of the creek. The bottom of the pond was also string trimmed to reduce cockle berry and non-native asters.

**El Sol:** Reserve Management staff conducted December Artificial Burrow (AB) checks to ready the site for the upcoming migration/breeding season. All ABs that were compromised were fixed and are in functioning order.

**Cowbird Trapping:** No trapping events for this reporting period. Management staff is now housing and raising their own cowbirds to deploy during the least Bell's vireo breeding season.

**Goldspotted Oak Borer (GSOB):** GSOB traps have been removed for the season, but GSOB was reported to have moved into Orange County.

**Carlsbad Vernal Pool RFP:** Currently negotiating with second ranked consultant on project scope and cost. RCA staff was unable to reach agreement with first ranked consultant on terms of professional services agreement. Staff hopes to break ground in early Summer 2015.

**Teledyne:** In November one full day was spent at Teledyne with two court workers continuing work of removing thatched, dead vegetation from the dune area. One dump truck load of vegetation was removed. Another day was spent filling and placing 75 burlap sand bags uphill from the main dune site. The purpose of these Delhi soil filled sand bags is to reduce type conversion from water erosion. In December court workers were again used to remove more non-native vegetation to open up more Delhi sand flower-loving fly habitat. Staff also started and completed the process of relocating 50 small buckwheat plants from the east side to fill up some of the large open areas created during the vegetation removal.

**Cordova/Gabrych:** A baseline survey to document habitat and current needs for Los Angeles pocket mouse and Stephen's kangaroo rat was completed. Current management activities are sufficient to maintain suitable habitat for the species, but staff will look for ways to improve and increase habitat within the property.

Staff started initial research on setting up an avian/raptor holding facility and also creating a arroyo chub rearing facility to replace mosquito fish on RCA lands. Initial research is directed toward permitting and projected associated costs.

## **Fire Management**

Staff completed required weed abatement on the El Casco property. The weed abatement notice called for the whole parcel to be mowed which staff has not been required by previous notices. Staff also

completed weed abatement for the Hemet Donation property. Mowing was required by the City of Hemet Fire Department to abate Russian thistle (tumbleweeds). October Red Flag warnings on consecutive days stalled progress, but good progress was made toward the end October.

### **Acquisition Inspections**

**North Peak – El Toro:** Trash and tire piles were found during inspection and staff provided EDA with a cost estimate for clean up.

**Oldar Phase 1:** Staff located property witness markers. Staff documented an old building foundation and scrap metal on the property. Problem areas include a chimney, an old stone foundation and a metal water tank on the eastern border of the property. Old metal farm equipment can found near the eastern border but does not occur within the property boundary. Metal irrigation pipes were also found along the east and southeast borders as well as metal corrugated panels. Demolition and cleanup of the chimney and metal tank does not pose a problem and will take three days with two staff, and two trips to the dump. There is a high level of OHV activity on the property coming from the east and west which will need to be addressed after property is acquired.

Velskini, Patterson, and the Bellacap properties were inspected for any pre-escrow problem areas. Patterson had some trash but not in considerable amounts.

**Anheuser Busch Phase 4:** The property supports very good habitat wise. The entire southern and western borders are fenced and there are no cuts or signs of illegal access. NRS Dionne noted many kangaroo rat borrows on the hillsides which are likely be *Dulzura*. The site may also support Stephens kangaroo rat in the open, flat areas. No issues with the property and all the witness markers were present.

# **AGENDA ITEM NO. 8**

## **Attachment 4**

### **Santa Ana Watershed Association**

**CONSULTANT REPORT  
SAWA – BIOLOGICAL MONITORING PROGRAM  
FISCAL YEAR 2015 SECOND QUARTER REPORT**

**Report Covers Period:** 10/01/14 – 12/31/14

**Services provided during current work period:**

Conducted biological monitoring surveys for:

- Carnivores (mountain lion, coyote, bobcat, long-tailed weasel) via motion-triggered cameras in habitat linkages;
- Stephens' kangaroo rat and other co-occurring small mammal species via live-capture trapping grids within Core Areas;
- San Diego desert woodrat via live-capture traps placed specifically near woodrat sign within Core Areas;
- Western pond turtles via live-capture traps within Core Areas;
- Terrestrial lizards and snakes (Belding's orange-throated whiptail, coastal western whiptail, granite spiny lizard, granite night lizard, red-diamond rattlesnake, San Bernardino mountain kingsnake, San Diego mountain kingsnake, San Diego banded gecko, San Diego horned lizard, southern rubber boa, southern sagebrush lizard) via area-constrained visual encounter surveys within Core Areas;
- Fairy shrimp and spadefoot toad in vernal pools with standing water.

Collaborated with:

- CA Department of Fish and Wildlife staff at the San Jacinto Wildlife Area to enhance Tricolored Blackbird breeding habitat. The project is funded by a CA Department of Fish and Wildlife Local Assistance Grant and will benefit several other covered bird species in the area.
- MSHCP Management Program and Santa Ana Watershed Association to remove non-native aquatic species from local waterways.
- UC Riverside Center for Conservation Biology to continue development of conceptual models for Covered Species, incorporating components of niche models as indicators of importance to habitat quality.

**Accomplishments:**

- Successfully housed and relocated four Los Angeles Pocket mice as part of assistance with a Riverside County Flood Control District maintenance project in the San Jacinto River. No San Bernardino kangaroo rats were captured. Two San Diego desert woodrats, one Dulzura kangaroo rat, two deer mice, 12 San Diego pocket mice, and one cactus mouse were captured and immediately relocated outside the project maintenance footprint.
- Gathered useful data for carnivores, Stephens' kangaroo rat, San Diego desert woodrat, and other co-occurring small mammal species, western pond turtle, terrestrial lizards and snakes, fairy shrimp, spadefoot toad, and coast range newt.

- Gathered necessary data to confirm San Diego desert woodrat monitoring species objectives are re-met for current reporting periods. Currently evaluating data from other survey efforts.
- Updated and implemented a revised Injury and Illness Prevention Plan for both office and field staff.
- Presented a summary of Biological Monitoring Program activities at departmental seminar for Loma Linda University, Department of Earth and Biological Sciences.
- Hosted three monthly monitoring/management coordination meetings with local land managers and Wildlife Agency representatives.