



Riverside County Habitat Conservation Agency Board of Directors

AGENDA

**Thursday, September 20, 2018
11:00 a.m.**

**County of Riverside
Administrative Center
4080 Lemon Street
1st Floor, Board Chambers
Riverside, CA 92501**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the RCHCA Board of Directors meeting, please contact RCHCA at (951) 405-6702. 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. In compliance with Government Code Section 54957.5, agenda materials distributed within 72 hours prior to the meeting which are public records relating to an open session agenda item will be available for inspection by members of the public prior to the meeting at 3390 University Avenue, Suite 450, Riverside, CA, 92501.

In accordance with Government Code Section 84308(c), any person present at this meeting who wishes to speak on a matter involving a license, permit or other entitlement for use pending before the Board and who has made a contribution of more than \$250 in the past twelve (12) months to any member of the Board will be asked to state for the record the Board member to whom the contribution was made and the matter of consideration with which they are involved.

The Board of Directors may take any action on any item listed on the agenda, regardless of the Requested Action.

- 1. CALL TO ORDER (Jonathan Ingram, Chair)**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENTS**

At this time members of the public can address the Board regarding any items within the subject matter jurisdiction of the Board that are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Board in writing and only pertinent points presented orally.

5. MINUTES

- A. **Summary Minutes from the May 17, 2018 Board of Directors Meeting are Available for Consideration.** **P. 1**

Requested Action: 1. *Approve the Summary Minutes from the May 17, 2018, Board of Directors meeting.*

6. CONSENT AND POLICY CALENDAR

All items listed under the Consent and Policy Calendar may be enacted by one motion. Prior to the motion to consider any action by the Board, any public comments on any of the Consent and Policy Items will be heard. There will be no separate action unless members of the Board request specific items be removed from the Consent and Policy Calendar.

- A. **Status of Mitigation Fee Transfers from Member Agencies Through June 30, 2018** **Princess Hester** **P. 7**

Requested Action: 1. *Receive and file.*

- B. **Financial Report Through June 30, 2018** **Princess Hester** **P. 13**

Requested Action: 1. *Receive and file.*

- C. **Status Report on the Attendance Roster** **Princess Hester** **P. 19**

Requested Action: 1. *Receive and file.*

- D. **Status Report Concerning Reserve Management Committees for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve** **Brian Shomo** **P. 25**

Requested Action: 1. *Receive and file.*

- E. **Status Report Concerning Reserve Managers' Coordinating Committee** **Brian Shomo** **P. 27**

Requested Action: 1. *Receive and file.*

- F. **Schedule of Board Meetings for 2019** **Princess Hester** **P. 29**

Requested Action: 1. *Approve the Schedule of RCHCA Board Meetings for 2019.*

- G. **Report on Full Consolidation of RCHCA Staff and Operations with WRCOG** **Princess Hester, RCHCA** **P. 35**

Requested Action: 1. *Receive and file.*

7. REPORTS / DISCUSSION

- A. **Status Update on Stephens Kangaroo Rat Recovery Efforts** *Princess Hester, RCHCA* P. 37

Requested Action: 1. *Receive and file.*

- B. **Report on Educational Outreach Efforts** *Princess Hester, RCHCA* P. 39

Requested Action: 1. *Receive and file.*

- C. **Examination of Potential Restoration and Financial Opportunities of Small Scale Solar Projects on RCHCA-Owned Surplus Lands** *Brian Shomo, RCHCA* P. 41

Requested Action: 1. *Authorize staff to examine the feasibility of using small scale solar projects to generate revenues and restore degraded landscapes within RCHCA-owned surplus lands.*

- D. **Report on the Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts** *Brian Shomo, RCHCA* P. 43

Requested Action: 1. *Receive and file.*

8. **REPORT FROM THE GENERAL MANAGER** *Rick Bishop*

9. **ITEMS FOR FUTURE AGENDAS** *Members*

Members are invited to suggest additional items to be brought forward for discussion at future Board of Directors meetings.

10. **GENERAL ANNOUNCEMENTS** *Members*

Members are invited to announce items / activities which may be of general interest to the Board of Directors.

11. **NEXT MEETING:** The next Board of Directors meeting is scheduled for Thursday, November 15, 2018, at 11:00 a.m., in the County of Riverside Administrative Center, 1st Floor Board Chambers.

12. **ADJOURNMENT**

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Riverside County Habitat Conservation Authority

5.A

Regular Meeting ~ Minutes ~

Thursday, May 17, 2018

11:00 AM

County Administrative Center

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Steve Manos at 11:13 a.m., at the County Administrative Center, 4080 Lemon Street, Riverside.

Jurisdiction	Attendee	Status	Arrived
City of Corona	Dick Haley	Present	10:49 AM
City of Hemet	Karlee Meyer	Present	10:49 AM
City of Lake Elsinore	Steve Manos	Present	10:48 AM
City of Menifee	Matt Liesemeyer	Present	10:48 AM
City of Moreno Valley	David Marquez	Present	10:48 AM
City of Murrieta		Absent	
City of Perris		Absent	
City of Riverside		Absent	
City of Temecula	Maryann Edwards	Present	10:48 AM
City of Wildomar		Absent	
County of Riverside		Absent	
RCHCA Director	Rick Bishop	Present	10:56 AM

Note: Times above reflect when the member was logged in; they may have arrived at the meeting earlier.

2. PLEDGE OF ALLEGIANCE

Vice-Chair Steve Manos led members and guests in the Pledge of Allegiance.

3. ROLL CALL

4. PUBLIC COMMENTS

There were no public comments.

5. MINUTES

A. Summary Minutes from the February 15, 2018, RCHCA Board Meeting are Available for Consideration.

Action: 1. *Approved the Summary Minutes from the February 15, 2018, RCHCA Board meeting.*

RESULT:	APPROVED AS RECOMMENDED
MOVER:	City of Temecula
SECONDER:	City of Hemet
AYES:	Hemet, Lake Elsinore, Moreno Valley, Temecula
ABSTAIN:	Corona, Menifee
ABSENT:	Murrieta, Perris, Riverside, Wildomar, County of Riverside

6. CONSENT AND POLICY CALENDAR

RESULT:	APPROVED AS RECOMMENDED
MOVER:	City of Temecula
SECONDER:	City of Hemet
AYES:	Corona, Hemet, Lake Elsinore, Menifee, Moreno Valley, Temecula
ABSENT:	Murrieta, Perris, Riverside, Wildomar, County of Riverside

A. Status of Mitigation Fee Transfers from Member Agencies through March 31, 2018

Action: 1. Received and filed.

B. Financial Report through March 31, 2018

Action: 1. Received and filed.

C. Status Report on the Attendance Roster

Action: 1. Received and filed.

D. Status Report Concerning Reserve Management Committees for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve

Action: 1. Received and filed.

E. Status Report Concerning Reserve Managers' Coordinating Committee

Action: 1. Received and filed.

F. Approval of the Agreement between the Riverside County Habitat Conservation Agency and Eastern Municipal Water District Regarding Incidental Take Authorization for the Stephens' Kangaroo Rat for the Fox Tank Project (CEQA Exempt)

Actions:

1. Approved the Agreements between the RCHCA and Eastern Municipal Water District regarding Incidental Take Authorization for the Stephens' Kangaroo Rat and authorize the General Manager to sign the Agreements after USFWS and CDFW have approved the Incidental Take Authorization called for under the Agreement.
2. Authorized the General Manager to execute and sign the Certificate of Inclusion and collect the mitigation fee as described in the Agreement and the Certificate of Inclusion.
3. Found the approval of the Agreement exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15301, 15061(b)(3), and 15308.

G. Approval of the Agreement between the Riverside County Habitat Conservation Agency and Southern California Gas Regarding Incidental Take Authorization for the Stephens' Kangaroo Rat for the Martin & Ramona Valve Operations & Maintenance Project (CEQA Exempt)

Actions:

1. Approved the Agreements between the RCHCA and Southern California Gas regarding Incidental Take Authorization for the Stephens' Kangaroo Rat and authorize the General Manager to sign the Agreements after

- USFWS and CDFW have approved the Incidental Take Authorization called for under the Agreement.*
2. *Authorized the General Manager to execute and sign the Certificate of Inclusion and collect the mitigation fee as described in the Agreement and the Certificate of Inclusion.*
 3. *Found the approval of the Agreement exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15301, 15061(b)(3), and 15308.*

H. Approval of the Agreement Between the RCHCA and March Joint Powers Authority Regarding Incidental Take Authorization for The Stephen's Kangaroo Rat for the Meridian Business Park West Campus-Lower Plateau Project

- Actions:**
1. *Approved the Agreement between the RCHCA and March Joint Powers Authority regarding Incidental Take Authorization for the Stephens' Kangaroo Rat and authorize the General Manager to sign the Agreement after USFWS and CDFW have approved the Incidental Take Authorization called for under the Agreement.*
 2. *Authorized the General Manager to execute and sign the Certificate of Inclusion and collect the mitigation fee as described in the Agreement and the Certificate of Inclusion.*

I. Approval of Professional Services Agreement Between the RCHCA and the Conservation Biology Institute for a Range-Wide Habitat Suitability Model for the Stephens' Kangaroo Rat

- Actions:**
1. *Approved the Professional Services Agreement between the RCHCA and the Conservation Biology Institute for a Range-Wide Habitat Suitability Model for Stephens' Kangaroo Rat.*
 2. *Authorized the General Manager to execute and administer the terms of the Agreement.*
 3. *Authorized the General Manager to execute any future amendments to the Agreements, if necessary, so long as such amendments do not result in an overall monetary increase, and as long as such amendments are approved as to form by counsel.*

J. Fiscal Year 2016/2017 Independent Audit Report of Financial Statements

- Action:**
1. *Received and filed.*

7. REPORTS / DISCUSSION

A. Approval of the Fiscal Year 2018/2019 Operating Budget

Princess Hester, RCHCA Administrative Services Officer, reported that the Operating Budget consists of the General Fund, Contracts, and the Lake Mathews Reserve Endowment. RCHCA employees five full-time staff and anticipates creating one additional position to assist with consulting and contractual obligations.

The General Fund is anticipated to bring in revenues of \$900k, and anticipated expenditures are \$510,352, which leaves a balanced budget with excess revenues of \$400k.

The Lake Mathews Reserve Endowment is anticipated to fund draws at \$570k, and the expenditures would match that amount.

Overall, the budget consists of an approximate 14% increase in revenue. Any additional savings realized will reduce the draw down amount from the lake Mathews Reserve Endowment.

Action: 1. *Approved the Fiscal Year 2018/2019 Operating Budget.*

RESULT:	APPROVED AS RECOMMENDED
MOVER:	City of Hemet
SECONDER:	City of Temecula
AYES:	Corona, Hemet, Lake Elsinore, Menifee, Moreno Valley, Temecula
ABSENT:	Murrieta, Perris, Riverside, Wildomar, County of Riverside

B. Status Update on the Stephens' Kangaroo Rat Recovery Efforts

Princess Hester, RCHCA Administrative Services Officer, reported that staff continues to work with the U.S. Fish and Wildlife Services (USFWS) to demonstrate Stephens' Kangaroo Rat (SKR) recovery. In March 2018, Vice-Chair Manos and Board member Maryann Edwards accommodated staff in an advocacy visit to Sacramento to meet with Legislators and USFWS.

Staff urged USFWS to finalized the 1997 draft Recovery Plan to ensure no additional requirements are added to the Plan. As it turns out, the Plan does not need to be finalized.

In partnership with USFWS, many steps have been completed toward the recovery of SKR. Remaining tasks include a Range-Wide Monitoring Protocol in coordination with San Diego County, as SKR's geographical range extends into northern San Diego. Additional tasks include a genetics study, a 5-factor analysis, and a proposed rule for down listing, to be completed by USFWS. An overall management strategy to continue managing SKR and its habitat will be developed.

The next step would then be to petition USFWS to support the coordinating efforts in order to work on the delisting of SKR in San Diego County.

Staff is working on a proposal to request USFWS fund the efforts to support the Range-Wide Monitoring Protocol.

Action: 1. *Received and filed.*

C. Report on Educational Outreach Programs

Princess Hester, RCHCA Administrative Services Officer, reported that events are held at the reserves to celebrate Endangered Species Day, and celebrate endangered species. This year, over 700 students from schools throughout Western Riverside County participated in an art contest.

The theme was "Where our World and the Natural World Meet." Awards are presented to the winners of various categories. Included in the Board members stipend folders were various drawings by some of the participating students.

Action: 1. *Received and filed.*

D. Report on the Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts

Brian Shomo, RCHCA Natural Resources Manager, introduced a new employee, Scott Curry, Open Space Habitat Technician, who will assist with crew management and other tasks.

RCHCA applied for and received funding through the State Responsibility Area Grant for fire fuel / habitat management in the amount of \$142,000. An additional 2,200 man hours were awarded, approximately \$45,000, for continued fuel management.

Two and a half miles of fuel breaks were installed; 80 acres of dead citrus trees were removed; and all tamarisk and tobacco trees were removed.

A Cal Fire prescribed fire is planned for May 24, 2018, at the Lake Mathews Reserve. The Bureau of Land Management recently hosted a Federal Fire Investigators Class. Student investigators focused on learning fire behavior, origin, methods of ignition, and cause of spread.

Staff has created a GPS tool to track and record patrol efforts in real time, which allows tracking of locations staff have traveled.

In addition to monitoring the Stephens' Kangaroo Rat, there are 65 species that RCHCA is contracted to monitor, one of which are bats. Staff obtained an acoustic recorder which can determine the type of bat(s) in the area. It turns out there are more species of bats at the Lake Mathews Reserve than initially known.

Action: 1. *Received and filed.*

E. Potential Full Consolidation of RCHCA Staff and Operations with WRCOG

Rick Bishop, RCHCA General Manager, reported that WRCOG has been acting as the administrator of RCHCA for the last few years. Significant savings have been achieved, and the Agency has been able to embark upon delisting the Stephens' Kangaroo Rat and provide public access to some of the RCHCA lands.

One kink in the process is that RCHCA staff still remain County employees. RCHCA staff operate under different personnel policies and procedures, as well as a different holiday calendar. Mr. Bishop has met with County staff, who have no objection to the full consolidation of RCHCA into WRCOG. WRCOG's Executive Committee recently received this item at its meeting earlier this month, and also have no objections.

With a full consolidation, RCHCA will continue to operate under its own Joint Powers Agreement, and this Board will continue to meet as it currently does.

RCHCA staff have expressed no objections to becoming WRCOG employees. RCHCA will continue to retain County Counsel for its legal oversight.

Actions:

1. *Directed staff to work with Riverside County and WRCOG to fully consolidate RCHCA staff and operations into WRCOG.*
2. *Authorized the Chairman to execute and administer the Amendment to the Management Services Agreement between the RCHCA and WRCOG, and to execute any additional documents related to the consolidation.*

3. *Approved the 12th Amendment to the Amended and Restated Joint Powers Agreement and authorize staff to circulate and obtain signatures from the member agencies.*

RESULT:	APPROVED AS RECOMMENDED
MOVER:	City of Temecula
SECONDER:	City of Hemet
AYES:	Corona, Hemet, Lake Elsinore, Menifee, Moreno Valley, Temecula
ABSENT:	Murrieta, Perris, Riverside, Wildomar, County of Riverside

8. REPORT FROM THE EXECUTIVE DIRECTOR

Princess Hester, RCHCA Administrative Services Officer, introduced Jonathan Dallas who has been interning over the past year

9. ITEMS FOR FUTURE AGENDAS

There were no requested items for future agendas.

10. GENERAL ANNOUNCEMENTS

There were no general announcements.

11. NEXT MEETING

The next RCHCA Board of Directors meeting is scheduled for Thursday, September 20, 2018, at 11:00 a.m., at the County of Riverside Administrative Center, 1st Floor Board Chambers.

12. ADJOURNMENT

The meeting adjourned at 11:55 a.m.



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Status of Mitigation Fee Transfers from Member Agencies through June 30, 2018

Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704

Date: September 20, 2018

The purpose of this item is to provide an update on the status of SKR fee collections for Fiscal Year 2017/2018 as of June 30, 2018.

Requested Action:

1. Receive and file.

Member agencies impose a mitigation fee on certain types of development within their jurisdictions for the Stephens' Kangaroo Rat. All mitigation fees collected for the Stephens' Kangaroo Rat are forwarded to RCHCA for the period of April 1 through June 30, before July 31; for the period of July 1 through September 30, before October 31; for the period of October 1 through December 31, before January 31; and for the period January 1 through March 31, before April 30 of each fiscal year.

The attachment shows the status of fee collections for Fiscal Year 2017/2018 as of June 30, 2018.

Prior Action:

May 17, 2018: The Board of Directors received and filed report through March 31, 2018.

Fiscal Impact:

Revenues, such as mitigation fees, are allocated in RCHCA's Fiscal Year 2017/2018 Agency Budget and are programmed annually. Staff will monitor mitigation fees on a quarterly basis and make budget amendments as necessary.

Attachment:

1. Fiscal Year 2017/2018 RCHCA net Stephens' Kangaroo Rat Mitigation Fee collections by Member Agencies based on reports as of June 30, 2018.

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Item 6.A

Status of Mitigation Fee Transfers
from Member Agencies Through
June 30, 2018

Attachment 1

Fiscal Year 2017/2018 RCHCA net
Stephens' Kangaroo Rat Mitigation
Fee collections by Member Agencies
as of June 30, 2018

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FY 2017/2018
RIVERSIDE COUNTY HABITAT CONSERVATION AGENCY
NET STEPHENS' KANGAROO RAT MITIGATION FEE COLLECTIONS BY MEMBER AGENCY
AS OF JUNE 30, 2018

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL	PERCENT
	2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018	FISCAL YTD OF TOTAL	
CITY OF CORONA	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
CITY OF HEMET	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
CITY OF LAKE ELSINORE	0	0	0	250	0	0	515	0	0	0	0	0	765	0.1%
CITY OF MORENO VALLEY	43,125	0	0	45,888	0	0	7,201	0	0	50,029	0	0	146,243	14.9%
CITY OF MURRIETA	0	0	610	0	3,605	26,395	0	8,190	2,800	0	2,475	0	44,075	4.5%
CITY OF PERRIS	0	0	0	0	2,115	0	14,425	0	46,320	0	13,360	0	76,220	7.8%
CITY OF RIVERSIDE	2,100	10,290	4,800	16,095	132,580	1,108	0	3,090	3,540	0	42,915	8,560	225,078	23.0%
CITY OF TEMECULA	0	0	0	1,835	6,115	0	500	0	0	0	0	0	8,450	0.9%
COUNTY OF RIVERSIDE	15,530	88,675	12,230	120,015	17,530	6,510	63,638	12,960	33,862	1,928	11,920	8,085	392,883	40.1%
CITY OF WILDOMAR	0	18,300	2,270	0	2,925	0	0	0	0	250	0	0	23,745	2.4%
CITY OF MENIFEE	1,140	14,970	0	19,738	19,750	5,115	0	0	55	0	840	625	62,233	6.4%
TOTALS	\$ 61,895	\$ 132,235	\$ 19,910	\$ 203,820	\$ 184,620	\$ 39,128	\$ 86,279	\$ 24,240	\$ 86,577	#####	#####	\$ 17,270	\$ 979,690	100%

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Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Financial Report through June 30, 2018

Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704

Date: September 20, 2018

The purpose of this item is to present information concerning the status of the wasting and non-wasting endowments and provide updated information on revenues collected, as well as expenditures and fund balances for the Agency.

Requested Action:

1. Receive and file.
-

Attached for Board review is the Financial Report summary through June 30, 2018.

Prior Action:

May 17, 2018: The Board of Directors received and filed report through March 31, 2018.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

1. Monthly Budget-to-Actuals for the month ending June 30, 2018.

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Item 6.B

Financial Report Through
June 30, 2018

Attachment 1

Monthly Budget-to-Actuals for the month
ending June 30, 2018

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RIVERSIDE COUNTY HABITAT CONSERVATION AGENCY
Monthly Budget-to-Actuals
For the Month Ending June 2018

		Approved FY 17/18 Budget	6/30/2018 Actual	Remaining Budget
Revenues				
722000	SKR Mitigation Fee Collections	636,000	979,690	343,690
740020	Interest Income	47,500	156,588	109,088
771930	Deposit Based Fee Draws	10,000	554	(9,446)
777520	Reimbursement for Services (MWD Agreement)	100,000	74,522	(25,478)
781360	Other Misc. Revenue (Grants, Etc.)	30,000	-	(30,000)
781540	Lake Mathews Endowment Fund Drawdown	324,416	269,884	54,531
	Total Revenues	1,147,916	1,481,238	442,385
Expenditures				
Wages and Benefits				
510040	Regular Salaries	293,585	265,768	27,817
510200	Retirement Payoff Permanent/Seasonal	25,000	22,724	2,276
510320	Temporary Employee Salaries	13,765	27,039	(13,275)
510340	Seasonal Salaries	20,697	-	20,697
510440	Annual Leave Buydown	9,000	-	9,000
518100	Budgeted Benefits	108,228	84,217	24,011
	Total Wages and Benefits	470,274	399,748	70,526
General Operations				
520115	Uniforms and Replacement Clothing	2,000	911	1,089
520230	Cellular Phones & Wireless Access	7,300	6,943	357
520260	Computer Lines	100	-	100
520270	Supply Service Delivery Charge	-	(5)	5
520350	IT Core Services	-	-	-
520320	Telephone Services (Desk Phones)	1,000	-	1,000
520820	Maintenance Janitorial Services	-	-	-
520940	Insurance - Special Liability	37,000	36,044	956
521340	Maint. Communications Equipment	-	-	-
521360	Maint. Computer Equipment	-	-	-
521540	Maint. Office Equipment	-	-	-
521600	Maint. Service Contracts	-	-	-
521640	Maint. Software	-	-	-
522310	Maint. Building Improvement	-	-	-
522320	Maint. Grounds	-	-	-
523100	Memberships	1,800	755	1,045
523220	License & Permits	500	1,071	(571)
523230	Misc. Other Expense	10,000	3,793	6,207
523640	Computer Equipment - Non Fixed Assets	1,000	1,381	(381)
523660	Printer Supplies	1,500	620	880
523680	Office Equipment - Non Fixed Assets	1,000	-	1,000
523700	Office Supplies	3,000	1,289	1,711
523760	Postage / Mailing	500	3,526	(3,026)
523800	Printing /Binding	3,500	768	2,732
523820	Subscriptions	100	-	100

RIVERSIDE COUNTY HABITAT CONSERVATION AGENCY
Monthly Budget-to-Actuals
For the Month Ending June 2018

	Approved FY 17/18 Budget	6/30/2018 Actual	Remaining Budget
523840 Computer Equipment - Software	50	-	50
524900 GIS Services	5,000	-	5,000
525020 General Legal Services & Litigation	50,000	24,880	25,120
525080 Temporary Assistance Pool Service Charge	1,500	120	1,380
525140 Personnel Services (HR Rate)	4,200	2,447	1,753
525220 Pre-Employment Services	100	229	(129)
525260 Research / Statistics	21,322	15,992	5,331
525300 OASIS Financials Processing	2,500	-	2,500
525310 OASIS HRMS Processing	2,500	1,223	1,277
525440 Other Professional Contracts & Annual Audit	23,600	38,425	(14,825)
525500 Salary/Benefit Reimbursement	30,000	70,329	(40,329)
525840 RCIT Device Access	7,000	17,686	(10,686)
525890 RCIT Laserfiche Access	-	638	(638)
526910 Field Equipment & Materials	15,000	11,151	3,849
526960 Small Tools & Instruments	3,500	8,164	(4,664)
527280 Awards / Recognition	200	979	(779)
527780 Special Program Expense	15,000	24,599	(9,599)
527840 Training - Education /Tuition	7,500	1,771	5,729
527940 Weed Abatement	22,000	3,600	18,400
527980 Contract Services	200,735	88,217	112,518
528000 Equipment - Usage Non Cap Asset (TLMA)	-	313	(313)
528120 Board Commission Expense	8,500	6,744	1,756
528140 Conference Registration Fees	4,500	2,188	2,312
528920 Carpool Expense (fuel, maintenance, vehicle lease)	20,000	19,569	431
528960 Lodging	10,000	12,319	(2,319)
528980 Meals	5,000	2,061	2,939
529000 Misc. Travel Expense	5,000	7,228	(2,228)
529040 Private Mileage Reimbursement	100	42	58
536760 Interfund Exp. - Audit & Accounting Fee	-	-	-
536790 Interfund Carpool Exp	-	-	-
537180 Interfund Personnel Services	-	-	-
540060 Land Improvement Fencing	-	-	-
540160 Equipment - Vehicle Purchase	40,000	37,879	2,121
Total General Operations	575,107	455,889	119,218
Total Expenditures	1,045,381	855,637	189,744



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Status Report on the Attendance Roster

Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704

Date: September 20, 2018

The purpose of this item is to provide members with a record of attendance at Board of Directors meetings. The Joint Powers Agreement requires the RCHCA Board of Directors to hold at least four meetings per year.

Requested Action:

1. Receive and file.
-

Attached for Board review is the Board Meeting Attendance Roster.

Prior Action:

May 17, 2018: The Board of Directors received and filed.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

1. Board meeting attendance roster.

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Item 6.C

Status Report on the Attendance
Roster

Attachment 1

Board meeting attendance roster

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RCHCA BOARD MEETING Attendance Roster

MEMBER JURISDICTIONS	2017						2018					
	Feb	*Apr	May	June (Canceled)	Sept	Nov	Feb	*Apr	May	June (Canceled)	Sept	Nov.
Corona	X		X		X	X	X		X			
Hemet	X		X		X	X	X		X			
Lake Elsinore	X					X			X			
Menifee	X		X		X	X			X			
Moreno Valley	X		X		X		X		X			
Murrieta	X	X	X		X	X	X	X				
Perris	X	X	X		X		X	X				
Riverside	X		X		X	X	X					
Temecula	X	X	X		X	X	X	X	X			
Wildomar		X	X		X							
County of Riverside			X		X	X	X					

“X” Denotes member/alternate member present at meeting.

* Denotes a Subcommittee meeting.

** Denotes that member attended as a guest.

*** Denotes a special meeting.

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Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Status Report Concerning Reserve Management Committees for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve

Contact: Brian Shomo, Natural Resources Manager, bshomo@wrcog.us, (951) 840-8070

Date: September 20, 2018

The purpose of this item is to report on staff attendance and topics discussed related to the Reserve Management Committees (RMC) for the Southwestern Riverside County Multi-Species Reserve (SWMSR) and the Lake Mathews Reserve (LMR).

Requested Action:

1. Receive and file.
-

Southwestern Riverside County Multi-Species Reserve (SWMSR) (September 5, 2018)

Committee discussions included the following topics:

1. Natural Resources Manager Robert Williams (NRM) provided a report on resource management activities addressing natural resources management, patrol, maintenance, and the interpretative program at the reserve.
2. Metropolitan Water District (MWD) provided an update to the Reserve Management Committee (RMC) on the expansion plan for Western Center Academy.
3. The RMC previously approved the use of the Collector Application developed by the RCHCA for data collected on the Reserve. RCHCA staff will work with the RMC land managers to implement usage of the App.
4. The RMC asked if there is interest in a potential property acquisition of approximately 42-acres adjacent to the SWMSR which would be added to the reserve mitigation bank. If the RMC proceeds MWD will handle the acquisition process and purchase with MWD's Reserve endowment funds.
5. Metropolitan Water District (MWD) provided an update on the Goldrich Trail and the Lake Skinner Equestrian Trail.

Lake Mathews Reserve Management Committee (RMC) (July 11, 2018)

1. RCHCA staff provided an update of Reserve management activities, including research updates and progress on approved management tasks.
2. RCHCA staff presented the Annual Work Plan for approval.

Prior Action:

May 17, 2018: The Board of Directors received and filed.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

None.



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Status Report Concerning Reserve Managers' Coordinating Committee
Contact: Brian Shomo, Natural Resources Manager, bshomo@wrcog.us, (951) 840-8070
Date: September 20, 2018

The purpose of this item is to provide an update on staff activities representing the RCHCA on the Reserve Managers' Coordinating Committee (RMCC).

Requested Action:

1. Receive and file.
-

The RMCC is a collaborative forum for Stephens' Kangaroo Rat (SKR) reserve and land managers in which members share biological and management issues, discuss monitoring methodology, and consider potential habitat restoration and enhancement opportunities. The RMCC provides a valuable opportunity for the sharing of successes and stimulating brainstorming, and generally meets quarterly.

Reserve Managers Coordinating Committee Meeting

1. Managers are still facing the Stinknet invasion and the plant is being found throughout the County. RCHCA is working on an agreement with the University of California, Riverside, to conduct research to eradicate the species on reserve lands. The goal is to identify, using drone technology, and treat before flowering and seed dispersal. The Southern California Regional Project is working to identify funding for restoration after invasive species removal.
2. Managers discussed general suggestions for a regional SKR monitoring plan that would assist the regulatory agencies in the on-going efforts to recover SKR. The conversation focused on the different thresholds of monitoring required by various agencies which would make any standardized monitoring plan difficult. Various monitoring plans are currently being implemented based on management plans and Habitat Conservation Plans requirements including presence / absence, occupation (presence), density, etc.
3. Managers discussed potentially drafting an MOU for regional management of SKR habitat. Currently there are no management actions required by the various land managers. The MOU would state performance goals for SKR habitat management based on potentially occupied acreage. The Managers expressed that a cooperative agreement or letter of support stating that they would support SKR management, but performance thresholds would be difficult to get approval by their legal counsels or regional directors.

Prior Action:

May 17, 2018: The Board of Directors received and filed.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

None.



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Schedule of Board Meetings for 2019

Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704

Date: September 20, 2018

The purpose of this item is to obtain approval of the Schedule of RCHCA Board meetings for 2019.

Requested Action:

1. Approve the Schedule of RCHCA Board meetings for 2019.

The Joint Powers Agreement requires the RCHCA to hold a minimum of four meetings per year. The RCHCA Board meets quarterly on the third Thursday. An additional meeting is scheduled for June. No meeting will be held in August, but will be held in September instead.

All RCHCA Board meetings are scheduled at 11:00 a.m. in the County of Riverside Administrative Center, 1st Floor Board Chambers.

Prior Action:

None.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

1. Schedule of Board meetings for 2019.

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Item 6.F

Schedule of Board Meetings for 2019

Attachment 1

Schedule of Board meetings for 2019

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Riverside County Habitat Conservation Agency

*City of Corona ~ City of Hemet ~ City of Lake Elsinore ~ City of Menifee
City of Moreno Valley ~ City of Murrieta ~ City of Perris ~ City of Riverside ~ City of Temecula
City of Wildomar ~ County of Riverside*

2019

SCHEDULE OF MEETINGS

FEBRUARY 21, 2019

MAY 16, 2019

JUNE 20, 2019*

SEPTEMBER 19, 2019**

NOVEMBER 21, 2019

Meetings are scheduled quarterly.

* An additional meeting is scheduled for June

** No meeting will be held in August, but will be held in September instead.

All meetings are held on the third Thursday of the month as follows:

11:00 a.m.

**County Administrative Center
4080 Lemon Street, 1st Floor Board Chambers
Riverside, California**

**Contact: Janis Leonard
Phone: (951) 405-6702**

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Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Report on Full Consolidation of RCHCA Staff and Operations with WRCOG

Contact: Rick Bishop, General Manager, rbishop@wrcog.us, (951) 405-6701

Date: September 20, 2018

The purpose of this item is to provide an update on the status of the management services arrangement for the RCHCA and Western Riverside Council of Governments (WRCOG).

Requested Action:

1. Receive and file.

In December 2015, the RCHCA Board of Directors and WRCOG Executive Committee approved a five-year Agreement between WRCOG and RCHCA that transferred the duties of administration and management of RCHCA activities to WRCOG. Under the Agreement, WRCOG's Executive Director serves as the General Manager / Executive Director of RCHCA and is responsible for general duties include administering, coordinating, and supervising the activities of RCHCA as set forth in RCHCA's Joint Powers Agreement (JPA).

With the current arrangement, RCHCA staff remain as County employees under an Agreement with the County of Riverside for Human Resource services. This arrangement allowed time for the transfer to be evaluated and to ensure that the management services consolidation was efficient and successful. It also provided time for RCHCA staff to become familiar with WRCOG's organizational and operational practices.

At its May 2018 meeting the RCHCA Board of Directors directed staff to work with Riverside County and WRCOG to fully consolidate RCHCA staff and operations into WRCOG. The Board also approved the 12th Amended and Restated Joint Powers Agreement revising the language relating to the RCHCA's auditor. The amendment was necessary because the language in the previous version of the JPA named the County of Riverside's Auditor Controller financial administrator for the RCHCA.

The 12th amendment now states, pursuant to Government Code Section 6505.5, that the auditor of the RCHCA shall be a certified public accountant appointed by the RCHCA Board of Directors. The Amendment also restated the authority of the General Manager.

As of this writing, 10 of the 11 jurisdictions have approved the JPA. Once the JPA has been approved by all member agencies RCHCA County staff will transition into WRCOG.

Prior Actions:

May 17, 2018: The RCHCA Board of Directors directed staff to work with Riverside County and WRCOG to fully consolidate RCHCA staff and operations into WRCOG. The Board also

approved the 12th Amended and Restated Joint Powers Agreement and authorized staff to circulate and obtain signatures from the member agencies.

December 18, 2015: The RCHCA's Board of Directors and WRCOG's Executive Committee approved a five-year Agreement between WRCOG and RCHCA that transferred the duties of administration and management of RCHCA activities to WRCOG.

Fiscal Impact:

RCHCA is financially stable and operates under a separate budget. RCHCA compensates WRCOG for all costs related to administration of the Agency pursuant to the management services arrangement. Under a full consolidation, RCHCA will operate as a Program under WRCOG. The structure will not create any additional financial burden on WRCOG or the RCHCA. The RCHCA will continue to pay both its current budgeted expenditures, as well as future retirement costs such as pension and healthcare for RCHCA employees.

Attachment:

None.



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: State Update on Stephens' Kangaroo Rat Recovery Efforts
Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704
Date: September 20, 2018

The purpose of this item is to provide an update on staff's efforts and meetings to discuss species recovery efforts for the Stephens' Kangaroo Rat.

Requested Action:

1. Receive and File.
-

The RCHCA was formed in 1990 under a Joint Powers Agreement pursuant to the provisions of Article 1, Chapter 5, Division 7, Title 1 of the Government Code. The Endangered Species Act was established in 1973 when Congress declared that various species of fish, wildlife, and plants in the United States have been rendered extinct as a consequence of economic growth and development untampered by adequate concern and conservation. RCHCA was formed for the purpose of acquisition, administration, operation, and maintenance of land and facilities for ecosystem conservation and habitat reserves for the Stephens' Kangaroo Rat (SKR), currently listed under the Act as endangered.

Staff continues to work with the U.S. Fish & Wildlife Services to demonstrate recovery efforts in Western Riverside County and pursue potential delisting of the SKR under the Endangered Species Act.

This item is reserved for a presentation from staff on the progress of SKR recovery.

Prior Action:

May 17, 2018: The Board of Directors received and filed.

Fiscal Impact:

This item is information only; therefore, there is no fiscal impact.

Attachment:

None.

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Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Report on Educational Outreach Efforts

Contact: Princess Hester, Administrative Services Officer, phester@wrcog.us, (951) 405-6704

Date: September 20, 2018

The purpose of this item is to provide a report on the RCHCA’s educational outreach program activities.

Requested Action:

1. Receive and file.

The Stephens Kangaroo Rat (SKR) Habitat Conservation Plan allows the RCHCA to provide an educational outreach program to increase awareness of threatened and endangered species in Western Riverside County. RCHCA’s Program offers an opportunity to share information regarding the SKR reserves and the importance of conserving natural resources.

The RCHCA will host its Annual “Celebrating Endangered Species” Events September 26 - 27, 2018, from 9:00 a.m. to 3:00 p.m. at the Lake Skinner Reserve, located at 34401 Warren Road, Winchester.

Another event will be held October 16 - 18, 2018, from 9:00 a.m. to 3:00 p.m. at Sycamore Highland Park, located at 5777 Fair Isle Drive, Riverside.

Prior Action:

None.

Fiscal Impact:

All revenues and expenditures for the educational outreach program have been allocated accordingly in the Fiscal Year 2017/2018 Budget.

Attachment:

None.

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Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Examination of Potential Restoration and Financial Opportunities of Small Scale Solar Projects on RCHCA-Owned Surplus Lands

Contact: Brian Shomo, Natural Resources Manager, bshomo@wrcog.us, (951) 840-8070

Date: September 20, 2018

The purpose of this item is to request that the Board of Directors authorize staff to examine the feasibility of installing small scale solar projects on RCHCA-owned surplus lands for purposes of potential revenue generation and habitat restoration.

Requested Action:

1. Authorize staff to examine the feasibility of using small scale solar projects to generate revenues and restore degraded landscapes within RCHCA-owned surplus lands.
-

The RCHCA owns and manages lands in Western Riverside County outside of the Stephens' Kangaroo Rat (SKR) Habitat Reserve System. These surplus lands are currently not being utilized and could greatly benefit from restoration. These lands were originally intended to be sold or leased to provide additional funding for assembling the Reserve System; sales and/or leases have not occurred and thus these lands remain under RCHCA ownership.

Staff has identified eight candidate parcels of surplus lands potentially suitable for a small scale solar project that could restore degraded landscapes and allow these lands to benefit from a new source of renewable energy that will provide reduced energy costs to local jurisdictions while simultaneously providing funding to support SKR habitat management. These parcels are collectively 68.5 acres and are located outside the City of San Jacinto (Assessor Parcel Numbers 307-120-009 & 307-210-022). They are adjacent to the San Jacinto River and situated between existing agricultural fields with power distribution poles and lines already on site.

A similar project was completed at the Santa Margarita Ecological Reserve (SMER) outside the City of Temecula. The SMER is a research field station of San Diego State University and the San Diego State University Foundation. The SMER helps conserve land for the long-term preservation of the Santa Margarita watershed, similar to the RCHCA's mission of conserving habitat for the SKR.

The solar project has allowed the SMER to benefit from an agreement with the City of Temecula and Lake Elsinore purchase power from a solar power facility slated for land on the reserve. In this instance, a small (less than 15 acres) solar array replaced a former non-native eucalyptus grove and provided annual energy cost savings to the City of Temecula and Lake Elsinore, resulting in millions of dollars saved over the lifespan of the project for both municipalities. In addition, the SMER benefits by receiving \$35,000 annually for the management of the Reserve and research on the compatibility of renewable energy and habitats / watersheds. It should be noted that this project was installed without any major modifications to the land, minimal ground intrusion, and no impacts to cultural resources. The installation was completed in such a way that the panels are spaced farther apart, higher off the ground and follow the contours of the landscape thereby allowing native

vegetation to regrow increasing habitat / watershed value and potential movement and occupancy by native species. The annual funds provided to the SMER will support ongoing research on the long-term restoration for the land, compatibility and the short and long-term ecological benefit to using renewable energy as a mechanism for habitat conservation and restoration. At the end of the project, the panels and infrastructure will be removed and the land will be restored to its natural state providing additional savings to the SMER, estimated at \$800,000.

RCHCA staff believes that its surplus lands could possibly be used in a similar fashion. In addition to the potential revenue generating opportunities to the Agency, staff is interested in the potential use of a demonstration site to test certain restorative activities on the parcel to examine and monitor whether habitat can be restored in concert with, in this case, small scale solar uses.

If authorized, RCHCA staff will identify potential environmental and financial benefits, and further discuss other opportunities and constraints for the RCHCA, and seek further direction.

Prior Action:

None.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

None.



Riverside County Habitat Conservation Agency Board Meeting

Staff Report

Subject: Report on the Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts
Contact: Brian Shomo, Natural Resource Manager, bshomo@wrcog.us, (951) 840-8070
Date: September 20, 2018

The purpose of this item is to provide a presentation on RCHCA management and coordination efforts occurring for RCHCA-owned lands at the Lake Mathews and Steele Peak Reserves. It will also provide information on the lands at the Lake Mathews / Estelle Mountain Reserve owned by Metropolitan Water District and managed by RCHCA.

Requested Action:

1. Receive and file.
-

This item is reserved for a presentation by Brian Shomo, RCHCA Natural Resources Manager, who will provide a progress report concerning current management practices and coordination efforts.

RCHCA has effectively worked with the Metropolitan Water District of Southern California to manage lands at the Lake Mathews-Estelle Mountain Reserve.

Prior Action:

May 17, 2018: The Board of Directors approved an Agreement with Metropolitan Water District with an effective term of September 13, 2014, through September 29, 2019, in an amount not to exceed \$200,000, per agreement year.

Fiscal Impact:

This item is informational only; therefore, there is no fiscal impact.

Attachment:

None.

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