

AGENDA ITEM NO. 7
Attachment 1

MINUTES

September 12, 2016

Special RCA Board of Directors Meeting



SPECIAL MEETING MINUTES

1. CALL TO ORDER

The special meeting of the Western Riverside County Regional Conservation Authority was called to order by Chairman Eugene Montanez at 12:00 p.m. on Monday, September 12, 2016, in the Board Room of the Riverside County Administrative Center, 4080 Lemon Street, Riverside, California, 92501.

2. ROLL CALL - Taken by Rose Haro, RCA Administrative Manager.

Board Members Present

Board Members Absent

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| <p>George Moyer, <i>City of Banning</i> Brenda Knight, <i>City of Beaumont</i> Jeffrey Hewitt, <i>City of Calimesa</i> Tim Brown, <i>City of Canyon Lake</i> Eugene Montanez, <i>City of Corona</i> Clint Lorimore, <i>City of Eastvale</i> Linda Krupa, <i>City of Hemet</i> Verne Lauritzen, <i>City of Jurupa Valley*</i> Natasha Johnson, <i>City of Lake Elsinore</i> Matt Liesemeyer, <i>City of Menifee</i> Jonathan Ingram, <i>City of Murrieta*</i> Kevin Bash, <i>City of Norco</i> Andy Melendrez, <i>City of Riverside</i> Crystal Ruiz, <i>City of San Jacinto</i> Maryann Edwards, <i>City of Temecula*</i> Ben Benoit, <i>City of Wildomar*</i> Kevin Jeffries, <i>Riverside County District I*</i> John Tavaglione, <i>Riverside County District II</i> Marion Ashley, <i>Riverside County District V</i></p> | <p>D. LaDonna Jempson, <i>City of Moreno Valley</i> David Starr Rabb, <i>City of Perris</i> Chuck Washington, <i>Riverside County District III</i> John Benoit, <i>Riverside County District IV</i></p> |
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*Arrived after roll call

RCA BOARD OF DIRECTORS MINUTES

Page 2 of 2

September 12, 2016

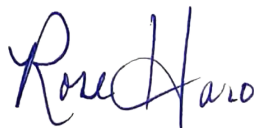
3. TRAINING – New Digital Boardroom E-Voting System

A short video was shown to the Board Members with instructions on the new electronic voting system. After the video, the Clerk gave further instructions on how to log into the iPads for voting. The request to speak button was explained to Board Members. Information Technology members staff were present to assist Board Members and answer questions.

4. ADJOURNMENT

Training on the new electronic voting system concluded. There being no other items before the RCA Board, Chairman Montanez adjourned the meeting at 12:25 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Board of Directors is scheduled for Monday, September 12, 2016, at 12:30 p.m. at the County of Riverside Administrative Center, Board Room, 4080 Lemon Street, Riverside, California.

Prepared by:



Rose Haro
Administrative Manager

Respectfully submitted:



Honey Bernas
Clerk of the Board

AGENDA ITEM NO. 7
Attachment 2

MINUTES
September 12, 2016
RCA Board of Directors Meeting



www.wrc-rca.org

MEETING MINUTES

1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority was called to order by Chairman Montanez at 12:30 p.m. on Monday, September 12, 2016, in the Board Room of the Riverside County Administrative Center, 4080 Lemon Street, Riverside, California, 92501.

| Member Agency | Name | Status | Arrived |
|-----------------------|------------------------------|---------|----------|
| City of Banning | George Moyer | Present | 12:08 PM |
| City of Beaumont | Brenda Knight | Present | 12:00 PM |
| City of Calimesa | Jeffrey Hewitt | Present | 12:08 PM |
| City of Canyon Lake | Tim Brown | Present | 12:03 PM |
| City of Corona | Eugene Montanez, Chairman | Present | 12:30 PM |
| City of Eastvale | Clint Lorimore | Present | 12:04 PM |
| City of Hemet | Linda Krupa | Present | 12:05 PM |
| City of Jurupa Valley | Verne Lauritzen | Present | 12:17 PM |
| City of Lake Elsinore | Natasha Johnson | Present | 12:02 PM |
| City of Menifee | Matt Liesemeyer | Present | 11:56 AM |
| City of Moreno Valley | D. LaDonna Jempson | Present | 12:32 PM |
| City of Murrieta | Jonathan Ingram | Present | 12:26 PM |
| City of Norco | Kevin Bash | Present | 12:07 PM |
| City of Perris | David Starr Rabb | Present | 12:29 PM |
| City of Riverside | Andy Melendrez | Present | 12:02 PM |
| City of San Jacinto | Crystal Ruiz | Present | 12:08 PM |
| City of Temecula | Maryann Edwards | Present | 12:26 PM |
| City of Wildomar | Ben Benoit | Present | 12:18 PM |
| District District 1 | Kevin Jeffries | Present | 12:16 PM |
| District District 2 | John Tavaglione | Present | 12:16 PM |
| District District 3 | Chuck Washington | Present | 12:23 PM |
| District District 4 | John Benoit | Absent | |
| District District 5 | Marion Ashley, Vice Chairman | Present | 12:10 PM |

2. PLEDGE OF ALLEGIANCE

Board Member Melendrez led the RCA Board Members and meeting attendees in a flag salute.

3. ROLL CALL

Taken by Rose Haro, RCA Administrative Manager.

4. PUBLIC COMMENTS

There were no public comments.

5. BOARD MEMBER ANNOUNCEMENTS (This item provides the opportunity for the Board Members to report on attended meetings/conferences and any other items related to RCA activities.)

There were no Board Member announcements.

6. 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 requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)

There were no additions/revisions to the agenda.

7. APPROVAL OF MINUTES – July 11, 2016

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| RESULT: | APPROVED [19 TO 0] |
| MOVER: | City of Menifee |
| SECONDER: | City of Wildomar |
| AYES: | Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 5 |
| ABSTAIN: | City of Banning, City of Perris, District 3 |
| ABSENT: | District 4 |

8. CONSENT CALENDAR (All matters listed under the Consent Calendar will be approved in a single motion unless a Board Member requests separate action on specific Consent Calendar item. The item will be pulled from the Consent Calendar and placed for discussion.)

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| RESULT: | APPROVED AS RECOMMENDED [UNANIMOUS] |
| MOVER: | City of Lake Elsinore |
| SECONDER: | City of San Jacinto |
| AYES: | Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 3, District 5 |
| ABSENT: | District 4 |

- 8.1 WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE REPORTS FOR JUNE AND JULY 2016
- 8.2 FISCAL YEAR 2016 PRELIMINARY FOURTH QUARTER FINANCIAL REPORT (UNAUDITED)
- 8.3 RESOLUTION NO. 2016-014, *RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY ADOPTING AN UPDATED RECORDS RETENTION POLICY AND SCHEDULE AND REPEALING RESOLUTION NO. 08-012*
- 8.4 *RESOLUTION NO. 2016-015, RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING THE CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974*
- 8.5 FISCAL YEAR 2016 FOURTH QUARTER CONSULTANT REPORTS
- 8.6 AUTHORIZATION TO ENTER INTO TOLLING/WAIVER AGREEMENTS
9. **PULLED ITEMS (if any)**

There were no pulled items.
10. **RESOLUTION NO. 2016-003, *RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY REVISING ITS FEE CREDIT AND WAIVER POLICY SUPERSEDING AND REPLACING RESOLUTION NO. 05-05***

Honey Bernas, Director of Administrative Services, presented this item to the RCA Board. She gave history on this policy which has previously been before the RCA Board and Executive Committee. She stated that staff solicited comments and received valuable input from all of the Member Agencies. The policy was simplified, clarified, and definitions were added. Flood Control Projects were deleted from the policy to allow for a separate policy for those projects. She reviewed and gave an overview of each section of the policy. Several of the Executive Committee members spoke concerning the development of the policy, the reasons why and how the policy was developed, and the importance of this policy for their city/county staff to understand fee credits and waivers. Several Board Members asked questions which staff answered.

Board Member Washington suggested that the following language be added under Section IV.A. DECISIONS. "In the event of a disagreement between RCA and a Member Agency regarding Fee Credits, Waivers or Reductions provided under this Section IV.A., the matter shall be referred to the RCA Board of Directors for consideration and further action." The Board concurred with this recommendation.

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| RESULT: | APPROVED [UNANIMOUS] with the following language added at the end of Section IV.A. DECISION "In the event of a disagreement between RCA and a Member Agency regarding Fee Credits, Waivers or Reductions provided under this section IV.A, the matter shall be referred to the RCA Board of Directors for consideration and further action. |
| MOVER: | City of Lake Elsinore |
| SECONDER: | City of Calimesa |
| AYES: | Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Wildomar, District 1, District 2, District 3, District 5 |
| ABSENT: | District 4 |

11. **INTRODUCTION OF RESOLUTION NO. 2016-016, RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AMENDING ITS BYLAWS WITH REGARDS TO THE ELECTION OF OFFICERS**

Steven DeBaun, General Counsel, presented this item to the RCA Board as an introduction of the resolution. He explained how this request to amend the Bylaws pertaining to the election of officers came about. He further explained that the Executive Committee recommended amending the rotation of the Chairperson and Vice Chairperson from annually alternating between a member representing a City and member of the Board of Supervisors to instead require that at least once every three years, the Chairperson or Vice Chairperson shall be a regular member of the Board who is a member of the Board of Supervisors. He stated the reason for making this recommendation was to provide additional options for the Board of Directors when selecting the Chairperson and Vice Chairperson, as well as providing additional flexibility.

He further stated that Article IX, Section 3, Subsection A, requires that the Executive Committee shall be appointed by the Chairperson and ratified by the Board. After reviewing the methods used to appoint similar committees by WRCOG and RCTC, as shown on the chart attached to the staff report, the Executive Committee recommended not amending this section of the Bylaws.

Several Board Members asked questions with regard to the election of the members to the Executive Committee. After much discussion by Board Members, it was recommended that two Executive Committee members be selected by the entire Board and that the resolution be amended to allow two members of the Executive Committee be nominated and elected by the Board at-large and that the entire Executive Committee continue to be ratified by the Board.

After discussion by the Board, it was agreed that the election of the Executive Committee members continue to take place in December. Steve DeBaun summed up the discussion by indicating that the resolution will be amended and brought back for adoption at the November Board meeting, and that the Board meeting taking place this date is considered an introduction of the resolution since it has been fully discussed. There was no motion or vote to be taken on this agenda item.

12. **LAND ACQUISITION UPDATE**

Charles Landry, Executive Director, reported that as of the last RCA Board of Directors' meeting it was reported that RCA had 53,347 acres. In the last 30 days, RCA acquired two additional properties totaling approximately 87 acres, bringing the reserve total to approximately 53,434 acres.

13. ITEMS FOR NEXT MEETING

Board Member Brown asked for a future discussion regarding a Stakeholders Committee meeting. Charles Landry, Executive Director, stated that the Stakeholders Committee met 18 months ago at the request of the Chairperson, and there were not too many items to report on. Chairman Montanez suggested that staff coordinate a workshop in 2017 along with a Stakeholders Committee meeting, which will include a half day training for new members and the other half of the day for the Stakeholders meeting.

14. CLOSED SESSION ITEMS:

After Closed Session, the meeting was reconvened. There were no announcements from Closed Session.

15. ADJOURNMENT

There being no other items before the RCA Board, Chairman Montanez adjourned the meeting at 2:06 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Board of Directors is scheduled for Monday, October 3, 2016, at 12:30 p.m. at the County of Riverside Administrative Center, Board Room, 4080 Lemon Street, Riverside, California.

Prepared by:



Rose Haro
Administrative Manager

Respectfully submitted:



Honey Bernas
Clerk of the Board