



SAWA MEETING DRAFT MINUTES

May 25th, 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

Dick Zembal – OCWD; Mandy Parkes – IERCD; Rick Neugebauer – TEAMRCD; Brett Mills – SJBRCD; Dave McElroy – TEAMRCD; Hugh Wood – SAWA; James Law – SAWA; Melody Aimar – SAWA; Jennette El Morsy – SAWA; Karen Riesz – SAWA/MSHCP; Rose Corona – TEAMRCD; Greg Powers – Jackson Tidus (via conference call)

III. CONSENT CALENDAR

a. Approve Minutes for April 27, 2017

Director Zembal moved to approve the April 27, 2017 minutes. Director Mills seconded and the motion passed unanimously, 4-0

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

b. Approve Financial Statement for April 2017

Director Parkes moved to approve the financial statement for April 2017. Director Zembal seconded and the motion passed unanimously, 4-0

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

IV. DISCUSSION ITEMS

a. Continuous discussion of Partnering and Leadership Opportunities

Mr. Wood reported that he is preparing a presentation to SAWPA on Prop 84 in late June. Mr. Wood added that SAWA is also working on multiple proposals.

b. ILF & Conservation Easement Report – Hugh Wood

Mr. Wood reported that there was land disturbance, possibly made by construction workers, next to the conservation easement over at Mockingbird.

c. Treasurer’s Report – Kerwin Russell

Absent

GENERAL ITEMS

V. CORRESPONDENCE / MEETING REPORTS

There were no correspondence/meeting reports at this time.

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

VII. SAWA PROJECT REPORTS

a. Hugh Wood, Executive Director – SAWA

Mr. Wood met with Laurie Marscher and SAWA managers to review the 2017 first Quarter Project Cost report. Invoicing of billable hours was accurate along with capturing all contracted costs. Some FY 2016 to FY 2017 accounting transition issues were identified and then corrected by Ms. Marscher. Mr. Wood reported that the RCA Board approved the MSHCP Agreement Amendment for the next fiscal year. The Chino Hills City Council approved the four year, \$240K contract for Hickory Creek mitigation restoration and maintenance services. Mr. Wood is working with SAWA legal counsel on an access agreement with Jurupa Valley Community Services District to complete mitigation restoration on their property. Mr. Wood is preparing a draft AUP and will meet with Finance Committee in June to discuss findings and recommendations. A Safety Committee meeting was conducted with representatives of all five SAWA departments to discuss new Cal OSHA heat protection guidelines and SAWA field safety manual. Mr. Wood directed each of the Department’s designate a representative to review the current SAWA and MSHCP field safety manuals and be prepared to discuss revisions. There is a plan to update and consolidate all SAWA and MSHCP safety procedures into one manual that covers all employees. The goal is to complete the update and consolidation by end of 2017. Mr. Wood will be attending the Santa Ana Watershed Conference following the Board meeting on May 25th. Mr. Wood is working with staff to develop a new Vireo Study and Cowbird Trapping contract with USFWS and ACOE. USFWS and ACOE are agreeable to a continuation of SAWA’s work and hope to have a new contract in place by September.

b. Kerwin Russell – RCRCDD
Absent

c. Dick Zembal – OCWD
Mr. Zembal did not have any updates at this time.

d. Rick Neugebauer – Temecula-Elsinore-Anza-Murrieta RCD
Mr. Neugebauer did not have any updates at this time.

e. Mandy Parkes – Inland Empire RCD
Ms. Parkes reported that the Scholly Whole project is picking up again.

f. Brett Mills – San Jacinto Basin RCD
Mr. Mills reported that SJBRCDD got a small grant and picked up a couple of easements.

g. Bonnie Johnson – OCWD
Absent

h. Jennette El Morsy, Administrative Services Manager – SAWA
Ms. El Morsy reported on administrative items including A/R April invoices totaling \$477,772.48; Working with the new accountant on finances and updating job costing; Renewing General Liability & Workers’ Comp Insurance policies with 42 certificates for June 1, 2017; Working on documentation to file IRS Form 5500 for Lincoln Retirement 2016; Preparing for the 2016 Audit; Setting up a new TPA for Retirement Plan; Attending the Safety Committee meeting – updating the Field & Safety Manual; Meeting with MSHCP staff to discuss the new contract bid in the fall & upcoming changes; In the process of hiring two Restoration Technicians; Ms. Archer is currently on maternity leave; Employee Performance Evaluations for MSHCP; MSHCP position upgrade from Lead Biologist to Biologist Supervisor offered to

Ms. Michelle Murphy-Mariscal; MSHCP position downgrade from Office Manager to Administrative Assistant to reflect current duties.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported that the HRS crew has conducted work at the following project locations: Wolfskill Gilman, Wolfskill 1.47, SAR – La Cadena to Mission, Santiago Phase II, IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada, IERCD – ProLogis Beaumont, IERCD – High Point Mitigation, IERCD – Devil’s Canyon, IERCD – El Casco and Reach 3B.

Mr. Law added that there was an encountered with a new presence of stink net at the Wolfskill sites and the crew was hand pulling and bagging all of the biomass. SAWA will continue regular checks of the site to conduct herbicide applications to any re-growth. The City of Chino Hills approved the new Hickory Creek project and SAWA is planning on starting Monday, May 22nd. The initial phases will be very time demanding to get the site back in shape, but thereafter should be routine maintenance. SAWA continues being involved with the treatments and project planning for the Cities’ English Channel and English Channel additional mitigation requirements. Mr. Law completed all the invoices for the most recent invoice period. Mr. Law added that the Prop 84 Round 3 work has been coming along steadily. Mr. Law generated maps and tables for OCWD. The final reports and invoices for Riverside County Flood Control projects have been completed and Mr. Law is working on setting up a meeting to discuss work with Riverside Flood going forward. Mr. Law also conducted the second round of three vireo assessments. 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 April/May 2017.
- Riverside-Corona RCD: The HRS department conducted treatments at the following: SAR La Cadena to Mission in April/May 2017.
- Inland Empire RCD: SAWA’s ISR department conducted treatments at: IERCD – Goose Creek, IERCD – El Dorado, IERCD – Bella Strada, IERCD – ProLogis Beaumont, Reach 3B, IERCD – High Point Mitigation, IERCD – Devil’s Canyon and IERCD – El Casco in April/May 2017.
- San Jacinto Basin RCD: The HRS department conducted treatments at: Wolfskill Gilman and Wolfskill 1.47 April/May 2017.
- Orange County Water District: The HRS department conducted a treatment at the Santiago Phase II project in April/May 2017.

VIII. SAWA / MSHCP BIOLOGIST REPORT

a. Karen Riesz – SAWA MSHCP Administrator

Ms. Riesz reported on MSHCP administrative items including: finalizing 2016 data and working on 2016 reports and Ms. Vanessa Rivera Del Rio announcing that she will be joining her husband on a sabbatical abroad from June 2017 until August 2018; SAWA and RCA are pursuing a contract with her during this absence. Ms. Riesz also updated on other work including:

- Camera stations: Cameras slated to be removed this week, and relocated in a couple of weeks.
- Golden Eagle: USGS conducting round 3 of 4.
- White-tailed Kite: Surveys completed on 4/21/17. Nest at San Timoteo Canyon should have had fledglings by now, but may have failed. Follow-up continuing.
- Burrowing Owl: Surveys begun on March 16. Trail cameras being employed.
- Riparian Birds: Surveys continuing. Vireo fledglings observed.
- Tricolored Blackbird: Surveys continuing at SJWA. About 6,000 birds there currently.
- Quino checkerspot butterfly: Surveys continuing. Considered the best survey year since 2012, with the Anza area as the stronghold.
- Vernal pools: Surveys completed as of April 12. 111 total pools were surveyed.
- Terrestrial herps: Surveys continuing.

- Arroyo Toad: Surveys continuing, many tadpoles found so far.
- Rare plants: Surveys continuing.
- 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, sometimes extending to Burrowing Owl.
- Collaboration continuing with the state-wide Tricolored Blackbird Working Group.
- Collaboration continuing with USGS and their Golden Eagle territory surveys.
- Collaboration continuing with CNLM on the Burrowing Owl pair count surveys.
- Monitoring Program Administrator attended SDMMMP's Inter-agency Regional Vegetation Monitoring Meeting on May 4.

b. Melody Aimar – SAWA Wildlife Habitat Management Services Manger

Ms. Aimar reported that biologists are in the field daily, and continue to work up data and write reports for projects. Bio-assessments of mitigation sites are being conducted. Ms. Juran is monitoring HRS crews daily. Manager and Supervisor are evaluating field biologist HIPP. Ms. Aimar and Ms. Chan are preparing the OWOW presentation for SAWPA committee meeting. Vireo assessments of non-managed riparian habitat throughout the watershed conducted week of 5/15. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: Biologists are monitoring Vireo in Temescal and Lake Elsinore. 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 and Vireo monitoring is conducted throughout SAR, Temescal and Mockingbird Canyon.
- Inland Empire RCD: Devil's Canyon project continues with checking wildlife cameras. Devil's Canyon breeding bird survey of 3 habitat-types conducted in May. Monthly checks of the burrowing owl boxes installed at the Horten Bella Strada mitigation site in Chino continue. Biologists are participating in the educational SLEW program and NRCS surveys for nesting birds. Ms. Coumoutso worked an educational booth at a special event.
- San Jacinto Basin RCD: Cowbird traps are open at SJ dairies and SJWR. Vireo monitoring is being conducted in San Jacinto and other riparian locations.
- Orange County Water District: Report for the Prado Fire Survey is near completion. OCWD is funding SAWA's shot hole borer trapping in SAC, Norco, and SAR. Biologists are field-testing the Collector app designed specifically for Vireo data by OCWD's GIS department.

IX. BOARD MEMBER COMMENTS

There were no Board member comments at this time.

X. NEXT MEETING – June 22, 2017 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

XI. ADJOURN – The meeting was adjourned at 9:53 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