SAWA MEETING MINUTES
January 24th, 2019
Meeting Location:
1835 Chicago Avenue, Suite C
Riverside, CA 92507
9:00 A.M.

BOARD ADMNISTRATIVE ITEMS

I. CALL TO ORDER

Vice Chairperson Zembal called the meeting to order at 9:03 A.M.

II. INTRODUCTIONS

Mandy Parkes – IERCD; Melody Aimar – SAWA; Michelle Mariscal – SAWA; Bonnie Johnson – OCWD; Brian Brady – SAWA; James Law – SAWA; Heather Dyer – SBVMWD; Chris Jones – SBVMWD; Jennette El Morsy – SAWA; Brett Mills – SJBRCD; Kerwin Russell – RCRCD; Dick Zembal – OCWD; PJ Falatek – SAWA; Florence Chan – SAWA; Nicole Housel – SAWA; Anthony Locatelli – SAWA; Allyson Beckman – SAWA; Greg Powers – Jackson Tidus (via conference call);

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 December 20, 2018

Director Parkes moved to approve the December 20, 2018 minutes. Director Russell seconded and the motion passed unanimously, 4-0

Neugebauer	*Absent*	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

b. Approve Financial Statement for December 2018

Director Parkes moved to approve the financial statement for December 2018. Director Russell seconded and the motion passed unanimously, 4-0

Neugebauer	*Absent*	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. Presentation: Update on the Upper Santa Ana River Habitat Conservation Plan and Development of its Long-Term Monitoring Program – Heather Dyer, Water Resources Project Manager, San Bernardino Valley Municipal Water District

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

b. Treasurer's Report – Mandy Parkes

Ms. Parkes reported that there was nothing significant over 30 days.

VI. ACTION ITEMS

a. Discussion and Possible Approval of Consulting Service Agreement Extension for 2019 with Mr. Hugh Wood

Mr. Brady reported that in July 2018, the SAWA Board authorized a consulting services agreement with Mr. Hugh Wood to provide transitional assistance to the newly appointed Executive Director. During 2018, approximately $14,000 of the $20,000 contract amount was expended. For 2019, additional assistance by Mr. Wood is sought to, among other priorities, develop historical background information and perspectives necessary to support regulatory approval for SAWA's ILF process. Mr. Brady seeks to extend, for 2019; a consulting services agreement with Mr. Hugh Wood. Director Russell reported that RCRCD would like to offer its services for free to assist SAWA with the ILF process.

Director Parkes moved to approve the consulting services agreement with Mr. Wood for an amount not to exceed $20,000 and have Executive Director Mr. Brady execute the agreement. Director Mills seconded and the motion passed unanimously, 4-0

Neugebauer	*Absent*	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

b. Discussion and Possible Approval for SAWA to Implement a Habitat Enhancement Mitigation Plan for Southern California Edison

Mr. Brady reported that the Phase I of SCE's Valley-Ivy Glen Sub-transmission Line (VIG) Project would provide supplementary electrical services to the City of Lake Elsinore and other local areas within southwestern Riverside County, California. The VIG Project consists of the construction, operation and maintenance of a new 25-mile sub-transmission line. The purpose of this Habitat Enhancement Mitigation Plan (HEMP) is to comply with the habitat enhancement and revegetation requirements for Southern California Edison's (SCE) Phase I VIG Project as described by the Western Riverside Multiple Species Habitat Management Plan (WR MSHCP) Certificate of inclusion for Phase I VIG Project. The plan describes the enhancement and revegetation methods to be implemented to compensate for impacts generated from Phase I VIG Project. Mr. Brady requests that the Board ratify SAWA's acceptance of SCE's deposit of approximately $153,000 for SAWA to implement Phase I VIG Project Habitat Enhancement Mitigation Plan over a 5-Year period. Mr. Brady reported that revenue and costs for 2019 of approximately $45,000 are reflected in the 2019 budget.

Director Mills moved to approve acceptance of the SCE deposit for SAWA to implement Phase I VIG Project Habitat Enhancement Mitigation Plan over 5 years. Director Russell seconded and the motion passed unanimously, 4-0

Neugebauer	*Absent*	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

c. Discussion and Possible Approval for SAWA Staff to Employ Contractors Coincident With the Removal of Arundo Upstream of River Road

Mr. Brady reported that SAWA has scheduled, starting in the first quarter of 2019, the removal of 10.24 acres of arundo on OCWD property behind Prado Dam using unassigned mitigation funds. The total project is budgeted at approximately $108,000. To meet schedule, supplemental contractor labor and equipment will be necessary. Mr. Brady request Board approval to hire supplemental contractors, not to exceed $60,000, to remove 10.24 acres of arundo on OCWD property upstream of River Road. The revenue and costs are reflected in the 2019 budget.

Director Parkes moved to approve SAWA to employ supplemental contractors with an amount not to exceed $60,000 the removal of 10.24 acres of arundo upstream of River Road. Director Russell seconded and the motion pass unanimously, 4-0

Neugebauer	*Absent*	Russell	Aye	Parkes	Aye

Zembal	Aye	Mills	Aye

Director Mills left the meeting at this time.

GENERAL ITEMS

VII. SAWA PROJECT REPORTS

a. Brian Brady, Executive Director – SAWA
Mr. Brady met with OCWD financial management to discuss SAWA corporate overhead methodology. Mr. Brady completed data management and security review of the MSHCP program. Mr. Brady is developing a plan for ILF regulatory approval (Dudek meeting on 1/29/19). Mr. Brady is finalizing OCWD Quarterly Report on funds held by SAWA. Mr. Brady is scheduling meetings with SingerLewak re: 2018 audit and RCA re: contract administration.

b. Kerwin Russell – RCRCD
Mr. Russell reported on upcoming events at their facility and restorative work done in the Holy Fire burn areas.

c. Dick Zembal – OCWD
Mr. Zembal did not have any updates at this time.

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

e. Mandy Parkes – Inland Empire RCD
Ms. Parkes reported that IERCD staff would be attending the Wilderness Training in Idyllwild.

f. Brett Mills – San Jacinto Basin RCD
Absent

g. Bonnie Johnson – OCWD
Ms. Johnson reported that she would also be attending the Wilderness Training in Idyllwild.

h. Jennette El Morsy, Administrative Services Manager – SAWA
Ms. El Morsy reported on administrative items including A/R December invoices totaling $158,509.45, CPR & Wilderness training for field employees, transitioned GIS Analysis from contractor back to employee and Year End 2018 Financials. Ms. El Morsy reported on converting paystubs to online access for staff, preparing employee W-2's & contractor 1099's, working on IRS form 5500 data for retirement plan annual year end questionnaire & census. Ms. El Morsy reported on recruitments for MSHCP Program Administrator, MSHCP Field Biologist and BHCO Field Assistants. Ms. El Morsy also reported on updating policies & procedures, project filing system (electronic & hard copy), and record retention of old files.

i. James Law, Habitat Restoration Services Manager – SAWA
Mr. Law Reported on new job proposals for SCE 1.2 Acre Glen Ivy Mitigation, RLC project in Murrieta, and VCS Vegetation Management Project Proposal – Revisited. Mr. Law also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS department conducted treatments at the following: Riverside Flood Control Lake Elsinore, Ingui, TEAM RCD – Riverside Flood Facilities and conducted homeless monitoring in this reporting period.
- Riverside-Corona RCD: The HRS department did not conduct any treatments in this reporting period.

- Inland Empire RCD: The HRS department conducted treatments at: City of Chino Hills – Hickory Creek, SPF Mill Creek Spanish broom, San Timoteo and Bella Strada.
- San Jacinto Basin RCD: The HRS department did not conduct any treatments during this reporting period.
- Orange County Water District: The HRS department did not conduct any treatments during this reporting period.

VIII. SAWA / MSHCP BIOLOGIST REPORT

a. Michelle Mariscal – SAWA Interim MSHCP Administrator

Ms. Mariscal reported on administrative work including 6 of 8 summary reports completed for 2018 survey efforts, Recruitment for replacement full-time permanent Field Biologist position began on January 9, and GIS contractor accepted a part-time contracted employee position with SAWA, effective January. Ms. Mariscal also updated on other work including:

- Arroyo chub: Surveys began on July 30 and are ongoing. Chub observed in Temecula creek, Santa Ana River, and San Jacinto river near Cranston station. Final survey effort planned for Prado Basin in January, weather permitting.
- Rare plants: Brand's phacelia monitoring and habitat enhancement study ongoing. Over 50 individuals have germinated onsite. Preliminary observations anecdotally suggest that Brand's phacelia germination is concentrated along the edges of recently disturbed areas, such as outside small mammal burrows.
- Burrowing owl: Artificial burrow checks conducted.
- Tricolored Blackbird: Monitoring at San Jacinto Wildlife Area ongoing with visits every other week. TRBL observed foraging.
- Grasshopper Sparrow: Site assessment visits began January 7 to verify habitat suitability of potential survey sites.
- Long-tailed weasel: Surveys began October 29 and are ongoing. Surveys have been conducted in the Banning Bench, the San Jacinto River, and Wilson Valley. Weasel have not yet been detected.
- Vernal pools: Scouting surveys for pools potentially suitable for fairy shrimp and spadefoot began on January 16, focused on newly acquired properties.
- Several biologist participated in the annual San Jacinto Valley Christmas Bird Count; occurrence data were collected for 17 Covered Species during this one-day effort.
- Collaborated with CNLM and Riverside County Parks and Open Space on the Burrowing Owl artificial burrow check surveys.
- Coordination continuing with CA Department of Fish and Wildlife staff at the San Jacinto Wildlife Area (SJWA) regarding management of Tricolored Blackbird and Burrowing Owl.
- Collaboration continuing with the state-wide Tricolored Blackbird Working Group.
- Herpetology Taxa Lead attended the California Amphibian Population Task Force conference on January 10-11 in Arcata, CA.
- Tricolored Blackbird winter post-survey meeting conducted on January 10 to share monitoring results with staff.
- All field staff received Wilderness First Aid certification training January14-15.

b. Melody Aimar – SAWA Wildlife Habitat Management Services Manager

Ms. Aimar reported on winter dairy trapping (4 traps open in Prado), biologists/assistant repairing BHCO traps, documenting site safety maps, and completed Wilderness First Aid training. Ms. Aimar attended Homeless in SAR conference. Ms. Aimar reported on discussions with USGS on data automation technology upgrades, prepping for 2019 nesting season, and Cowbird assistant job announcement. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Inland Empire RCD: Devil's Canyon Project - check wildlife cameras and coverboards – report near final. Monthly monitoring of the burrowing owl boxes installed at the Bella Strada mitigation site – report done. 10-year BBS report.
- Orange County Water District: Sunnyslope surveys continue. CAGN surveys at Hwy71-west and near the dam – report near final. Bat/Swallow diet study- DNA sampling complete – report and analysis pending. Biologist's mapping upper SAR habitat for 2019 SWFL surveys.
- Temecula-Elsinore-Anza-Murrieta RCD: Greer Ranch/Adeline Farms annual reports – done.
- Riverside-Corona RCD: No work this month.
- San Jacinto Basin RCD: No work this month.

IX. BOARD MEMBER COMMENTS

There were no Board Member comments at this time.

X. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation – Significant Exposure to Litigation Pursuant to Government Code sec. 54956.9(b): One case.
There was no reportable action at this time.

XI. NEXT MEETING – February 28, 2019 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

XII. ADJOURN – The meeting was adjourned at 11:42 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