



SAWA MEETING MINUTES

June 22nd, 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 9:00 A.M.

II. INTRODUCTIONS

Kerwin Russell – RCRC; Rick Neugebauer – TEAMRC; Mandy Parkes – IERCD; Karen Riesz – MSHCP/SAWA; Hugh Wood – SAWA; Paul Meinhold – Merrill Lynch; Melody Aimar – SAWA; Greg Powers – Jackson Tidus (via conference call); Jennette El Morsy – SAWA; Wilson Lea – Lincoln/Nationwide (via conference call);

III. CONSENT CALENDAR

a. Approve Minutes for May 25, 2017

Director Parkes moved to approve the May 25, 2017 minutes. Director Russell seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	<i>Absent</i>	Mills	<i>Absent</i>		

b. Approve Financial Statement for May 2017

Director Russell moved to approve the financial statement for May 2017. Director Parkes seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	<i>Absent</i>	Mills	<i>Absent</i>		

IV. DISCUSSION ITEMS

a. Paul Meinhold Presentation on SAWA Investment Portfolio and 2017 Financial Outlook

Mr. Meinhold presented the first half of the year performance review for the SAWA portfolio, as well as the asset allocation and cash flows. Mr. Meinhold did not recommend any changes at this time.

b. Hugh Wood Presentation on SAWA Cash Flow Needs and Project Use of Invested Funds for 2017

For a copy of the presentation on SAWA Cash Flow Needs and Project Use of Invested Funds for 2017, please contact Administrative Services Manager Jennette El Morsy at jennette@sawatershed.org or (951) 780-1012 ext.101.

Mr. Meinhold left the meeting at this time.

c. Continuous discussion of Partnering and Leadership Opportunities

Director Russell reported on the National Pollutant Discharge Elimination System (NPDES) permit program and how it may impact SAWA.

d. Treasurer's Report – Kerwin Russell
 Director Russell asked Board members to refer to the project cost report.

V. ACTION ITEMS

a. Discussion and Possible Approval of a contract for GIS Analyst Consultant
 Mr. Wood reported that in April 2017, SAWA Board approved amending its agreement with the Western Riverside County Regional Conservation Authority. One of the provisions in that agreement calls for providing GIS analytical services. This position is fully funded through June 30th, 2018. Management was informed by the current GIS Analyst that she will be leaving the position to accompany her husband on his sabbatical abroad for a year, beginning July 1st, 2017. In discussions with RCA management, it was decided that SAWA would like to offer her the opportunity to continue to provide these services to SAWA and RCA on a consulting basis. The amount of this proposed professional services contract is \$42,682.21, and is covered by SAWA's agreement with RCA that expires on June 30, 2018.

Director Neugebauer moved to approve the GIS Analyst Professional Services Agreement for purpose of fulfilling RCA MSHCP Contract and enter into a professional services agreement with Vanessa Rivera Del Rio. Director Parkes seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zemba	<i>Absent</i>	Mills	<i>Absent</i>		

b. Discussion and Possible Approval Restating SAWA Retirement Plan

Mr. Wood reported that at the August 25th 2016 SAWA Board meeting, the Board directed SAWA to undertake a change in 403b Retirement Plan which would be administered by Nationwide. While processing SAWA's new plans with Nationwide, SAWA requested that provisions stating when an employee would be eligible to participate, occur 180 days after the start date of employment. Nationwide informed SAWA that its original plan which was approved by the Board in 2004, stated that participation would begin in 90days. SAWA requested that provision be changed to 180 days. Nationwide has provided the restating to the Retirement Plan, which must be unanimously adopted by SAWA Board of Director Resolution and signed by the Executive Director. Mr. Wood requested that the Board to unanimously approve the resolution restating the SAWA Employee Retirement Plan, to reflect a date of participation for new employees 180 days from the start of employment – Section 4-3 c of the Plan. This will reduce the cost of new hires by delaying 6% employer 403 b Plan contribution for an additional 90 days.

Director Parkes moved to approve the Restating SAWA Retirement Plan. Director Russell seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zemba	<i>Absent</i>	Mills	<i>Absent</i>		

Director Parkes left the meeting at this time due to a family emergency.

Due to lack of a quorum with the absence of Director Parkes, the meeting has been adjourned at this time.

c. Discussion and Possible Approval of a Policy to Reimburse Employees Who Sustain Automobile Damage While Conducting SAWA Business
 This item will be tabled to be presented at the next SAWA Board meeting.

GENERAL ITEMS

VI. CORRESPONDENCE / MEETING REPORTS

VII. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA’s subject matter jurisdiction.

VIII. SAWA PROJECT REPORTS

a. Hugh Wood – SAWA

b. Kerwin Russell – RCRC

c. Dick Zembal – OCWD
Absent

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

e. Mandy Parkes – Inland Empire RCD
Absent

f. Brett Mills – San Jacinto Basin RCD
Absent

g. Bonnie Johnson – OCWD
Absent

h. Jennette El Morsy – SAWA

i. James Law – SAWA
Absent

IX. SAWA / MSHCP BIOLOGIST REPORT

a. Karen Riesz – SAWA MSHCP Administrator

b. Melody Aimar – SAWA Wildlife Habitat Management Services Manger

X. BOARD MEMBER COMMENTS

XI. NEXT MEETING – July 27, 2017 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

XII. ADJOURN – The meeting was adjourned at 10:16 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