SAWA MEETING MINUTES

January 30th, 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 9:01 A.M.

II. INTRODUCTIONS

Bonnie Johnson – OCWD; Brian Brady – SAWA; Melody Aimar – SAWA; Chris Jones – SBVMWD; Kerwin Russell – RCRCD; Mandy Parkes – IERCD; Rick Neugebauer – TEAMRCD; Brett Mills – SJBRCD; Jennette El Morsy – SAWA; James Law – SAWA;

III. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA's subject matter jurisdiction.

Mr. Jones of SBVMWD reported that the district was still interested in joining the SAWA Board.

IV. CONSENT CALENDAR

a. Approve Minutes for December 19, 2019

Director Parkes moved to approve the Minutes for December 19, 2019. Director Mills seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

b. Approve Financial Statement for December 2019

Director Alternate Johnson moved to approve the Financial Statement for December 2019. Director Parkes seconded and the motion passes unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Alternate Johnson	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. ILF Project – Brian Brady

Mr. Brady reported on the 32-acre parcel controlled by OCWD, which matches the acreage needed to mitigate under SAWA's old ILF program.

b. Treasurer's Report – Brett Mills

Mr. Mills reported on the $179,362.11 deposit detail and outstanding for $461,896.61 in invoices.

VI. ACTION ITEMS

a. Discussion and Possible Renewal of Financial and Accounting Services Contractor

Mr. Brady reported that the current three-year contract for financial and accounting services, performed by RAMS would expire March 31, 2020. The services provided over the contract period have been entirely satisfactory. RAMS has provided services under the existing contract with no annual escalation clause. RAMS has proposed a new three-year contract at an 8% increase held for the life of the contract. Mr. Brady seeks Board authorization to enter into a new three-year contract with RAMS to provide contract financial and accounting services through March 31, 2023. Costs of these services are included in the 2020 budget.
Director Neugebauer moved to approve extending the Rogers, Anderson, Malody & Scott (RAMS) contract another 3 years for SAWA's Financial and Accounting Services with the current CPA. Director Russell 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 on resolving invoice requirements with OCWD staff concerning the Prop 84-funded Arundo eradication work. Mr. Brady reported on discussions with Hana Resources regarding collaborating on an upper Santa Ana River habitat restoration project. Mr. Brady reported on work efforts with Dudek to develop a proposal for the use of restricted ILF funds. Mr. Brady reported on the MSHCP Departments move to their new office space at 1835 Chicago Avenue, Suite D. Mr. Brady also reported on formalizing the SAWA organizational chart, recognizing the consolidation of both MSHCP and WHMS programs under one Manager.

b. Kerwin Russell – RCRCD
Mr. Russell reported on the Griffin project.

c. Dick Zembal – OCWD
Absent

d. Rick Neugebauer – Temecula-Elsinore-Anza-Murrieta RCD
Mr. Neugebauer requested a map and/or picture with regular updates of projects as a visual for individuals not working on said projects. Mr. Neugebauer suggested a potential site tour. Mr. Neugebauer also reported that last month, the TEAMRCD meeting went dark.

Mr. Russell left the meeting at this time.

e. Mandy Parkes – Inland Empire RCD
Ms. Parkes reported on a grand that is available for RCD's from CARCD.

f. Brett Mills – San Jacinto Basin RCD
Mr. Mills reported on working with SAWA's HRS Dept. for maintenance on conservation easements. Mr. Mills also reported on projects that SJBRCD hope to collaborate with SAWA's WHMS Dept. for biological surveys.

g. Bonnie Johnson – OCWD
Ms. Johnson reported on the Prop 84 project.

h. Jennette El Morsy, Administrative Services Manager – SAWA
Ms. El Morsy reported on AR December 2019 invoices total of $393,896.22. Ms. El Morsy reported on relocating the MSHCP Dept. into new expanding office and established ADT Alarm

System for office expansion/new warehouse. Property equipment returned to RCRCD & cleaned out office. Updated liability insurance policy to reflect office relocation & warehouse. Purchased new computers for MSHCP dept. Ms. El Morsy is working on IRS Form 5500 data for Retirement Plan Annual Year-end questionnaire & census. Preparing employee W-2's & Contractor 1099's. Year-end 2019 Financials. Coordinated Defensive Driver Online Training for new hires. Hired Marisa Grillo as new MSHCP Botany Lead. In the process of hiring WHMS Biologist. Recruitment for BHCO Field Assistants. Recruitment for HRS Restoration Technician.

i. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported new job proposals and administrative tasks including River Partners with potential partnership opportunity and 3 new RCA jobs. Mr. Law also updated on work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS department conducted treatments at: TEAM RCD – Riv Flood Projects and Riverside Flood – Lake Elsinore Outlet Channel.
- Riverside-Corona RCD: The HRS department conducted treatments at the follow: Temescal 3M, RLC Alessandro Arroyo 1.52, Quail Run Phase II, Riverside Flood Control – SAR, SAR – Dump to Van Buren, Riverside Flood – Line C and HH.
- Inland Empire RCD: SAWA's HRS department conducted treatments at: City of Chino Hills – Hickory Creek, CDFW unassigned, Sunnyslope, Prop 84 and SAWPA – Van Buren Bridge.
- San Jacinto Basin RCD: The HRS department conducted treatments at Wolfskill 1.2, Raceway Ford and SCE – 1.2.
- Orange County Water District: The HRS department conducted treatments at: Prop 84, Irvine Park and CDFW unassigned.

j. Melody Aimar. Biological Programs Manager – SAWA

Ms. Aimar reported that MSHCP Dept. Botany Taxa Lead started 1/13/2020 – Training & Biologist recruitment to replace transferee to WHMS Dept. Ms. Aimar also updated on other work including:

- Rare plants: Phacelia stellaris study.
- Winter Raptor: On going.
- Mountain Plover: On going.
- American Bittern: Begins Feb.
- California Gnatcatcher: Training by USGS for region-wide survey.
- Vernal pool: Scouting – not holding water yat.
- Quino Checkerspot: Scouting.
- Herps: Potrero ACEC Herp array's– closed for winter.
- Mammals: Long-tailed weasel track plate surveys in progress.
- 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 working at UCR herbarium
- Applying for recovery permit for San Diego Fairy Shrimp.

Ms. Aimar reported on WHMS Dept. new hire of Biologist - Collin Farmer (from MSHCP). 2019 Vireo Report Final – Complete. 2019 45-day reports done. 2019 CNDDB's – in progress. 2019 SBVMWD report – proofing. Biologists monitoring Prop 84 Arundo Removal daily. Drone monitoring. California Least Tern annual report – Complete. Four winter dairy traps open in Prado. Three winter dairy traps open in San Jacinto. Survey 123 training and database creation in progress. Ms. Aimar also updated on work within individual member agencies jurisdictions:

- Inland Empire RCD: Devil's Canyon Project – 2019 report done and submitted, check wildlife cameras - coverboards – night drives (owls/herps). San Timoteo - 2019 report done and submitted. Bella Strada BUOW – report in progress.
- 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 and analysis in progress. Grasshopper Sparrow surveys – report done. Sunnyslope report – proofing.
- Temecula-Elsinore-Anza-Murrieta RCD: Greer Ranch biomonitoring done – Report in progress. Ingui biomonitoring – Final report done.
- 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 – February 27, 2020 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

X. ADJOURN – The meeting was adjourned at 9:54 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