



Riverside County Habitat Conservation Agency  
Board of Directors

AGENDA

Thursday, February 18, 2021  
11:30 a.m.

Riverside County Habitat Conservation Agency  
3390 University Avenue, Suite 200  
Riverside, CA 92501

**RCHCA'S OFFICE IS CURRENTLY CLOSED TO THE PUBLIC DUE TO COVID-19  
AND STAFF ARE WORKING REMOTELY.**

**Members of the public are encouraged to participate in this meeting via Zoom  
(see meeting information below).**

**Join Zoom Meeting**  
**[CLICK HERE](#)**

**Meeting ID: 821 9851 2572**  
**Password: 145190**

**Dial by your location:**  
**+1 669 900 6833 U.S. (San Jose)**  
**+1 346 248 7799 U.S. (Houston)**

**SPECIAL NOTICE: COVID-19 RELATED PROCEDURES IN EFFECT**

Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 (issued March 17, 2020) in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020). This order states that RCHCA does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows RCHCA to hold Committee meetings via video and teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically.

**To follow the Order issued by the Governor, the Riverside County Habitat Conservation Agency Board of Directors meeting scheduled for Thursday, February 18, 2021, at 11:30 a.m. will be held via video and teleconference and any members of the public can attend electronically.** Members of the public may send public comments by emailing [jleonard@wrcog.us](mailto:jleonard@wrcog.us), or calling (951) 405-6702, before or during the meeting, prior to the close of public comment.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement can contact Janis Leonard prior to 11:30 a.m. on February 16, 2021, at (951) 405-6702 or [jleonard@wrcog.us](mailto:jleonard@wrcog.us). In accordance with Government Code Section 84308(c), any person present at this meeting who wishes to speak on a matter involving a license, permit or other entitlement for use pending before the Board and who has made a contribution of more than \$250 in

the past twelve (12) months to any member of the Board will be asked to state for the record the Board member to whom the contribution was made and the matter of consideration with which they are involved.

The Board of Directors may take any action on any item listed on the agenda, regardless of the Requested Action.

1. **CALL TO ORDER (Michael Vargas, Chair)**
2. **PLEDGE OF ALLIGENCE**
3. **ROLL CALL**
4. **WELCOME NEW MEMBERS: Tom Richins, City of Corona  
Lisa DeForest, City of Murrieta**
5. **PUBLIC COMMENTS**

At this time members of the public can address the Board regarding any items within the subject matter jurisdiction of the Board that are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Board in writing and only pertinent points presented orally.

6. **ELECTION OF BOARD OF DIRECTORS LEADERSHIP FOR 2021** **P. 1**

**Requested Action:** 1. *Nominate and elect a Chair and Vice-Chair for 2021.*

7. **CONSENT AND POLICY CALENDAR**

All items listed under the Consent and Policy Calendar may be enacted by one motion. Prior to the motion to consider any action by the Board, any public comments on any of the Consent and Policy Items will be heard. There will be no separate action unless members of the Board request specific items be removed from the Consent and Policy Calendar.

- A. **Summary Minutes from the November 19, 2020 Board of Directors Meeting are Available for Consideration.** **P. 3**

**Requested Action:** 1. *Approve the Summary Minutes from the November 19, 2020, Board of Directors meeting.*

- B. **Status of Mitigation Fee Transfers from Member Agencies Through December 31, 2020** **P. 9**  
**Princess Hester**

**Requested Action:** 1. *Receive and file.*

- C. **Financial Report Through December 31, 2020** **P. 13**  
**Princess Hester**

**Requested Action:** 1. *Receive and file.*

- D. **Status Report on the Attendance Roster** **P. 19**  
**Princess Hester**

**Requested Action:** 1. *Receive and file.*

E. **Status Report Concerning Reserve Management Committees for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve** **Brian Shomo** **P. 25**

**Requested Action:** 1. *Receive and file.*

F. **Status Report Concerning Reserve Management Coordinating Committee** **Harry Sandoval** **P. 27**

**Requested Action:** 1. *Receive and file.*

G. **Single Signature Authority Report** **Princess Hester** **P. 29**

**Requested Action:** 1. *Receive and file.*

## 8. **REPORTS / DISCUSSION**

A. **Status Update on Stephens' Kangaroo Rat Recovery Efforts** **Princess Hester, RCHCA** **P. 31**

**Requested Action:** 1. *Receive and file.*

B. **Steele Peak Public Access Plan Activities Update** **Riana Fisher, RCHCA** **P. 33**

**Requested Action:** 1. *Receive and file.*

C. **Report on RCHCA Innovation** **Riana Fisher, RCHCA** **P. 35**

**Requested Action:** 1. *Receive and file.*

D. **Educational Outreach Program Activities Update** **Riana Fisher, RCHCA** **P. 37**

**Requested Action:** 1. *Receive and file.*

E. **Contracted Land Management and Monitoring Activities Update** **Brian Shomo, RCHCA** **P. 39**

**Requested Action:** 1. *Receive and file.*

F. **Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts Activities Update** **Brian Shomo, RCHCA** **P. 41**

**Requested Action:** 1. *Receive and file.*

## 9. **REPORT FROM THE GENERAL MANAGER** **Rick Bishop**

**10. ITEMS FOR FUTURE AGENDAS**

*Members*

Members are invited to suggest additional items to be brought forward for discussion at future Board of Directors meetings.

**11. GENERAL ANNOUNCEMENTS**

*Members*

Members are invited to announce items / activities which may be of general interest to the Board of Directors.

**12. NEXT MEETING:** The next Board of Directors meeting is scheduled for Thursday, May 20, 2021, at 11:30 a.m., on the Zoom platform.

**13. ADJOURNMENT**



# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Election of Board of Directors Leadership for 2021  
**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704  
**Date:** February 18, 2021

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*The purpose of this item is to request that the Board of Directors nominate and elect a Chair and Vice-Chair for calendar year 2021.*

**Requested Action:**

1. Nominate and elect a Chair and Vice-Chair for 2021.
- 

RCHCA Policy No. RCHCA-004 addresses the nomination and election of Board Officers. The Policy was implemented to provide guidance concerning the nomination and election of Board Officers and to ensure adequate opportunity for the rotation of said officers. The election must take place at the last scheduled meeting of the year.

RCHCA Board Member Mayor Pro-Tem Lesa Sobek has acted in the capacity of Vice-Chair for the past year. In accordance with the Board Policy, Board member Sobek shall become Chair for 2021. The RCHCA Board of Directors is being requested to nominate and elect a Vice-Chair to assume office in 2021. Under the Board Policy, the Board of Directors shall entertain nominations for the position of Vice-Chair, and the candidate receiving a majority vote will become the new Vice-Chair.

In the event that the Vice-Chair is unable / unwilling to serve as the Chair, staff would recommend that the Board of Directors entertain nominations for Chair as well as for Vice-Chair.

**Prior Action:**

February 20, 2020: The Board of Directors elected Mayor Michael Vargas as Chair and Councilmember Lesa Sobek as Vice-Chair for 2020.

**Fiscal Impact:**

Stipends are allocated annually and are included in the Agency's Budget for Fiscal Year 2020/2021.

**Attachment:**

None.

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# Riverside County Habitat Conservation Authority

7.A

## Regular Meeting ~ Minutes ~

Thursday, November 19, 2020

11:30 AM

Zoom Platform

### 1. CALL TO ORDER

The meeting was called to order by Chair Michael Vargas at 11:31 a.m., on the Zoom platform.

### 2. PLEDGE OF ALLEGIANCE

Chair Michael Vargas led Board members and guests in the Pledge of Allegiance.

### 3. ROLL CALL

Jurisdiction	Attendee	Status	Arrived
City of Corona	Yolanda Carrillo	Present	11:34 AM
City of Hemet	Russ Brown	Present	11:30 AM
City of Lake Elsinore	Steve Manos	Present	11:36 AM
City of Menifee	Lesa Sobek	Present	11:30 AM
City of Moreno Valley		Absent	
City of Murrieta	Christi White	Present	11:30 AM
City of Perris	Michael Vargas	Present	11:30 AM
City of Riverside	Steve Hemenway	Present	11:30 AM
City of Temecula		Absent	
City of Wildomar	Joseph Morabito	Present	11:30 AM
County of Riverside	Jeff Hewitt	Present	11:30 AM
RCHCA Director	Rick Bishop	Present	11:30 AM

### 4. PUBLIC COMMENTS

There were no public comments.

### 5. CONSENT AND POLICY CALENDAR

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED</b>
<b>MOVER:</b>	City of Murrieta
<b>SECONDER:</b>	City of Hemet
<b>AYES:</b>	Corona, Hemet, Lake Elsinore, Menifee, Murrieta, Perris, Riverside, Wildomar, County of Riverside
<b>ABSENT:</b>	Moreno Valley, Temecula

#### A. Summary Minutes from the September 17, 2020, Board of Directors Meeting are Available for Consideration.

**Action:** 1. *Approved the Summary Minutes from the September 17, 2020, Board of Directors meeting.*

#### B. Status of Mitigation Fee Transfers from Member Agencies through September 30, 2020

**Action:** 1. *Received and filed.*

**C. Financial Report through September 30, 2020**

**Action:** 1. *Received and filed.*

**D. Status Report on the Attendance Roster**

**Action:** 1. *Received and filed.*

**E. Status Report Concerning Reserve Management Committees for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve**

**Action:** 1. *Received and filed.*

**F. Status Report Concerning Reserve Management Coordinating Committee**

**Action:** 1. *Received and filed.*

**G. Schedule of Board Meetings for 2021**

**Action:** 1. *Approved the Schedule of RCHCA Board Meetings for 2021.*

**H. Approval of an Incidental Take Agreement Between RCHCA and SoCalGas Regarding Incidental Take Authorization for the Stephens' Kangaroo Rat for the L2001 W-D Badlands Hydrostatic Test Project**

**Actions:**

1. *Approved the Agreement between the RCHCA and Southern California Gas regarding Incidental Take Authorization for the Stephens' Kangaroo Rat and authorized the General Manager to sign the Agreement after USFWS and CDFW have approved the Incidental Take Authorization called for under the Agreement.*
2. *Authorized the General Manager to execute and sign the Certificate of Inclusion and collect the mitigation fee as described in the Agreement and the Certificate of Inclusion.*
3. *Found the approval of the Agreement exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines sections 15301 and 15061(b)(3).*

**I. Approval of an Incidental Take Agreement Between RCHCA and SoCalGas Regarding Incidental Take Authorization for the Stephens' Kangaroo Rat for Line 2000-D P2 W-D Badlands Hydrostatic Test Project**

**Actions:**

1. *Approved the Agreement between the RCHCA and Southern California Gas regarding Incidental Take Authorization for the Stephens' Kangaroo Rat and authorized the General Manager to sign the Agreement after USFWS and CDFW have approved the Incidental Take Authorization called for under the Agreement.*
2. *Authorized the General Manager to execute and sign the Certificate of Inclusion and collect the mitigation fee as described in the Agreement and the Certificate of Inclusion.*
3. *Found the approval of the Agreement exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines sections 15301 and 15061(b)(3).*



**J. Single Signature Authority Report**

**Action:** 1. *Received and filed.*

**6. REPORTS / DISCUSSION****A. Status Update on Stephens' Kangaroo Rat Recovery Efforts**

Princess Hester, Director of Administration, reported that in September 2020 the U.S. Fish and Wildlife Services (USFWS) issued a Proposed Rule to reclassify the endangered Stephens' Kangaroo Rat (SKR) from endangered to threatened. This Rule was published with a Section 4(d) Rule that will allow RCHCA to perform management actions that support SKR and other species without having to get separate approvals from USFWS.

Staff anticipated that the Proposed Rule will be presented to Congress between November 2020 and January 2021.

**Action:** 1. *Received and filed.*

**B. Fiscal Year 2020/2021 Agency Goals and Objectives**

Princess Hester, Director of Administration, reported that a Steering Committee is being established to implement the Species Range-Wide Management and Monitoring Plan. Staff will also be working with the U.S. Fish & Wildlife Services to finalize the SKR Draft Recovery Plan and will be conducting peer reviews for the SKR Habitat Suitability Model. Staff are identifying ways to virtually share lessons of environmental stewardship.

**Action:** 1. *Received and filed.*

**C. Motte Rimrock Gift of Land**

Princess Hester, Director of Administration, reported that Motte Rimrock was originally founded by the Motte family in the 1960s and is a 715-acre ecological reserve and biological field station located on the western edge of Perris Valley. It is one of the eight Reserves dedicated to protecting the endangered SKR. The RCHCA and UCR cooperatively manage the area.

Former Riverside County Supervisor Marion Ashley recently donated 21.72 acres in the Motte-Rimrock Reserve to support Motte's preservation, maintenance, and enhancement as a research facility.

**Action:** 1. *Received and filed.*

**D. Steele Peak Public Access Plan Activities Update**

Riana Fisher, Staff Analyst, reported that the final design for the Public Access Plan for the Steele Peak Reserve has been completed. Next steps include completing a study to determine any California Environmental Quality Act action and securing a lease agreement with the County of Riverside Department of Waste Resources for parking.

Staff are reviewing Habitat Conservation Plans that would impact the site to ensure compliance.

RCHCA is being awarded a grant from the California Natural Resources Agency in the amount of \$609k for trail amenities and infrastructure.

**Action:** 1. *Approved the Steele Peak Inaugural Trail Concept Design Plan.*

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED</b>
<b>MOVER:</b>	City of Murrieta
<b>SECONDER:</b>	City of Wildomar
<b>AYES:</b>	Corona, Hemet, Lake Elsinore, Menifee, Murrieta, Perris, Riverside, Wildomar, County of Riverside
<b>ABSENT:</b>	Moreno Valley, Temecula

#### E. **Contracted Land Management and Monitoring Activities Update**

Brian Shomo, Director of Natural Resources, reported that RCHCA entered into a contract last year with the Bureau of Land Management for approximately \$600k, and included a renewal of four years with funding in the amount of \$194k each year. RCHCA will utilize year-two funding for the purchase of approximately 100 acres of SKR-preferred plant seed to restore SKR habitat within the Reserves.

RCHCA is in a contract with Mariposa Biology / Waste Management, Inc., to manage the El Sobrante landfill and includes approximately 1,200 acres of habitat to conserve, as well as restore streams and repair habitat.

RCHCA continues to develop Cal Fire response maps for Metropolitan Water District lands near Lake Mathews. These maps and the subsequent coordination with Cal Fire will enhance their ability to respond to any wildfire within the Lake Mathews Reserve quickly.

RCHCA is in the third year of an agreement with the Natural Resources Conservation Service to develop a restoration plan for the Southwestern Willow Flycatcher and rid *Arundo donax*, a giant wild weed.

California Conservation Corps awarded RCHCA \$275k to enhance rare species habitat, protect and restore wetland environments, and reduce fire fuels within the wildland / urban interfaces. Work is scheduled to be complete in February 2021.

**Action:** 1. *Received and filed.*

#### F. **Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts Activities Update**

Brian Shomo, Director of Natural Resources, reported that monitoring at Lake Perris State Park has identified a notable decline in habitat quality and SKR abundance was detected. Staff believes this to be an effect of 100% cover of Stinknet. RCHCA drafted a letter informing California State Parks of its commitment and obligation to the SKR Habitat Conservation Plan.

The State has asked Cal Fire to begin using prescribed burns throughout the state. Cal Fire also moved from a three-year renewal period to a 10-year renewal period, so staff are trying to add as much land as possible since it will not be approached for another 10 years.

RCHCA provides land for Cal Fire Investigator's training class at the Lake Mathews / Estelle

Mountain Reserve, in which 30 firemen received training on ignition sources, fire behavior, and detection capabilities.

Staff worked with the Metropolitan Water District's Real Property Division to coordinate the placement of 90 K-rails along Tin Mine Road to protect the area from illegal dumping, off-highway vehicle activity, and other trespasses. RCHCA replaced roughly 250 feet of chain link fencing within the Steele Peak Reserve that was stolen.

For 2021, staff will be restoring SKR habitat by broadcast seeding several hundred acres and monitor half of the Reserve system to identify SKR population trends. Staff also want to complete the Vegetation Management Program so that just over 1,000 acres can be added to Cal Fire's prescribed burn. Staff will conduct extensive surveys to expand RCHCA management areas. Lastly, staff are negotiation with various wildlife agencies regarding conservation easements over RCHCA-owned riparian areas.

Board member Lesa Sobek asked what staff are doing regarding Stinknet throughout the area.

Mr. Shomo responded that the University of California, Riverside, has discovered an herbicide that may prevent Stinknet from spreading. Staff are also educating Public Works Departments through the WRCOG Committee structure on ways to limit the spread of Stinknet.

Board member Sobek asked for a report back on these activities.

**Action:** 1. *Received and filed.*

**7. REPORT FROM THE GENERAL MANAGER**

Rick Bishop, General Manager, had no report.

**8. ITEMS FOR FUTURE AGENDAS**

Board member Sobek asked for a report back on educating Public Works Departments on Stinknet.

**9. GENERAL ANNOUNCEMENTS**

Chair Vargas announced that the Nuevo Bridge in the City of Perris reopens today at 3:00 p.m.

**10. NEXT MEETING**

The next RCHCA Board of Directors meeting is scheduled for Thursday, February 18, 2021, at 11:30 a.m., on the Zoom platform.

**11. ADJOURNMENT**

The meeting adjourned at 12:26 p.m.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Status of Mitigation Fee Transfers from Member Agencies through December 31, 2020  
**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704  
**Date:** February 18, 2021

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*The purpose of this item is to provide an update on the status of Stephens' Kangaroo Rat fee collections for Fiscal Year 2020/2021 as of December 31, 2020.*

**Requested Action:**

1. Receive and file.
- 

Member agencies impose a mitigation fee on certain types of development within their jurisdiction for the Stephens' Kangaroo Rat (SKR). All SKR mitigation fees collected are forwarded to RCHCA before July 31 for the period of April 1 through June 30; before October 31 for the period of July 1 through September 30; before January 31 for the period of October 1 through December 31; and before April 30 for the period January 1 through March 31.

Revenues, such as mitigation fees, are allocated in RCHCA's Fiscal Year 2020/2021 Agency Budget and are programmed annually. Staff will monitor mitigation fees on a quarterly basis and make budget amendments as necessary.

The attachment shows the status of fee collections for Fiscal Year 2020/2021 as of December 31, 2020.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed the report through September 30, 2020.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

1. Fiscal Year 2020/2021 net Stephens' Kangaroo Rat mitigation fee collections by member jurisdiction based on reports as of December 31, 2020.

# Item 7.B

Status of Mitigation Fee Transfers  
from Member Agencies Through  
December 31, 2020

## Attachment 1

Fiscal Year 2020/2021 RCHCA net  
Stephens' Kangaroo Rat mitigation  
fee collections by member jurisdiction  
as of December 31, 2020

FISCAL YEAR 2020/2021  
RIVERSIDE COUNTY HABITAT CONSERVATION AGENCY  
NET STEPHENS' KANGAROO RAT MITIGATION FEE COLLECTIONS BY MEMBER AGENCY  
AS OF DECEMBER 31, 2020

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	PERCENT
	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021	2021	2021	FISCAL YTD	OF TOTAL
CITY OF CORONA	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
CITY OF HEMET	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
CITY OF LAKE ELSINORE	50	0	395	105	25,400	2,500	0	0	0	0	0	0	28,450	7.9%
CITY OF MENIFEE	0	218	408	0	2,505	38,220	0	0	0	0	0	0	41,350	11.5%
CITY OF MORENO VALLEY	0	0	18,514	0	0	4,547	0	0	0	0	0	0	23,061	6.4%
CITY OF MURRIETA	0	0	985	2,504	0	0	0	0	0	0	0	0	3,489	1.0%
CITY OF PERRIS	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
CITY OF RIVERSIDE	0	0	4,240	0	0	0	0	0	0	0	0	0	4,240	1.2%
CITY OF TEMECULA	0	0	0	21,105	0	0	0	0	0	0	0	0	21,105	5.9%
COUNTY OF RIVERSIDE *	26,065	86,785	10,680	9,685	8,545	94,453	0	0	0	0	0	0	236,213	65.9%
CITY OF WILDOMAR	0	0	0	500	0	250	0	0	0	0	0	0	750	0.2%
<b>TOTALS</b>	<b>26,115</b>	<b>87,003</b>	<b>35,222</b>	<b>33,899</b>	<b>36,450</b>	<b>139,970</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358,657</b>	<b>100%</b>

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Financial Report Through December 31, 2020  
**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704  
**Date:** February 18, 2021

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*The purpose of this item is to present information concerning the status of the wasting and non-wasting endowments and provide updated information on revenues collected, as well as expenditures and fund balances for the Agency.*

**Requested Action:**

1. Receive and file.
- 

Attached is the Financial Report summary through December 31, 2020.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed the report through September 30, 2020.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

1. Monthly Budget-to-Actuals for the month ending December 31, 2020.

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# Item 7.C

Financial Report Through  
December 31, 2020

## Attachment 1

Monthly Budget-to-Actuals for the month  
ending December 31, 2020

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**Riverside County Habitat Conservation Agency  
Monthly Financials  
For the Month Ending December 31, 2020**

	Actual 12/3/2020	Budget 6/30/2021	Variance
<b>Program: Administration</b>			
<b>Revenues and Transfers in</b>			
RCHCA Revenue	212,532	625,000	(412,468)
Interest Revenue - Banks	3,617	60,000	(56,384)
RCHCA - Deposit Based Fee Draws	-	2,500	(2,500)
RCHCA - Revenue for Contracted Services	524,096	367,500	156,596
<b>Total Revenues</b>	<b>\$740,244</b>	<b>\$1,055,000</b>	<b>\$(314,756)</b>
<b>Expenses</b>			
RCHCA Salaries & Wages	99,115	231,279	132,164
Fringe Benefits	30,002	77,733	47,731
General Legal Services	11,669	15,000	3,331
Audit Svcs - Professional Fees	16,900	21,000	4,100
Commissioners Per Diem	2,400	6,000	3,600
Vehicle Maintenance Expense	2,294	6,000	3,706
Parking Validations	-	300	300
Event Support	1	1,000	999
Program/Office Supplies	-	5,000	5,000
Computer Equipment/Supplies	-	5,000	5,000
Computer Software	3,720	2,000	(1,720)
Rent/Lease Equipment	185	1,000	815
Membership Dues	932	1,000	68
Subscriptions/Publications	100	100	-
Postage	-	1,500	1,500
Other Household Exp (Gas)	2,327	15,000	12,673
Printing Services	1,456	8,000	6,544
Misc. Office Equipment	-	500	500
Uniforms and Replacement Clothing	-	1,000	1,000
Small Tools & Instruments	-	3,000	3,000
Communications - Cellular Phones	5,591	10,000	4,409
GIS Services	-	0	-
Equipment Maintenance - General	5,721	1,000	(4,721)
Insurance - Gen/Busi Liab/Auto	47,901	45,000	(2,901)
License & Permits	-	1,000	1,000
Seminars/Conferences	1,000	500	(500)
Travel - Mileage Reimbursement	181	1,500	1,319
Travel - Ground Transportation	-	500	500
Travel - Airfare	-	500	500
Lodging	-	500	500
Meals	-	5,000	5,000
Other Incidentals	-	1,000	1,000
Special Program Expense	-	10,000	10,000
Weed Abatement	-	22,000	22,000
Staff Education Reimbursement	-	1,000	1,000
Research and Statistics	13,621	5,000	(8,621)
Consulting Labor	127,202	371,640	244,438
Operating Transfer Out (overhead)	95,956	191,912	95,956
<b>Total Expenses</b>	<b>Total \$468,276</b>	<b>\$1,069,464</b>	<b>\$ 601,188</b>



**Riverside County Habitat Conservation Agency**  
**Monthly Financials**  
**For the Month Ending December 31, 2020**

	Actual 12/3/2020	Budget 6/30/2021	Variance
<b>Program: Lake Matthews Reserve</b>			
<b>Revenues</b>			
	Actual 12/3/2020	Budget 6/30/2021	Variance
Interest Revenue - Banks	5,301	20,000	14,699
RCHCA - Revenue for Contracted Service	-	266,221	266,221
Lake Mathews Endowment Fund Drawdown	232,251	246,965	14,714
<b>Total Revenues</b>	<b>\$ 237,552</b>	<b>\$ 533,186</b>	<b>\$ 295,634</b>
<b>Expenses</b>			
Salaries & Wages - Fulltime	148,673	301,644	152,971
Fringe Benefits	45,003	99,542	54,539
Reserve Program Supplies	38,113	64,000	25,887
Other Household Exp	-	1,000	1,000
Uniforms and Replacement Clothing	-	500	500
Small Tools & Instruments	-	15,000	15,000
GIS Services	-	5,000	5,000
License & Permits	-	1,500	1,500
Consulting Labor	5,763	25,000	19,238
<b>Total Expenses</b>	<b>\$ 237,552</b>	<b>\$ 513,186</b>	<b>\$ 275,634</b>



# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Status Report on the Attendance Roster  
**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704  
**Date:** February 18, 2021

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*The purpose of this item is to provide a record of attendance at Board of Directors meetings. The Joint Powers Agreement requires the RCHCA Board of Directors to hold at least four meetings per year.*

**Requested Action:**

1. Receive and file.
- 

Attached is the Board Meeting Attendance Roster.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

1. Board meetings attendance roster.

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# Item 7.D

Status Report on the Attendance  
Roster

## Attachment 1

Board meetings attendance roster

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## RCHCA BOARD MEETING Attendance Roster

MEMBER JURISDICTIONS	2020			
	February	May	September	November
Corona	X	X	X	X
Hemet	X	X		X
Lake Elsinore	X	X	X	X
Menifee	X	X	X	X
Moreno Valley		X		
Murrieta		X	X	X
Perris	X	X	X	X
Riverside	X	X	X	X
Temecula	X	X	X	
Wildomar	X	X	X	X
County of Riverside	X	X	X	X

“X” Denotes member / alternate member present at meeting.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Status Report Concerning Reserve Management Committee for the Southwestern Riverside County Multi-Species Reserve and the Lake Mathews Reserve

**Contact:** Brian Shomo, Director of Natural Resources, [bshomo@wrcog.us](mailto:bshomo@wrcog.us), (951) 840-8070

**Date:** February 18, 2021

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*The purpose of this item is to report on staff attendance and topics discussed related to the Reserve Management Committees (RMC) for the Southwestern Riverside County Multi-Species Reserve (SWMSR) and the Lake Mathews Reserve (LMR).*

**Requested Action:**

1. Receive and file.
- 

**Southwestern Riverside County Multi-Species Reserve (SWMSR) Management Committee (September 30, 2020)**

The Reserve manager presented the annual report for 2019-2020. The report addressed a) natural resources management, b) patrol, c) maintenance, and d) interpretative program activities.

Metropolitan Water District staff updated the RMC on the status of the Management RFP process by stating that all applications have been reviewed by the selection committee and that a final decision would be made by year's end.

**Lake Mathews Reserve Management Committee (September 30, 2020)**

There was no Lake Mathews RMC meeting during the current reporting period.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Status Report Concerning Reserve Management Coordinating Committee  
**Contact:** Harry Sandoval, Natural Resource Manager, [hsandoval@wrcog.us](mailto:hsandoval@wrcog.us), (951) 206-3260  
**Date:** February 18, 2021

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*The purpose of this item is to report on staff attendance and topics discussed related to the Reserve Management Coordinating Committee.*

**Requested Action:**

1. Receive and file.
- 

The primary mission of the Reserve Managers Coordinating Committee (RMCC) is to promote coordination of Stephens' Kangaroo Rat (SKR) management throughout the eight Reserves and to address regional management issues of importance to species recovery in the SKR Habitat Conservation Plan.

**Reserve Managers Coordinating Committee (November 5, 2020)**

RCHCA staff updated RMCC members on SKR recovery efforts. RMCC members were given the opportunity to provide information related to SKR threats within the reserve system. Data collected from the RMCC members will be used in the recovery process.

The University of California, Riverside (UCR) provided a presentation regarding a stinknet herbicide experiment conducted on RCHCA reserves.

Staff presented information on an available grant to abate illegal disposal sites.

RMCC members held a roundtable discussion to provide management updates from individual SKR reserves as well as surrounding conserved lands.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Single Signature Authority Report

**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704

**Date:** February 18, 2021

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*The purpose of this item is to notify the Board of Directors of contracts recently signed under the Single Signature Authority of the Executive Director.*

**Requested Action:**

1. Receive and File.
- 

The Executive Director has Single Signature Authority for contracts up to \$50,000. For the months of November through January, one contract was signed by the Executive Director:

1. In January 2021, a Professional Services Agreement (PSA) was executed with Ruth Villalobos & Associates, Inc., for \$61,500 to assist in preparing a CEQA report for the Steele Peak Inaugural Trail Project.

**Prior Action:**

None.

**Fiscal Impact:**

For the 3rd Quarter of Fiscal Year 2020/2021, there will be a total Agency increase in expenditures of \$61,500 to complete the CEQA analysis for the Steele Peak Inaugural Trail which will result in a budget amendment.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Status Update on Stephens' Kangaroo Rat Recovery Efforts  
**Contact:** Princess Hester, Director of Administration, [phester@wrcog.us](mailto:phester@wrcog.us), (951) 405-6704  
**Date:** February 18, 2021

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*The purpose of this item is to provide an update on staff's efforts and meetings to discuss opportunities regarding species recovery efforts for the Stephens' Kangaroo Rat.*

**Requested Action:**

1. Receive and file.
- 

*The Endangered Species Act was established in 1973 when Congress declared that various species of fish, wildlife, and plants in the United States have been rendered extinct because of economic growth and development untampered by adequate concern and conservation. RCHCA was formed in 1996 under a Joint Powers Agreement for acquisition, administration, operation, and maintenance of land and facilities for ecosystem conservation and habitat reserves for the Stephens' Kangaroo Rat (SKR).*

In September 2020, the U.S. Fish and Wildlife Services (USFWS) published to the Federal Register a Proposed Rule to Reclassify SKR from Endangered to Threatened with a Section 4(d) Rule. USFWS is working on revisions to the SKR status assessment based on the Proposed Rule's public comments and RCHCA's Habitat Suitability Model's baseline data for integration into the USFWS GIS database, which will provide critical information for studying future changes in the species. This process will take a few months, and once complete, the Final Rule will be published to the Federal Register.

Staff will continue advocacy efforts to support this process and schedule virtual meetings with USFWS in the spring.

As we look ahead, the next steps will include implementing the Species Range-Wide Management and Monitoring Plan (Plan). The geographic range of SKR includes areas in Northern San Diego County. While there have been efforts to support SKR recovery on military lands, other areas are in the beginning stages of developing management plans. The U.S. Department of the Interior Bureau of Land Management (BLM) covers SKR under its management plan and is also responsible for SKR recovery. In 2019, BLM awarded RCHCA \$600k through the Good Neighbor Program to develop the Plan and support RCHCA's SKR management efforts.

Recently, BLM approved year two funding of \$190,193 to assist in the implementation phase of the Plan. RCHCA will collaborate with scientists, species managers, researchers, and landowners to coordinate implementation and better understand regionwide SKR population status, trends, and conservation priorities.

Additionally, RCHCA will continue SKR recovery efforts and work with USFWS to support the 1997 Draft Recovery SKR Habitat Conservation Plan's finalization.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.



# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Steele Peak Public Access Plan Activities Update  
**Contact:** Riana Fisher, Staff Analyst, [rfisher@wrcog.us](mailto:rfisher@wrcog.us), (951) 405-6708  
**Date:** February 18, 2021

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*The purpose of this item is to provide an update on the Public Access Plan being developed for the Steele Peak Reserve.*

**Requested Action:**

1. Receive and file.
- 

RCHCA manages over 40,000 acres of land conserved for the endangered Stephens' Kangaroo Rat (SKR). These lands reflect multiple ownerships, some of which are not currently open to the public, and they have different objectives as it relates to public access. Staff spends significant time and resources repairing and replacing fencing for unapproved access at many of the Reserves RCHCA manages. With direction from the Board, staff is working to prepare the Steele Peak Public Access Plan at the Steele Peak Reserve. The idea behind the Plan is that the introduction of controlled, limited, public access will serve to dissuade illegal and harmful access to RCHCA lands, thus improving SKR habitat.

The Steele Peak Reserve is located adjacent to the City of Perris in unincorporated Riverside County. RCHCA owns approximately 200 acres of land that is conserved for SKR. Staff identified this area as being best suited for a pilot Public Access Plan because these lands are solely owned by RCHCA and the community would benefit greatly from the opportunity to experience and appreciate the natural environment that is being protected in this area.

RCHCA is currently in the process of obtaining a CEQA evaluation with Ruth Villalobos & Associates. Interpretive signage that will incorporate the area's history is in the planning phase and the Inaugural Trail completion date is on schedule for March 2022.

**Prior Action:**

November 19, 2020: The Board of Directors approved the Steele Peak Inaugural Trail Concept Design Plan.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Report on RCHCA Innovation

**Contact:** Riana Fisher, Staff Analyst, [rfisher@wrcog.us](mailto:rfisher@wrcog.us), (951) 405-6708

**Date:** February 18, 2021

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*The purpose of this item is to provide a presentation on innovative practices developed and employed by RCHCA to help with land management and monitoring within the SKR Reserve System. Topics may include technological advancements, innovative research, and creative solutions to complex problems.*

**Requested Action:**

1. Receive and file.

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Western Riverside County spends millions of dollars annually combating non-native weeds to reduce catastrophic wildfires, maintain road shoulders, and enhance habitat for species listed within the Multi-Species Habitat Conservation Plan. RCHCA uses land management techniques to reduce these invasive weeds in Western Riverside County's open space areas to support species recovery and reduce the regulatory burden on development projects within the subregion. However, reducing the transmission of new invasive plants between and amongst open space areas is challenging because of the on-going maintenance activities of Public Works Departments and water, gas, and electric utilities.

RCHCA staff created an Invasive Species Management Calendar to assist regional Reserve Managers and Public Works Departments in a cooperative approach to combat these plants that may reduce the fire fuel loads and infrastructure operation and maintenance costs, while simultaneously enhancing habitats to reduce the regulatory burden on future development projects. This calendar is a tool to coordinate management actions for treating invasive species throughout the region and displays the plant's life cycle and recommended management treatment each month of the year.

**Prior Action:**

None.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Educational Outreach Program Activities Update  
**Contact:** Riana Fisher, Staff Analyst, rfisher@wrcog.us, (951) 405-6708  
**Date:** February 18, 2021

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*The purpose of this item is to provide a report on RCHCA's Educational Outreach Program activities.*

**Requested Action:**

1. Receive and file.
- 

*The Stephens' Kangaroo Rat Habitat Conservation Plan (SKR HCP) allows RCHCA to provide an Educational Outreach Program to increase awareness of threatened and endangered species in Western Riverside County. The Program offers an opportunity to share information regarding the SKR reserves and the importance of conserving natural resources.*

In collaboration with The Energy Coalition and Eco Hero, RCHCA presented a virtual educational webinar in December to grades 4 through 8 from Good Hope Elementary, Rice Canyon Elementary, Summit View Home-based Program, and Mission Bell Elementary School. With a theme of recycling, staff did a presentation on the harmful effects that balloon trash has on wildlife. Other topics included repurposing trash into art and oil recycling, with fun and interactive polls, songs, and activities to engage the students.

In 2020, RCHCA could not complete its usual environmental education and outreach goals; therefore, staff is working with the Western Riverside Council of Governments' (WRCOG) Energy & Environment Department to publish online content that will maintain engagement from educators and students who participate in RCHCA's events. Staff will also work to develop the Riverside Communities Partnership Project and prepare projects to complete in 2021. Staff will reengage with AmeriCorps to complete service projects in the subregion supporting wildland fire suppression, vegetation management, and other community-based service-learning assignments.

**Prior Action:**

None.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.

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# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Contracted Land Management and Monitoring Activities Update  
**Contact:** Brian Shomo, Director of Natural Resources, [bshomo@wrcog.us](mailto:bshomo@wrcog.us), (951) 840-8070  
**Date:** February 18, 2021

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*The purpose of this item is to provide a status update on the various tasks associated with RCHCA-contracted land management activities.*

### **Requested Action:**

1. Receive and file.
- 

*RCHCA contracts with various entities to provide environmental land management services for protecting and enhancing threatened and endangered species and their habitats throughout Western Riverside County. Because RCHCA is a leader in innovative yet cost effective land management and monitoring techniques, other outside agencies and organizations often solicit RCHCA for help in managing their lands or mitigation projects. RCHCA then uses this contract revenue to support staff salaries and other projects outside the purview of the Stephens' Kangaroo Rat (SKR) Fee revenue. The following report provides a brief summary of the current RCHCA contracts.*

Brian Shomo will present on RCHCA's management and monitoring contract obligations.

### **U.S. Department of the Interior Bureau of Land Management (BLM):**

- Approximately \$26,000 was used to purchase approximately 100 acres of SKR-preferred plant seed under the BLM contract. The seed was intended to be sown by December 31, 2020, in order to restore SKR habitat. However, due to the lack of sufficient rainfall to germinate the seed, the decision was made to withhold the planting until more suitable conditions developed.

### **Mariposa Biology / Waste Management, Inc., at the El Sobrante Landfill Conservation Area:**

- Mariposa Biology / Waste Management approached RCHCA to develop a scope of work and cost estimate for small mammal, herpetological, and a minor addition to the previous riparian restoration work recently completed last year. RCHCA submitted a scope of work for each aspect of the project and a total cost estimate of \$16,000.

### **Metropolitan Water District (MWD):**

- RCHCA manages approximately 6,000 acres of Metropolitan Water District lands for 65 species and their habitats. The contract amount shall not exceed \$200,000 annually and is based on task orders for specific projects. In July 2020, RCHCA submitted an annual work plan and budget of \$152,000. Due to the lack of precipitation, many of the previously submitted tasks are no longer viable. Therefore, the annual work plan

was amended while remaining within the budget previously adopted by the Reserve Management Committee with other task orders including a comprehensive SKR survey, extensive herpetological monitoring, and security fencing and signage.

United States Department of Agriculture's Natural Resource Conservation Service (NRCS):

- RCHCA implemented the previously developed restoration plan and fulfilled the NRCS's requirements under the EQIP grant. The restoration included restoring stream hydrology and then planting both native understory and overstory vegetation communities within the areas previously dominated by Giant Wild Reed (*Arundo donax*). Supplemental water will be used over the next few months to ensure the threshold for plant survival is achieved. RCHCA anticipates NRCS's final approval and signoff by the end of Fiscal Year 2020/2021.

California Conservation Corps (CCC):

- RCHCA was awarded approximately \$275,000 for CCC services to enhance rare species habitat, protect and restore wetland environments, and reduce fire fuels within wildland / urban interfaces. During the current reporting period, the CCC has completed the riparian restoration and the fire fuel reduction aspects of the project. The third and final phase of the grant will focus on removing accumulated fire fuels and the restoration of a major drainage adjacent to residences within the Lake Mathews Estates area. The work was originally expected to be completed by February 2021 but due to COVID-19 the current estimate for completion is March 2021.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.



# Riverside County Habitat Conservation Agency Board Meeting

## Staff Report

**Subject:** Stephens' Kangaroo Rat Reserve Management and Monitoring Efforts Activities Update  
**Contact:** Brian Shomo, Director of Natural Resources, [bshomo@wrcog.us](mailto:bshomo@wrcog.us), (951) 840-8070  
**Date:** February 18, 2021

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*The purpose of this item is to provide information on RCHCA management and coordination efforts occurring for RCHCA-owned lands at the Lake Mathews and Steele Peak Reserves.*

**Requested Action:**

1. Receive and file.
- 

During the current reporting period RCHCA has conducted the following actions:

RCHCA staff, in cooperation with the Bureau of Land Management (BLM), established a 100-foot-wide fire control line around the perimeter of approximately 60 acres of SKR habitat. This interior of this area will be burned in the coming months to enhance SKR habitat and assist training over 40 federal fire investigators.

Approximately 50 acres of SKR habitat were mowed near residential areas adjacent to the Reserve to establish fire breaks and enhance SKR populations.

Eight burrowing owl artificial nest boxes were re-established and modified with dual entrances and additional soil covering the burrows to assist with attaining the species' objectives under the Western Riverside Multiple Species Habitat Conservation Plan.

Approximately 50 acres of SKR-preferred forb seed was intended to be broadcast seeded but was ultimately withheld due to the lack of rainfall. The seed will be stored and used in a future restoration effort.

**Prior Action:**

November 19, 2020: The Board of Directors received and filed.

**Fiscal Impact:**

This item is for informational purposes only; therefore, there is no fiscal impact.

**Attachment:**

None.