SAWA MEETING MINUTES

February 27th, 2020
Meeting Location:
1835 Chicago Avenue, Suite C
Riverside, CA 92507
9:00 A.M.

BOARD ADMNISTRATIVE ITEMS

I. CALL TO ORDER

Chairperson Neugebauer called the meeting to order at 9:02 A.M.

II. INTRODUCTIONS

Brian Brady – SAWA; Melody Aimar – SAWA; Chris Jones – SBVMWD; Jennette El Morsy – SAWA; Kerwin Russell – RCRCD; Mandy Parkes – IERCD; Bonnie Johnson – OCWD; Rick Neugebauer – TEAMRCD; Brett Mills – SJBRCD; Paul Meinhold – Merrill Lynch; Greg Powers – Jackson Tidus (via conference call); James Law – SAWA

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 30, 2020
b. Approve Financial Statement for January 2020

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

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. Presentation of SAWA Investment Portfolio and Cash Flow through January 2020 – Paul Meinhold

Mr. Paul Meinhold presented the SAWA Investment Portfolio and Cash Flow through January 2020 including the weekly market recap. Mr. Meinhold did not have any recommendations at this time.

b. ILF Project – Brian Brady

Mr. Brady reported on the feedback from the Corps in regards to the proposal to close out the SAWA ILF escrow account. SAWA was informed that the proposal would not fully conform to certain requirements of the Corps/EPA Mitigation rule, consequently affecting the Corps ability to move forward with the proposal. Mr. Brady will be meeting with the Corps and Michael Sweesy from Dudek to discuss an alternate resolution next Wednesday 3/4.

c. Treasurer's Report – Brett Mills

Mr. Mills reported on the AR Aging Detail for $178,630.72 in which only one invoice is over 60 days.

VI. ACTION ITEMS

a. Discussion and Possible Action Required for Plan Document Restatement of the Santa Ana Watershed Association 403(b) Retirement Plan ("Plan") – Presentation by Brian Brady

Mr. Brady reported that SAWA's 403(b) Plan was developed and approved by the Board in July of 2004. Every six years the IRS requires a reinstatement application to be resubmitted. Mr. Brady reported that the Board would have to adopt a resolution. Mr. Brady reported that there are no changes to the plan itself only minor updates to the rules.

Director Mills moved to approve and authorize Chairperson Neugebauer to sign the Plan Document Restatement of the Santa Ana Watershed Association 403(b) Retirement Plan resolution and designate Executive Director Brian Brady to sign all other documents. Director Alternate Johnson seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

GENERAL ITEMS

VII. SAWA PROJECT REPORTS

a. Brian Brady, Executive Director – SAWA

Mr. Brady reported that invoice requirements resolved with OCWD staff concerning the Prop 84-funded Arundo eradication work. Candidate riparian site selection criteria being jointly developed with Hana Resources regarding partnering on an upper Santa Ana River habitat restoration project. SAWA and Dudek staff performed a site inspection of selected OCWD acreage, the subject of the proposal for the use of restricted ILF funds. Mr. Brady met with SBVMWD general manager to review 2020-2021 monitoring requirements. SAWA is developing a revised 2020-2021 MSHCP budget based upon RCA's expanding needs.

b. Kerwin Russell – RCRCD

Mr. Russell reported that RCRCD has one project with SAWA at this time. Mr. Russell also reported that RCRCD will be setting out Shot Hole Borer monitoring traps this year.

c. Dick Zembal – OCWD

Absent

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

Mr. Neugebauer reported that the law enforcement are making headway with the homeless population in TEAMRCD area. Mr. Neugebauer also reported on an upcoming project in Meadowview.

e. Mandy Parkes – Inland Empire RCD

Ms. Parkes reported on reinitiating a Rubidoux project.

f. Brett Mills – San Jacinto Basin RCD

Mr. Mills reported a couple of projects SJBRCD is working on with SAWA's HRS Department as well as working on conservation sites.

g. Bonnie Johnson – OCWD

Ms. Johnson briefly reported on Prop 84.

h. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported on AR January 2020 invoices total on $191,151.88. Ms. El Morsy reported on submitted W-2's & 1099's, annual FCRA training, working on IRS Form 5500 data

for Retirement Plan Annual Year-end questionnaire & census and Reviewing 403(b) Retirement Plan Restatement from Polycomp. Ms. El Morsy also worked on year-end 2019 Financials, MSHCP FY 20-21 budget, reviewing Sunburst Software Solutions - certified payroll software that works with QB and in the process of switching to Premier QuickBooks. Ms. El Morsy also reported that SAWA is in the process of hiring MSHCP Biologist, BHCO Field Assistants and recruitment for HRS Restoration Technicians.

i. James Law, Habitat Restoration Services Manager – SAWA
Mr. Law reported on two new projects with Carbon Canyon Fire Safe Council. Mr. Law also provided a HRS Dept. Project site map to the Board.

j. Melody Aimar, Biological Programs Manager – SAWA
Ms. Aimar reported on MSHCP Dept. Biologists tested for Quino – 1 passed. New Biologist starts 3/2/20. Biologists/leads entering/proofing 2019 data. Manager/supervisor working on annual report. Ms. Aimar also updated on other MSHCP Dept. work including:

- Rare plants: Phacelia stellaris study, Rainbow manzanita
- Winter Raptor: Done
- Mountain Plover: On-going
- American Bittern: On-going
- Norther Harrier/White-tailed Kites: On-going
- California Gnatcatcher: Training by USGS for region-wide survey
- Vernal pool: N/A
- Quino Checkerspot: Scouting – 3 larvae found so far
- Herps: Potrero ACEC Herp array's– closed for winter
- Mammals: Long-tailed weasel track plate surveys in progress – none detected
- Clinton Keith Overcrossing: Camera traps at overcrossing for Quino and nearby underpass for carnivores
- Taxa Leads collaborating with MSHCP Natural Resources Manager to share information regarding RCA-owned lands with sensitive habitats and species.
- Biologist/lead working at UCR herbarium
- Applying for recovery permit for San Diego Fairy Shrimp

Ms. Aimar reported on WHMS Dept. Collector/Survey 123 training and database creation in progress. Preparing presentation for SBVMWD. Preparing presentation for ISR nest avoidance training. BHCO assistants interviews/selected. New Biologist - Collin Farmer starts 3/2/2020. 2019 CNDDB's – Done. 2019 SBVMWD report – proofing. Biologists monitoring Prop 84 Arundo Removal daily, Drone monitoring. Biologists prepping for 2020 season. California Least Tern annual meeting 2/20/2020. Four winter dairy traps open in Prado. Three winter dairy traps open in San Jacinto. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Inland Empire RCD: Devil's Canyon Project – check wildlife cameras - coverboards – night drives (owls/herps). Bella Strada BUOW – report done. Restoration Crew Nest Avoidance Training - 2/26/2020.
- Orange County Water District: San Jacinto winter dairy traps funded – Thanks Dick! Prop 84 Arundo removal biomonitoring. CAGN surveys at Hwy71-west and near the dam – reports done. Bat/Swallow diet study- DNA sampling complete – report proofing. Grasshopper Sparrow surveys – report done. Sunnyslope report – done.
- 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 – March 26, 2020 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

X. ADJOURN – The meeting was adjourned at 10:11 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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