**Southwestern Riverside County Multi-Species Reserve  
Reserve Management Committee Meeting  
Wednesday, June 3, 2020 – 1:00 pm**

**Meeting Conducted Remotely via Microsoft Teams**  
  
**Meeting Notes**

**RMC Members Present**  
Dustin McLain (Riverside County Regional Park and Open-Space District/Parks)  
Alex Marks (Metropolitan Water District of Southern California/MWD)  
Brian Shomo (Riverside County Habitat Conservation Agency/RCHCA)

Jim Thiede (United States Fish and Wildlife Services)

**Other Attendees**  
Joe Sherrock (Parks), Gail Barton (Public), Tania Asef (MWD), Dustin McLain (Parks), Donald Craw (Parks)

1. **Call to order and introductions** – The meeting was called to order at 1:02 pm.
2. **Public comments** – No comments.
3. **Approval of meeting notes** – March 4, 2020 meeting notes were presented and discussed.

**MOTION to approve the meeting notes as presented for the March meeting.**

**Motion – Brian Shomo; Second – Alex Marks; Motion approved**

1. **Reserve Manager Report - The Reserve manager will present the quarterly report on Reserve management activities report addressing (a) natural resources management, (b) patrol, (c) maintenance, and (d) interpretative program.** Joe presented the March 2020 – May 2020 quarterly reserve management report. Highlights from the written report were as follows.

* Prescribed burns were conducted at the Pig Farm, 32 acres, and East Bachelor, 26 acres, burn units.
* Reserve staff continued progress on the Tucalota Creek restoration project including planting 125 cottonwood, willow, and mulefat seedlings.
* Brown headed cowbird traps deployed at three locations trapped 51 cowbirds, which were euthanized.
* Reserve staff mowed 140 acres SKR management and burrowing owl units.

**5. Annual work plan and budget – Parks will present the FY 20/21 annual work plan and budget for discussion and approval –** Joe presented the proposed annual work plan and budget and introduced Donald Craw, Parks Finance Bureau Chief, whom was present to address the budget. The work plan includes tasks related to property management, vegetation management, interpretive programming, and species management. Robert indicated that the plan has the same format as the previous year. Alex indicated that the budget would not be approved at the meeting as MWD needed more time to review it prior to it being finalized and presented to the RMC for approval. Donald indicated that the proposed budget represented a change from prior years as it replaced the previous employee hourly fees with a system that included more fully burdened rates. He explained that this was the primary reason the budget had increased over the FY 19/20 budget. Donald indicated that employee driven costs would now be included in the hourly rates and that the budget allocation for supplies and materials were for costs directly related to implementation of the annual work plan projects. Under the new rate system administrate charges would be built into the labor rates. Following RMC discussion, the committee agree to continue the discussion to another date after MWD and Parks had finalized the proposed budget.

1. **Trails Update – MWD will provide an update on the Reserve trails project –** Alex provided the update and indicated that MWD had responded to Jim on his comments on the trails project provided following the December 2019 meeting and that copies were provided to the other RMC members. He indicated that MWD is proceeding with preparation of the necessary CEQA analysis for the trails that were previously presented to and approved by the RMC, which would incorporate elements of the trails plan, as applicable/appropriate, and the trail design that was presented. Alex noted that MWD anticipates regulatory approvals will be required to implement the project for trails both inside and outside of the SWRMSR. He added that the approval of the trail alignments by the RMC at previous meetings did not commit member agencies to the trails, on or off the SWRMSR, instead that such approval reflected provisions in the MSCHP requiring trail alignments to be reviewed and approved by and to receive the input of the RMC during the planning phase for the trails. Alex indicated that MWD would continue to update the RMC on progress and any subsequent approvals of the project by Metropolitan and that that MWD would not be asking the RMC for further approvals on the trails. No comment was provided by the RMC.

**7. Reserve Management RFP process MWD will provide an update on the status of the RFP process and current contract with Riverside County Parks –** Alex provided the update and that MWD had decided to issue a Request for Qualifications rather than a Request for Proposals, which would provide a better means to match consultants with the reserve management requirements and allow for the duties to potentially be split duties among service providers. He indicated that a September advertisement was anticipated and that he would provide Jim and Richard an opportunity to review the scope prior to its release.

1. **Roundtable: RMC members will provide updates on Reserve-related activities of their agencies. –** (a) Brian indicated that RCHCA would be using a BLM grants to fund an SKR recovery group that will be developing a region wide SKR monitoring plan. (b) Jim indicated he and other USFWS would be working from home for the foreseeable future. (c) Alex updated the RMC on Skinner Trail maintenance activities and that he wants to conduct a field trip of the reserve for the RMC.
2. **Adjourn –**At 1:50 the meeting was continued to 6/30/2020 for continued discussion of the 2020/2021 Annual Budget.

**Southwestern Riverside County Multi-Species Reserve  
Reserve Management Committee**

**June 3, 2020 Continuance Meeting  
Tuesday, June 30, 2020 – 3:00 pm**

**Meeting Conducted Remotely via Microsoft Teams**

**RMC Members Present**  
Dustin McClain (Riverside County Regional Park and Open-Space District/Parks)  
Richard Kim (California Department of Fish and Wildlife/CDFW)

James Thiede (United States Fish and Wildlife Service/USFWS)  
Alex Marks (Metropolitan Water District of Southern California/MWD)  
Brian Shomo (Riverside County Habitat Conservation Agency/RCHCA)  
  
**Other Attendees**  
Joe Sherrock (Parks), Tania Asef (MWD), Donald Craw (Parks)

1. **Call to order** - The meeting was called to order at 3:20 pm.
2. **Continued discussion: Annual work plan and budget – Parks will present the FY 20/21 annual work plan and budget for discussion and approval -** Donald described that cost increases in the proposed budget compared to FY 19/20 costs are due to Parks’ changes to create fully burdened staff rates. Concern was expressed by the RMC that the proposed budget would not result in a decrease of reserve management service levels. Members also discussed the urgency of MWD’s release of the RFQ for reserve management services as basis for comparison of costs associated with providing such services and whether approval of the budget could be tied to release of the RFQ. After continued discussion the RMC agreed to approve the budget for three months contingent on the release of the RFQ by the September RMC meeting date.

MOTION to approve the FY 2020/2021 budget for three months until the September RMC meeting at which time it will be reviewed if the RFQ has not yet been released; if the RFQ has not been, the RMC will consider termination of the existing agreement with a 10 day notice.

**Motion – Brian Shomo; Second – Alex Marks; Motion approved**.

1. **Adjourn** – The meeting was adjourned at 4:48pm.