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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

December 21, 2016 – Wednesday, at 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

Eugene Montanez, Chairman
City of Corona

Marion Ashley, Vice Chairman
County of Riverside, District 5

John Tavaglione, Past Chairman
County of Riverside, District 2

Ben Benoit
City of Wildomar

Maryann Edwards
City of Temecula

Jonathan Ingram
City of Murrieta

Natasha Johnson
City of Lake Elsinore

Charles Landry, Executive Director



EXECUTIVE COMMITTEE AGENDA *

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* 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 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, December 21, 2016
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 16, 2016](#)

7. WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE (LDMF) COLLECTION AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR NOVEMBER 2016

Overview - [Staff Report](#)

This item is for the RCA Executive Committee to:

- 1) Recommend that the RCA Board of Directors receive and file the Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for November 2016; and
- 2) Authorize staff to agendize this matter for the January 9, 2017 meeting of the RCA Board of Directors.

8. EXECUTIVE DIRECTOR'S REPORT

8.1 Loan Program Update

8.2 2017 Executive Committee Appointment by Chairman

9. FUTURE AGENDA ITEMS:

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

10. CLOSED SESSION ITEMS

10.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Paragraph 1 of Subdivision (d) of Government Code Section 54956.9

- Case No. MCC1300351 JPR, Inc., dba Silverado Ranch Estates vs. California Department of Fish and Game; County of Riverside; Western Riverside County Regional Conservation Authority

**10.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957**

Title: Executive Director

11. ADJOURNMENT

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, January 18, 2017, at 12:00 p.m., at the Riverside Centre, 3403 Tenth Street, Suite 320, Third Floor, RCA Conference Room, Riverside, California, 92501.

[RCA Commonly Used Acronyms](#)

AGENDA ITEM NO. 6

MINUTES

November 16, 2016



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 Montanez at 12:06 p.m., Wednesday, November 16, 2016, 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
Eugene Montanez, Chairman – City of Corona	Natasha Johnson - City of Lake Elsinore
Marion Ashley, Vice Chairman – County of Riverside District V	Jonathan Ingram, City of Murrieta
Maryann Edwards - City of Temecula	
Ben Benoit – City of Wildomar	
John Tavaglione County of Riverside District II	

3.

PUBLIC COMMENTS

Jessica May and Jessica Hernandez, both students at University of California, Riverside, Master of Public Policy Program were present at the meeting. They are working on a Western Riverside County Multiple Species Habitat Conservation Plan project and were encouraged to attend RCA's Executive Committee meeting. Board Members and staff introduced themselves to and welcomed the students.

4.

COMMITTEE MEMBER ANNOUNCEMENTS

There were no member announcements.

5. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

6. APPROVAL OF MINUTES – August 17, 2016 and October 19, 2016

M/S/C (ASHLEY/TAVAGLIONE) to approve the minutes of the August 17, 2016 and October 19, 2016 meetings of the Executive Committee as submitted.

(5 Ayes, 0 Nays, 0 Abstain)

7. WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP) LOCAL DEVELOPMENT MITIGATION FEE (LDMF) COLLECTION AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR OCTOBER 2016

Honey Bernas, Director of Administrative Services, presented the LDMF Collection and Civic/Infrastructure Contribution Report for October 2016. The RCA received fees in the amount of \$760,244 for 307 residential permits and 21.8 commercial acres. There were 23 reported exemptions totaling \$44,952. There were seven reported exemptions in the City of Temecula and 16 in the County of Riverside. There were no reported Civic/Infrastructure projects.

M/S/C (EDWARDS/BENOIT) to:

- 1) Recommend that that RCA Board of Directors receive and file the Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for October 2016; and
- 2) Authorize staff to agendize this matter for the December 5, 2016 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain)

8. FISCAL YEAR 2017 FIRST QUARTER FINANCIAL REPORT

Honey Bernas, Director of Administrative Services, presented an overview of the Fiscal Year 2017 First Quarter Financial Report. As of September 30, 2016, the RCA's cash balance was \$36.9 million, which represented a \$6.4 million increase from prior year's ending cash balance. Cash receipts totaled approximately \$5.3 million, cash disbursements totaled \$3.1 million. She noted that the cash balance as of November 14, 2016 was \$39.5 million, with an additional \$3.8 million set aside for the endowment.

M/S/C (BENOIT/ASHLEY) to:

- 1) Recommend that the RCA Board of Directors receive and file the Fiscal Year 2017 First Quarter Financial Report; and
- 2) Authorize staff to agendize this matter for the December 5, 2016 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain)

9. FISCAL YEAR 2016 AUDITED FINANCIAL STATEMENTS

Honey Bernas, Director of Administrative Services, reported that Vavrinek, Trine, Day & Company has audited the RCA for the past five years. It was reported that the 2016 audit has been completed. The auditors spent approximately two weeks at the RCA and several weeks auditing the RCA's records. The audit went smoothly, and no problems were encountered. She commended staff for their efforts and great work throughout the year. The auditor's opinion was clean and unmodified with no findings.

She gave an overview of the audit reporting that revenue exceeded expenditures in all programs. The RCA's ending fund balance was \$37.1 million for all funds, which is an increase of \$3.1 million from last year. The General Fund balance increased by \$1.2 million from the prior year. RCA's General Fund Balance was \$18.5 million as of June 30, 2016. Of that amount, \$77,000 is restricted for burrowing owl related expenditures, and the remaining \$18.4 is unassigned. The Capital Project Fund is \$14.7 million and is restricted for land acquisition related activities. The RCA's capital assets increased by \$20.9 million. The RCA acquired 23 properties and two conservation easements during the year, adding 4,210 acres to the reserve.

The RCA was required to undergo a single audit, which is a requirement for entities that expend over \$750 thousand in federal funds. The RCA expended approximately \$4.8 million in federal funds during the year for the acquisition of six properties, and an additional \$2 million in matching State funds. Honey Bernas stated that she was pleased to report that the auditors did not identify any internal control deficiencies or findings related to federal expenditures.

There were no questions on the audit from the Executive Committee.

M/S/C (BENOIT/EDWARDS) to:

- 1) Recommend that the RCA Board of Directors receive and file the following reports:
 - A) Basic Financial Statements and Independent Auditors' Report for the Year ended June 30, 2016;
 - B) Single Audit Report for the year ended June 30, 2016;

RCA EXECUTIVE COMMITTEE MINUTES

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November 16, 2016

C) SAS 114 Report – *The Auditors Communication with Those Charged with Governance*; and

- 2) Authorize staff to agendize this matter for the December 5, 2016 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain)

10. PROPOSED 2017 RCA BOARD OF DIRETORS AND EXECUTIVE COMMITTEE MEETING SCHEDULE

Rose Haro, Administrative Manager, presented the 2017 meeting schedule with no changes to the traditional schedule. She asked the Executive Committee members if they preferred to hold the Board of Directors meeting on July 3, the day before the holiday, or move that meeting to July 10. The Executive Committee recommended moving the meeting to the second Monday, July 10.

M/S/C (BENOIT/EDWARDS) to:

- 1) Recommend that the RCA Board of Directors adopt the proposed 2017 meeting schedule of the RCA Board of Directors and Executive Committee; and
- 2) Authorize staff to agendize this matter for the December 5, 2016 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain)

11. MIDYEAR REVIEW – RECURRING PROFESSIONAL SERVICES CONTRACTS

Honey Bernas, Director of Administrative Services, reported that the Board of Directors requested staff to agendize a mid-year review of RCA's recurring contracts. She made reference to page two of the staff report listing each contract, the type of service provided, contract amount, year retained, and contract expiration date. She advised that David Kennett's contract was terminated effective October 31, 2016, as Mr. Kennett took another job. The RCA retained Mark Kadesh with Kadesh and Associates was retained to provide the services through the end of the fiscal year at the same rate as Kennett.

Honey Bernas advised that staff recommended a competitive procurement process for auditing services for FY2018 and for biological monitoring services in either FY2018 or FY2019.

Discussion was held about the new Presidential Administration and how that would affect HCP's, wetland water issues, and EPA.

M/S/C (ASHLEY/BENOIT) to:

- 1) Review and provide staff direction concerning RCA's recurring professional services contracts; and
- 2) Authorize staff to agendaize this matter for the December 5, 2016 meeting of the RCA Board of Directors.

(5 Ayes, 0 Nays, 0 Abstain)

12. EXECUTIVE DIRECTOR'S REPORT

Charles Landry reported on the following items:

- 12.1 Loan Program Update – Charles Landry gave an update on the Loan Program with regard the recent trip to Washington, D.C. Charlie Landry, Board Member Tavaglione, and RCA's lobbyists attended several meetings, which were predominantly focused on reinforcing that the loan language that is in the senate version of Water Infrastructure Finance and Innovation Act (WIFIA), which is part of the Water Resources Development Act (WRDA), is included in the house version of the bill. Meetings were held with Yvette T. Wissman of Representative Mimi Walters' Office, Representatives Benham, Calvert and Hunter, as well as Acting Assistant Secretary of the Interior for Fish and Wildlife and Parks Michael Bean and Senior Policy Advisor of the Senate Committee on Environment and Public Works Jason Albritton.
- 12.2 Election of Officers – Charles Landry reminded the Executive Committee of the Bylaw amendment with regard to the election of officers and appointment of the Executive Committee. Chairman Montanez suggested that staff remind the Board Members of the upcoming elections and to include a list of the current Board Members and their length of service on the RCA Board, along with a list of the current Executive Committee members.

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

There were no requests for future agenda items by the Executive Committee.

Before adjourning to Closed Session, UCR Students were given the opportunity to ask questions on the proceedings of the meeting. Students were then dismissed after their questions were answered.

14. CLOSED SESSION ITEMS:

14.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to paragraph 1 of Subdivision (d) of Government Code Section 54956.9

- Case No. MCC1300351 JPR, Inc., dba Silverado Ranch Estates vs. California Department of Fish and Game; County of Riverside; Western Riverside County Regional Conservation Authority

14.2 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8

Negotiating Parties: RCA – Executive Director of Designee

Under Negotiation: Price/Terms

Item	Assessor Parcel No.	Property Owner(s)/Agent
1	363-090-008	R.S. Bhathal and M.S. Bhathal/ Ed Sauls

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

15. ADJOURNMENT

There being no other items before the Executive Committee, Chairman Montanez adjourned the meeting at 12:45 p.m. The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be held on Wednesday, December 21, 2016, 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

AGENDA ITEM NO. 7

**WESTERN RIVERSIDE COUNTY
MULTIPLE SPECIES HABITAT
CONSERVATION PLAN (MSHCP)
LOCAL DEVELOPMENT MITIGATION
FEE (LDMF) COLLECTION AND
CIVIC/INFRASTRUCTURE
CONTRIBUTION REPORT FOR
NOVEMBER 2016**

Regional Conservation Authority

**WESTERN RIVERSIDE COUNTY
MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP)
LOCAL DEVELOPMENT MITIGATION FEE (LDMF) COLLECTION
AND CIVIC/INFRASTRUCTURE CONTRIBUTION REPORT FOR
NOVEMBER 2016**

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 LDMF Collection and Civic/Infrastructure Contributions on a monthly basis.

Attached is the report for November 2016. The report was prepared on a cash basis and, therefore, reflects the cash received by RCA during that month.

Staff Recommendations:

That the RCA Executive Committee –

- 1) Recommend that the RCA Board of Directors receive and file the attached Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for November 2016; and
- 2) Authorize staff to agendize this matter for the January 9, 2017 meeting of the RCA Board of Directors.

Attachment

Western Riverside County MSHCP LDMF Collection and Civic/Infrastructure Contribution Report for November 2016

AGENDA ITEM NO. 7
Attachment

**WESTERN RIVERSIDE COUNTY
MULTIPLE SPECIES HABITAT
CONSERVATION PLAN (MSHCP)
LOCAL DEVELOPMENT MITIGATION
FEE (LDMF) COLLECTION AND
CIVIC/INFRASTRUCTURE
CONTRIBUTION REPORT FOR
NOVEMBER 2016**

**MSHCP LDMF AND CIVIC/INFRASTRUCTURE CONTRIBUTION
CASH RECEIPTS NOVEMBER 2016
CASH BASIS**

DEVELOPMENT FEES					
City/County by Month	REMITTED			EXEMPTIONS & FEE CREDITS	
	Residential Permits	Commercial Acres	Amount Remitted	Residential Permits	Amount
City of Banning October - No Activity					
City of Beaumont October	51		\$101,592		
City of Calimesa October - No Activity					
City of Canyon Lake October - No Activity					
City of Corona August	1	3.7	\$26,875		
September	4	1.8	\$19,901		
October - No Activity					
City of Eastvale October	3		\$5,976		
City of Hemet October - No Activity					
City of Jurupa Valley October	44		\$87,648		
City of Lake Elsinore - October Summerly Project ¹	11	0.4	\$24,760	24	\$47,808
City of Menifee October	37	3.2	\$94,935		
City of Moreno Valley October	11	0.5	\$25,031		
City of Murrieta October	1		\$1,992		
City of Norco October - No Activity					
City of Perris September	17	5.3	\$76,168		
October - No Activity					
City of Riverside September	8	7.5	\$63,314		
City of San Jacinto October	16		\$31,872		
City of Temecula - October Roripaugh DA ²	6		\$7,650	19	\$37,848
City of Wildomar October	25		\$ 49,800		
County of Riverside November	30		\$59,760		
Total Cities and County	265	22.4	\$677,273	43	\$85,656
CIVIC AND INFRASTRUCTURE PROJECTS					
No Activity					
Total Civic/Infrastructure Remitted			\$0		

TOTAL RECEIPTS - NOVEMBER 2016 \$ 677,273

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

2) Roripaugh Development Agreement dated 12/17/02. Project is exempt under AD161.

2016 RCA
Commonly Used Acronyms

ARL	Additional Reserve Lands
BUOW	Burrowing Owl
CALFIRE	California Department of Forestry and Fire Protection
CALTRANS	California Department of Transportation
CD	Consistency Determination
CDFG	California Department of Fish and Game
CDFW	California Department of Fish and Wildlife (<i>formerly CDFG</i>)
CEQA	California Environmental Quality Act
CETAP	Community and Environmental Transportation Acceptability Process
CHD	Critical Habitat Designation
CIP	Capital Improvement Program
CNLM	Center for Natural Lands Management
EMWD	Eastern Municipal Water District
EPD	Environmental Programs Department (<i>Riverside County</i>)
ERP	Expedited Review Process
FY	Fiscal Year
HANS	Habitat Evaluation and Acquisition Negotiation Strategy
HMU	Habitat Management Unit
IC	Interchange
JPR	Joint Project Review
LDMF	Local Development Mitigation Fee
MOU	Memorandum of Understanding
MSHCP	Multiple Species Habitat Conservation Plan
OHV	Off-Highway Vehicle
PCL	Proposed Constrained Linkage
PQP	Public/Quasi-Public
PSE	Participating Special Entities
RCA	Regional Conservation Authority
RCD	Resource Conservation Districts
RCRCD	Riverside-Corona Resource Conservation District
RCOE	Riverside County Office of Education
RCTC	Riverside County Transportation Commission
RCTD	Riverside County Transportation Department
RMOC	Reserve Management Oversight Committee
ROVE	Recreation Off-Highway Vehicle Enforcement
SAWA	Santa Ana Watershed Association
SB	San Bernardino
SR	State Route
SWG	State Wildlife Grant
TAC	Technical Advisory Committee
TIFIA	Transportation Infrastructure Finance and Innovation Act
TUMF	Transportation Uniform Mitigation Fee
USFWS	United States Fish and Wildlife Service
UTM Nad 83 Zone 11	Meter Coordinate System for Maps
WIFIA	Water Infrastructure Finance and Innovation Act
WA	Wildlife Agencies (<i>USFWS & CDFG</i>)
WCB	Wildlife Conservation Board
WPT	Western Pond Turtle
WRDA	Water Resources Development Act