



Riverside Communities Partnership Project Board of Directors

AGENDA

**Thursday, May 20, 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: 860 9570 3860
Password: 309671**

**Dial by your location:
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)**

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 the Board of Directors 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 the Board of Directors to hold Board 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 Board of Directors meeting scheduled for Thursday, May 20, 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 leonard@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 May 18, 2021, at (951) 405-6702 or 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 of Directors and who has made a contribution of more than \$250 in the past twelve (12) months to any member of the Board of Directors 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 (Lesa Sobek, Chair)

2. ROLL CALL

3. 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.

4. 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, Riverside Communities Partnership Project Board of Directors Meeting P. 1

Requested Action: 1. *Approve the Summary Minutes from the November 19, 2020, Riverside Communities Partnership Project Board of Directors Meeting.*

B. Approval of the Fiscal Year 2021/2022 Agency Budget Princess Hester, RCHCA P. 5

Requested Action: 1. *Adopt Resolution Number 2021-01; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Fiscal Year 2021/2022 Agency Budget.*

5. ITEMS FOR FUTURE AGENDAS Members

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

6. GENERAL ANNOUNCEMENTS Members

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

7. NEXT MEETING: The next RCPP Board of Directors meeting is scheduled for Thursday, May 19, 2022, at 11:30 a.m.

8. ADJOURNMENT

Riverside Communities Partnership Project

Regular Meeting ~ Minutes ~

Thursday, November 19, 2020

11:34 AM

Zoom Platform

1. CALL TO ORDER

The meeting was called to order by Chair Michael Vargas at 11:34 a.m., on the Zoom platform.

2. ROLL CALL

Jurisdiction	Attendee	Status
City of Corona	Yolanda Carrillo	Present
City of Hemet	Russ Brown	Present
City of Lake Elsinore	Steve Manos	Present*
City of Menifee	Lesa Sobek	Present
City of Moreno Valley		Absent
City of Murrieta	Christi White	Present
City of Perris	Michael Vargas	Present
City of Riverside	Steve Hemenway	Present
City of Temecula		Absent
City of Wildomar	Joseph Morabito	Present
County of Riverside	Jeff Hewitt	Present
RCHCA General Manager	Rick Bishop	Present

*Arrived after roll call.

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT AND POLICY CALENDAR

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

A. Appointment of Officers

- Actions:**
- Acknowledged that the Officers of the Riverside County Habitat Conservation Agency (RCHCA) Board of Directors are automatically designated as the Officers of the Riverside Communities Partnership Project (RCPP). Specifically, the President and Chair of the RCPP is the Chair of the RCHCA Board of Directors; the Vice President of the RCPP is the Vice-Chair of the RCHCA Board of Directors.*
 - Acknowledged that the Secretary is the Executive Director of the Western Riverside Council of Governments (WRCOG) and the Treasurer is WRCOG's Chief Financial Officer.*

B. Ratification and Adoption of the Articles of Incorporation

- Action:**
1. *Adopted Resolution Number 2020-01; A Resolution of the Board of Directors of the Riverside Communities Partnership Project ratifying and adopting the Articles of Incorporation.*

C. Adoption of Bylaws

- Action:**
1. *Adopted Resolution Number 2020-02; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Bylaws.*

D. Adoption of Conflict of Interest Policy

- Actions:**
1. *Adopted RCPP Resolution Number 2020-03; A Resolution of the Board of Directors of the Riverside Communities Partnership Project Adopting a Conflict of Interest Policy.*
 2. *Directed the Secretary to sign the Certificate of Secretary directly following the adoption of the Conflict of Interest Policy.*

E. Authorization of Actions of Officers

- Actions:**
1. *Adopted Resolution Number 2020-05; A Resolution of the Board of Directors of the Riverside Communities Partnership Project authorizing actions of Officers.*
 2. *Authorized Officers to execute contracts in accordance with procurement policies and procedures of the Western Riverside Council of Governments.*

F. Authorization to File for Tax Exempt Status, Reports, and Registration Statements

- Actions:**
1. *Adopted Resolution Number 2020-06; A Resolution of the Board of Directors of the Riverside Communities Partnership Project authorizing its Officers to file for tax exemption under Section 501(c)(3) of the Internal Revenue Code.*
 2. *Authorized Officers of the RCPP to file for tax exemption to become a charitable organization under Section 501(c)(3) of the Internal Revenue Code.*
 3. *Authorized Officers of the RCPP to file reports and registration statements in California, including (a) Statement of Information with the Secretary of State (SI-100); (b) Tax Exemption with the Franchise Tax Board (FTB 3500); and (c) Registry of Charitable Organizations with the Attorney General's Office (RRF-1).*

G. Adoption of Statement of Investment Policy, Bank Designation, and Authorized Signatories

- Actions:**
1. *Adopted Resolution Number 2020-04; A Resolution of the Board of Directors of the Riverside Communities Partnership Project authorizing its Officers to establish a bank account and have signature authority.*
 2. *Adopted the Statement of Investment Policies of Western Riverside Council of Governments.*
 3. *Approved the selection of Citizens Business Bank as the RCPP's Bank.*

4. *Designated the Executive Director, Deputy Executive Director, and Chief Financial Officer as authorized signatory(ies) on RCPP's account at Citizens Business Bank.*

H. Use of RCHCA Logo and In-Kind Staff Support Services

- Actions:**
1. *Authorized the Riverside Communities Partnership Project to use the Riverside County Habitat Conservation Agency logo and RCPP logo.*
 2. *Approved the Western Riverside Council of Governments' Executive Director to arrange for provision of in-kind staff support to the RCPP.*

I. Approval of the Fiscal Year 2020/2021 Agency Budget

- Action:**
1. *Adopted Resolution Number 2020-08; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Fiscal Year 2020/2021 Agency Budget.*

5. ITEMS FOR FUTURE AGENDAS

There were no item requests for future agendas.

6. GENERAL ANNOUNCEMENTS

There were no general announcements.

7. NEXT MEETING

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

8. ADJOURNMENT

The meeting adjourned at 11:40 a.m.

Page Intentionally Left Blank



Riverside Communities Partnership Project Board Meeting Staff Report

Subject: Approval of the Fiscal Year 2021/2022 Agency Budget

Contact: Brian Shomo, Director of RCHCA, bshomo@wrcog.us, (951) 840-8070

Date: May 20, 2021

The purpose of this item is to request approval of the Fiscal Year 2021/2022 Agency Budget.

Requested Action:

1. Adopt Resolution Number 2021-01; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Fiscal Year 2021/2022 Agency Budget.

In November 2019, the RCHCA Board of Directors authorized staff to establish the Riverside Communities Partnership Project (RCPP) as a non-profit 501(c)(3). The mission of the Riverside Communities Partnership Project is to bring together resources to support the conservation, education, and collaboration efforts of the Riverside Habitat Conservation Agency.

RCPP will be a vital component of RCHCA. It will serve as the entity to apply for grant funding to expand coordination among the many Riverside County agencies responsible for various land management, community development, emergency preparedness, volunteer, and environmental stewards.

Prior Action:

None.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2021/2022.

Attachments:

1. Resolution Number 2021-02; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Fiscal Year 2021/2022 Agency Budget.
2. Proposed Fiscal Year 2021/2022 Agency Budget.

Page Intentionally Left Blank

Item 4.B

Approval of the Fiscal Year
2021/2022 Agency Budget

Attachment 1

Resolution Number 2021-02; A Resolution of the Board of Directors of the Riverside Communities Partnership Project adopting the Fiscal Year 2021/2022 Agency Budget

Page Intentionally Left Blank



Member Jurisdictions

Corona • Hemet • Lake Elsinore • Menifee • Moreno Valley • Murrieta
Perris • Riverside • Temecula • Wildomar • County of Riverside

RESOLUTION NUMBER 2021-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RIVERSIDE COMMUNITIES PARTNERSHIP PROJECT
ADOPTING THE FISCAL YEAR 2021/2022 AGENCY BUDGET**

WHEREAS, the Riverside Communities Partnership Project (RCPP) operates on a fiscal year basis, beginning July 1 of each year and continuing until June 30 of the succeeding year; and

WHEREAS, the primary objective and purpose for RCPP is to provide support to the Riverside County Habitat Conservation Agency (RCHCA), a public entity under the authority of Section 6500 *et. seq.* of the California Government Code, for the purpose of facilitating responsible conservation, education, coordination and collaboration; and

WHEREAS, pursuant to Section 4.G of the RCPP Bylaws, the Board of Directors shall prepare and approve an annual budget to provide adequate resources to meet the mission and objectives of the organization; and

WHEREAS, on May 20, 2021, the proposed Budget for Fiscal Year 2021/2022 was presented to the RCPP Board of Directors.

NOW THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Riverside Communities Partnership Project, in regular session assembled on May 20, 2021, hereby approves and adopts the Riverside Communities Partnership Project Fiscal Year 2021/2022 Agency Budget.

PASSED AND ADOPTED by the Board of Directors of the Riverside Communities Partnership Project on May 20, 2021.

Lesa Sobek, Chair
RCHCA Board of Directors

Rick Bishop, Secretary
RCHCA Board of Directors

Approved as to form:

Aaron Gettis
RCPP Legal Counsel

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

Page Intentionally Left Blank

Item 4.A

Approval of the Fiscal Year
2021/2022 Agency Budget

Attachment 2

Proposed Fiscal Year 2021/2022
Agency Budget

Page Intentionally Left Blank



**Riverside Communities Partnership Project
Fiscal Year 2021/2022
Proposed Annual Budget**

**Proposed
Budget
6/30/2022**

Program: Administration

Revenues and Transfers in

RCPP Other Revenues		8,000
Interest Revenue - Banks		2,000
Total Revenues		\$ 10,000

Expenses

Program / Office Supplies		500
Other Incidentals		100
Special Program Expense		9,400
Total Expenses	Total	\$ 10,000