



SAWA MEETING MINUTES

October 23rd, 2025
 Meeting Location:
 1835 Chicago Avenue, Suite C
 Riverside, CA 92507
 9:00 A.M.

BOARD ADMINISTRATIVE ITEMS

I. CALL TO ORDER

Chairperson Mills called the meeting to order at 9:04 A.M.

II. INTRODUCTIONS

Allyson Beckman – SAWA; Brian Brady – SAWA; Jennette El Morsy – SAWA; Tesa Madsen-Hepp – SAWA; Melody Aimar – SAWA; James Law – SAWA; Kimberly Kuznicki – SAWA; Sheryl Parsons – OCWD; Teri Biancardi – TEAMRCD; José Mora – IERCD; Brett Mills – SJBRC.

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 September 25, 2025
 - b. Approve Financial Statement for September 2025
- Director Parsons moved to approve the consent calendar as presented. Director Biancardi seconded, and the motion passed unanimously, 4-0

Alternate Mora	Aye	Russell	<i>Absent</i>	Parsons	Aye
Mills	Aye	Biancardi	Aye		

V. DISCUSSION ITEMS

- a. ILF Project – Brian Brady
 Mr. Brady reported getting good news from the Corps, and handed off the report to Mr. Law. Mr. Law reported that SAWA received correspondence that the Corps is okay with SAWA’s plan. The Corps are drafting a letter right now, itemizing what the Corps are okay with, and the plan with SAWA transferring the credits over to the Riverside County Parks Mitigation Bank that is ILF approved as well. SAWA is waiting for the letter saying that the Corps approved the transfer of the credits to Riverside Parks. Mr. Brady added that in regards to the transfer of the funds, he expects it to be in the first quarter of next year. Mr. Brady also reminded the Board that the funds are about \$2.8 million that SAWA has in investment accounts.

- b. Treasurer’s Report – Mandy Parkes
Absent. Director Mills reported on Director Parkes behalf that there were not any outstanding checks. Everything is within the 0-30 days. Mr. Mills added that the check register seems to be good.

VI. ACTION ITEMS

a. Receive and File Auditor’s Report for the 2024 Financial Statements

Mr. Brady reported State and Federal law require that SAWA, to maintain its 501c3 tax exemption status, have its annual financial statements audited. SAWA’s auditors, Halliday & Company, have completed SAWA’s reviews of the 2024 financials and found:

“In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Entity, as of December 31, 2024, and the respective changes in financial positions and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.” Mr. Brady recommended that the Board accept the 2024 Financial Statements Audit Report. Further, if accepted, the Audit Report be received, and filed in SAWA Corporate Records.

Director Biancardi moved to receive and file the Auditor’s Report for the 2024 Financial Statements. Director Parsons seconded, and the motion passed unanimously, 4-0

Alternate Mora	Aye	Russell	Absent	Parsons	Aye
Mills	Aye	Biancardi	Aye		

GENERAL ITEMS

VII. SAWA PROJECT REPORTS

a. Brian Brady, Executive Director – SAWA

Mr. Brady reported that staff have been developing long-term office and warehouse space requirements and alternatives as several leases come up for renewal. Lee & Associates has provided additional site options for SAWA’s review. In the month of October, several new leases were finalized. Staff have completed work with SAWA’s auditors to finalize the 2024 calendar year financial statements. SAWA completed its recruitment for the MSHCP Program Administrator position. Dr. Tesa Madsen-Hepp’s first day at SAWA was October 20th.

b. Kerwin Russell – RCRC

Absent

c. Sheryl Parsons – OCWD

Ms. Parsons reported that OCWD staff continue mapping the Prado Basin, and should be finished this week. OCWD were having some permitting problems with their work out at Sunnyslope Creek, where OCWD do sucker work and have SAWA come out to do vegetation clearing for OCWD staff to get in there. OCWD were able to get their permit for this year. OCWD’s requirement for that permit is from US Fish and Wildlife Service, and USFWS give them different options, and Sunnyslope is one of the places OCWD can do their work. If OCWD continue having permitting issues in the future, OCWD might be moving that work away from Sunnyslope and towards River Road instead.

d. Teri Biancardi – Temecula-Elsinore-Anza-Murrieta RCD

Ms. Biancardi reported that TEAM RCD is working with Mr. Law on a possible fuel modification project with Murrieta Fire Department. TEMA RCD applied for a cannabis grant with CDFW, and CDFW requested a site visit of RCA lands. OCWD are working with RCA to identify cannabis clean up areas. OCWD are coordinating a site visit for the 31st with CDFW.

e. Mandy Parkes – Inland Empire RCD

Absent. Mr. Mora reported on Ms. Parkes behalf that IERCD staff are working on a permit with Flood Control. Flood Control were a bit skeptical of the language IERCD used at first, but IERCD was able to get the permit specifically for trash cleanup. IERCD are currently working on a monarch grant from WCB. WCB are in the process of posting it out. IERCD has two sites with about four acres of monarch habitat. IERCD heard back from WCB. There might be some additional funding, and IERCD are hopeful to receive that.

f. Brett Mills – San Jacinto Basin RCD

Mr. Bills reported that SJBRCD staff are working on conservation easements and mitigation projects. SJBRCD are sharing their offices at LPO with the NRCS. NRCS are still furloughed/shutdown for now.

g. Jennette El Morsy, Administrative Services Manager – SAWA

Ms. El Morsy reported AR for September invoices totaling \$320,628.72. 2024 Financial Audit finished. Signed new admin office lease for 5029 La Mart Drive, Suite E, Riverside, CA 92507. Updated insurance with new office location. Updated vendors/customers with change of address. Closed the walkway between office suites. Coordinating office relocation – move date Oct. 30. HRS Dept. move to SBVMWD property to include office & yard space. Sold HRS truck to Redlands Dodge Dealer. Re-hired Lead Restoration Tech – Kevin O’keeffe. Hired new MSHCP BMP Administrator – Tesa Madsen-Hepp. Transitioning WHMS Bio staff to permanent remote status effective Nov. 1. Melody official retirement Oct. 30. Researching App for field staff check in/out process. Restocking field/first aid supplies as needed. MSHCP vehicle inspections complete.

h. James Law, Habitat Restoration Services Manager – SAWA

Mr. Law reported on new job proposals and administrative tasks including ILF placement – received an email that ACOE approves SAWA’s proposed plan, warehouse relocation/vehicle acquisition, City of Murrieta Fire with TEAM RCD new project, and City of Riverside – Ryan Bambino Park project. Mr. Law also updated on other work within individual member agencies’ jurisdiction:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS Dept. conducted: TEAM RCD – homeless monitoring.
- Riverside-Corona RCD: The HRS Dept. conducted treatments at the following: SBVMWD – Hidden Valley Creek, Waterman Riparian, Waterman Alluvial, Old Ranch, Anza Creek and Anza Extension.
- Inland Empire RCD: The HRS Dept. did not conduct treatments in this reporting period.
- San Jacinto Basin RCD: The HRS Dept. did not conduct treatments in this reporting period.
- Orange County Water District: The HRS Dept. conducted treatments at: OCWD – Prado – Fall 25.

i. Melody Aimar, Biological Programs Manager – SAWA

Ms. Aimar reported on MSHCP Dept. Monthly WRC MSHCP Management and Monitoring Coordination Meeting Presentation(s): 10/9 Presentation: " *Department of Defense Partners in Amphibian and Reptile Conservation Overview.*" by Robert E.

Lovich, PhD., Senior Natural Resources Specialist for the U.S. Navy, Ret. and Chris E. Petersen, PhD., Senior Natural Resources Specialist for the U.S. Navy (DoD PARC, <https://www.denix.osd.mil/dodparc>). Supervisor managing workflow. Monthly reports submitted. RCA quarterly BOD report submitted. Monthly Leads meeting via Zoom for project updates. Ms. Aimar attended monthly RCA Managers Meetings. Ms. Aimar training new Administrator. Preparing FY 2026-27 work plan. Avian Lead attended several BUOW coordination meetings with CDFW. Mammal Lead, coordinating with the USFWS/USGS/SBVMWD on SBKR habitat monitoring and SBKR trapping (in progress) 2025-2026. Leads meetings on 9/25 and 10/16. Biologist preparing educational presentation for SRP volunteers. Mr. Campanella trained on ArcGIS Pro and Pryor online classes on managing conflicts at work. Ms. Aimar also updated on other MSHCP work including:

- Rare plants: 2024 Report – submitted to RCA for review. 2025 Rare Plant surveys complete. 2025 PHST site check. 2025 Engleman Oak surveys – in progress.
- California Gnatcatcher (Nesting): 2024 Report - submitted to RCA for review.
- Grasshopper Sparrow: 2024 Report - submitted to RCA for review.
- Northern Harrier: 2025 Surveys – completed – no nesting found.
- Lincoln Sparrow: 2025 Surveys – completed – none found.
- BUOW: 2024 Summary Report – done. 2025 Camera trap monitoring – done.
- Mammals: SR 60 Undercrossing camera trap – in progress. Anza Knowls Guzzler camera trap – in progress. 2024 Carnivore summary report – submitted to RCA for review. SBKR USFWS regional surveys – Trapping in progress.
- Clinton Keith Overcrossing: Final Report – submitted to RCA for review.
- Herps/Fish: 2024 Summary Reports – submitted to RCA for review. 2025 Aquatic invasive removal with RivCoParks. 2025 Drift Fence Camera surveys – in progress. 2025 Mountain Snake Surveys – in progress.
- Quino Checkerspot Butterfly: 2024 Report - submitted to RCA for review. 2025 Surveys – flight season over.
- Delhi Sands Flower-loving Fly: 2025 Surveys – completed.
- Vernal Pools: 2025 Surveys – Most pools dried up (no Covered Fairy Shrimp).
- Data/GIS Analysis: 2024 Data QC – distributed to RCA and various stakeholders. GIS analyst coordinating with IT about server and email retrieval.

Ms. Aimar reported on WHMS Dept. LBVI Funding received 9/17 - Report in progress. BHCO Winter trapping tentatively scheduled to begin in January. SBVMWD BHCO for SAR – data QC'd. Upper SAR (new route) funded through SBV Water Conservation District, shared funds with IERCD and SBVMWD – data QC'd. OCWD – BHCO report – complete and submitted. March-Meridian (RLC) BHCO report - complete and submitted. Cielo Vista BHCO report – completed and submitted. Ms. Aimar & Ms. Beckman working on new 2026 projects with Lennar and FHBP. Ms. Aimar training Ms. Beckman (new Manager). Ms. Aimar & Ms. Beckman coordinating with Corps on new project RFP's. Friends of Harbors, Beaches and Parks (FHBP) - Santiago Creek. Report – complete and submitted. Biologist finished with Annual Mitigation Report assistance. Biologists scanning historical data and recycling or shredding hard copies as appropriate. Biologists downsizing supplies and files in office in preparation for office move. Ms. Aimar also updated on other work within individual member agencies' jurisdictions including:

- Inland Empire RCD: Ms. Aimar & Ms. Beckman in collaboration with IERCD on future projects.
- Orange County Water District: BHCO report submitted to OCWD.

- Riverside-Corona RCD: No work this month.
- San Jacinto Basin RCD: No work this month.
- Temecula-Elsinore-Anza-Murrieta RCD: No work this month.

At this time, Mr. Brady presented on behalf of SAWA and its Board a Resolution for Ms. Aimar for her 22 years of service with SAWA. Mr. Brady reported that this resolution will be presented to the Board as an action item for voting at the next SAWA Board Meeting.

VIII. BOARD MEMBER COMMENTS

There were no Board Member comments at this time.

IX. NEXT MEETING – November 20, 2025 will be held at the SAWA Headquarters, 5029 La Mart Drive, Suite E, Riverside, CA 92507 and remotely via Zoom.

X. ADJOURN – The meeting was adjourned at 9:38 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