



**SAWA MEETING MINUTES**

September 22<sup>nd</sup>, 2022  
 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 9:05 A.M.

**II. INTRODUCTIONS**

James Law – SAWA; Brian Brady – SAWA; Kimberly Kuznicki – SAWA; Jennette El Morsy – SAWA; Rick Neugebauer – TEAMRCD; Dick Zembal – OCWD; Brett Mills – SJBRCD; Melody Aimar – SAWA; Mandy Parkes – IERCD; Kerwin Russell – RCRCD;

**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 July 28, 2022
- b. Approve Financial Statement for July 2022
- c. Approve Financial Statement for August 2022

Director Zembal moved to approve the consent calendar as presented. Director Russell seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

**V. DISCUSSION ITEMS**

a. ILF Project – Brian Brady

Mr. Brady reported SAWA is in contact with both RCA and Riverside Flood regarding the potential for ILF-related invasives removal on agency-controlled properties. Potential project sites have been surveyed in Riverside Flood’s property inventory and RCA has initiated a similar review. The potential for finding a *suitable project site* is encouraging. Agency staffs are also addressing the issue of conservation easements to protect the restoration work.

b. Treasurer’s Report – Brett Mills

Mr. Mills reported the total investment account is about \$4.5 million. Ms. El Morsy reported on A/R July invoice totaling \$266,780.65 and August invoice totaling \$248,925.77.

**VI. 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.

Chairperson Neugebauer opened the nominations for office of Chairperson. Director Parkes moved to nominate Director Neugebauer. Director Zembal moved to close nominations for Chairperson and Director Parkes seconded. The motion for Director Neugebauer for office of Chairperson passed, 3-2

Neugebauer	Aye	Russell	Nay	Parkes	Aye
Zembal	Aye	Mills	Nay		

Chairperson Neugebauer opened the nominations for office of Vice Chairperson. Director Neugebauer moved to nominate Director Mills. Director Russell seconded the nomination. Director Zembal moved to close the nomination for Vice Chairperson and Director Parkes seconded. The motion for Director Mills for office of Vice Chairperson passed, 4-1

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Nay	Mills	Aye		

Chairperson Neugebauer opened nominations for the office of Secretary. Director Zembal moved to nominate Director Russell. Director Parkes moved to close nominations for Secretary and Director Neugebauer seconded. The motion for Director Russell as Secretary passed unanimously, 5-0.

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

Chairperson Neugebauer opened nominations for the office of Treasurer. Director Zembal moved to nominate Director Parkes. Director Zembal moved to close nominations for Treasurer and Director Neugebauer seconded. The motion for Treasurer passed unanimously, 5-0.

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

b. Designation of SAWA Board Committees and Assignment of Committee Members  
 Section 600 of SAWA By-laws call for the designation of Board advisory committees by the Board of Directors. The following are the committees approved by the Board: Administration (policies and procedures, human resources, and legal); Audit and Finance (accounting, budget, purchasing, and investment). Section 601 of the By-laws stipulates that the committees shall continue as such until the annual meeting of the Board and until his or her successor is appointed.

Chairperson Neugebauer opened nominations for the Administration Committee. Director Mills nominated Director Russell and Director Parkes nominated Director Zembal. Director Zembal moved to close nominations for the Administration Committee and Director Parkes seconded. The motion for Director Russell and Director Parkes to serve on the Administration Committee passed unanimously, 5-0.

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

Chairperson Neugebauer opened nominations for the Audit and Finance Committee. Director Parkes nominated Director Mills and Director Mills nominated Director Parkes. Director Zembal moved to close nominations for the Audit and Finance Committee and Director Mills seconded. The motion for Director Parkes and Director Mills to serve on the Audit and Finance Committee passed unanimously, 5-0.

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

**GENERAL ITEMS**

**VII. SAWA PROJECT REPORTS**

a. Brian Brady, Executive Director – SAWA

Mr. Brady reported Halliday & Company is finalizing SAWA's Draft 2021 annual financial audit. The document is scheduled for committee review in October. Preliminary planning for the 2023 operating budget has begun. SAWA will once again be a table sponsor at RLC's Annual Gala October 13, 2022 to be held at Crestmore Manor.

b. Kerwin Russell – RCRC

Mr. Russell reported getting rain at RCRC restoration sites.

c. Dick Zembal – OCWD

Mr. Zembal reported OCWD is concerned about senate and house bills to put a National Wildlife Refuge in Western Riverside County and the possible ramifications for property owners and agencies like the Water District.

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

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

e. Mandy Parkes – Inland Empire RCD

Absent

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills reported the Fairview fire has been burning near some SJBRCD sites. Mr. Mills reported trying to work with NRCS and Ms. Parkes to get grant funding for forestry relief. Conservation projects are in summer dormancy. Now that bird season has ended, the crew is going to come in for clean-up.

g. Bonnie Johnson – OCWD

Absent

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported on A/R July invoice totaling \$266,780.65 and August invoice totaling \$248,925.77. Completed the State Fund Workers' Comp Audit and is working on the 2021 Financial Audit. Renewing Contractors Pollution Insurance for Prop 84 project and renewed City of Chino Hills Business License. Working on IRS Form 5500 Annual Retirement Tax Filing. Ms. El Morsy reported being in progress of hiring new MSHCP Field biologist, Carly Martenson: start date October 3rd. Recruitment for New WHMS Field Biologist. Reviewing Employee Health Benefits for Open Enrollment - November 1st. Annual Sprinkler Inspection for all warehouse units. Annual Fire Extinguisher Inspection for all properties.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported Prop 84 site management, TEAMRCD/Riv. Flood Assessments project updates, new project proposals for work this fall, ILF admin and trash clean-up for TEAMRCD. Mr. Law also updated on other work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS Dept. conducted treatments to: Riv. Flood Lake Elsinore Outlet Channel, Riv. Flood Line C, TEAMRCD Fall 22 and homeless monitoring.
- Riverside-Corona: The HRS Dept. conducted treatments at the following: Prop 84, SAWPA Van Buren Bridge and Temecula Canyon 3M 2.86, Mockingbird MCB and Quail Run Phase II.
- Inland Empire RCD: The HRS Dept. conducted treatments: Prop 84, Sunnyslope, San Timoteo Reach 3B and SCE Starglow.

- San Jacinto Basin RCD: The HRS Dept. conducted treatments at: SCE 1.2 and RLC Alessandro Arroyo.
- Orange County Water District: The HRS Dept. conducted treatments at: Prop 84, CDFW Upstream River Road, Santiago Phase I, Santiago Phase II and Irvine Park.

j. Melody Aimar, Biological Programs Manager – SAWA

Ms. Aimar reported on MSHCP Dept. Monthly WRC MSHCP Management and Monitoring Coordination Meetings Presentations: 8/11 – “2021 Tricolored Blackbird (*Agelaius tricolor*) Surveys Across Western San Diego County and Implications for Management of a Declining Species in Southern California” by Andrew Fisher (AECOM). 9/8 – “Why Early Detection and Rapid Response Matters: Solving New Weed Problems in Southern California” Chris McDonald, PhD. (Natural Resource Advisor, San Bernardino, Riverside, San Diego and Imperial Counties. University of California, Cooperative Extension). RCA working to upload presentations to their website for public viewing. Preparing posters/presentations for TWS Conference and SAR Symposium. New Field Biologist started August 1. Field Biologist re-posted job announcement – Selected candidate to start October 3. Staff working from home, staggering in office, using personal vehicles and SAWA trucks. Installed catalytic converter protection on all trucks. Collaborated with and assisted RivCo Parks with Pond Turtle trapping. Mr. Campanella managing remote workflow. Mr. Campanella updating Operations Manual. Ms. Aimar, Leads & GIS Analyst are preparing research permit for Cleveland National Forest. Ms. Aimar, Mr. Campanella, Leads & GIS Analyst – addressing RCA edits for 2021 reports. Monthly Leads meeting via Zoom for project updates. Quarterly All-hands meeting for staff updates. Ms. Aimar attended monthly RCA Managers Meetings. Ms. Aimar attended monthly SDMMMP meetings. Ms. Aimar, Mr. Campanella & Lead – Additional meetings with RCA to discuss taxa objectives. Data archive and server file clean-up on hold during busy season. Ms. Aimar also updated on other MSHCP work including:

- Rare plants: Rare Plant surveys – ongoing. Preparing for Engelmann Oak surveys. Preparing for Brand’s Phacelia presentation.
- Tri-colored Blackbird: Done-Breeding colony found at SJWA (3rd colony attempt was successful) – No others found.
- Turkey Vulture: Surveys done – no nests found.
- Cactus Wren: Began scouting for 2023 surveys.
- Mammals: LAPM surveys – In progress, homeless issues-preparing poster. SR 60 Undercrossing – coordinating with RCTC for camera traps.
- Herps/Fish: Western Pond Turtle trapping – in progress. Native Fish surveys with SBVMWD.
- Clinton Keith Overcrossing: Camera traps at overcrossing/undercrossing, preparing poster.
- Quino Checkerspot Butterfly: Surveys – Complete. Report – in progress. Preparing poster.
- Delhi Sands Flower-loving Fly: Survey Complete. Report – in progress.
- Data/GIS Analysis: Transition to electronic data collection – in progress. 2021 Species Occurrence Dataset – complete and distributed.

Ms. Aimar reported on WHMS Dept. LBVI surveys – checking for last-in data. LBVI Data – analysis in progress. IEUA – Breeding Bird Surveys – complete; report in progress. BHCO – All habitat traps removed – winter dairy traps in Prado and San Jacinto open. Ms. Aimar attends Prop 84 monthly meeting. Ms. Aimar attended field meeting with USACE in Reach 9 to assess project 5b. Ms. Aimar coordinating with SBVMWD and Riv Co Parks Rangers on homeless camp safety. District 2 Homeless Solutions and Veg/Habitat Management Working Group meetings. Ms. Aimar attends multiple weekly virtual meeting(s). Ms. Aimar coordinating with RCHCA on SKR trapping – began in August.

Ms. Aimar also updated on other work within individual member agencies jurisdictions:

- Inland Empire RCD: Goose Creek LBVI monitoring – data analysis. Goose Creek mitigation – monitor HRS crews when needed. Holmes Bridge – nesting bird survey. LRPPG - nesting bird survey. Cactus Basin (WVWD) - BUOW and nesting bird survey.
- Orange County Water District: Prop 84 Arundo biomonitoring – in progress as needed. Tricolored Blackbird surveys – complete – None found, report in progress. Sunnyslope SAS restoration and substrate surveys – ongoing. California Least Tern monitoring – colony monitoring done; end of season meeting on 9/14/22; data and report in progress. Ms. Aimar & Biologist attend weekly NR meetings.
- Temecula-Elsinore-Anza-Murrieta RCD: No work this month.
- Riverside-Corona RCD: No work this month.
- San Jacinto Basin RCD: No work this month

**VIII. BOARD MEMBER COMMENTS**

Director Zembal reported on a public workshop talking about feral pigs in Sacramento.

**IX. NEXT MEETING** – October 27, 2022 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507 and remotely via Zoom.

**X. ADJOURN** – The meeting was adjourned at 10:01 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