



**SAWA MEETING MINUTES**

June 28<sup>th</sup>, 2018  
 Meeting Location:  
 1835 Chicago Avenue, Suite C  
 Riverside, CA 92507  
 9:00 A.M.

**BOARD ADMINISTRATIVE ITEMS**

**I. CALL TO ORDER**

Vise-Chairperson Zembal called the meeting to order at 9:11 A.M.

**II. INTRODUCTIONS**

Dick Zembal – OCWD; Brett Mills – SJBRCD; Mandy Parkes – IERCD; Kerwin Russell – RCRC; Hugh Wood – SAWA; Greg Powers – Jackson Tidus (via conference call);

**III. CLOSED SESSION**

- a. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)
  - Agency Designated Representative: Hugh Wood, Executive Director – Discussion and Possible Action Regarding Selection of a New Executive Director
 There is no reportable action at this time.

Mr. Powers reported that the Board voted unanimously, 4-0 to add a late breaking item, the second item to the Closed Session Agenda. The Board found that there was sufficient evidence that this item came to the Associations attention after the posting of the Agenda and that there was sufficient urgency to act on this item today and could not wait until the next regularly scheduled Board meeting. The Board had a second item regarding employee performance evaluation; there is no further reportable action on that item either.

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

**IV. CONSENT CALENDAR**

- a. Approve Minutes for May 24, 2018  
 Director Parkes moved to approve the May 24, 2018 Minutes. Director Mills seconded and the motion passed unanimously, 4-0

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

- b. Approve Minutes for June 11, 2018  
 Director Parkes moved to approve the June 11, 2018 Minutes. Director Mills seconded and the motion passed unanimously, 4-0

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

c. Approve Financial Statement for May 2018

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

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zemba	Aye	Mills	Aye		

**V. DISCUSSION ITEMS**

a. Discussion and Report OCWD Acceptance of Agreed Upon Procedures (AUP)

Mr. Wood reported on the letter received from Michael Markus, General Manager of OCWD, accepting the findings of the work SAWA did on the OCWD funds.

b. Continuous discussion of Partnering and Leadership Opportunities

There was no continuous discussion of partnering and leadership opportunities at this time.

c. ILF & Conservation Easement Report – Hugh Wood

Mr. Wood reported that he is working with Mr. Law on close out packages on a number of sites that SAWA has and getting final biological assessments performed.

d. Treasurer’s Report – Mandy Parkes

Ms. Parkes reported that the only outstanding item over 90 days is from So Cal Mountains Foundation.

**VI. ACTION ITEMS**

a. Discussion and Possible Approval of Task Order No. 387-05

Mr. Wood reported that in April 2014, SAWA entered into a General Service Agreement (GSA) with SAWPA which provided for the issuance of Task Orders by SAWPA requesting services from SAWA. This GSA, which expires December 31, 2018, has been used numerous times over the intervening years by SAWPA and SAWA to conduct invasive plant removal and habitat restoration projects. This Task Order No. 387-05 requests SAWA’s assistance in obtaining access to properties along the headwaters of the Santa Ana River and to survey those areas to quantify and map out the presence of Arundo for purposes of identifying necessary future removal projects. Work on this project would begin in July, with reports and maps due to SAWPA no later than August 31, 2018. This Task Order is for the amount of \$22,000. Mr. Wood requested Board approval of this Task Order 387-05 and authorization to sign on behalf of SAWA. This will have a negligible impact on expenses and the income of \$22,000 from this project will be included in the Mid-year Budget Adjustment.

Director Russell moved to approve Task Order No. 387-05 with requested revisions.

Director Parkes seconded and the motion passed unanimously, 4-0

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zemba	Aye	Mills	Aye		

b. Discussion and Possible Approval of Executive Director Employment Contract

The Board moved to strike this item from the Agenda, as there was no reportable action at this time.

c. Discussion and Possible Approval of Consulting Service Agreement

Mr. Wood reported that at the June 11th Board meeting, he was requested to work with General Counsel and the Board Chair to develop a consulting services agreement in order to provide assistance to the new Executive Director upon his assuming duties as Executive Director. An Agreement covering assistance to the new Director will become effective on July 23<sup>rd</sup>, and expires on December 31<sup>st</sup>, 2018. The contract is for a not to exceed amount of \$20,000. Mr. Wood requested Board authorization to have the Board Vice-Chair execute the agreement is requested.

Director Parkes moved to approve the Consulting Services Agreement. Director Mills seconded and the motion passed unanimously, 4-0

Neugebauer	<i>Absent</i>	Russell	Aye	Parkes	Aye
Zemba	Aye	Mills	Aye		

**GENERAL ITEMS**

**VII. CORRESPONDENCE / MEETING REPORTS**

There were no correspondence/meeting reports at this time.

**VIII. 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.

**IX. SAWA PROJECT REPORTS**

a. Hugh Wood – SAWA

Mr. Wood did not have any updates at this time.

b. Kerwin Russell – RCRC

Mr. Russell did not have any updates at this time.

c. Dick Zemba – OCWD

Mr. Zemba 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 hired a new Field Ecologist. Ms. Parkes also reported that she would be on vacation from July 12 – July 22.

Director Parkes and Director Russell left the meeting at this time. Due to lack of quorum, the meeting was adjourned at this time.

f. Brett Mills – San Jacinto Basin RCD

g. Bonnie Johnson – OCWD

h. Jennette El Morsy – SAWA

i. James Law – SAWA

**X. SAWA / MSHCP BIOLOGIST REPORT**

a. Karen Riesz – SAWA MSHCP Administrator

b. Melody Aimar – SAWA Wildlife Habitat Management Services Manager

**XI. BOARD MEMBER COMMENTS**

No Board Member comments at this time.

**XII. NEXT MEETING** – July 26, 2018 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507.

**XIII. ADJOURN** – The meeting was adjourned at 11:11 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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