



SAWA MEETING DRAFT MINUTES

March 23rd, 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 9:01 A.M.

II. INTRODUCTIONS

Rick Neugebauer – TEAMRCD; Hugh Wood – SAWA; Bonnie Johnson – OCWD; James Law – SAWA; Kerwin Russell – RCRC; Mandy Parkes – IERCD; Brett Mills – SJBRCD; Karen Riesz – MSHCP; Sue Hoffman – SAWA; Greg Powers – Jackson Tidus (via conference call); Jennette El Morsy – SAWA;

III. CONSENT CALENDAR

a. Approve Minutes for February 23, 2017

Director Parkes moved to approve the February 23, 2017 minutes. Director Alternate Johnson seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

b. Approve Financial Statement for February 2017

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

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

IV. DISCUSSION ITEMS

a. Continuous discussion of Partnering and Leadership Opportunities

Mr. Wood reported that SAWA will be assisting and cosponsoring Saturdays’ RCD meeting in Rancho Cucamonga.

b. ILF & Conservation Easement Report – Hugh Wood

Mr. Wood reported that SAWA is still working on getting fencing and wrapping up at Mockingbird.

c. Treasurer’s Report – Kerwin Russell

Mr. Russell reported thanked Ms. El Morsy for the new Deposit report she provided to the Board.

V. ACTION ITEMS

a. Discussion and Possible Selection of Financial and Accounting Services Contractor

Mr. Wood reported as per Board direction at the January 26th Board meeting, RFP’s were sent out for Financial Accounting Services. Of the 30 RFP’s sent out, proposals were received from

2 firms: Rogers, Anderson, Malody & Scott (RAMS) and RT Dennis by the March 7th deadline. The Finance committee met on March 16th to review both proposals. In comparison, RAMS was the preferred choice.

Director Parkes moved to approve Rogers, Anderson, Malody & Scott (RAMS) for SAWA's Financial Accounting Services. Director Alternate Johnson seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

b. Discussion and Possible Approval for SAWA to Provide Invasive Plant Removal Maintenance and Habitat Restoration Services to the City of Chino Hills at their Hickory Creek mitigation site

Mr. Wood reported that the City of Chino Hills selected SAWA, pursuant to its proposal, as the most responsive to the City's 'RPF. The City of Chino Hills has requested that SAWA remove non-native plants from its mitigation site, perform remedial planting where prior contractor failed to establish native plants, and maintain the site for two years. All SAWA salaries, overhead and mileage for work performed will be covered in the agreement per Board approved policies. The agreement will be for a "not to exceed" amount of \$140,420.30. After feedback from the City of Chino Hills in regards to SAWA's proposal, Mr. Wood requested the Board's authorization enter into negotiations to amend SAWA's proposal to include an additional 3 years and an amount not to exceed \$250,000. Mr. Wood also reported that the agreement will be reviewed by General Counsel prior to signing agreement.

Director Neugebauer moved to authorize Mr. Wood to enter into negotiations with the City of Chino Hills in amending the prior proposal to include an additional 3 years of service with an amount not to exceed \$250,000. Director Parkes seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

GENERAL ITEMS

VI. CORRESPONDENCE / MEETING REPORTS

There were no correspondence/meeting reports at this time.

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

VIII. SAWA PROJECT REPORTS

a. Hugh Wood, Executive Director – SAWA

Mr. Wood briefly reported on work that included RPF's, new accounting, hiring staff, etc.

b. Kerwin Russell – RCRC

Mr. Russell did not have any updates at this time.

c. Dick Zembal – OCWD

Absent

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

Mr. Neugebauer reported that TEAMRCD have two potential projects to work on. Mr. Neugebauer added that TEAMRCD has a new Board member, Ms. Judy Guglielmana, a former Board member for Elsinore Valley Municipal Water District.

e. Mandy Parkes – Inland Empire RCD

Ms. Parkes reported that Mr. Law will be taking the Natural Resources Manager out to some sites in the next week and get him oriented.

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills did not have an updates at this time.

g. Bonnie Johnson – OCWD

Ms. Johnson reported that she found the first vireo of the season.

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported on administrative items including A/R February invoices for \$120,967.23; Meeting with Finance Committee to review Proposals for Accounting Services; Meeting with Finance Committee and Financial Advisor to review Investment Funds for Nationwide; Meeting with RCA to discuss 2017-18 MSHCP proposal changes; Cost of analysis for current MSHCP budget on keeping temporary Biologist through end of fiscal year; Upcoming meeting on SAWA website – learning to post items and make changes as needed; Updating the SAWA database to reflect new employees and projects; Working on new Project Filing System (electronic & hard copy); Working on new employee asset forms/inventory control; Hiring 8 new Seasonal Field Assistants; In process of hiring new Biologist II to replace Melody's field work; Promoting Ms. Melody Aimar to WHMS Manager to replace Ms. Sue Hoffman Effective April 1st; Background checks for MSHCP volunteers; Wrapping up Employee Performance Evaluations for MSHCP; Masanori Abe returning to MSHCP at the end of March.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported that the HRS Dept. has conducted work at the following project locations: Quail Run Phase II, Raceway Ford, Riverside Flood Control – Lake Elsinore Outlet Channel, Temescal 3M 2.86 mitigation, Wolfskill, Wolfskill 1.47, IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada and Reach 3B. The HRS Dept. began work after biological monitor cleared the site on the morning of March 15th. SAWA completed the bid proposal for the City of Chino Hills Hickory Creek project. SAWA is looking at extending the term with City of Chino Hills from the current one year of maintenance to a four year maintenance agreement. SAWA has completed the Riverside Flood Control work down in Lake Elsinore. Due to bird concerns SAWA weren't able to finish the entire project area. There have been discussions about the possibility of finishing the remainder of the area after nesting season concludes. Mr. Law has scheduled to complete the final report and invoice by the end of March. All monthly invoicing for projects have been completed and sent out for the month of February. In addition to other administrative tasks, Mr. Law has begun inventory and renewing upcoming permits. Mr. Law also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS Dept. conducted treatments at the Riverside County Flood Control – Lake Elsinore Outlet Channel and Gunderson Pond project in this District in February/March 2017.
- Riverside-Corona RCD: The HRS Dept. conducted treatments at SAWA's Temescal 3M 2.86 mitigation project.
- Inland Empire RCD: SAWA's HRS Dept. conducted treatments at: IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada and Reach 3B in February/March 2017.
- San Jacinto Basin RCD: The HRS Dept. conducted treatments at: Raceway Ford, Wolfskill Gillman, Wolfskill 1.47 and Quail Run Phase II in February/March 2017.
- Orange County Water District: The HRS Dept. did not do any work in this District in February/March 2017.

IX. SAWA / MSHCP BIOLOGIST REPORT

a. Karen Riesz – SAWA MSHCP Administrator

Ms. Riesz reported on MSHCP administrative items including: ongoing equipment inventory and working on 2016 reports. Ms. Riesz also updated on other work including:

- Camera stations: Two cameras set up at Kirchner/Searl in the Bautista Canyon area. Bobcat and coyote continue to be detected. Mountain lion was detected on 12/13/16.
- Golden Eagle: Continued collaboration with USGS on survey round 2 of 4. Species detected in Poppet Flats in San Jacinto Mountains.
- White-tailed Kite: Begun round 2 of 3. Species detected in Hidden Valley Wildlife Area, San Jacinto Wildlife Area, San Timoteo Canyon, and Lake Perris.
- Vernal pool surveys: Surveys continuing. Western spadefoot toad, Santa Rosa and vernal pool fairy shrimp observed. Federally endangered and non-Covered San Diego fairy shrimp (*Branchinecta sandiegonensis*) found in the restored Schleuniger pool in Murrieta. Working with USFWS to avoid impacts while surveying.
- Quino checkerspot butterfly: Surveys begun on 1/17/17. Larvae observed on 2/10/17 at the Multi-Species Reserve.
- Rare Plants: Surveys begun 3/1/17.
- Collaboration continuing with USGS and their Golden Eagle territory surveys.
- Coordination continuing with CA Department of Fish and Wildlife staff at the San Jacinto Wildlife Area (SJWA) regarding management of the Tricolored Blackbird breeding and foraging habitat.
- Collaboration continuing with the state-wide Tricolored Blackbird Working Group.
- Coordination continuing with other agencies regarding management of an area along the Santa Ana River near Rancho Jurupa of Brand's phacelia (*Phacelia stellaris*), a covered and narrowly endemic species.
- Collaborated with other wildlife organizations and agencies on current issues in a quarterly Southern California Native Freshwater Fauna Working Group meeting on February 24, including but not limited to spread of the polyphagous shot hole borer, the continued lifeless state of Sunnyslope (only bullfrogs observed), and genetics of Santa Ana speckled dace (southern CA found to be separate species).
- Collaborated with other wildlife professionals in the Delhi Sands flower-loving fly Working Group on March 14.

b. Sue Hoffman – SAWA Wildlife Habitat Management Services Manger

Ms. Hoffman reported that vireo season has begun. SAWA has hired 7 field assistants and 43 traps will be deployed this season. Assistants started opening traps the week of March 13. Biologists oriented the two contracted biologists to their vireo sites. Biologists continue to work up data and write reports for projects. Ms. Beckman and Ms. Aimar are scheduled to attend a seminar on supervisory training. Ms. Hoffman is scheduled to attend the annual vireo meeting in Carlsbad. Ms. Hoffman also updated on individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: Biologists cleared habitat for the Riverside-Elsinore HRS project. There was an incident in which a mallard nest was missed and 2 of 3 eggs were broken by a falling Tamarisk. The incident was report to CDFW and USFWS. The mallard female was observed tending the nest after the incident. DeJong's Dairy BHCO trap will be in operation throughout the season.
- Riverside-Corona RCD: No activity.
- Inland Empire RCD: Devil's Canyon project continues with checking wildlife cameras and some scheduled clearing for the HRS Dept. 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 early March but no suckers were found. These surveys will continue until suckers are documented. Biologists are participating in the educational SLEW program and NRCS surveys for nesting birds.
- San Jacinto Basin RCD: No activity.

- Orange County Water District: Reports for the Prado Fire Surveys, Levee Surveys, and Lower River Surveys are being 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.

X. BOARD MEMBER COMMENTS

There were no Board member comments at this time.

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

XII. ADJOURN – The meeting was adjourned at 9:55 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