



SAWA MEETING MINUTES

September 28th, 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 9:06 A.M.

II. INTRODUCTIONS

Bonnie Johnson – OCWD; Rick Neugebauer – TEAMRCD; Mandy Parkes – IERCD; James Law – SAWA; Melody Aimar – SAWA; Richelle Arsenault – Singer Lewak; Hugh Wood – SAWA; Karen Riesz – SAWA/MSHCP; Greg Powers – Jackson Tidus (via conference call); Jennette El Morsy – SAWA;

III. CONSENT CALENDAR

a. Approve Minutes for July 27, 2017

Director Parkes moved to approve the July 27, 2017 minutes. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

b. Approve Financial Statement for July 2017

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

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

c. Approve Financial Statement for August 2017

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

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

d. Receive and File Auditor’s Report for the 2016 Financial Statement

Mr. Wood reported that State and Federal law require that SAWA, in order to maintain its 501(c) (3) tax exemption status, have its annual financial statement audited. At the June 25, 2015 meeting, the Board of Directors selected Ahern, Adcock and Devlin LLP (AAD) as its auditor for the 2016 Financial Statement. On September 20, 2017, the Finance and Audit Committee met with the AAD, who reviewed their report with the Committee. The audit report found the financial statement accurately reflects the financial position of the Santa Ana Watershed Association as of December 31, 2016.

Director Parked moved to accept and file the 2016 Financial Statement Audit Report. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

IV. DISCUSSION ITEMS

a. Continuous discussion of Partnering and Leadership Opportunities
 Ms. Parkes reported that the IERCD is hosting the Meeting of the Region of CA Association of RCD's on Saturday, November 4 at 9:30 A.M. The meeting will be at the Goldy S. Lewis Community Center in Central Park, Rancho Cucamonga.

b. ILF & Conservation Easement Report – Hugh Wood
 Mr. Wood reported to reference action item “d” on the agenda.

c. Treasurer’s Report – Kerwin Russell
 Absent

Director Parkes stepped out of the room shortly putting the meeting on hold as per the regulations to needing 3/5 of Board present before proceeding to and/or discussion any action items.

V. ACTION ITEMS

a. Election of SAWA Corporate Officers
 Section 305 of SAWA By-laws call for the election of SAWA Board Officers at the annual meeting to be held on the fourth Thursday in September. Section 400 identifies the Officers of the Corporation as the Chairperson, the vice Chairperson, the Secretary, and the Treasurer. Director Parkes moved to nominate Director Neugebauer for office of Chairperson. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

Director Parkes moved to nominate Director Zembal for office of Vice-Chairperson. Director Neugebauer seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

Director Neugebauer moved to nominate Director Parkes for office of Treasurer. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

Director Parkes moved to nominate Director Mills for office of Secretary. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

b. Discussion and Possible Approval of Auditor for Year 2017 and 2018
 Mr. Wood reported that at the SAWA Board selected Ahern Adcock Devlin LLP (AAD) as its auditor for the purpose of auditing its 2014, 2015 and 2016 Financial Statements and tax preparation for the amount of \$36,000. AAD was acquired by Singer Lewak this past year. SAWA has experienced no adverse service impacts due to this change in ownership. Mr. Wood requested Singer Lewak to submit a proposal to extend their current agreement an additional two years. Their proposal would increase SAWA's annual cost for this service for the next two years by a total of \$3,750.00 over the current agreement or 10%. Mr. Wood requested that the Board authorize SAWA to enter into a two year extension of the current auditing and tax preparation contract with Singer Lewak for an amount not to exceed \$13,100 covering the year ending 2017 and \$14,650 covering the year ending 2018. The total fiscal impact to SAWA is \$27,750 over two years.
 Director Parkes moved to approve a two year extension of the Auditing Service Agreement with Singer Lewak for Audit years ending 2017 and 2018 for an amount not to exceed \$27,750. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

c. Discussion and Possible Approval of a Letter Supporting an USACOE Temporary Modification to the Water Control Plan at Prado Dam

Mr. Wood reported that SAWA has received a public notice from the ACOE requesting public comment on a proposal to temporarily modify its water control plan for Prado Dam by raising the retention level to an elevation of 505 feet for one year. The plan currently allows a maximum 556 feet during emergency flood control conditions. SAWA reviewed the basin map and believe that temporarily raising the retention level to 505 feet will not have a long term adverse impact on the natural habitat. Mr. Wood recommended that the Board authorize the SAWA Chair, Rick Neugebauer, to submit a letter supporting the temporary modification to the water control plan at Prado Dam.

Director Parkes moved to approve and authorized Board Chairperson Neugebauer to submit the letter supporting the temporary modification to the water control plan at Prado Dam. Director Neugebauer seconded and the motion passed, 2-0-1

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	<i>Abstained</i>	Mills	<i>Absent</i>		

d. Discuss and Possibly Authorize the Executive Director to Develop and Submit Application to CDFW Authorizing SAWA to Hold Conservation Easements

Mr. Wood reported that on September 28, 2012, the Governor signed SB1094 into law amending Government Code sections 65966-65968 which expanded authorization for holding mitigation lands and modified the requirements for mitigation endowments. As part of the process CDFW uses in approving a non-profits viability to hold a conservation easement, they require the non-profit applicant to submit answers to a form containing questions about the organization’s fiscal and governance policies, procedures and fiscal stewardship. By undertaking this application SAWA, if approved, will have the opportunity, subject to Board of Directors approval, to hold fee title or conservation easements in conjunction with mitigation projects. Mr. Wood requested that the Board of Directors authorize him to undertake developing the materials necessary to answer questions on the CDFW “Due Diligence” application and to file such application with CDFW seeking their approval. Mr. Wood will report to the SAWA Board on the status of the application when completed, and when a decision has been handed down by CDFW.

Director Parkes moved to approve and move forward with the application. Director Alternate Johnson seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

e. Discussion and Possible Proposed Cancellation November 16th, SAWA Board Meeting

Mr. Wood reported that he will be recuperating from surgery during the first three weeks of November. Mr. Wood added that there is a limited time between the October and the November Board meetings, 13 business days. Mr. Wood recommended that the SAWA Board consider canceling the November 16th, Board meeting.

Director Alternate Johnson moved to cancelled the November 16, 2017 Board Meeting. Director Parkes seconded and the motion passed unanimously, 3-0

Neugebauer	Aye	Russell	<i>Absent</i>	Parkes	Aye
Alternate Johnson	Aye	Mills	<i>Absent</i>		

GENERAL ITEMS

VI. CORRESPONDENCE / MEETING REPORTS

Mr. Wood reported that SAWA has been meeting on updating the OWOW plan.

VII. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA’s subject matter jurisdiction. There was not any public input at this time.

VIII. SAWA PROJECT REPORTS

a. Hugh Wood, Executive Director – SAWA

Mr. Wood reported that he has been working with SAWA Managers on several proposals for various projects and services to third parties. Mr. Wood added that the 2016 Audit is completed. Mr. Wood reported that he had just returned from CA Special Districts Association Annual Meeting.

b. Kerwin Russell – RCRC

Absent

c. Dick Zembal – OCWD

Absent

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

Mr. Neugebauer reported that TEAMRCD Menifee project that is moving along. Mr. Neugebauer also updated on the Benton Channel and the Santa Margarita Watershed.

e. Mandy Parkes – Inland Empire RCD

Ms. Parkes reported that IERCD promoted current Field Ecologist Aaron to IERCD Lead and are currently hiring another Field Ecologist, Colin, and are looking to hire another person in January. Ms. Parkes reported that in another two years IERCD are establishing the Environmental Center in Yucaipa.

f. Brett Mills – San Jacinto Basin RCD

Absent

g. Bonnie Johnson – OCWD

Ms. Johnson reported that OCWD was clearing out at Sunnyslope last week. This week OCWD did electroshocking at Sunnyslope, there were many chub and they pulled out other non-natives. Ms. Johnson added that OCWD is hiring SAWA’s HRS department to do small tamarisk treatment over at Prado. Ms. Johnson also added that the fire burned out the tower on top of the hill cutting of their phones and internet services.

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported on Finance including A/R July Invoices for a total of \$147,667.69, A/R August Invoices for a total of \$117,474.61 and the 2016 Financial Audit was completed. Ms. El Morsy updated on Administrative items including the Staff Meeting for Nationwide Retirement plan August 7, setting up Nationwide Plan Sponsor Account Online & trained on payroll deposits, Health Benefits Renewal – Staff Open Enrollment Meeting scheduled for October 30. Ms. El Morsy reported on the completion of the Annual FCRA (Fair Credit Report Act) Training for Background Checks, Annual State Fund Workers’ Comp Audit completed, Safety Committee Draft Field Health & Manual and Draft Disaster Preparedness Plan, and the State Fund Risk Assessment scheduled for October 2. Ms. El Morsy also updated on personnel including MSHCP Dept. hiring new Office Assistant Ms. Ordonez, Working on record retention for old personnel files; WHMS Dept. completed SAM Renewal for USFWS project (System Award Management); HRS Dept. promoted Mr. Almanza to Lead Technician.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported that SAWA’s HRS department conducted work at the following project locations: Wolfskill 1.47, Hickory Creek, Goose Creek, Mockingbird MCB Mitigation, Prado, Highpoint Mitigation, El Dorado, 13th Street Park, Mill Creek Prado, CCIP 1, SBVWCD Tamarisk, SAR – Dump to Van Buren, Temescal Canyon, Riverside Parks Land Agreement, Santiago Phase II,

ProLogis Beaumont, El Casco and Reach 3B. The work conducted at City of Chino Hills – Hickory Creek includes irrigation repairs and herbicide applications. Mr. Law drafted a proposal for VCS consultants that requires herbicide applications to non-native vegetation along the I-215/I-15 interchange area. Mr. Law drafted a proposal for SAWPA to conduct vegetation clearing for their brine line. SAWA signed two new task orders with the Rivers & Land Conservancy to treat their Meridian easement and their La Cienega property in San Timoteo. SAWA met with Southern California Edison to begin the SCE Glen Ivy mitigation. Mr. Law finished a proposal for the LSA Mission Bridge project. Riverside Flood Control is working on the SAR project with SAWA. SAWA is putting a proposal together for Riverside Flood that will add SAWA to their approved list of contractors. Mr. Law is almost done with the mitigation plan for our Alessandro Arroyo 1.52-acre mitigation. SAWA is looking at beginning this year before the rains hit. Mr. Law thanked Ms. Housel for all her hard work with the annual report. Mr. Law attended a Fred Pryor excel training in Ontario. SAWA has finished the fence installation at Mockingbird MCB. Mr. Law announced that SAWA Restoration Technician Mr. Almanza passed his QAL test and received a promotion to the Lead Restoration Technician. Mr. Law also updated on work within individual member agencies jurisdictions:

- Temecula – Elsinore – Anza – Murrieta RCD: The HRS department did not conduct any work in this District for the months of August/September.
- Riverside – Corona RCD: The HRS department conducted treatments at the following: Mockingbird MCB Mitigation, SAR – Dump to Van Buren, Temescal Canyon and Riverside Parks Land Agreement.
- Inland Empire RCD: SAWA's HRS department conducted treatments at: City of Chino Hills – Hickory Creek, IERCD – Goose Creek, IERCD – Highpoint Mitigation, IERCD – El Dorado, IERCD – 13th Street Park, IERCD – SBVWCD Tamarisk, IERCD – ProLogis Beaumont, IERCD – El Casco and Reach 3B.
- San Jacinto Basin RCD: The HRS department conducted treatments at: Wolfskill 1.47 in August/September.
- Orange County Water District: The HRS department conducted treatments at OCWD – Prado Diversion Channel, OCWD – Mill Creek Prado, OCWD – CCIP 1 and at Santiago Phase II.

IX. SAWA / MSHCP BIOLOGIST REPORT

a. Karen Riesz – SAWA MSHCP Administrator

Ms. Riesz reported on MSHCP administrative items including 2016 Species Occurrence Dataset submitted to managers on 9/15/17, Finalizing 2016 reports, and Submitting article on Brand's phacelia project to SAWA's new biannual newsletter. Ms. Riesz also updated on other work including:

- Camera stations: Two cameras installed in Wilson Valley (Thomas Rd).
- Aguanga kangaroo rat: Small mammal trapping and habitat surveys continuing.
- Golden Eagle: Surveys completed as of July 31.
- Burrowing Owl: Burrow checks continuing.
- Riparian Birds: Surveys completed as of August 3.
- Tricolored Blackbird: SJWA colony monitoring continuing.
- Terrestrial herps: Surveys temporarily paused because of heat.
- Western pond turtle: Surveys conducted at Sunnyslope. Invasives removal conducted at Cornerstone and Warm Springs.
- Rare plants: Surveys continuing.
- Delhi Sands flower-loving fly: Surveys completed as of September 1 (fourth day of no detections).
- 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.
- Collaboration continuing with Dr. Doug Yanega (UCR) regarding Delhi Sands flower-loving fly.
- Collaboration with OCWD and SAWA's Wildlife Habitat Management Services on western pond turtle trapping at Sunnyslope the week of August 28.
- Collaboration with MSHCP Management with invasive species removal at Cornerstone and Warm Springs on September 5 and 7, 2017.
- Coordination begun with Leonard Nunney (UCR) and his graduate student, Yuwei Cui, on kangaroo rat tissue sampling for DNA analysis. Collection planned during trapping the weeks of September 11 and 18.

b. Melody Aimar – SAWA Wildlife Habitat Management Services Manger

Ms. Aimar reported that Vireo have gone south, all Cowbird traps closed and retrieved (except 4 at dairies). Biologists are analyzing 2017 data for Annual Vireo report. Regulatory reporting is in progress. Biologists are finishing mitigation summaries for 2016-2017 Annual Mitigation report. Ms. Housel should have a final draft to Mr. Wood this week. The 2017 Tern data to CDFW is completed. The 2017 Tern Annual report in progress. Biologists are taking vacations. Ms. Aimar attended the CDFW/UCR PSHB meeting. Ms. Aimar is negotiating SOW with Corps for 2018 season. Ms. Aimar is working on new proposals including IEUA turtle trapping, IEUA avian/LBVI surveys-2018, and SB Nat Forest – CRAM surveys. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Temecula – Elsinore – Anza – Murrieta RCD: DeJong's Dairy BHCO trap will remain open through the winter.
- Riverside – Corona RCD: PSHB traps are maintained throughout the mainstem.
- Inland Empire RCD: Devil's Canyon project continues with checking wildlife cameras. Devil's Canyon night drives and area search for herps, Owls, bat. Devil's Canyon bird survey completed. Biologists preparing cover boards for deployment in Devil's Canyon. Monthly checks of the burrowing owl boxes installed at the Bella Strada mitigation site in Chino continue. PSHB traps are maintained throughout the mainstem.
- San Jacinto Basin RCD: No work being done in this district.
- Orange County Water District: California Least Tern reporting. Sunnyslope surveys continue. OCWD is funding SAWA's shot hole borer trapping in SAC, Norco, and SAR. Lower River Survey Report in progress. CAGN surveys at Hwy71-west and near the dam in progress. Bat/Swallow diet study- looking for DNA analysis partner.

X. BOARD MEMBER COMMENTS

There were no Board member comments at this time.

XI. NEXT MEETING – October 26, 2017 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

XII. ADJOURN – The meeting was adjourned at 10:47 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.

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