



SAWA MEETING MINUTES

October 25th, 2018
 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

Dick Zembal – OCWD; Michelle Mariscal – SAWA; Brian Brady – SAWA; Melody Aimar – SAWA; Jennette El Morsy – SAWA; Brett Mills – SJBRCD; Rick Neugebauer – TEAMRCD; Kerwin Russell - RCRCD; Mandy Parkes – IERCD; Greg Powers – Jackson Tidus (via conference call); Heather Dyer - SBVMWD

III. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA’s subject matter jurisdiction. There was no public input at this time.

IV. CONSENT CALENDAR

a. Approve Minutes for September 27, 2018

b. Approve Financial Statement for September 2018

Director Parkes moved to approve the Consent Calendar items a. with requested corrections and item b. as presented. Director Zembal seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. Board Workshop: Member Agency Briefing and Strategy for Working with SAWA
 (Continued)

For a copy of the presentation presented by Mr. Russell for RCRCD, please contact Administrative Services Manager Jennette El Morsy at jennette@sawatershed.org or 951-780-1012 ext. 101.

b. ILF & Conservation Easement Report – Brian Brady
 Mr. Brady reported that there are no ILF & Conservation Easement updates at this time.

c. Treasurer’s Report – Mandy Parkes
 Ms. Parkes reported that there is only one small invoice over 90 days still pending from Riverside County for MSHCP.

VI. ACTION ITEMS

a. Discussion and Possible Approval of SAWA 2017 Tax Return

Mr. Brady reported that the 2017 tax returns for SAWA have been prepared by SAWA's accounting firm, SingerLewak, LLP. Upon approval by the Board of Directors, the 2017 tax returns will be sent to the Internal Revenue Service.

Director Zembal moved to approve and submit the 2017 tax return to the Internal Revenue Service and State Franchise Tax Board. Director Mills seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

b. Discussion and Possible Action Regarding the Expansion of the SAWA Board Membership
Mr. Brady reported on the previous Board meeting a presentation given in regards to the expansion of the SAWA Board.

Ms. Heather Dyer reported on potential partnership opportunities with SBVMWD and their interest in joining SAWA's Board.

The SAWA Board discussed creating an internal procedure to follow in regards to taking on new potential Board Memberships.

No action taken at this time.

GENERAL ITEMS

VII. SAWA PROJECT REPORTS

a. Brian Brady, Executive Director – SAWA

Mr. Brady reported on SAWA attending the RLC'S fund-raising Annual Gala, a SAWA-wide team-building exercise, the IRS 990 drafted and reviewed, 2019 Budget process underway, scheduling Audit and Finance Committee, reviewing employee benefits, organizational review of MSHCP, staffing, reporting relationships, data development, efficiency, security and expanding market for services (ACWA conference).

b. Kerwin Russell – RCRC

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

c. Dick Zembal – OCWD

Mr. Zembal reported on Hana Resources flying transects through the Prado Basin and the River Walk.

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

Mr. Neugebauer reported on the status of the MOU with SAWA.

e. Mandy Parkes – Inland Empire RCD

Ms. Parkes reported on SAWA getting an award for work done with IERCD and NRCS.

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills reported on easements, updated on Wolfskill project and working with SAWA for restoration and monitoring services.

g. Bonnie Johnson – OCWD

Absent

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported updated administrative work including A/R September Invoices Total \$167,695.36. Completed and submitted Form 5500 to IRS - Taxes for Retirement Plan. Health Benefits Renewal - Open Enrollment for employees Oct. 23. Team Building Event for staff -

Oct. 16. Safety Committee meeting - Oct. 23: Updating Earthquake Procedures / emergency kits. CPR & Wilderness Training for field employees scheduled for January. 990 Tax Form completed. Working on 2019 Financial Budget. Recruitment for MSHCP Program Administrator. Updating Policies & Procedures. Project filing system, both electronic & hard copy). Record Retention of old files.

i. James Law, Habitat Restoration Services Manager – SAWA
Absent

VIII. SAWA / MSHCP BIOLOGIST REPORT

a. Michelle Mariscal – SAWA Interim MSHCP Administrator

Ms. Mariscal reported on administrative items including status of deliverables of species occurrence datasets, survey reports and annual reports from 2015 – 2018. Ms. Mariscal also updated on other work including:

- Tricolored Blackbird: Monitoring at San Jacinto Wildlife Area ongoing with visits every other week. No TRBL observed despite expectations that they should have arrived last month.
- Arroyo chub: Surveys ongoing. No chub detected at Sandia Creek, Temecula Creek beaver ponds, Railroad Canyon Lake outflow, Santa Gertrudis Creek in Murrieta, Cole Creek, or Mill Creek. Chub confirmed in San Jacinto River at Cranston Station, mouth of Temecula Creek, and Sunnyslope in the Santa Ana River. Newts observed and one juvenile male pond turtle processed at Cole Creek; fresh mountain lion cache discovered nearby.
- Rare plants: Graceful tarplant surveys concluded. Surveys planned for Engelmann oak in the Bautista area (Santa Rosa Hills) and Wilson Valley beginning 4 October.
- Participated in native fish survey and non-native aquatic species removal efforts near Van Buren drain in the Santa Ana River on 14 September, coordinated by San Bernardino Valley Municipal Water District. Surveys resulted in data for Santa Ana sucker and arroyo chub.
- Collaborated with MSHCP Management Program to remove non-native aquatic species at the Winchester Murrieta 700 property on September 19.
- Collaborated with MSHCP Management Program to remove non-native aquatic species at the Cornerstone property on September 20.
- Coordinating with CNLM to plan Stephens' kangaroo rat monitoring efforts in Wilson Valley.
- 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.
- Collaborating with CNLM on the Burrowing Owl burrow check surveys.
- All Hands Meeting occurred on 12 September: cleaned and checked vehicles, discussed survey and report status.
- Long-tailed weasel survey training provided by the Taxa Lead on 12 September.
- Loggerhead Shrike post-survey meeting provided by the Taxa Lead on 13 September to share monitoring results with staff.
- California Gnatcatcher post-survey meeting provided by the Project Lead on 13 September to share monitoring results with staff.
- Five biologists attended the Western Field Ornithologist conference and associated workshops 26-29 September in Ventura, California.
- Engelmann oak survey training provided by the Taxa Lead on 3 October.
- Delhi Sands flower loving fly post-survey meeting provided by the Survey Lead on 3 October to share monitoring results with staff.
- Covered Species Recommendations table review by Leads continuing. Plants delivered in installments due to the complexity of the recommendations.
- Burrowing Owl Relocation Standards document.
- Access to Vail Lake.

- b. Melody Aimar – SAWA Wildlife Habitat Management Services Manager
 Ms. Aimar reported on winter dairy trapping -4 traps open in Prado. Biologist assistant is maintaining and organizing BHCO gear. Annual Vireo Report in progress. CAGN 45-day reports/maps done. CNDDDB submission to CDFW done. Biologist analyzing data from 8 BBS at Chino Creek Park for IUEA. Annual Mitigation Report done. 4-year Mitigation Report in proofing stage. PSHB traps maintained throughout the mainstem. Ms. Aimar attend the RLC Annual Fundraiser. Biologists working on Riverwalk. Preparing 2019 Work Plan and Budget. Ms. Aimar also updated on work within individual member agencies jurisdictions:
- Temecula-Elsinore-Anza-Murrieta RCD: Greer Ranch quarterly easement survey done.
 - Riverside-Corona RCD: No work this month.
 - Inland Empire RCD: Devil’s Canyon Project - check wildlife cameras, coverboards, herp night drive, owl survey and herp area search surveys. Monthly monitoring of the burrowing owl boxes installed at the Bella Strada mitigation site. PSHB traps maintained throughout the mainstem. City of Rancho Cucamonga bird survey/report done.
 - San Jacinto Basin RCD: No work this month.
 - Orange County Water District: CDFW Least Tern colony data done, Annual report in progress. Sunnyslope surveys continue. OCWD is funding SAWA’s shot hole borer trapping in SAC, Norco, and SAR. CAGN surveys at Hwy71-west and near the dam - 45-day reports done. Bat/Swallow diet study DNA sampling complete, analysis pending. Biologist assisting with SAWPA project.

IX. BOARD MEMBER COMMENTS

Director Zembal requested that all current and past annual reports be available on the SAWA website.

Director Mills thanked Ms. Heather Dyer for attending meeting.

After a brief Board discussion over the next scheduled meeting, Director Neugebauer reported that SAWA go dark for the November 15, 2018 meeting and have the next meeting on December 20, 2018.

X. NEXT MEETING – November 15, 2018 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

XI. ADJOURN – The meeting was adjourned at 10:57 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