



SAWA MEETING DRAFT MINUTES

April 27th, 2017
 Meeting Location:
 1835 Chicago Avenue, Suite C
 Riverside, CA 92507
 9:00 A.M.

BOARD ADMINISTRATIVE ITEMS

I. CALL TO ORDER

Chairperson Neugebauer called the meeting to order at 9:04 A.M.

II. CLOSED SESSION ITEMS

a. **EMPLOYEE PERFORMANCE EVALUATION – WHMS Supervisor – Pursuant to Government Code section 54957.6** – Agency Representative Hugh Wood, Executive Director. There was no reportable action at this time.

III. INTRODUCTIONS

Kerwin Russell - RCRC; Rick Neugebauer – TEAMRCD; Brett Mills – SJBRCD; Eric Chan – IERCD; Hugh Wood – SAWA; James Law – SAWA; Dick Zembal – OCWD; Melody Aimar – SAWA; Greg Powers – Jackson Tidus (via conference call)

IV. CONSENT CALENDAR

a. Approve Minutes for March 23, 2017

Director Zembal moved to approve the March 23, 2017 minutes with corrections. Director Russell seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Alternate Chan	Aye
Zembal	Aye	Mills	Aye		

b. Approve Financial Statement for March 2017

Director Russell moved to approve the financial statement for March 2017. Director Zembal seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Alternate Chan	Aye
Zembal	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. Continuous discussion of Partnering and Leadership Opportunities

Mr. Hugh Wood reported that SAWA is continuing to work with the City of Chino Hills on several projects.

b. ILF & Conservation Easement Report – Hugh Wood

Mr. Wood reported that SAWA will probably put up the fencing at Mockingbird sometime this summer.

c. Treasurer’s Report – Kerwin Russell

Mr. Russell that the new monthly deposit detail report was very helpful.

VI. ACTION ITEMS

a. Discussion and Possible Approval of Amendment to MSHCP Contract Services with RCA
 Mr. Wood reported that in July 2010, SAWA and RCA entered into a professional services agreement with the purpose of sub-contracting SAWA employees to the RCA to assist with implementing the Biological Monitoring Program for the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP). This agreement has been amended each year for the past six years to reflect the increased cost in the program as approved in RCA's fiscal year budget. RCA is proposing to amend the agreement to increase SAWA compensation by \$52,975.00 to a not to exceed amount of \$995,340.00 for the year July 1, 2017 through June 30, 2018. The contract includes increases covering a 2.5% increase in employee salaries, \$100/year stipend to field biologist for the purchase of new boots, cell phone stipends for the Program Administrator and the proposed Supervisory position. The new supervisory position will receive a 10% increase and replaces the Lead Biologist position. Additionally, two field biologist positions' salaries were increased to reflect their greater responsibility. SAWA requests Board approval of this amendment to the Service Agreement and to authorize the Executive Director sign the amendment on behalf of SAWA. Mr. Wood seeks Board approval to adjust salaries and benefits of SAWA employees compensated directly through this agreement to the amounts reflected in Exhibit B.

Director Mills moved to approve the amendment to the Service Agreement with adjusted salaries and benefits of SAWA employees compensated directly through this agreement as reflected in Exhibit B and authorize Executive Director Mr. Hugh Wood to sign the amendment on behalf of SAWA. Director Russell seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Alternate Chan	Aye
Zemal	Aye	Mills	Aye		

Mr. Neugebauer wished to abstain from the vote of the potential donation for the Santa Rosa Plateau Nature Education Foundation and stepped out of the meeting room at this time.

b. Discussion and Possible Approval of a Donation to the Santa Rosa Plateau Nature Education Foundation (SRPNEF)

Mr. Wood reported that in March, SAWA received a letter from the Executive Director of the SRPNEF requesting SAWA's support for their HSRP. These funds would be designated to purchase equipment which the students would use their water quality measurement studies in support of the California Steel Head Trout. This education program targets elementary, middle school and high school age students. Mr. Wood submitted this request for the Board's consideration and approval. Mr. Wood reported that should the Board approve making this donation, that it make the commitment for one year and to reconsider any further donations in subsequent years with each year's budget. The Board discussed this any the potential for any future donations and prioritizing making any donations during discussion of the budget prep for the year. Director Zemal moved to approve the donation for a 1 year payment in the amount of \$2,500 with a request to resubmit for next year. Director Russell seconded and the motion passed, 4-0-1

Neugebauer	<i>Abstained</i>	Russell	Aye	Alternate Chan	Aye
Zemal	Aye	Mills	Aye		

Mr. Neugebauer returned to the meeting room at this time.

GENERAL ITEMS

VII. CORRESPONDENCE / MEETING REPORTS

There were no correspondence/meeting reports at this time.

VIII. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA's subject matter jurisdiction. No public input at this time.

IX. SAWA PROJECT REPORTS

a. Hugh Wood, Executive Director – SAWA

Mr. Wood reported that he met with Laurie Marscher regarding priorities for Accounting Support. Mr. Wood is undertaking a correction to 2015 project cost accounting and year-end investment status to establish 2016 base. Mr. Wood added that SAWA's priority is to complete 1st Qtr 2017 Project Cost Report and to complete 2017 Budget Document. SAWA will resume and anticipate completion of AUP the first week of May. SAWA completed the recruitment and hired a new biologist to back-fill behind Melody's promotion to WHMS manager. SAWA negotiated a four year agreement with the City of Chino Hills for Hickory Creek mitigation restoration and maintenance. Mr. Wood met with the Jurupa Valley Community Services District on plans to complete mitigation restoration on their property. SAWA obtained four ACOE missing permits. SAWA identified three previously unidentified Corps mitigation projects that did not have ILF credits associated with them. SAWA identified that one of the Corps mitigations where SAWA had placed .25 acres of restoration mitigation, requires 1.6 acres of enhancement mitigation. Mr. Wood is working with the City of Lake Elsinore, Rivers and Land Conservancy and VCS Consultants on possible mitigation work next to the lake.

b. Kerwin Russell – RCRC

Mr. Russell reported that RCRC is currently working on weed removal.

c. Dick Zembal – OCWD

Mr. Zembal reported that the county is still trying to get the bike trail through Prado.

d. Rick Neugebauer – Temecula-Elsinore-Anza-Murrieta RCD

Mr. Neugebauer reported that TEAMRCD is working on their certification for conservation easements.

e. Mandy Parkes – Inland Empire RCD

Absent. Alternate Mr. Chan reported that IERCD is processing their special project funds. Mr. Chan added that they just finished their Classroom Aquarium Education Program where trout are raised in the classroom; they got permitted and then released in Lytle Creek. Mr. Chan also updated that IERCD has hired a Natural Resources Manager Jacob Skaggs.

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills reported that SJBRCD just acquired a new 12 acre parcel of land out by Moreno Valley and closing up some conservation easements.

g. Bonnie Johnson – OCWD

Absent

h. Jennette El Morsy, Administrative Services Manager – SAWA

Absent

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported that the HRS crew has conducted work at the following project locations: Quail Run Phase II, SAWA Pepperweed, Santiago Phase II, Mockingbird MCB, SAR – Hwy 210 to Interchange, Temescal 3M 2.86 mitigation, IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada, IERCD – ProLogis Beaumont, IERCD – Creekside Drive, IERCD – Devil's Canyon, IERCD – El Casco and Reach 3B. Mr. Law added that the City of Chino Hills is taking the full four year proposal for Hickory Creek to City Council this month and if approved, work will begin in May. The total dollar amount for the four year project came to \$240,000.00. Mr. Law has also been working with the City on their English Channel additional mitigation requirements. Mr. Law has begun studying for his C-27 contractor's license and anticipates

taking the test this summer. Another project may be in the works and Mr. Law is working on an estimate for the City of Lake Elsinore. SAWA is currently working with Jack Easton (Rivers and Lands Conservancy) in drafting the costs for the PAR. Mr. Law is attempting to get SAWA involved with the initial work in addition to the work required in perpetuity. All monthly invoicing for projects has been completed and sent out for the month of March. Mr. Law has put Mr. Mills in contact with one of the CE's that a company requested SAWA to look at. Mr. Law also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS department did not do any work in this District in March/April 2017.
- Riverside-Corona RCD: The HRS department conducted treatments at the following: Temescal 3M 2.86 mitigation project, SAWA Pepperweed and Mockingbird MCB.
- Inland Empire RCD: The HRS department conducted treatments at: IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada, IERCD – ProLogis Beaumont, SAR – Hwy 210 to Interchange, IERCD – Creekside Drive, IERCD – Devil's Canyon and IERCD – El Casco.
- San Jacinto Basin RCD: The HRS department conducted treatments at: Quail Run Phase II in March/April 2017.
- Orange County Water District: The HRS department conducted a treatment at our Santiago Phase II project in March/April 2017.

X. SAWA / MSHCP BIOLOGIST REPORT

a. Karen Riesz – SAWA MSHCP Administrator
Absent

b. Meldoy Aimar – SAWA Wildlife Habitat Management Services Manger

Ms. Aimar reported that most vireo are now nesting. Cowbird traps are open and catching. Biologists are in the field daily, and continue to work up data and write reports for projects. A new biologist has been hired to backfill most Ms. Aimar's field duties. Ms. Beckman is covering additional supervisory duties until the vacant supervisor position is filled. Ms. Hoffman has been contracted to finish 2 Levee Reports and do Assessment Surveys as needed. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: Biologists responded to request from CDFW for Lake Elsinore vireo occurrence for an upcoming project by the city. DeJong's Dairy BHCO trap will be in operation throughout the season. Other traps are located throughout Temescal.
- Riverside-Corona RCD: Cowbird traps are open throughout SAR and Mockingbird Canyon.
- Inland Empire RCD: Devil's Canyon project continues with checking wildlife cameras and a breeding bird survey scheduled in May. Monthly checks of the burrowing owl boxes installed at the Horten Bella Strada mitigation site in Chino continue. The checks will continue through 2017. The 2016 report should be finalized soon. A native fish survey was completed at Sunnyslope in April and suckers were found. Biologists are participating in the educational SLEW program and NRCS surveys for nesting birds.
- San Jacinto Basin RCD: Cowbird traps are open at SJ dairies and SJWR
- Orange County Water District: Reports for the Prado Fire Surveys and Levee Surveys are in progress. Lower River Surveys tables are done. OCWD is funding SAWA's shot hole borer trapping in SAC, Norco, and SAR. Biologists continue to work with OCWD's GIS department to initiate digital data collection with the Collector app.

XI. BOARD MEMBER COMMENTS

The Board briefly discussed the addition of an emergency action item that may arise after the Board Packet has been sent out. General Counsel Greg Powers reported that if a late breaking item with great importance needed to be brought to the Board on short notice, that there would need to be a four fifths vote to add the time onto the agenda at the meeting. The Board would then be able to vote on that item if once it has been added onto the agenda.

- XII. NEXT MEETING** – May 25, 2017 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.
- XIII. ADJOURN** – The meeting was adjourned at 10:38 A.M.

Notice: All open session agenda materials will be available for inspection by members of the public at the SAWA office located at 1835 Chicago Avenue, Suite C, Riverside, CA 92507. Please contact Maria Arellano at (951) 780-1012 x106 for this information (Government Code Section 54957.5). In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Administrative Services Manager at (951) 780-1012 x101. 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.

Please post 72 hours before meeting