



**SAWA MEETING MINUTES**

March 23<sup>rd</sup>, 2023  
 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**

James Law – SAWA; Brian Brady – SAWA; Jennette El Morsy – SAWA; Maria Arellano – SAWA; Kimberly Kuznicki – SAWA; Paul Meinhold – Merrill Lynch; Kerwin Russell – RCRC; Greg Powers – Jackson Tidus; Melody Aimar – SAWA; Mandy Parkes – IERC; Brett Mills – SJBRCD; Rick Neugebauer – TEAMRCD;

**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 January 26, 2023
- b. Approve Financial Statement for January 2023
- c. Approve Financial Statement for February 2023

Director Mills moved to approve the consent calendar as presented. Director Parkes seconded and the motion passed unanimously, 4-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zemba	Absent	Mills	Aye		

**V. DISCUSSION ITEMS**

a. Presentation: Financial Markets and SAWA’s Portfolio – Paul Meinhold, Merrill Lynch  
 Mr. Brady mentioned that because this is a discussion item and not an action item, there will not be voting, but Mr. Brady is looking for an agreement from the Board to begin to move forward. For a copy of Mr. Meinhold’s presentation please contact Administrative Services Manager, Jennette El Morsy, at [jennette@sawatershed.org](mailto:jennette@sawatershed.org) or 951-780-1012 ext. 101.

\* Director Dick Zemba – OCWD and Mr. David McMichael – OCWD joined the meeting during Mr. Meinhold’s presentation. After Mr. Meinhold’s presentation, the Board moved onto the Action Items.

b. ILF Project – Brian Brady

Mr. Brady reported setting up a meeting with the city manager of Lake Elsinore. Mr. Brady stated the city manager at Canyon Lake is interested in working with SAWA if the city of Lake Elsinore is not able to work with SAWA. Mr. Brady learned that the city of Temecula has a tamarisk problem in some areas and would like to be considered for tamarisk removal. Mr. Law reported working on a presentation for the meeting with the city manager of Lake Elsinore.

c. Treasurer's Report – Mandy Parkes  
*Absent*

**VI. ACTION ITEMS**

a. Discussion and Possible Approval of Accounting Services Agreement with Rogers, Anderson, Malody & Scott LLP

Mr. Brady reported that Laurie Marscher (SAWA's CPA) has agreed to freeze the billing rate at \$120.00 an hour. Ms. Marscher has been at \$110.00 an hour for the last two years. Mr. Brady stated this is the most effective way SAWA can go for CPA services and recommends the Board approve. Mr. Russel asked about how many hours Ms. Marscher works. Mr. Brady and Ms. El Morsy responded about 30 hours a month.

Director Neugebauer moved to approve the accounting services agreement with Rogers, Anderson, Malody & Scott LLP. Director Zembal seconded and the motioned passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

b. Discussion and Possible Approval of Consulting Services Agreement Amendment with the San Bernardino Valley Municipal Water District

Mr. Brady reported the Board at Valley District decided to do a contract amendment with the same amount as last year. The scope is more compact which allowed SAWA to put in the full 2023 billing rates.

Director Zembal moved to approve the consulting services agreement amendment with the San Bernardino Valley Municipal Water District. Director Mills seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

Director Parkes, Director Zembal, and Mr. McMichael exited the meeting at this time. The Board continued back to the Discussion Items ILF Project.

**GENERAL ITEMS**

**VII. SAWA PROJECT REPORTS**

a. Brian Brady, Executive Director – SAWA

Mr. Brady reported that work continues revamping of SAWA's website with the assistance of CV Strategies. Staff will be requesting short bios from the board members. The budget proposal for the RCA Contract 2023-2024 fiscal year has been submitted and negotiated with RCA. The budget has increased 14.3% year-over-year, now totaling \$2,034,414. The full RCA Board will consider approval at their April 3rd meeting. SAWA has submitted two letters of support for state and federal grants:

- A Cal Fire Wildfire Prevention Grant submitted by the City of Riverside Department of Parks, Recreation and Community Services to remove vegetation and encampments in the Santa Ana riverbed near downtown.
- A National Association of Conservation District (NACD) Urban and Community planning grant was submitted by TEAM RCD to establish a Murrieta Community Garden and Learning Center.

Staff is reviewing a recently issued (3/14/23) Notice of Funding Opportunity from the USBR for grant funding (among other tasks) to restore aquatic ecosystems. Matching funds are required. Application deadline is June 1, 2023.

b. Kerwin Russell – RCRC D

Mr. Russell reported getting more rain at RCRC D restoration sites.

c. Dick Zembal – OCWD

*Absent*

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

Mr. Neugebauer reported working on a few grants and waiting for the rain to let up to allow other work to be done.

e. Mandy Parkes – Inland Empire RCD

*Absent*

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills reported getting rain at SJBRCD restoration sites. There was a Wildlife Appreciation Day event in Menifee that team board members attended.

g. David McMichael – OCWD

*Absent*

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported on A/R February invoice total \$351,063.39. Completed 2022 Economic Census. Working on IRS Form 5500 data census. Renewed SonicWall for MSHCP. 2022 audit prep. Preparing for insurance renewal process: Liability & Workers' Comp. Annual FCRA Training. In the process of hiring 5-6 BHCO Field Assistants. In the process of hiring MSHCP Field Biologist. Ongoing recruitment for WHMS biologist. Annual sprinkler inspection for all warehouse units. Coordinated Defensive Driver Online Training for new hires. Restocking covid supplies as needed. Working on emergency evacuation kits.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported on new job proposals and administrative tasks for Prop 84 site management, City of Riverside Grant, ILF admin and Sunnyslope Blockages. Mr. Law also updated on other work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS department conducted treatments to: TEAM RCD – Fall 22 and homeless monitoring.
- Riverside Corona RCD: The HRS department conducted treatments at the following: Prop 84, Temescal Canyon, Temescal 3M 2.86 and SAWPA Van Buren Bridge.
- Inland Empire RCD: SAWA's HRS department conducted treatments at: Prop 84, HH and SBVMWD Facilities Maintenance project.
- San Jacinto Basin RCD: The HRS department conducted treatments at: SCE 1.2 and Wolfskill 1.47.
- Orange County Water District: The HRS department conducted treatments at: Prop 84, CDFW – Upstream River Rd., Irvine Park and Santiago II.

j. Melody Aimar, Biological Programs Manager – SAWA

Ms. Aimar reported on MSHCP Dept. monthly WRC MSHCP Management and Monitoring Coordination Meetings. Presentation: 3/9 "*Western Riverside County MSHCP Annual Update – 2022.*" by Zack West (RCA); Jonathan Reinig (Riverside County Regional Park & Open-Space District); Biological Monitoring Program Leads: Nick Peterson, Jennifer Hoffman, Nathan Kudla, Marisa Grillo, Tara Graham, Espie Sandoval. RCA working to upload presentations to their website for public viewing. Mr. Campanella is managing remote workflow; updating Operations Manual. Monthly Leads meeting via Zoom for project updates. Ms. Aimar submitted FY2023-24 Budget/SOW. 2022 reports in progress. Ms. Aimar also updated on other MSHCP work including:

- Rare plants: Rare Plant surveys – 2023 prep and ongoing (black walnut). 2022 Reports in progress.
- Riparian Birds: Preparing for 2023 surveys – begins in March.

- White-tailed Kite: 2023 surveys – began in January – one each in San Tim/Prado.
- Cactus Wren: Preparing for 2023 surveys – begins in March.
- Mammals: LAPM Surveys. Preparing for 2023 Surveys. SR 60 Undercrossing – Camera traps installed.
- Herps/Fish: Artificial Cover surveys – surveys in progress.
- Clinton Keith Overcrossing: Camera traps at overcrossing/undercrossing. Installed HOBO weather station.
- Quino Checkerspot Butterfly: 1st Quino adult found in March. Report – in progress.
- Delhi Sands Flower-loving fly: Report – in progress. 2 biologists training for exam.
- Vernal Pools: Surveys in progress.
- Data/GIS Analysis: Transition to electronic data collection – in progress.

Ms. Aimar reported on WHMS Dept. Seasonal Biologists started 3/13. BHCO Seasonal Assistants – candidates selected and hiring process began. IEUA – Winter/Breeding Bird Surveys (2022-2023 surveys in progress). BHCO – Winter dairy traps in Prado and San Jacinto open. BHCO – Habitat traps being deployed. 2023 LBVI Season preparation, scouting for 1st arrival. Annual permit renewals. Ms. Aimar attends Prop 84 monthly meeting and is coordinating with SBVMWD and RivCo Parks Rangers on homeless camp safety. Ms. Aimar is renewing 2023 Contracts – no changes. Biologists monitoring HRS crews as needed. Biologist III presented Field Maps/Survey 123 training on 3/15/2023. Ms. Aimar attended the Prado Basin Habitat Sustainability Committee meeting on 3/8/2023. Ms. Aimar also updated on other work within individual member agencies jurisdictions:

- Inland Empire RCD: Goose Creek LBVI monitoring – prep. Ms. Aimar presented annual nesting bird avoidance training.
- Orange County Water District: Prop 84 Arundo biomonitoring – in progress as needed. Tricolored Blackbird surveys – report near complete. Sunnyslope SAS restoration and substrate surveys – ongoing. California Least Tern monitoring – Prep meeting hosted by Biologist III. Ms. Aimar and biologists 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**

There were no Board Member comments at this time.

**IX. NEXT MEETING** – April 27, 2023 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 10:21 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