

**CVCC VOTING MEMBERS WILL RECEIVE A UNIQUE PANELIST LINK BY EMAIL.
PLEASE USE THIS LINK TO PARTICIPATE IN THIS MEETING.**



Pursuant to Governor Newsom's Executive Order N-29-20 (March 18, 2020),
the CVCC meeting will only be conducted via video/teleconferencing.

COACHELLA VALLEY CONSERVATION COMMISSION MEETING AGENDA

**THURSDAY, JUNE 10, 2021
10:30 a.m.**

INSTRUCTIONS FOR PARTICIPATION

Members of the public may use the following link:
<https://us02web.zoom.us/j/87182016778?pwd=Y1VWVy9FLzRER3IBSm4yaVhtWTBldz09>
Password: 170576

One Tap Mobile: +16699009128,,87182016778# US
Dial In: +1 669-900-9128
Webinar ID: 871 8201 6778
Password: 170576

***This will provide listening access and ability to address the
CVCC when called upon.***

IF YOU ARE UNABLE TO CONNECT VIA DIAL IN OPTION, PLEASE CALL 760-346-1127

Public comment is encouraged to be emailed to the CVCC prior to the
meeting via email to cvag@cvag.org by 5:00 pm on the day prior to the Commission meeting.
Comments intended to be read aloud should be no more than 300 characters in length.

**THIS MEETING IS HANDICAPPED ACCESSIBLE.
ACTION MAY RESULT ON ANY ITEMS ON THIS AGENDA.**

1. **CALL TO ORDER** – Mayor Linda Evans, Chair

2. **ROLL CALL**

A. **Member Roster**

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3. **PUBLIC COMMENTS ON AGENDA ITEMS**

Any person wishing to address the Coachella Valley Conservation Commission on items appearing on this agenda may do so at this time. At the discretion of the Chair, comments may be taken at the time items are presented. Please limit comments to 3 minutes.

4. **COMMISSION CHAIR / DIRECTOR ANNOUNCEMENTS**

5. **CONSENT CALENDAR**

A. **Approve May 13, 2021 CVCC Meeting Minutes**

[P6](#)

B. **Approve CVCC’s existing Investment Policy as CVCC Policy #21-02**

[P12](#)

C. **Adopt the clarifying memo, *Joint Project Review Requirements of the Coachella Valley Multiple Species Habitat Conservation Plan and the Implementing Agreement as Applied to Programmatic or Phased Projects*, and direct the Executive Director to distribute this guidance to local permittees**

[P17](#)

D. **Authorize the Executive Director to negotiate and execute a services agreement with eBizUniverse, Inc. to complete website redesign for CVCC and the Coachella Valley Association of Governments (CVAG), at a cost to CVCC of \$4,825 and a cost to CVAG of \$6,425, for a total project cost not to exceed \$11,250**

[P22](#)

6. **DISCUSSION / ACTION**

A. **Fiscal Year 2021/2022 Agency-Wide, Programs, and Individual Funds Budget** – Claude Kilgore

[P50](#)

Recommendation: Adopt the CVCC Budget for Fiscal Year 2021/2022

B. **Donation of approximately 248 acres in connection with the Mountain View Power Partners Wind Repower Project** – Peter Satin

[P73](#)

Recommendation: Approve Resolution 21-005, authorizing the acceptance of the donation of a portion of Assessor Parcel Number 522-070-027, totaling approximately 248 acres, in the Whitewater Floodplain

Conservation Area from Gabrych Family Limited Partnership; and authorize the Executive Director to execute all necessary agreements and take such other actions as necessary for the acquisition

- C. Acquisition of approximately 42.3+/- acres from the City of Palm Springs in accordance with the Surplus Land Act – Jim Karpiak, Coachella Valley Mountains Conservancy** [P78](#)

Recommendation: Approve Resolution 21-006 authorizing acquisition of one parcel totaling approximately 42.3+/- acres in the Santa Rosa and San Jacinto Mountains Conservation Area at a not-to-exceed amount of \$460,000, plus closing and transaction-related costs of \$7,500; and authorize the Executive Director to execute all necessary contracts and take such other actions as necessary for the acquisition

- D. Contract with the University of California Riverside, Center for Conservation Biology to Implement Biological Monitoring** [P83](#)

Recommendation: Authorize the Executive Director to execute a contract with the University of California Riverside's Center for Conservation Biology to implement biological monitoring for the period from July 1, 2021 to June 30, 2022 at a cost not to exceed \$248,054

- E. Report on CivicSpark Fellowship Program Activities – Tory Brewster, CivicSpark Fellow** [P94](#)

Recommendation: Information

7. INFORMATION

- A. Attendance Record** [P95](#)
- B. Contracts Under \$25,000** [P96](#)
- C. Member Survey on CVAG Meetings in Post-COVID environment** [P97](#)
- D. Selection of Independent Auditor for CVAG, CVCC and DCE** [P98](#)
- E. Meeting calendar for Fiscal Year 2021/2022** [P100](#)
- F. State and Federal Funding Sources for Habitat Conservation** [P101](#)
- G. CV Link Endowment for Management of Mitigation Sites for Casey's June Beetle** [P104](#)

8. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Any member of the public wishing to address the Commission on items of general interest within the purview of this Commission may do so at this time. Please limit comments to 2 minutes.

9. ANNOUNCEMENTS

Upcoming Meetings:

The next meeting of the **CVCC** will be held on Thursday, September 9, 2021, at 10:30 a.m. either via Zoom webinar or in-person.

The next meeting of the **General Assembly** will be held on Monday, June 28, 2021 at 6:00 p.m. via Zoom webinar.

10. ADJOURN

Item 2A

**Coachella Valley Conservation Commission
Member Roster
2020 - 2021**



City of Cathedral City	Councilmember Rita Lamb <i>Alternate: Councilmember Nancy Ross</i>
City of Coachella	Mayor Steven Hernandez, Vice Chair <i>Alternate: Mayor Pro Tem Josie Gonzalez</i>
City of Desert Hot Springs	Councilmember Gary Gardner <i>Alternate: Mayor Scott Matas</i>
City of Indian Wells	Councilmember Donna Griffith <i>Alternate: Mayor Richard Balocco</i>
City of Indio	Mayor Elaine Holmes <i>Alternate: Councilmember Oscar Ortiz</i>
City of La Quinta	Mayor Linda Evans, Chair
City of Palm Desert	Mayor Kathleen Kelly <i>Alternate: Councilmember Gina Nestande</i>
City of Palm Springs	Councilmember Dennis Woods <i>Alternate: Mayor Pro Tem Lisa Middleton</i>
City of Rancho Mirage	Councilmember Richard W. Kite <i>Alternate: Councilmember Dana Hobart</i>
Riverside County	Supervisor Kevin Jeffries - District 1 <i>Alternate: Councilmember Glenn Miller, Indio</i> Supervisor Karen Spiegel – District 2 <i>Alternate: Councilmember Kathleen Fitzpatrick, La Quinta</i> Supervisor Chuck Washington – District 3 <i>Alternate: Mayor Pro Tem Jan Harnik, Palm Desert</i> Supervisor V. Manuel Perez – District 4 <i>Alternate: Mayor Scott Matas, Desert Hot Springs</i> Supervisor Jeff Hewitt – District 5 <i>Alternate: Director Russ Martin, Mission Springs Water District</i>
Coachella Valley Water District	Board Member Anthony Bianco
Imperial Irrigation District	Director Alex Cardenas
Mission Springs Water District	President Nancy Wright <i>Alternate: Vice President Randy Duncan</i>

Staff	
Tom Kirk, Executive Director	
Katie Barrows, Director of Energy & Environmental Resources	
Kathleen D. Brundige, Conservation Program Manager	
Peter Satin, Regional Planner	
Trisha Stull, Program Assistant II	

ITEM 5A

**Coachella Valley Conservation Commission
Meeting Minutes
May 13, 2021**



The audio file for this committee can be found at: <http://www.cvag.org/audio.htm>

- 1. CALL TO ORDER** – The meeting was called to order by Chair Linda Evans, City of La Quinta, at 10:31 a.m. via Zoom, pursuant to Gov. Newsom’s executive order governing how public meetings are held during the COVID-19 pandemic.
- 2. ROLL CALL** – Roll call was taken and it was determined that a quorum was present.

Members Present

Councilmember Rita Lamb
Councilmember Gary Gardner
Councilmember Donna Griffith
Mayor Elaine Holmes
Mayor Linda Evans, Chair
Mayor Kathleen Kelly
Councilmember Dennis Woods
Councilmember Richard W. Kite
Councilmember Glenn Miller
Councilmember Kathleen Fitzpatrick
Mayor Pro Tem Jan Harnik
Supervisor V. Manuel Perez
Supervisor Jeff Hewitt
Director Alex Cardenas
President Nancy Wright

Agency

City of Cathedral City
City of Desert Hot Springs
City of Indian Wells
City of Indio, *from Item 6A-6D*
City of La Quinta
City of Palm Desert
City of Palm Springs
City of Rancho Mirage
Riverside County – District 1
Riverside County – District 2
Riverside County – District 3
Riverside County – District 4
Riverside County – District 5, *arrived during Item 6C*
Imperial Irrigation District
Mission Springs Water District

Members Not Present

Mayor Steven Hernandez, Vice Chair
Board Member Anthony Bianco

Agency

City of Coachella
Coachella Valley Water District

Others Present

Tom Kirk	CVAG
Katie Barrows	CVAG
Kathleen Brundige	CVAG
Peter Satin	CVAG
Trisha Stull	CVAG
Erica Felci	CVAG
Joanna Stueckle	CVAG
Oscar Vizcarra	CVAG
Jim Karpiak	CVMC
Steve Sanchez	City of La Quinta
Jennifer Cusack	Southern California Edison
Emmanuel Martinez	Imperial Irrigation District
Aaron Thomas	
Two individuals joined by phone	

3. PUBLIC COMMENTS ON AGENDA ITEMS

None

4. COMMISSION CHAIR / DIRECTOR COMMENTS –

Executive Director Tom Kirk gave an update on the bond measure being authored by Assemblymember Eduardo Garcia, and stated that the current version includes funding for the Coachella Valley Mountains Conservancy and the Salton Sea. Mr. Kirk states the CVCC is tracking this bond and providing information to Assemblymember Garcia’s office.

Chair Evans shared that Assemblymember Garcia would be speaking at the upcoming WELL 2021 Virtual Conference on Thursday, May 27.

5. CONSENT CALENDAR

A. Approve April 8, 2021 CVCC Meeting Minutes

B. Adopt CVCC Policy #21-01, which renames CVCC’s Per Diem Policy to be a Stipend Policy and sets the stipend amount for meeting attendance at \$100 for CVCC members and their elected alternates

IT WAS MOVED BY DIRECTOR CARDENAS AND SECONDED BY COUNCILMEMBER GARDNER TO APPROVE THE CONSENT CALENDAR ITEMS.

THE MOTION CARRIED WITH 13 AYES AND 4 ABSENT.

Councilmember Rita Lamb	Aye
Mayor Steven Hernandez	Absent
Councilmember Gary Gardner	Aye
Councilmember Donna Griffith	Aye
Mayor Elaine Holmes	Absent
Mayor Linda Evans	Aye
Mayor Kathleen Kelly	Aye
Councilmember Dennis Woods	Aye
Councilmember Richard W. Kite	Aye
Councilmember Glenn Miller	Aye
Councilmember Kathleen Fitzpatrick	Aye
Mayor Pro Tem Jan Harnik	Aye
Supervisor V. Manuel Perez	Aye
Supervisor Jeff Hewitt	Absent
Board Member Anthony Bianco	Absent
Director Alex Cardenas	Aye
President Nancy Wright	Aye

6. DISCUSSION / ACTION

A. Technical Assistance Agreement for Desert Tortoise Monitoring and Genetic Analysis

Kathleen Brundige provided the staff report, highlighting the need for tortoise monitoring and describing the study area and research techniques used. Member discussion ensued.

IT WAS MOVED BY SUPERVISOR PEREZ AND SECONDED BY COUNCILMEMBER FITZPATRICK TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A TECHNICAL ASSISTANCE AGREEMENT WITH THE UNITED STATES GEOLOGICAL SURVEY TO IMPLEMENT DESERT TORTOISE MONITORING AND GENETIC ANALYSIS FOR THE PERIOD FROM MAY 13, 2021 TO JUNE 30, 2023 FOR A NOT-TO-EXCEED AMOUNT OF \$137,822.

THE MOTION CARRIED WITH 14 AYES AND 3 MEMBERS ABSENT.

Councilmember Rita Lamb	Aye
Mayor Steven Hernandez	Absent
Councilmember Gary Gardner	Aye
Councilmember Donna Griffith	Aye
Mayor Elaine Holmes	Aye
Mayor Linda Evans	Aye
Mayor Kathleen Kelly	Aye
Councilmember Dennis Woods	Aye
Councilmember Richard W. Kite	Aye
Councilmember Glenn Miller	Aye
Councilmember Kathleen Fitzpatrick	Aye
Mayor Pro Tem Jan Harnik	Aye
Supervisor V. Manuel Perez	Aye
Supervisor Jeff Hewitt	Absent
Board Member Anthony Bianco	Absent
Director Alex Cardenas	Aye
President Nancy Wright	Aye

B. Acquisition of four parcels in the Upper Mission Creek/Big Morongo Canyon, Highway 111/I-10, and Mecca Hills Orocofia Mountains Conservation Areas

Jim Karpiak of the Coachella Valley Mountains Conservancy provided an overview of the purchase, including the property locations and conservation value of the four parcels recommended for acquisition.

IT WAS MOVED BY COUNCILMEMBER GARDNER AND SECONDED BY COUNCILMEMBER GRIFFITH TO APPROVE RESOLUTION 21-004 FOR ACQUISITION OF FOUR PARCELS CONSISTING OF APPROXIMATELY 99.03+/- ACRES IN THE UPPER MISSION CREEK/BIG MORONGO CANYON, HIGHWAY 111/I-10, AND MECCA HILLS OROCOPIA MOUNTAINS CONSERVATION AREAS AT A COST NOT TO EXCEED \$130,300, PLUS CLOSING AND TRANSACTION RELATED COSTS NOT TO EXCEED \$12,000, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ALL NECESSARY CONTRACTS AND TAKE SUCH OTHER ACTIONS AS NECESSARY FOR THE ACQUISITION.

THE MOTION CARRIED WITH 14 AYES AND 3 MEMBERS ABSENT.

Councilmember Rita Lamb	Aye
Mayor Steven Hernandez	Absent
Councilmember Gary Gardner	Aye
Councilmember Donna Griffith	Aye
Mayor Elaine Holmes	Aye
Mayor Linda Evans	Aye
Mayor Kathleen Kelly	Aye
Councilmember Dennis Woods	Aye
Councilmember Richard W. Kite	Aye
Councilmember Glenn Miller	Aye
Councilmember Kathleen Fitzpatrick	Aye
Mayor Pro Tem Jan Harnik	Aye
Supervisor V. Manuel Perez	Aye
Supervisor Jeff Hewitt	Absent
Board Member Anthony Bianco	Absent
Director Alex Cardenas	Aye
President Nancy Wright	Aye

C. Progress on the La Quinta Peninsular Bighorn Sheep Fence

Katie Barrows gave an update on the La Quinta Peninsular bighorn sheep fence and the negotiations with PGA West. Ms. Barrows also shared what the fence will look like as well as an expected timeline for the project. Member discussion ensued.

IT WAS MOVED BY COUNCILMEMBER KITE AND SECONDED BY COUNCILMEMBER FITZPATRICK TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH PGA WEST FOR USE OF THEIR LANDS FOR COMPLETION OF THE LA QUINTA BIGHORN SHEEP FENCE PROJECT; AND ISSUE A NOTICE TO PROCEED WITH CONSTRUCTION.

THE MOTION CARRIED WITH 15 AYES AND 2 MEMBERS ABSENT.

Councilmember Rita Lamb	Aye
Mayor Steven Hernandez	Absent
Councilmember Gary Gardner	Aye
Councilmember Donna Griffith	Aye
Mayor Elaine Holmes	Aye
Mayor Linda Evans	Aye
Mayor Kathleen Kelly	Aye
Councilmember Dennis Woods	Aye
Councilmember Richard W. Kite	Aye
Councilmember Glenn Miller	Aye
Councilmember Kathleen Fitzpatrick	Aye
Mayor Pro Tem Jan Harnik	Aye
Supervisor V. Manuel Perez	Aye
Supervisor Jeff Hewitt	Aye
Board Member Anthony Bianco	Absent
Director Alex Cardenas	Aye
President Nancy Wright	Aye

D. CVAG/CVCC Agreement for Administration of the Coachella Valley Multiple Species Habitat Conservation Plan

Katie Barrows explained the partnership between the CVCC and Coachella Valley Association of Governments, noting the success and described the need to increase the contract amount. Member discussion ensued.

IT WAS MOVED BY SUPERVISOR PEREZ AND SECONDED BY MAYOR PRO TEM HARNIK TO AUTHORIZE THE CHAIR TO EXECUTE AMENDMENT #3 TO THE CVAG/CVCC AGREEMENT FOR ADMINISTRATION OF THE COACHELLA VALLEY MULTIPLE SPECIES HABITAT CONSERVATION PLAN, INCREASING THE ANNUAL MAXIMUM AMOUNT TO \$850,000.

THE MOTION CARRIED WITH 14 AYES AND 3 MEMBERS ABSENT.

Councilmember Rita Lamb	Aye
Mayor Steven Hernandez	Absent
Councilmember Gary Gardner	Aye
Councilmember Donna Griffith	Aye
Mayor Elaine Holmes	Absent
Mayor Linda Evans	Aye
Mayor Kathleen Kelly	Aye
Councilmember Dennis Woods	Aye
Councilmember Richard W. Kite	Aye
Councilmember Glenn Miller	Aye
Councilmember Kathleen Fitzpatrick	Aye
Mayor Pro Tem Jan Harnik	Aye
Supervisor V. Manuel Perez	Aye
Supervisor Jeff Hewitt	Aye
Board Member Anthony Bianco	Absent
Director Alex Cardenas	Aye
President Nancy Wright	Aye

7. INFORMATION - The following items were provided in the agenda for information only:

A. Attendance Record

B. Annual Inflation Adjustment to the Local Development Mitigation Fee

C. CVCC's Quarterly Unaudited Financial Statement as of March 31, 2021

D. CVCC's Investment Report as of March 31, 2021

E. Contracts Under \$25,000

8. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

9. ANNOUNCEMENTS

Upcoming meetings via Zoom:

- Coachella Valley Conservation Commission: June 10, 2021 at 10:30 a.m.

10. ADJOURN

The meeting was adjourned at 11:27 a.m.

Respectfully submitted,

Trisha Stull

ITEM 5B

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Annual Review of CVCC's Investment Policy

Contact: Claude T. Kilgore, CVCC Auditor (ckilgore@cvag.org)

Recommendation: Approve CVCC's existing Investment Policy as CVCC Policy #21-02

Finance Committee: CONCURS (Meeting of June 1)

Background: Pursuant to California Government Code Section 53646(a)(2), local agencies (other than counties) "may annually render to his/her legislative body and any oversight committee an investment policy". While not explicitly required by statute, CVCC staff has long maintained that an investment policy should always be in place and provided to the Commission for annual review.

This review is a continuation of CVCC's commitment to uphold the best interest of its members and to ensure shared fiduciary responsibility, increased authority and legitimacy of the investment policy, as well as transparency and disclosure to CVCC members.

CVCC staff has reviewed the existing investment policy and finds that it is sufficient. It was provided to the CVCC Finance Committee when it met on June 1, and they concurred with the recommendation. Staff recommends that the policy be approved as CVCC 21-02.

Fiscal Analysis: There is no fiscal cost to passing the resolution.

Attachment: CVCC Policy 21-02

CVCC POLICY NUMBER: 21-02

COACHELLA VALLEY CONSERVATION COMMISSION (CVCC) INVESTMENT POLICY FOR CVCC FUNDS

It is the policy of Coachella Valley Conservation Commission (CVCC) to invest public funds in accordance with the requirements of State law to achieve a market rate of return while minimizing the potential for losses, to meet daily cash flow needs of CVCC and to comply with all laws of the State of California regarding the investment of public funds. The ultimate goal is to enhance CVCC's financial condition while protecting its financial assets.

This investment policy is intended to provide guidelines for the prudent investment of CVCC's temporarily idle cash and to identify CVCC's policies regarding the investment process. Investments of public funds shall be made in accordance with the following policy.

1. Investment Objectives:
 - Safety – preservation of the public's funds so that necessary public projects and programs can be constructed and managed;
 - Liquidity – assurance of liquidity to meet daily cash flow needs; and
 - Yield – obtaining the maximum investment yield consistent with the above.
2. Investments shall be made with judgment and care – under circumstances then prevailing – which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for the herein defined individual security's credit risk or market price changes, provided deviations from expectations are reported in the herein defined timely fashion and appropriate action is taken to control adverse developments.

3. The CVCC Secretary, and designee, the CVCC Auditor, are responsible for establishing and maintaining an internal control structure designed to ensure the safety of the assets of CVCC and that CVCC assets are protected from loss, theft or misuse. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (a) the cost of a control should not exceed the benefits likely to be derived; and, (b) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the CVCC

Secretary, and designee, the CVCC Auditor, shall maintain an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

4. All security transactions entered into by the Coachella Valley Conservation Commission shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the CVCC Auditor and evidenced by safekeeping receipts. Funds invested with the Riverside County Pooled Investment Fund are exempt from this paragraph.
5. Pursuant to CVCC's policies and prior direction, the CVCC Secretary and designee, the CVCC Auditor, are hereby delegated the authority to implement the investment policy set forth herein.
6. Except for those funds necessary to assure maintenance of ongoing CVCC operations, CVCC investment may include:
 - United States Treasury Bonds, Treasury Notes or Treasury Bills
 - Certificates of Deposit, placed with commercial banks and savings and loan companies (not to exceed the FDIC guarantee of \$250,000 per financial institution unless collateralized per Section 7)
 - State of California Local Agency Investment Fund (LAIF)
 - AAA-rated Money Market Funds investing in US Treasury investments
 - Riverside County Pooled Investment Fund

The County of Riverside (County) serves as CVCC's treasurer. The County's Pool is professionally managed and maintains liquidity and diversification so as to minimize risk to the public agencies whose funds are held by the Pool. CVCC Staff reviews the County Treasurer's Investment Portfolio monthly, as well as providing a quarterly investment report to CVCC's Executive Committee (see section 13).

7. Collateralization will be required on demand deposits, certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, a minimum collateralization level is required.

Surplus funds can only be deposited in state or federal commercial banks and savings associations, state or federal credit unions, State of California Local Agency Investment Fund (LAIF) or the Riverside County Pooled Investment Fund within the State of California. The deposits cannot exceed the amount of the bank's or savings and loan's paid-up capital and surplus. The bank or savings and loan must secure public funds deposits with eligible securities having a market value of 110% of the total amount of the deposits. State law also allows as an eligible security, first trust deeds having a value of 150% of the total amount of the deposits.

The CVCC Secretary or CVCC Auditor may waive security for that portion of a deposit which is insured pursuant to Federal law. Currently, the first \$250,000 of a deposit is federally insured. Deposits in excess of \$250,000 are required to be collateralized as previously indicated.

8. CVCC, to ensure the safety of its investment portfolio, will diversify its investments by security type and institution. No more than 55% of CVCC's total investment portfolio shall be placed with any single financial institution, with the exception of LAIF, whereby CVCC has the option of investing up to the maximum allowable by LAIF.
9. The CVCC Auditor shall develop and maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness, who maintain an office in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule).

No public deposit shall be made except in a qualified public depository as established by state laws. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the CVCC Auditor with the following: audited financial statements, proof of National Association of Security Dealers' certification, and proof of State of California registration. A current (for the fiscal year most recently ended) audited financial statement is required to be on file for each financial institution and broker/dealer in which CVCC invests.

10. The list of permissible investments in Section 6 is intentionally more limited than those set forth in California Government Code Sections 53601 and 53635.
11. Unless further restricted by state law, all investments hereunder shall be limited to a maximum maturity date of three years from date of purchase. A minimum of fifty percent (50%) of CVCC's invested funds must be invested in securities with maturities of one year or less. A minimum of seventy five percent (75%) of CVCC's invested funds must be invested in securities with maturities of two years or less.
12. Excluded from this resolution are investments of employee deferred compensation, employee cafeteria plan and retirement plan funds.
13. This investment policy shall be reviewed at least annually by the Executive Committee and CVCC Secretary in accordance with California Government Code Section 53646 requirements.
14. Under provisions of the California Government Code Section 53646, there shall be a report, at least quarterly, to the Executive Committee on the status of all CVCC investments. This quarterly report will include the following information: Amount on Deposit, Market Value, Source for Market Values, Yield (rate of interest), Type of Investment and Institution. In addition, quarterly report shall:
 1. State compliance of the portfolio to CVCC's investment policy or manner in which the portfolio is not in compliance; and
 2. Include a statement denoting the ability of CVCC to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

15. The CVCC Secretary, or designee, shall suggest such amendments to this policy as he or she, from time to time, deems necessary or prudent.

ADOPTED this 10th day of June 2021.

Linda Evans, Chair
Coachella Valley Conservation Commission

ATTEST:

Tom Kirk
CVCC Executive Director/ Secretary

ITEM 5C

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Clarification of Joint Project Review Requirements under the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP)

Contact: Tom Kirk, Executive Director (tkirk@cvag.org)

Recommendation: Adopt the clarifying memo, *Joint Project Review Requirements of the Coachella Valley Multiple Species Habitat Conservation Plan and the Implementing Agreement as Applied to Programmatic or Phased Projects*, and direct the Executive Director to distribute this guidance to local permittees

Background: At times during the implementation of the Coachella Valley Multiple Species Habitat Conservation Plan/Natural Community Conservation Plan (CVMSHCP), CVCC staff has found it necessary to seek input to provide clarification on elements of the plan so that information can be provided to Local Permittees. One such situation arose in recent years related to the proposed development of Paradise Valley, a large scale housing and mixed-use development that was proposed for unincorporated Riverside County in an ecologically sensitive desert area. This project was in a conservation area and subject to the Joint Project Review (JPR) process, which provides the Local Permittees an analysis of whether a proposed project is consistent with the conservation goals and objectives of the CVMSHCP. A JPR conducted by CVCC staff is required for all projects under the Local Permittees' jurisdiction in a conservation area that would result in disturbance to habitat, natural communities, biological corridors, or essential ecological processes as described in Section 6.6.1.1 of the CVMSHCP.

The project applicant, Glorious Land Company, suggested that Paradise Valley, could be evaluated at a "programmatic" level in the JPR process. This "programmatic" review would involve completion of a JPR for the first phase of the project, with later phases to be subject to the JPR evaluation at later stages of project development. CVCC staff took the position that the JPR process should apply to an entire project, not individual phases. The U.S. Fish and Wildlife Service and California Department of Fish and Wildlife also took the position that the entire project needed to be reviewed through the JPR process and the JPR needed to be complete before the application to Riverside County, the Local Permittee, could be considered complete. The Paradise Valley project was ultimately turned down by a unanimous vote of the Riverside County Board of Supervisors; among the reasons given was a lack of consistency with the CVMSHCP.

As signatories to the CVMSHCP, the Local Permittees (including cities and Riverside County) follow the obligations of the CVMSHCP described in Section 6.6.1 ("Joint Project Review Process in Conservation Areas"). It states "CVCC staff shall participate in the Joint Project Review Process to ensure consistent Plan implementation and oversight. CVCC shall have neither jurisdiction over land use decisions by Permittees nor the authority to prevent a Permittee from approving a project.

The application will not be deemed complete by the Permittee prior to completion of the Joint Project Review Process.”

To provide clarification and ensure that future project applicants and Local Permittees have a clear understanding of the application of the JPR requirements of the CVMSHCP, CVCC staff asked Ward Simmons, legal counsel with Best Best & Krieger, to review the matter. Mr. Simmons reviewed relevant sections of the CVMSHCP, background materials from the Paradise Valley JPR process, and other applicable documents. He also reviewed the attached memo and noted in his review comments that he came to the same conclusion of CVCC staff: The JPR process should apply to an entire project contained within a programmatic Environmental Impact Report (EIR), not just the individual phases.

The attached memo clarifies the application of the JPR process as it relates to phased projects and programmatic specific plans and EIRs. The memo is provided to members of the CVCC as Local Permittees to provide clarification regarding the JPR process as described in the CVMSHCP. Staff is recommending it be adopted with this motion and, with this motion, is recommending that it be distributed to Local Permittee staff.

Fiscal Analysis: There is no fiscal impact associated with this item.

Attachment:

1. Memo on Joint Project Review process



Memorandum

To: CVCC Local Permittees

From: Tom Kirk, Executive Director, CVCC

Cc: Ward Simmons, Best Best & Krieger, CVCC Legal Counsel

Date: June 10, 2021

Re: Joint Project Review Requirements of the Coachella Valley Multiple Species Habitat Conservation Plan/Natural Community Conservation Plan (CVMSHCP) and the Implementing Agreement as Applied to Programmatic or Phased Projects

A recent development proposal in a CVMSHCP-designated Conservation Area sought to construe the CVMSHCP and Implementing Agreement as allowing for Local Permittee consideration and potential approval of the entire project at a “programmatic” level, with subsequent Joint Project Review (JPR) analyses to take place piecemeal before each phase of the project, rather than a Joint Project Review (JPR) of the complete project. This memo clarifies the CVMSHCP and Implementing Agreement requirements regarding the JPR process.¹

1. The purpose of the JPR is to provide the Local Permittees an analysis of how the proposed project would impact, in its entirety:
 - a. the Conservation Area Conservation Objectives and Required Measures delineated in Section 4.3 for each Conservation Area,
 - b. the Covered Species’ Goals and Objectives delineated in Section 9,
 - c. Rough Step in the affected Conservation Area.²

¹ Additionally, JPR is required by the U.S. Fish and Wildlife Service MSHCP “Take” Permit and the California Department of Fish and Wildlife Natural Community Conservation Plan Permit.

² A Rough Step analysis on an annual basis ensures that conservation of lands as required by the MSHCP for each Conservation Objective is within 10% of the level needed to stay in balance with the level of development permitted. In addition to the annual Rough Step calculation, a real-time Rough Step analysis will be prepared for a Conservation Area whenever a Development is proposed in that Conservation Area. This information will be provided to the Permittee considering the proposed Development and to the Wildlife Agencies as part of the JPR Process.

2. Per Section 6.6.1.1 of the CVMSHCP, a JPR by Coachella Valley Conservation Commission (CVCC) staff is required for all projects under the Local Permittees' jurisdiction in a Conservation Area that would result in disturbance to Habitat, natural communities, Biological Corridors, or Essential Ecological Processes. Section 6.6.1.1 further states that the project application shall not be deemed complete by the Local Permittee prior to completion of the JPR, and that the JPR is needed at this early stage to ensure that alternatives are fully evaluated to achieve Conservation Area Conservation Objectives prior to public release of environmental documents prepared pursuant to CEQA.
3. The JPR is also required by Section 7.5 of the Implementing Agreement which states that Discretionary Projects in Conservation Areas, other than second units on parcels with an existing residence, shall be required to assess the project's ability to meet the Conservation Objectives in the Conservation Area through the JPR process.
4. As defined in the Implementing Agreement, "Discretionary Project means a proposed project requiring discretionary action by a Permittee, as that term is used in CEQA and defined in state CEQA Guidelines Section 15357, including issuance of a grading permit for County projects."
5. There is no exemption or deferral for a "programmatic" project. Similarly, there is no other term of art that may be applied to a discretionary project that allows a project to be exempt from a JPR or allows a JPR to be deferred to a later phase of a project. As noted in #2 above, the application shall not be deemed complete by the Local Permittee prior to completion of the JPR.
6. If as described in #1 above, the results of the JPR process find a project not to be consistent with the Conservation Area Conservation Objectives and Required Measures delineated in Section 4.3 for each Conservation Area and in Section 9 for each proposed Covered Species' Goals and Objectives, or the project would adversely impact Rough Step in the affected Conservation Area, the application cannot be deemed complete by the Local Permittee serving as the Lead Agency for the project.
7. If through the JPR process, the project is not found to be consistent with the Conservation Area Conservation Objectives and Required Measures delineated in Section 4.3 for each Conservation Area and in Section 9 for each proposed Covered Species' Goals and Objectives, or the project would adversely impact Rough Step in the affected Conservation Area, CVCC staff, Local Permittee and project applicant representatives shall meet and confer to identify requirements necessary to achieve consistency. Alternatively, CVCC may propose acquisition of the property if the project applicant/property owner is a willing seller. Consistency may be achieved by modifying the project as needed to reduce the

impacts to a level that achieves consistency. If project modification alone cannot achieve consistency, a Like Exchange may be pursued pursuant to CVMSHCP Section 6.12.2.

If any Permittee has a question about the JPR requirements and process, please contact me (tkirk@cvag.org). If a Permittee would like an in-service for its planning staff, please contact Peter Satin (psatin@cvag.org).

ITEM 5D

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Website Redesign for CVCC and the CVAG

Contact: Katie Barrows, Director of Environmental Resource (kbarrows@cvag.org)

Recommendation: Authorize the Executive Director to negotiate and execute a services agreement with eBizUniverse, Inc. to complete website redesign for CVCC and the Coachella Valley Association of Governments (CVAG), at a cost to CVCC of \$4,825 and a cost to CVAG of \$6,425, for a total project cost not to exceed \$11,250

Background: Both CVCC and the Coachella Valley Association of Governments (CVAG) use their websites to interface with the public, member agencies, contractors, and partners and share important documents and information necessary to keep a variety of programs and events running successfully. Both websites are outdated and long overdue for an update.

On March 17, 2021, CVCC and CVAG jointly released a Request for Proposals (RFP) seeking a team of consultants to complete a website redesign for both the CVCC and CVAG, which serves as the website for the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP). The primary objectives of the redesign project are to develop updated websites that are professional, easy to navigate, and better highlight the diverse and innovative programs that CVCC and CVAG are involved with. Additionally, the project will ensure the redesigned websites are easy for staff to update and change.

The deadline for submittal of proposals was on April 7, 2021. Proposals were received from 17 firms. An evaluation committee was established to review these proposals and make a recommendation for a selected consultant. A committee comprised of three CVAG staff members narrowed down the proposals to the top contenders, which were then reviewed by CVAG's IT consultant and by Brooke Beare, City of Indio's Director of Communications & Marketing. The high number of responses made it a competitive process including evaluations by the selection committee members. Interviews were held with the top-scoring vendors.

Following the evaluation and interviews, the committee concurred that eBizUniverse would be able to successfully complete both website redesigns at the lowest cost. The proposal from eBizUniverse included everything desired in the scope of work and also had relevant experience with government websites managed by staff. All five evaluators rated eBizUniverse as their top choice.

The scope of services included in this contract include the following:

- kickoff meeting,
- analysis and planning,
- finalization of requirements,
- a website architecture/structure document,

- website layout design/wireframes,
- migration plan,
- website development in WordPress,
- migration of applicable content from the existing website,
- onsite search engine optimization and keyword optimization,
- usability testing, training and documentation,
- website analytics and reports,
- website launch checklist,
- deployment of the website on the client's domain, and website hosting for 12 months from the date of the website launch.

The plan is for the website to include an easy-to-use content management system (CMS), responsive and ADA compliant design, built-in security, website access and logins, website forms, photo gallery, website search, embedded social media, and blogging feature. The website design will include unlimited revisions prior to approval of design. Once the design is approved, it will be considered as the final design and website development will commence.

Staff has had discussions with eBizUniverse to ensure that additional costs are not anticipated; any additional tasks or cost would require a written amendment to the services agreement, approved by both parties. The proposed timeline for the scope of work and completion of each website is estimated at ten weeks from the project kickoff. The CVAG website redesign will be completed first, followed by the CVCC website redesign.

This contract is also being presented to the CVAG Executive Committee in June for their consideration.

Fiscal Analysis: The total project cost presented in the attached eBizUniverse proposal is \$11,250. Project costs would be shared by CVAG and CVCC. The CVCC share of \$4,825 has been incorporated into CVCC's current budget. The CVAG share of \$6,425 is covered in CVAG's Fiscal Year 2020/2021 budget.

Attachments:

1. eBizUniverse Website Redesign Proposal



Coachella Valley Association of Governments & Coachella Valley Conservation Commission Website Redesign - Proposal

Submitted by: eBizUniverse, Inc.

Phone: 847-220-9541

Authorized Representative: Thomas B. Varghese

Thomas@ebizuniverse.com

April 7th, 2021

Coachella Valley Association of Governments
73-710 Fred Waring Dr., Suite 200
Palm Desert, CA 92260

Response Date: April 7th, 2021

Coachella Valley Association of Governments,

On behalf of the eBizUniverse team, thank you for the opportunity to provide the enclosed website redesign proposal for Coachella Valley Association of Governments and Coachella Valley Conservation Commission.

eBizUniverse is an award-winning Digital Marketing Agency with over 14 years' experience and a team of 10 hardworking members. We are committed to our partners and bringing them closer to their goals. We work with a wide range of clients including both small and large organizations, higher education institutions and government organizations. eBizUniverse has extensive proficiency and is exceptionally skilled in all aspects of digital marketing specifically website redesign.

We understand your project is important, this meaningful work is what excites us!

An organization's website is a vital asset. It is critical your website is responsive, user-centric, visually compelling and intuitive. It is imperative your team feels confident and comfortable managing your redesigned websites. We go above and beyond when it comes to training and communicating effectively. Before we hand off your newly redesigned websites, we ensure your websites are up to date and have the most modern plugins.

Team eBizUniverse understands CVAG promotes a better quality of life and balanced growth for residents of central and eastern Riverside County. Our team will redesign your websites to reflect that accordingly. We will modernize and create visually appealing websites that provide information about these agencies in an inviting and easily accessible manner.

Please feel free to contact me should you need additional information as I will be the primary point of contact, the authorized person to negotiate the contract and the person to be contacted for proposal clarification. I can be reached on my cell phone at 773-257-3249.

We would be honored to partner with **CVAG**.

Thank you for your time and consideration.

Best Regards,



Thomas B. Varghese, CEO, eBizUniverse, Inc.
1501 Woodfield Road, Suite 201N, Schaumburg, IL 60173
Thomas@eBizUniverse.com
eBizUniverse.com

Cover Letter 2

Capability Statement..... 4

Meet Our Team 8

Proposal Summary 10

The eBizUniverse Way 12

Website Design Process (High Level) 13

Timeline Plan 14

Experience on Comparable Projects 22

Additional Reference 25

Pricing 25

CORE COMPETENCIES

- » Website Redesign & Implementation
- » Website Design & Development
- » Digital Marketing
- » Internet Marketing / Media Advertising
- » Local SEO
- » Media Buying Services / Advertising (Radio, TV, Digital Billboards...)
- » Mobile Apps / Mobile Web
- » Mobile Marketing
- » Online Reputation Management (ORM)
- » Pay Per Click Management (PPC)
- » Search Engine Optimization (SEO)
- » Social Media Marketing (SMM)
- » Software Development / Web Applications
- » Video Production & Video Marketing



PAST PERFORMANCE

Partial Client List:

- » Chicago Public Schools
- » Elmhurst University
Elmhurst is a private University in Illinois
- » New Mexico Army National Guard
- » New York Army National Guard
- » City of Chicago
- » State of Illinois - Several Agencies
- » Texas Veterans Commission
- » Arthur Murray
World's Largest Dancing Franchise
- » Mattress Firm
Chicago's Largest Mattress Chain
- » Black Women's Expo
Largest Expo for African American Women
- » Chicago Prostate Cancer Center
Chicago's Largest Prostate Facility

DIFFERENTIATORS

- » Ability to Handle Large Accounts
- » Advanced Staff Skillset & Expertise
- » Dedicated Account Manager for Client
- » Detailed Reporting with Lead Tracking
- » Flexible Pricing
- » Personal Attentive Service
- » ROI Tracking at Every Step
- » Superior Digital Marketing Expertise
- » Complete Custom Plan to Fit your Project
- » Flexible to Quickly Adapt to Changes
- » Real-Time Optimization
- » Cater to YOUR Unique Needs
- » Specialize in Website Redesign
- » Industry Experts

COMPANY DATA

Business Codes


DUNS: 828461256

EIN: 20-8396800

CAGE CODE: 7W7V5

 **Website:** www.eBizUniverse.com

 **Email:** ebizuniverse@gmail.com

 **Address:** 1501 Woodfield Road
Suite 201N
Schaumburg, IL 60173

 **Tel:** 847-220-9541

Certifications:

- » IL – BEP MINORITY CERTIFIED
- » SMALL BUSINESS SET ASIDE
- » Disadvantaged Business Enterprise (DBE)
- » Federal Government Contractor

Applicable NAICS Codes:

- 541810** Advertising Agencies
- 541890** Advertising Specialty
- 541860** Mail Advertising Services
- 541850** Display Advertising Services
- 541611** Management Consulting
- 541613** Marketing
- 541830** Media Buying Agencies
- 541850** Outdoor Advertising
- 611430** Development Training
- 541820** Public Relations Agencies
- 541511** Web (Internet) Page Design Services
- 512110** Video Production
- 512191** Post-Production Services
- 541512** Computer Systems Design Services



HISTORY

- » **eBizUniverse is an award-winning Digital Marketing agency**
- » Continues to grow & thrive since our establishment
- » Led by a group with project management experience at “Big 4” Consulting Firms & Fortune 500 companies

YEAR FOUNDED

2007

LEGAL NAME

eBizUniverse, Inc.

ADDRESS

1501 Woodfield Road, Suite 201N, Schaumburg, IL 60173

RELEVANT CERTIFICATIONS

- » BEP Minority Certified, State of Illinois (Business Enterprise Program)
- » DBE Certified (Disadvantaged Business Enterprise)
- » Federal Government Vendor & Small Business Certified
- » Preferred Digital Marketing Vendor for University of IL System (One of only 6 agencies)
- » Small Business Set Aside

RECENT NOMINATIONS

- » Awarded 1 of the Top 20 Digital Marketing Agencies among 682 Chicago agencies
- » City of Chicago’s Social Media Management agency for The Taste of Chicago, Blues Festival & all other major Chicago events
- » One of 6 Digital Marketing Companies selected by University of IL system
- » Won Best Digital Marketer of the Year in 2017 by US Congressman Danny K. Davis

PROJECT MANAGERS

Thomas B. Varghese
Matthew Knopoff

WORTHY MENTIONS

- » City of Chicago’s preferred Social Media Marketing Agency
- » Federal Government Vendor – Executing Digital Marketing projects for the US ARMY



Top Digital Agency



With a small strategist-to-client ratio, we provide white glove, high-touch premium performance.

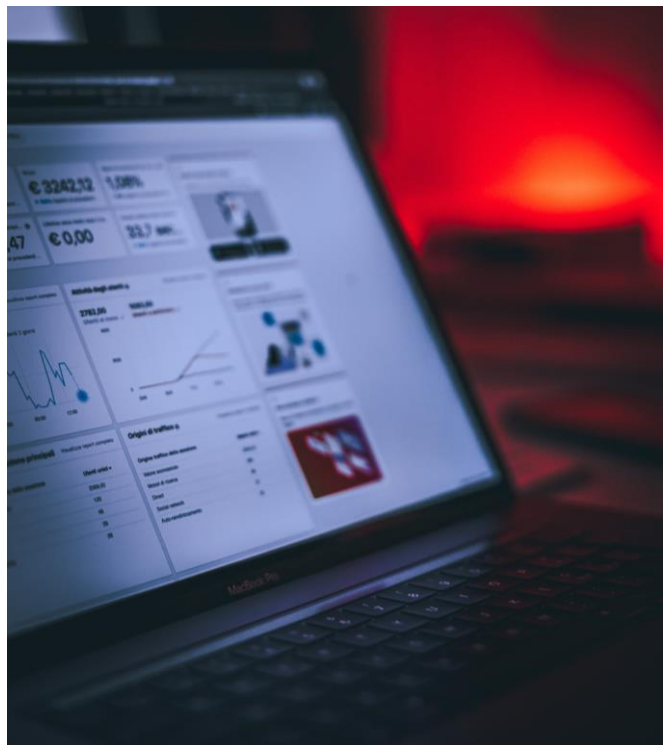
Our focus is providing excellent service and results. We are fully capable and committed to cooperate with other consultants & organizations in a collaborative setting. Please see our examples to see how our proven track record of working with consultants has been successful.

We work collaboratively with our clients and offer solutions that help grow their businesses.

We successfully executed similar campaigns with:

- New York Army National Guard,
- New Mexico Army National Guard
- The City of Chicago
- Illinois Liquor Commission
- Illinois State Board of Education
- & Other amazing clients

View Our Portfolio: ebizuniverse.com/portfolio



Cell Phone Numbers of eBizUniverse Team Members Will Be Provided – We are Always Available



THOMAS B. VARGHESE

Primary Contact, CEO/Founder & Chief Digital Marketer

- » Oversees all aspects of eBizUniverse
- » The Founder, the architect & the driving force behind the company
- » Day-to-day duties include managing projects, staff, client communication/satisfaction & ensuring project success
- » Customer satisfaction is at the top of his list
- » Consults with clients helping them formulate effective digital campaign implementations, social media and marketing strategies that result in massive engagement
- » Over 16 years' experience in the IT industry
- » Worked for "Big 4" consulting firms & Fortune 500 companies advising IT solutions, Project Management & Strategy
- » Invited to speak at seminars & expos on topics from Digital Marketing, Social Media & launching your business online
- » Frequently mentioned in the media for his expert advice, featured in ABC & NBC News
- » **Featured on CBS Chicago**
<https://cbsloc.al/3qr2Kr3>



MATT

Project Manager & Digital Specialist

- » Experienced Digital Marketer
- » Specializes in Social Media Strategies
- » Expert in creating Social Media Messages, Social Media advertisements, Social Media banners & creating and building successful campaign plan.
- » Over seven years of experience in Digital Marketing for a variety of clients including Bedding Experts, Black Women's Expo, Illinois Liquor Commission etc.
- » Creates & Builds Strategic Plans
- » Content Development
- » Creative Strategist
- » Campaign Planner
- » Certified Media Buyer/Placer
- » Ad Setup & Management
- » Digital Marketer & Video Marketer



ANDREW

Senior Web Developer

- » Seasoned in project management
- » Builds & Maintains social media apps
- » Executes advanced social media campaigns
- » Manages execution process
- » Creates social media apps from scratch that can automatically Poll users based on a proprietary algorithm
- » Builds & Optimizes Custom Websites
- » Ensures Websites & Applications are Bug Free
- » Protects Data & Information from Hackers
- » Coding Professional



KATIE

Marketing Coordinator

- » Experienced Copywriter & Copyeditor
- » Skilled in Storyboarding
- » Talented in Concepting Creation
- » Proficient in Scripting
- » Maintains Campaign Content
- » Proofs ads, creatives & website content
- » Over 10 years of Project Management Experience



LISA

Digital Media & Graphics Specialist

- » Identifies & Creates Digital Components
- » Static – Logos, Pictures, Magazines
- » Movement – Animations, Interactive Elements & Movies
- » Audio & Visual Effects



NEIL

Lead Videographer & Editor

- » SVG animations
- » Motion Graphics
- » Video & Photo Editing
- » Creative Visuals
- » Computer Graphics
- » Special Effects



RON

Social Media Consultant

- » Manage Social Media Campaigns
- » Develop & Post Content/Videos
- » Improves Engagement
- » Drives Sales from Social Platforms
- » Expert in emerging Social Media technologies that are now mainstream like TikTok, SnapChat, Instagram, Kik, Periscope, Vine, Merkat...



RALPH

Senior Videographer

- » Creates Film Clips
- » Edits Raw Footage
- » Closed Captions, Graphics & Text
- » One-On-One Interviews
- » Indoor/Outdoor B-Roll
- » Food Videographer/Photographer



SHANNON

Lead Animator & Editor

- » Web Development – Images, Videos, GIFs & SVG Animations
- » Motion Graphics
- » Video Editing
- » Product Developer & App Developer



NATALIA

Digital Media Ad Buy Specialist

- » Maintains relationships with media outlets and ensures campaigns get proper exposure
- » Expert in identifying the requirements, discovery, requirements gathering and creating requirements document for digital media buying opportunities
- » Develops test scripts and builds new testing scenarios for eBizUniverse's clients

Company Name: Windroot Corporation

» **Address:** 1900 E Golf Road Suite 950,
Schaumburg, IL 60173

» **Phone:** 224-535-1199

» **Email**

Address: bidyut@windrootcorp.com

» **Contact Person:** Bidyut Shome

» **Description of Services Provided:**

Website Design, Digital Advertising: Google Ads, Facebook Ads, Snapchat, Instagram etc. Digital Strategy, Media Plan Creation, consulting and execution.

» **Total Dollar Value of Services Provided:** \$42,000

» **Date of Services Provided:** June 2019 – Ongoing



Company Name: Illinois Liquor Control Commission

» **Address:** 100 W. Randolph St., 7-801, Chicago,
IL 60601

» **Phone:** 630-901-6126

» **Email Address:** derekmurphy747@gmail.com

» **Contact Person:** Derek Murphy

» **Description of Services Provided:**

Website Design, Media Buying and Placement, Digital Marketing, Social Media Marketing Services, Digital Ad Placements, Web Design & Radio Ads.

» **Total Dollar Value of Services Provided:** \$50,000

» **Date Services Provided:** May 2016 – July 2017



Company Name: Rutgers University / Vets4Warriors Program

» **Address:** 151 Centennial Ave, Suite 1300, Piscataway,
New Jersey

» **Phone:** 732-570-9475

» **Email Address:** Lloyd.deans@rutgers.edu

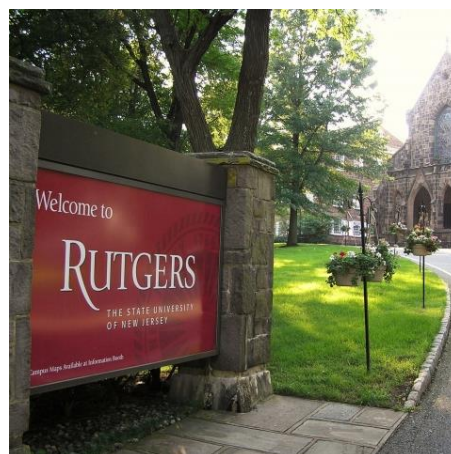
» **Contact Person:** Lloyd Deans

» **Description of Services Provided:**

Website and Mobile App and Promotion, Digital Marketing, SEM, Social Media Advertising, Mobile App and Explainer/Animated Video Production.

» **Total Dollar Value of Services Provided:** \$40,000

» **Date Services Provided:** May 2019- Ongoing



UNDERSTANDING & ACKNOWLEDGEMENT - PURPOSE

Our team understands the importance of CVAG's websites and their responsibility to inform, educate & engage residents who benefit from the programs coordinated.

CVAG
Regional Council of Government
Regional Road Program / Congestion Mitigation Program
Regional Green Energy Programs &
CV Housing First

CVCC Oversees
Coachella Valley Multiple Species Habitat Conservation Plan
(CVMSHCP)



DESCRIPTION

Our team of talented professionals will successfully redesign your websites using WordPress. WordPress is very user friendly; we will guide your team through updates.

The redesigned websites will retain much of the site's current content.

We will create visually appealing, modern layouts to accomplish:

- 1. Inviting & Easily Accessible for Team & Site Visitors**
- 2. Documents & Information Easily Accessible – Highlight Programs / Accomplishments**
 - Showcase CVMSHCP - Photos, Images & Videos
 - Other Species/Natural Communities Protected by this Visionary Plan
- 3. Accessible to Broad Audiences**
- 4. Professional, Clear & Easy to Navigate – Highlights Diverse / Innovative Projects**
- 5. Functionality to be Easily Maintained / Updated by CVAG Staff**
- 6. Organization & Enhanced Professional Appearance**
- 7. Accommodating New Tools & Programs – Automated Fee Calculation Tool & Online Database**

AUDIENCE

CVCC

Member Agencies
 Project Developers
 State / Federal Wildlife Agencies
 Environmental Groups
 Partner Organizations
 Consultants
 Public

Biologists / Biological Consultants
 Local, State & Federal Resource & Conservation Agencies
 Resource Agencies

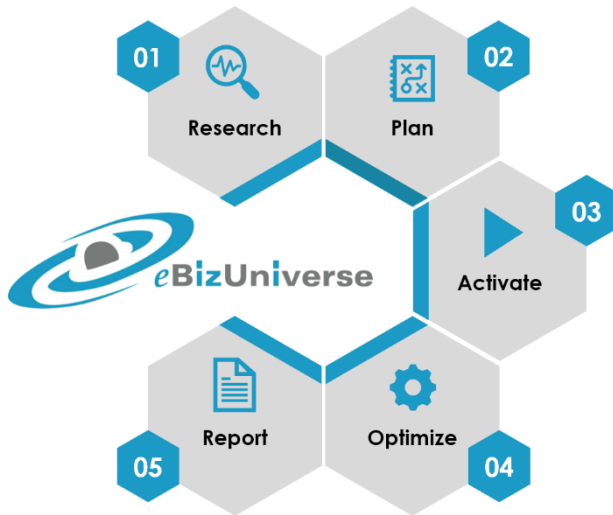


GOAL

Your redesigned websites will include the transfer of existing website content.

Site visitors will have a streamlined process to locate the information easily and efficiently. Incorporate aesthetically pleasing, professional and modern features.

Websites will comply with the Americans with Disabilities Act (ADA) criteria.



Research what to implement:

- Site Maps
- Key Words
- Graphics
- Plans
- Goals

Implement our creation & optimize

Reporting throughout campaign duration

- Metrics including:
- Data
 - Charts
 - Graphics

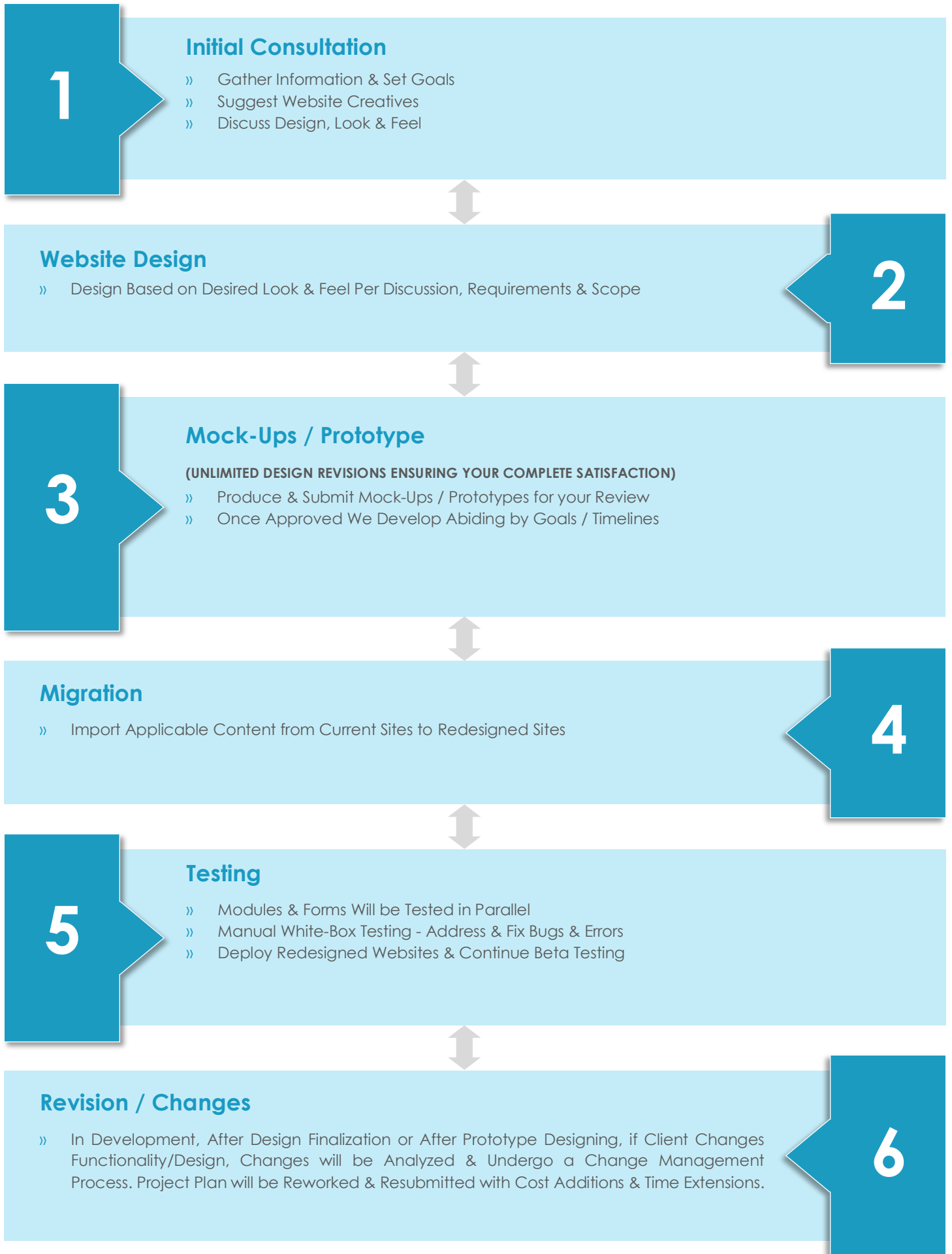
DEVELOP AN IMPLEMENTATION WORKFLOW

Align team members & drive a balance between speed and quality of code changes.

Provide continuous reporting to assess tactics, learnings & potentially creative changes.

TRACK PROJECT SUCCESS

KPI	TRACKING	DATA	MEASURE
Define objectives & corresponding key performance indicators (KPIs)	Create a thorough plan	Gather the correct data	Analyze data & results
Identify key metrics	Ensure all tracking codes are in place & working properly	Verify format to ensure queries are properly running	Pinpoint opportunities to maximize placements
Determine data sources, integration protocol & responsible parties	Verify data & update cadence	Export tools for analysis	Report data & tweaks



DETAILED TIMELINE PLAN

- » **3 Environments:** Redesign / Development, Implementation & Testing / Production
- » 3 Static Layouts & Variations
- » Access to Analytics & Reporting - Track Website Traffic, User Clicks & Paths
- » Advanced SEO & Keyword Optimization
- » Layered Photoshop Files into Webpages
- » Migration Plans
- » Searchability & Marketing Recommendations
- » Site Audits & Maps
- » Usability Testing Plan & Test Results
- » Web Content Needed (Text, Photos, Files...)
- » Training of Team Members
- » Requirements Document



THE NEW DESIGNS WILL HAVE:

(We follow web 3.0 standard including ADA specifications.)

The features below will be finalized per our meetings.

- » Ability to Host Agendas, Audio Files, Calendars & Social Media Feeds
- » ADA compliant
- » Calls to Action - Homepage & Internal Pages
- » Chat Feature & FAQ
- » Clean / Easy Navigation, 2-3 Clicks to Destination
- » Compatible with Existing Storage Platform & Have Current & Dependable Security Features
- » Contact / Staff / Personnel Directory
- » Contact Form & Email Update Sign-Up Form
- » Creative Graphic Design Elements
- » Easy-to-Use Content Management System (CMS)
- » Easily Managed & Maintained by CVAG Staff, Add/Removing Pages & Embedded Items
- » Entirely Owned by CVAG & CVCC
- » Event Calendar, Featuring Photos & Ability to Filter Events by Type
- » Functional Use with all Common Software, Browsers & Hardware
- » Homepage Video
- » Imported All Applicable Content
- » Integration for Blog Availability
- » Interactive GPS Maps of Communities
- » Language Translation
- » Minimal Loading Times with Visual Clarity & Screen "Fit" Including Links & Widgets
- » Mobile First Approach, Fully Responsive & Accessible on all Devices
- » Multi-Media Focus - Videos, Images & Graphics
- » Operate Continuously
- » Printer Friendly, All Pages
- » Search Bar Feature, Search with Results & Suggestions
- » State of the Art Design Elements Utilizing Navigational Trends
- » Videos, Photos & Photo Gallery
- » Visible & Easily Editable Alert Banners - Emergency Messages
- » Visually Appealing & Modern Design
- » Widget Displaying Live Feed of Social Media Pages

OVERVIEW OF HOW OBJECTIVES WILL BE MET

Evaluation of Existing Website

We did preliminary evaluation of your current website and we found the current websites have several design gaps that can be significantly improved by our team.

Our teams will work together to identify pages to eliminate & migrate.

Sitemaps will be created & will include all the internal pages/destinations.

BONUS AND INCLUDED FOR NO ADDITIONAL CHARGE (OPTIONAL)

Targeted Personal Communication using our own proprietary Lead Nurturing and Marketing Automation System that will Integrate Marketing Automation with Web and Mobile (to automate follow ups of website inquiries).

We will use our proprietary state-of-the-art marketing automation tool that will be integrated with Web and Mobile to track lead submissions, nurturing and closing the leads. The Software has several other features where at the touch of a button you can get more details on the lead. This is an all-in-one communication platform that will triple your lead generation efforts.

The platform is called eBlastMail.com - included as part of this RFP for no additional charge.

EXPLANATION OF WEBSITE REDESIGN

Transition Plan from Current Website

We create a transition plan to move data and URL structures from the current website.

This plan makes the migration 30% faster, smoother and keep page re-directs minimal.

Once cloned, we can choose which of the existing elements should be used in the new website. This will provide both significant time and cost savings.

Functional Specifications at a High Level

EDITING

- » Classify any object with categories, tags or meta data to improve search results
- » Copy & paste from Microsoft Word
- » Easily attach & work with images & photos
- » Easily embed video images into website pages
- » Provide necessary templates to allow staff to easily create/edit the various content types
- » Staff will have the ability to add new photos & pages & add to website navigation

FORMS

- » Ability for users to report problems & ask questions
- » Provide online fill in permitting form with ability to attach maps
- » Provide the ability to create data entry forms with the option to send email notifications

IMAGES & VIDEO

- » Create photo albums/galleries that can be embedded into webpages
- » Create thumbnail images of photos/images automatically without using its full size
- » Ability to automatically close caption videos preferably during the upload process
- » Ability to automatically resize images & photos into web-friendly sizes
- » Ability to upload & store video files
- » Ability to display streaming video feeds
- » Centralized image & photo libraries for locations database
- » Provide the ability to attach captions to photos

MULTIPLE LANGUAGES

We will ensure that your website is accessible in multiple languages of your choice.

NEWS AND BLOGGING

Blogging & News Functionality Allows Users to Easily Create Blogs, News, Press Releases...

- » Provide tools for creating & managing news items & press releases
- » News items may or may not contain an image or picture

SEARCH ENGINE OPTIMIZATION (SEO)

Built with SEO Prioritized, we see a lot of opportunities to improve SEO

We pride ourselves in being one of few web development agencies with a solid grasp on SEO

Based on our assessment, we are certain a 10-12x increase in SEO visibility

- » Our 15-step proprietary SEO methodology will be shared & implemented
- » Immediately boost traffic from search results.

SEARCH

Powerful search features that enable content & websites data to be searched

- » Provide a Powerful Integrated Search Engine that Indexed Managed Content which Allows Ranking or Prioritizing Search Results

SECURITY & WORKFLOW

You will have control over all levels of permission & approval for employees

- » Tools for self-service registration & for reminders/resetting of forgotten IDs/passwords
- » Provide role-based security that limits access & functionality based on a user's logon
- » Provide workflow for approvals of content changes
- » **Use the latest security techniques to prevent hacking**
Military grade encryption ensures your websites meet the highest security protocols
- » SLA includes restoring data at no additional cost

SOCIAL MEDIA

- » Controls for Internal Team to Share Website Content on Various Social Media Platforms
- » Frontpage Social Media Links
- » Tools to Embed Social Media Feeds into Website Pages

STATISTICS

- » In addition to including Google Analytics, we will include Google Tag Manager, Google Retargeting options, Google Search Console and Facebook Pixel. We will then pull data into our proprietary dashboard which will be one central place where your team can go to see all your reporting data.
- » Will include ability to capture and report on website visitor information using Google Analytics
- » **24/7 On demand access to our beautiful reporting dashboard is included.** The dashboard pulls in over 100 points of data from Google Analytics, Google Search Console, Tag Manager, Website Forms, Lead Management Module, Social Media Profiles etc.
- » See **REPORTING** section below for sample dashboard screenshots.

TRAINING

- » Style guide with graphic design standards, font/colors & digital images will be supplied
- » Manual will be provided for technical administration of the websites
- » Training manual will be provided for content contributors
- » A walk-through session can be scheduled any time to walk you through steps involved to make updates, make changes etc. or for any questions your team may have

Reporting

Sample Dashboard Report

SEO Overview

90 Total Keywords Ranking On Page 1
49 41
2.4k Total Visits
100 Total Reviews
3 Items Need Attention

Keyword Positions in Google

Keywords	Desktop	Mobile
Internal Medicine Doctor	1	16
Doctors	2	10
Family Doctors	3	12
Primary Care Physician	5	8
Rheumatologist	10	15

[View All Report >](#)

Lead Tracking



892 Lead Forms
1.5k Total Calls
0 Total Chats
732 GMB

[View All Report >](#)

Reviews



95 Google
0 Facebook
3 Yelp
2 Others

[View All Report >](#)

SEO Audit Score

[Contact Info](#)



[View All Report >](#)

Below is our Website Migration Process we use for Non-WordPress Websites

Migrating websites can be tricky if not done by a team with expertise.

We have migrated hundreds of websites over the years and follow stringent protocols to ensure the data is intact with minimal downtime.

We ensure any updates & SEO is ported over

1. Planning

- » We scope the website migration by seeing what is going to change and what the impacts will be.
- » Our migration team includes system administrators, developers, designers, copywriters, project managers and management.
- » We have our kick-off meeting with the migration team to identify goals/concerns. These determine a successful migration when we evaluate post migration.
- » We create a map of tasks to complete from the start, during and end of the migration. We often choose Tuesdays or Wednesdays, mid-morning to give us most of the day to focus strictly on this migration.

2. Pre-Migration Preparation

- » We define the SEO requirements: URL structure, Meta information (titles and descriptions), Body content and headings, Hreflang, XML Sitemaps, Structured Data (e.g. Schema.org) & Load time
- » We evaluate the design. The design prescribes if and where content and links are positioned, this has a huge impact on our SEO strategy.
- » **Content Inventory**
- » We need to know what content is impacted by the migration. We crawl your site and export the pages including pdfs from your CMS using an analytics software to find which pages are getting traffic.
- » **Audit & Identify**
- » We pull up the KPIs for each website page and identify which pages are performing the best. We backlink data to indicate if pages will still exist after the migration and if they will be moved, consolidated or even removed.
- » This will be particularly important for later when we direct our redirect plan.
- » **Fit New Content into Information Architecture**
- » If we decide to add new content, it is important we determine if this new content can be part of the existing website architecture or not. If your existing website architecture is not flexible enough to accommodate this new content, we will need to rework your website architecture.
- » **Rank-Tracking tool**
- » We identified the key pages, already found keywords the pages rank for, we update the rank-tracking tool which ensures we track all keywords your site is ranking for. We monitor to maintain your spot. We triple check we track all important keywords.
- » **Redirect**
- » Finding which URLs need to be redirected when we launch. We know some pages on your current site may already have redirects in place. We must migrate these over properly otherwise it will drastically negatively impact your SEO. We have a spreadsheet we use that lists the current domains and URLs that are being redirected which will maintain your SEO.
- » We make a list of the domains and URLs that are currently redirecting to accurately track and be sure they are redirected again appropriately with the migration. This process will eliminate page errors or AKA 404s. Here is where we inform our entire team what URLs will be changing so its updated across all platforms outside of your website. We have an XML sitemap for your old URLs, it is always good to have a backup.
- » When we start the migration, the search engines must fully crawl and index your new site, this crawl might drop your rankings but do not worry this drop is only temporary.
- » **Testing**
- » Before we go live with your new site, we thoroughly test all functionality. This test site will only be able to be seen by those who know it exist.
- » **TTL**
- » We lower the time-to-live (TTL) of your DNS records. Having a low TTL allows for a quicker migration and allows for flexibility to roll back the migration just in case.

3. Pre-Migration Testing

- » We test everything we have done so far. This prepares a smooth launch.
- » If we are migrating to a domain name that's not in use, we're good to go however if we are migrating to an existing domain name we adjust our host files/local DNS server.
- » Testing Redirects – Manually test to make sure they are implemented and working.
- » SEO– Make sure the new site is SEO proof by crawling the new site.
- » URLs– Triple check all URLs are formatted correctly.
- » Headings, Meta Descriptions & Page Titles– Ensure these are in line with SEO strategy
- » Content – we make sure all of the pages have the correct content
- » Internal Links – we make sure all internal links are updated and point to the new URLs
- » We check- Canonical URLs, Robots, Directives, Crawler traps, Structured data, Correct status codes, Broken links, Hreflang, Pagination, Page speed, XML sitemap, Robots.txt. We fix any problems to prepare for launch.

4. Launch!

- » This is the most exciting part of migration because we have put in the leg work and are excited to see the new site live. Make the site accessible by removing any previous restrictions.
- » Update DNS records to make sure they point to the new site.

5. Post-Migration

- » Run through all our checklists to make sure everything is working on the live site. This will help with making sure the tracking and SEO are on track.
- » Our team delves deep and then fixes any issues.

6. Post-Migration Follow-Up

- » Register your new website properties in Google Search Console and Bing Webmaster Tools and tell them about the XML sitemap.
- » Reach out to websites that link to your previous site to have them update their links to direct users to your new site.
- » A few days later, we increase the TTL of your new site's DNS records.
- » Make your old environment accessible through a sub domain and remove the old staging environment.

7. Post-Migration Monitoring

- » KPIs will be monitored to make sure your new website is performing well. Note, this goes way beyond just SEO. We focus on checking the migration went well, meaning checking to see if search engines see your new site and are ranking it.
- » Google Search Console to check the number of indexed pages for the old site and new site. Your new site should be performing much better due to SEO.
- » We keep a close eye out for any 4xx errors – mainly 404 and 410. We cross check with Google Search Console to see if Google has hit any error pages. If any page errors are found, we fix them immediately and redirect the URLs or update the URL links.

8. Evaluate

- » Gather and reflect to step 1 where we discussed the goals and any potential issues. We note what was successful and why.
- » Meet with you to discuss your new website. Answer any questions your team has and discuss the new sites overall performance.



MAINTENANCE & SUPPORT

We Provide a 99.99% Uptime Guarantee

HOSTING, MAINTENANCE & SUPPORT

Our ULTIMATE SUPPORT Services Under This Contract Shall Include:

- » 24/7/365 Local Support
- » All Maintenance
- » Calendaring
- » Daily / Hourly Backups
- » Daily & Ad Hoc Backups
- » Development, Testing, Production & Staging Environment
- » Disaster Recovery
- » DNS Management
- » Form Management
- » Free e-Signature Feature (Optional)
- » Free Monthly Updates
- » Free Sitemap Build & Submission
- » Free Software Upgrades (WordPress updates, Plugin updates etc.)
- » Free SSL
- » Google Indexing
- » Mail Gun Integration for Email Forwarding with Statistics, as Needed
- » Military Grade Website Form Field Encryption
- » Mitigate DDoS /SQL Injection/Brute Force Attacks
- » Technical Support to Staff
- » Scalable, Dedicated Internet Bandwidth to the Host Server
- » SSL Certificates
- » Support Via SMS/Text Messages
- » Unlimited Page Counts
- » Unlimited Support - **You Break, We Fix!** (24/7 Monitoring)
- » Unlimited Transfer
- » Updating WordPress Plugins
- » Upgrades & Patches to Performance, as Needed for Operational & Security Issues
- » Web Hosting with Global CDN
- » Website Daily Backups
- » WordPress Framework Updates

Our servers are leased from highly reputed companies that house the servers in earthquake, flood proof and disaster proof data centers. It includes DDoS protection; guaranteed up-time of 99.99%; development, test and production environments; and connect to the Active Directory.

WEBSITE UPDATES / WORDPRESS MAINTENANCE

WP sites are exposed to vulnerabilities is when a site is not updated to the latest version. We stay on top of new releases, patches, updates & perform updates immediately. Updates require the developer to inspect each plugin to make sure they are upgraded. We monitor & perform necessary updates ensuring your website is up to date.

ONGOING MAINTENANCE

As part of maintenance, you also get free monthly content updates.

Included is our Ultimate Support Plan, read more:

<http://www.ebizuniverse.com/clients/hosting-and-maintenance-options/supportoptions.html>

WEBSITE SECURITY UPDATES

We take security seriously.

WordPress websites are prone to hacking if not secured properly.

We have secured hundreds of web sites without incidents.

Prevention

- » Before migration, we install intrusion detecting plugins that detects unauthorized access.
- » Immediate notification emails are sent of any foiled attempts.
- » **Example:** Prevent anyone from attempting more than 3 times if a password is incorrect, block based on IP, country, block known IPs etc.
- » Server comes with DDOS / SQL Injection / Brute Force prevention, one of the highest levels of protection that offers protection at different levels.

WEBSITES BACKUPS AND DISASTER RECOVERY

- » **Disaster Recovery:** In the unlikely event the hosting server is destroyed, the backups from Amazon cloud restore the websites to a temp server then restored on a brand-new server.
- » Backups are stored on an Amazon Cloud container. This protects data even in the case of disasters to the server or the hosting environment (which is highly unlikely). These backups are only accessible by our support staff and protected with encryption.

WEBSITE MONITORING

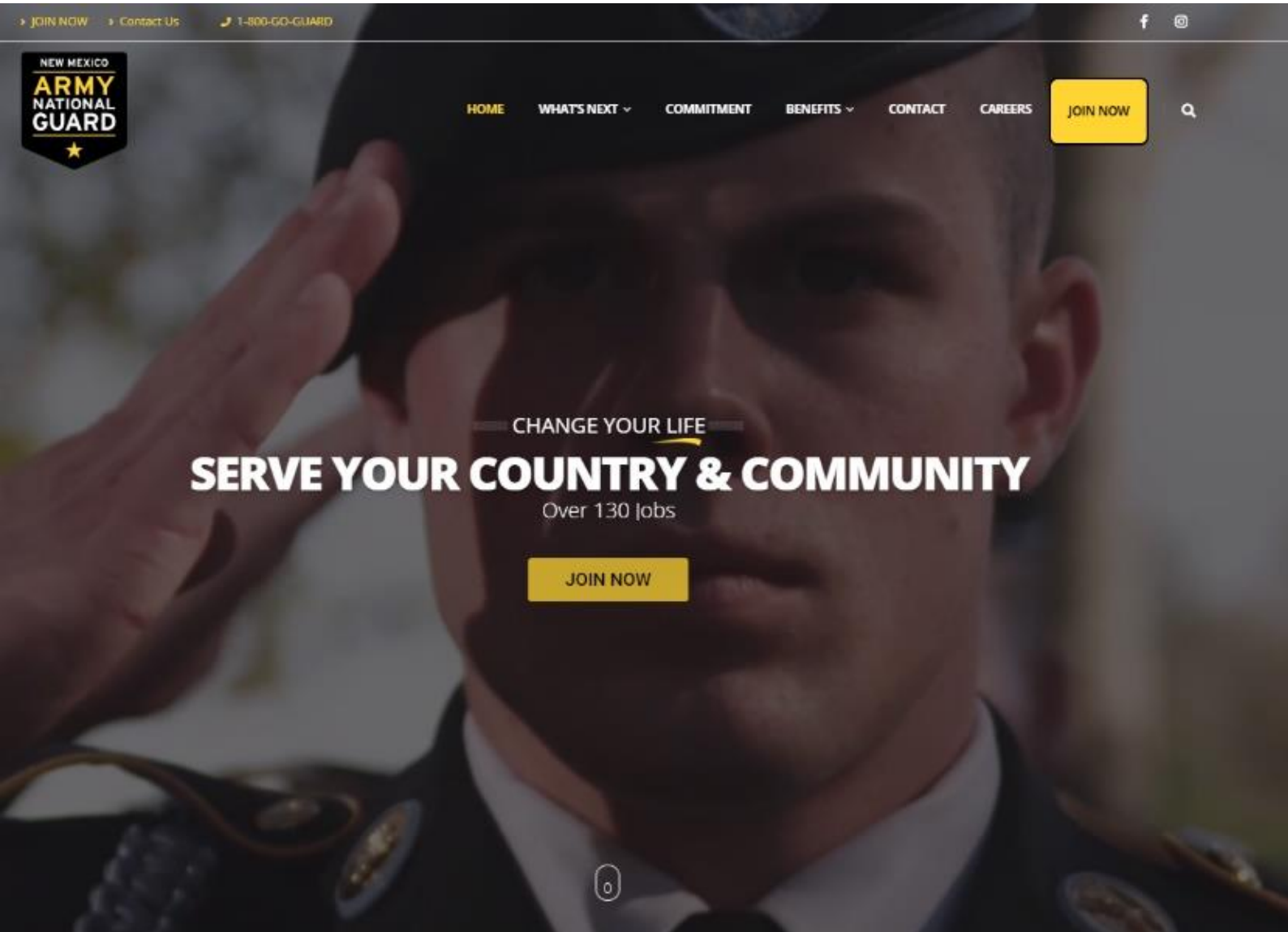
24/7 Website Monitoring Tools to Notify in Seconds if a Website Goes Down

eBizUniverse has 99.99% Uptime for Websites

I. Company Name: New Mexico Army National Guard

Time Period of Project: May 2019- Ongoing

Proposer's Responsibilities: Website Redesign – Website Redesign/Development, Mobile App and Promotion, Online Presence Setup, Social Media, Video Production (Live Onsite) and Explainer/Animated Video Production.



Background

Having exhausted traditional avenues to find recruits, New Mexico Army National Guard was looking to increase recruitments and wanted to embark on a Digital Marketing campaign to promote brand awareness and generate leads.

Work Performed

eBizUniverse is currently working on this project:

- » Website Redesign
- » Search Engine Optimization (SEO)
- » Lead Capture
- » Mobile App Development
- » Social Media Setup
- » Social Media Marketing (SMM)
- » Advertising & Promotion

This project includes creation of 12 videos, one animation (explainer video), Facebook marketing, Google marketing, content creation and publishing. This project is heavily focused on leveraging videos, Facebook and Instagram along with the website to capture leads. This is an ongoing project and therefore complete stats are not available.

Media eBizUniverse Produced:

- » **Website and Content:** NewMexicoNG.com
- » **Facebook:** [Facebook.com/GuardTheZia](https://www.facebook.com/GuardTheZia)
- » **Instagram:** [@GuardTheZia](https://www.instagram.com/GuardTheZia)

Our creative team produced several videos including animated and on location shoot.

- » **Animated Video Explaining Benefits:** [NMNG-Recruit - https://bit.ly/37fuVBK](https://bit.ly/37fuVBK)
- » **Onsite Videos Produced:**
 - » On location shoot - <https://bit.ly/2NxEVik>
 - » New Mexico National Guard Testimonials of Recruits

Results

We are anticipating an organic Increase of over 800% for all social media channels combined when the project is complete.

- » Facebook likes have gone up by over 300%
- » Instagram went up from 171 followers to over 1,800 and counting
- » Website traffic has increased 4-fold



II. Company Name: Illinois State Board of Education

Time Period of Project: 2018-2019

Proposer’s Responsibilities: Website Redesign, Website Monitoring, Digital Marketing Strategy and Plan, Digital Media Buying and Placement, Digital Ad Placements, Digital Marketing Execution and Social Media Marketing Services.



Background

Illinois State Board of Education (ISBE) wanted to execute a public awareness campaign regarding their Summer Meals Campaign project. When school is in session, kids from low-income families get free lunches at their school. However, when school is out for summer the free meals at lunch time goes away, but the “Summer Meals Program” program fills that void. The ISBE has the help of a Federal Grant which opens hundreds of “feeding sites” where any kid 18 and under can walk in and get a free meal. No questions asked and no identification required.

The key to the success of this campaign was penetration among teenagers and kids under 12.

The parents of these kids are millennials as well which means traditional media can only do little to influence them. Our team researched and identified the most effective platforms to engage kids and parents to gain maximum coverage. Budget allocation was decided based on penetration of each media.



Work Performed

Website redesign, created a strategy and plan document to identify and target the appropriate audience. This was prepared based on the target profile provided by ISBE. A social media content calendar was put together with content to help ISBE personnel making content updates on ISBE's social media channels. The media plan was executed, and it included digital media, video ads, social media ads and digital ad campaign. Digital paid media ads were placed throughout Illinois. All these led a to a traffic of over 500,000 to the website during the campaign period.

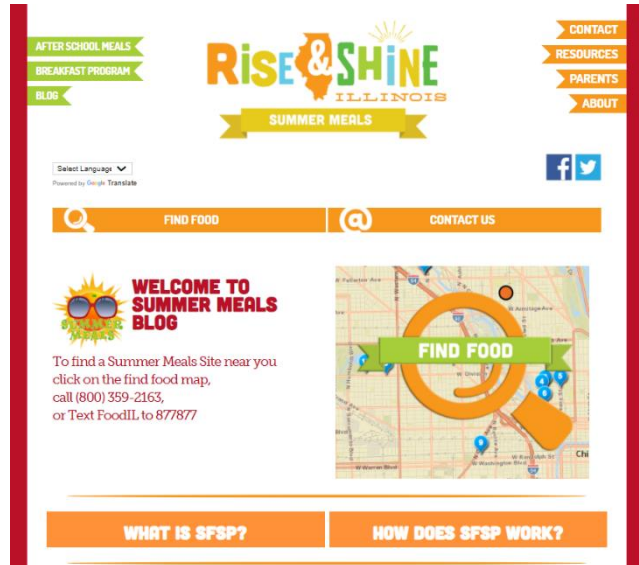
Platforms used

- » Word Press
- » Facebook
- » Twitter
- » Google
- » Instagram

Results

The campaign was remarkably successful and resulted in providing a great return on investment compared to traditional media.

Website: SummerFeedingIllinois.org



- » Pinterest
- » YouTube
- » Google Search and Display Network

Our Portfolio - ebizuniverse.com/portfolio

Some of our Recent Website Designs:

Newmexicong.com
carepointrx.com
lloydagencies.com
brandingbusiness.com
elmhurst.edu/admission/transfer-adult-students
loupedirect.com
soldierupsunday.com
carsonwealth.com
riseandshineillinois.org
conveyorrollers.com
pentegrasystems.com
illinois.gov/ilcc/education/talkitup/Pages/default.aspx
gagaballpits.com
skypointvein.com
Nextgenboiler.com
skypointmed.com
southshorehospital.com
aerolights.com

Browncommercialgroup.com
trilabhealth.com
Trilabcovidtesting.com
skybalancemedspa.com
immigrationmedicalexamnow.com
CoastalPayments.com
sean-dailey.com
b3performancetraining.com
Chicitysmokeshop.com
chapman-usa.com
cmslogisticsinc.com
14thmerchant.com
delibru.com
hangtungres.com
isafetywear.com
m3technology.net
palmbeachprocessing.com
windrootcorp.com
algonquinorthodontics.com

<p>ALL INCLUSIVE PRICING</p> <p>CVAG \$6,425</p> <p>CVCC \$4,825</p>	Website Redesign	Maintenance
	Development	
	Image Sourcing	
	One Year of Hosting	
	Hosting After 1 st Year	\$69.99/ Month

Hosting Includes 99.99% of Uptime Guarantee

- » There are no hidden fees or additional fees tacked on top of our fees listed above.
- » We are transparent and are happy to discuss our pricing further, per request.
- » We provide **UNLIMITED REVISIONS** to the initial design.
- » We will NEVER nickel & dime you for each revision. (Unlike other companies)
- » We make sure the design is something you love!

The eBizUniverse team is confident we will meet & exceed all expectations.



eBizUniverse
Managing Your Online Universe - So You Don't Have To

ITEM 6A

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Fiscal Year 2021/2022 Agency-Wide, Programs, and Individual Funds Budget

Contact: Claude T. Kilgore, CVCC Auditor (ckilgore@cvag.org)

Recommendation: Adopt the CVCC Budget for Fiscal Year 2021/2022

Background: The CVCC Finance Committee has historically met to review the preliminary budget and provide feedback and comments that staff can include as the budget is finalized. Upon the Finance Committee's recommendation, the annual budget is then presented to the Commission for review and approval.

The Finance Committee met on June 1, where staff presented the CVCC's preliminary budget for the Fiscal Year 2021/2022. Staff also provided the Finance Committee with insightful statistics and comparisons for the upcoming fiscal year. In order to incorporate the feedback and direction, staff worked with Indian Wells Finance Director Kevin McCarthy, a CVCC Finance Committee member, to finalize the budget. It is now being presented for adoption by the CVCC. The budget covers the period July 1, 2021 through June 30, 2022.

Staff would like to thank the Committee for its review and input on this year's budget. Staff is evaluating better ways to present budgetary line-items to provide additional detail and clarity, and these potential changes will be incorporated into next year's budget.

Fiscal Analysis: The fiscal analysis is included within the budget itself.

Attachment: CVCC FY 21/22 Budget

06/04/21

DRAFT



**COACHELLA
VALLEY
CONSERVATION
COMMISSION**

**FISCAL YEAR
2021 / 2022
BUDGET**

JUNE 10, 2021

MEMBER JURISDICTIONS

City of Cathedral City
City of Coachella
City of Desert Hot Springs
City of Indian Wells
City of Indio
City of La Quinta
City of Palm Desert
City of Palm Springs
City of Rancho Mirage
County of Riverside
Coachella Valley Water District
Imperial Irrigation District
Mission Springs Water District

COACHELLA VALLEY CONSERVATION COMMISSION

73-710 Fred Waring Drive, Suite 200

Palm Desert, CA 92260

Phone: (760) 346-1127

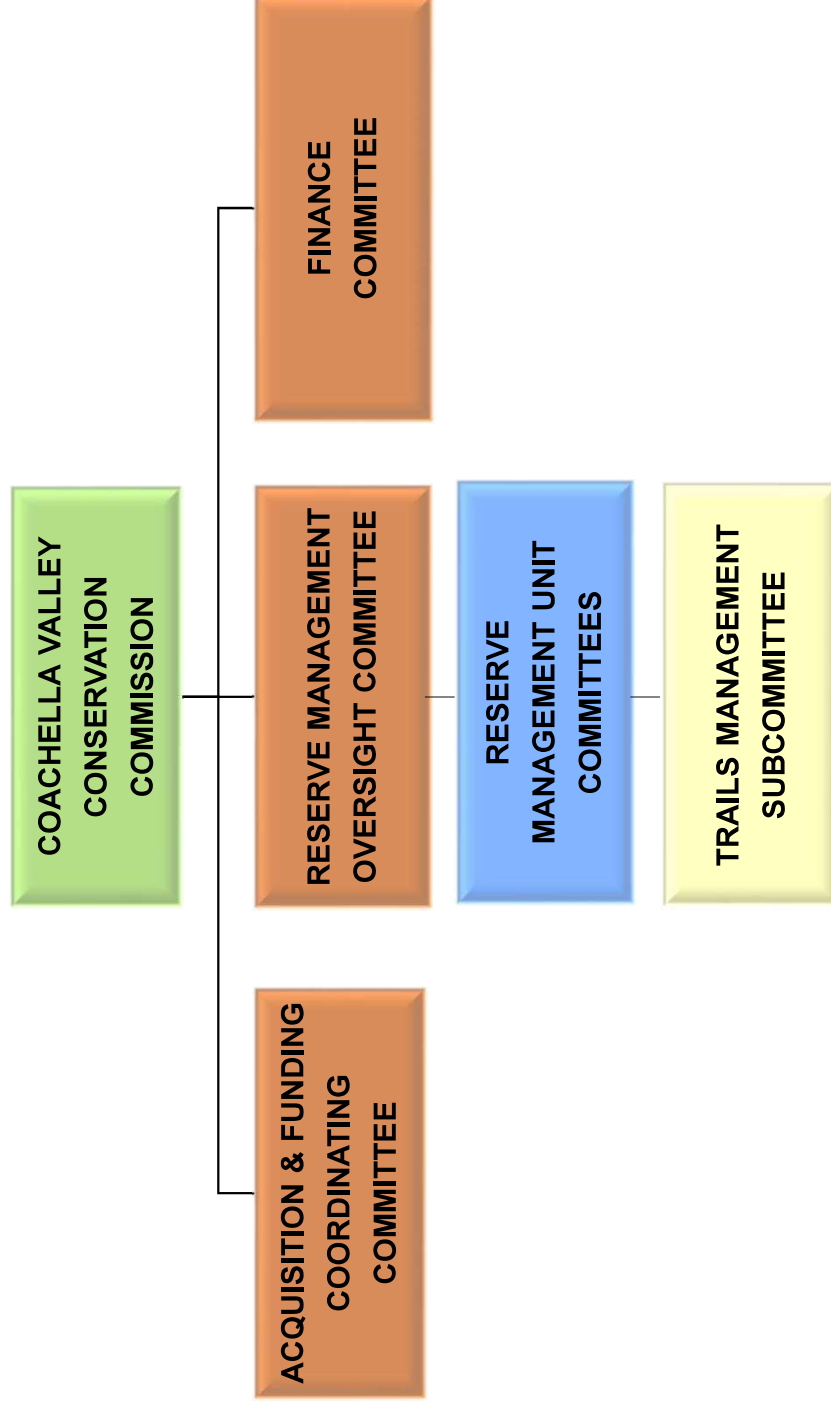
Fax: (760) 340-5949

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COACHELLA VALLEY CONSERVATION COMMISSION

COMMITTEE STRUCTURE CHART
FISCAL YEAR 2021/2022



FISCAL OVERVIEW

This section of the document presents the financial overview of CVCC's proposed Operating Budgets. It compares expenditures with available resources.

FUND SUMMARY

The Fund Summary Report provides an overview of the financial activities anticipated in each fund through the proposed fiscal year.

OVERALL AGENCYWIDE SUMMARY

The Overall Agencywide Summary Report provides a summary of the FY 2021/22 proposed budget. In addition, the Report compares the proposed budget with the year-end revenue and expenditure estimates for FY 2020/21, and the adopted budget for FY 2020/21 and the audited financial statements for FY 2019/20.

BUDGET BY PROGRAMS

The Budget By Programs Report provides an overview of the financial activities anticipated in each program for FY 2021/22.

COACHELLA VALLEY CONSERVATION COMMISSION
FUND SUMMARY – FY 2021/2022
DESCRIPTION OF FUNDS

MANAGEMENT AND MONITORING FUND

The Management and Monitoring Fund includes income and expenses associated with implementation of the land management program and the biological monitoring program for the CVMSHCP. These programs are supported by funds provided by local development mitigation fees and by various agencies (CVAG, CVWD, IID, MSWD, Caltrans) to support implementation and the endowment. Grants and other funding supplement these contributions when available.

The management and monitoring programs are staffed through a combination of CVAG staff and consultants. Coordination of the biological monitoring and land management programs is handled by the Conservation Program Manager with support from the Director of Environmental Resources and other staff. The Program Manager supports the management and monitoring activities of the CVCC and works closely with our partner agencies. Other monitoring and management tasks are completed through contracts with consultants from research institutions including the UC Riverside Center for Conservation Biology, US Geological Survey, and the San Diego Natural History Museum. Genetic studies of desert tortoise and yellow bat monitoring are planned for 2021/2022. An agreement with the City of Desert Hot Springs to provide law enforcement for up to \$30,000 will support the Land Management Program. CVCC staff expects to negotiate a similar agreement with the County Sheriff's Department, with potential funding of \$30,000 included in the 2021/2022 budget.

As the number of acres owned by the CVCC continues to grow, the staff time and expenses necessary to ensure effective management of these lands to achieve conservation goals increases. To address this need, the recommended Fiscal Year 2021/2022 budget includes a new staff position, a land management assistant/coordinator. This additional staff member will focus on completing land management tasks including installation and maintenance of fences and gates, assisting with the new land management database, working with volunteers to track land management needs, and other related tasks as needed. This new staff position would be dedicated 100% to the CVMSHCP. As the CVCC continues to acquire property for habitat and conservation, staff anticipate additional resources, and higher management costs, will need to be included in future budgets.

GENERAL ADMINISTRATION FUND

The General Administration Fund includes the expenses related to administration of the CVMSHCP. The primary source of revenue for this fund is fees on the importation of waste into landfills in Riverside County or "tipping fees." CVAG provides administrative staff through a contract with CVCC. This fund supports the cost of the CVAG contract; reference to consultants in the budget is the cost for CVAG staff. Other expenses supported

by this fund include insurance, per diem payments for CVCC members, and legal costs for a contract with Best Best and Krieger for CVMSHCP related legal expenses. An amendment to the CVAG-CVCC agreement for administration of the CVMSHCP was approved by the CVCC in May 2021 and will be considered by the CVAG Executive Committee in June 2021. This amendment will increase the maximum amount that CVAG can bill CVCC from \$750,000 to \$850,000.

LAND ACQUISITION FUND

The Land Acquisition Fund supports the acquisition of lands by the CVCC on behalf of the Local Permittees to meet the goals of the CVMSHCP. Land acquisition expenses include the purchase price of property acquired from willing sellers and costs associated with acquisition (appraisals, title, closing costs), land improvement costs (fencing, clean-up), as well as administrative costs for the land acquisition program. The land acquisition program is mainly supported by the Local Development Mitigation Fee and regional infrastructure mitigation contributions.

The CVCC continues to contract with the Coachella Valley Mountains Conservancy to manage land acquisitions. A portion of the Land Acquisition Fund is used for CVCC staff costs and administrative expenses related to land acquisition. The budget also includes a contribution to the California Habitat Conservation Planning Coalition for their assistance with MSHCP funding and implementation issues.

MSHCP ENDOWMENT

An endowment has been established to fund the Biological Monitoring Program and the Land Management Program, including adaptive management, in perpetuity. This endowment is created through contributions from various agencies related to mitigation of covered activities. For five years beginning with permit issuance, CVWD contributed \$3,583,400 and IID contributed \$525,000 to the Endowment Fund for a total of \$4,108,400. CVWD and IID completed their mitigation contributions in FY2012/13. MSWD completed their mitigation contribution of \$350,000 in September 2020. CVAG will contribute \$8.181 million over time to the MSHCP Endowment as part of the mitigation for regional road projects. Caltrans will contribute \$7.6 million to the Endowment Fund for mitigation for their covered road projects; Caltrans has begun making some contributions. Caltrans and/or CVAG will contribute an additional \$1,077,000 to the Endowment Fund as part of the mitigation for the covered road projects.

COACHELLA VALLEY FRINGE-TOED LIZARD ENDOWMENT

The CVMSHCP calls for CVCC to assume responsibility for the Coachella Valley Fringe-toed Lizard (CVFTL) endowment, “. . . which will be incorporated into the MSHCP endowment and earmarked to ensure funding for the Monitoring and Management of the CVFTL and its associated habitat in perpetuity.” The Center for Natural Lands Management has been responsible for management of the CVFTL Endowment under the CVFTL Habitat Conservation Plan since The Nature Conservancy transferred that

responsibility to them in January 2000. The CVFTL Habitat Conservation Plan was subsumed into the CVMSHCP in October 2008. In May 2009 CNLM informed CVCC of their intent to retain the CVFTL endowment.

MANAGEMENT CONTINGENCY FUND

Section 8.2.4.2 of the CVMSHCP identifies that CVCC will establish a \$5-million-dollar management contingency fund as a subset of the Monitoring and Management Program budgets. The purpose of this fund is to provide the ability to address immediate and/or large-scale Monitoring and Management Program needs on Permittee lands. The process for determining how funds will be used is described in Section 8.2.4.2. The Management Contingency Fund has been included in the Operating Fund budget as a separate line item.

TRAVERTINE POINT MONITORING FUND

Travertine Point is a proposed project located near the Riverside-Imperial County line that is planned for future development. Through an agreement between CVCC and the Sierra Club, a fund has been established for CVCC to develop and administer an ongoing monitoring program related to protection of cultural resources and other sensitive resources on parcels adjacent to the Travertine Point project. The project developers are required to construct a barrier to protect these resources when the project goes forward. This Fund is to be used by CVCC to develop and administer an ongoing monitoring program to ensure the barrier is properly maintained. The Fund includes an initial \$500,000 from the project developer, which was used to establish the Travertine Point Monitoring Fund. All returns on investment are to be retained in the Fund.

IN-LIEU FEE PROGRAM

CVCC is the Program Sponsor for United States Army Corps of Engineers (USACE) In-Lieu Fee Program (ILFP) that allows organizations that need to mitigate for unavoidable impacts to Waters of the U.S. resulting from activities authorized under the Clean Water Act to do so by paying a fee to CVCC. Using these fees, CVCC will implement habitat restoration projects that are pre-approved as mitigation by USACE. A development plan for a restoration project to enhance habitat in the Coachella Valley Stormwater Channel and Delta Conservation Area is in progress. The cost of these projects, including endowment, contingency, planning and staff time are paid from the In-Lieu Fee Program. Through this program CVCC is providing an efficient means for a project developer to meet mitigation requirements determined by the Army Corps. The habitat restoration and enhancement projects implemented under the ILFP are being closely coordinated to support the goals of the Coachella Valley Multiple Species Habitat Conservation Plan. CVCC has received Advance Credits that are being sold to project applicants before a habitat project is approved. The receipts from sale of these credits are held in an ILFP fund. Federal Policy requires that the ILFP funds be kept in a separate account.

COACHELLA VALLEY CONSERVATION COMMISSION FY2021/22 BUDGET OVERVIEW

REVENUES

GENERAL ADMINISTRATION FUND

Tipping fee

Approximately \$440,000 is again projected to be received from the County of Riverside. Pursuant to the agreement executed on May 24, 2005, the County will pay \$1 per ton of the tipping fees generated by Coachella Valley waste received at the County's landfills.

LAND ACQUISITION FUND

Development mitigation fees

Overall development in the Coachella Valley is expected to either remain static or slightly contract. Many development projects in the area are closing out, and the lag between project initiation and project construction can often take multiple years. Numerous supply side issues, including a shortage in both materials and labor, as well as insufficient shipping capacity, have made starting new construction difficult. An anticipated rise in interest rates may also cool the development market. Therefore, development mitigation fees are conservatively projected at \$1,694,380 which represents a 10% decrease as compared to the FY2020/21 estimated revenues.

Grants

CVCC is not expecting any federal or state grants for land acquisition in FY2021/22.

Agency mitigation fees

CVCC is budgeting \$2,600,000 from Caltrans for land acquisition.

ENDOWMENT FUND

Agency mitigation fees

When the Plan was drafted, it was determined that the Coachella Valley Association of Governments (CVAG), would contribute funds toward the Plan. Of the CVAG's \$30 million contribution, \$21,819,000 will be for land purchase and \$8,181,000 will be to the endowment. CVAG will continue to contribute \$500,000 to the Endowment Fund in FY21/22. CVCC is budgeting \$900,000 from Caltrans for contributions to the endowment fund.

MANAGEMENT AND MONITORING FUND

Development mitigation fees

Overall development in the Coachella Valley is expected to either remain static or slightly contract. Many development projects in the area are closing out, and the lag between project initiation and project construction can often take multiple years. Numerous supply side issues, including a shortage in both materials and labor, as well as insufficient shipping capacity, have made starting new construction difficult. An anticipated rise in interest rates may also cool the development market. Therefore, development mitigation fees are projected at \$347,042 which represents a 10% decrease as compared to the FY2020/21 estimated revenues.

Grants

CVCC is expecting to receive grants totaling \$248,522 from various agencies to assist in the Management and Monitoring portion of the plan.

EXPENDITURES

ALL FUNDS

Consultants

Total expenditure is projected at \$1,734,526. Breakdown of the amount is as follows:

- Administration & Land Management contract with CVAG \$ 845,780
- Land acquisitions contract with Coachella Valley Mountains Conservancy Approx. Expenditure \$ 70,000
- Contracts for fee automation, Market study, Nexus study, biological and species monitoring (funded by regular funds) \$ 570,224
- Contracts for biological monitoring (funded by grant funds) \$ 248,522

The amount for the administration contract with CVAG is derived from projected staffing salaries, benefits, and administrative overhead as developed for CVAG’s FY 2021/22 budgeted figures. The amount also includes an additional staff who will work primarily on Management & Monitoring activities. An amendment to the administration agreement with CVAG for an increase in the annual maximum amount of \$850,000 was approved by the Commission at its May 13, 2021 meeting. The costs per program are broken out as follows: \$211,445 of the cost is projected for the Land Acquisition Fund, \$283,336 is reported in the General Administration Fund, \$338,312 is reported in the Management and Monitoring Fund and the balance of \$12,687 is reported in the In-Lieu Fee Fund.

Land Improvements

\$125,000 has been budgeted in the Land Acquisition Fund for newly acquired property cleanup, fencing work and signage while \$50,000 has been budgeted for maintenance of current fencing and signage in the Management & Monitoring Fund. An expenditure of \$1,762,400 is also budgeted for the Peninsular Bighorn Sheep fence barrier as the Commission moves to construction and installation phases in FY 2021/2022 as required by the CVMSHCP.

TRANSFERS IN / OUT

Offsetting the Operating Transfers In of \$2,179,477 in the Management and Monitoring Fund are Operating Transfers Out of \$1,812,400 in the Management Contingency Fund and \$367,077 in the Endowment Fund. The Endowment Fund as well as the Management Contingency Fund are being used to pay for the unfunded expenditures incurred in the Management and Monitoring Fund. The Operating Transfer Out of the Endowment Fund and Transfer In for the Management and Monitoring fund is calculated such that the Management and Monitoring Fund’s Ending Fund Balance of \$343,572 is equal to the Fund’s budgeted Development Mitigation Fees (\$347,042) less the Fund’s Administrative Fees (\$3,470).

* * * * *

ADDITIONAL COMMENTS

CVCC’s budget is unlike most agencies’ budgets mainly because CVCC does not have employees and an office space, where fixed costs are present. With no employees or office space of its own, CVCC’s budget will not show any Personnel expenditures (e.g. salaries and benefits) nor will it show overhead expenditures (e.g. office space). The administration of the Commission is provided via contract by CVAG as identified above. The Management and Monitoring program is funded in part by 17% of the LDMF fees with the remainder of funding and the funding of the General Administration program fully or partially funded by the Endowment in FY 2021/22 and all future years.

FUND SUMMARY - FY 2021/2022

Fund	Beginning Fund Balance	Estimated Revenues	Estimated Expenditures	Transfer Out	Transfer In	Est. End. Fund Bal.
Management and Monitoring	\$ 510,736	\$ 606,564	\$ (2,953,204)	-	\$ 2,179,477	\$ 343,572
General Administration	661,299	442,923	(365,433)	-	-	738,789
Land Acquisition	9,498,756	4,373,592	(8,190,073)	-	-	5,682,275
Endowment	10,071,742	1,467,878	-	(367,077)	-	11,172,544
Lizard Endowment	330,931	1,700	-	-	-	332,631
Traverine Monitoring	540,450	3,000	-	-	-	543,450
Management Contingency	4,629,278	26,000	-	(1,812,400)	-	2,842,878
In-Lieu Fee	1,943,646	250,100	(64,411)	-	-	2,129,335
Total	\$ 28,186,838	\$ 7,171,757	\$ (11,573,122)	\$ (2,179,477)	\$ 2,179,477	\$ 23,785,473

OVERALL AGENCYWIDE SUMMARY - FY 2021/2022

	FY2019/2020 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 23,526,762	\$ 24,458,944	\$ 26,285,245	\$ 28,186,838
<u>REVENUES:</u>				
Development Mitigation Fees	\$ 2,691,023	\$ 1,491,770	\$ 2,268,246	\$ 2,041,421
Agencies Mitigation Fees	2,167,770	2,500,000	3,071,045	4,304,090
Tipping Fees	451,626	440,000	429,044	440,223
Contributions	-	-	-	-
Grants	231,861	240,407	197,770	248,522
Other Revenue	219,765	7,500	-	7,500
Investment Income	386,095	233,105	127,306	130,000
Total Revenues	\$ 6,148,139	\$ 4,912,782	\$ 6,093,411	\$ 7,171,757
<u>EXPENDITURES:</u>				
Administrative Fees	\$ 25,534	\$ 14,918	\$ 22,682	\$ 20,414
Accounting /Bank Service Charges	5,008	6,090	5,656	5,346
Comprehensive Insurance	9,295	13,442	13,442	16,408
Meeting Attendance Stipends	4,275	10,200	5,850	11,900
Taxes - Meeting Attendance Stipends	463	882	506	1,093
Office Supplies	192	2,000	455	1,500
Printing	-	2,000	-	1,500
Land Improvements	239,011	2,603,816	443,489	1,937,400
Legal Services	25,549	32,000	29,533	32,000
Professional Services	57,180	184,200	55,367	187,054
Consultants (Regular funds)	1,143,714	1,487,421	1,298,765	1,486,004
Consultants (Grant funds)	-	240,407	197,770	248,522
Miscellaneous	584	2,400	350	1,100
Land Acquisitions	1,854,485	8,500,000	2,096,588	7,598,881
Furniture and Equipment	8,987	-	1,000	3,000
Utilities	12,778	15,000	17,464	15,000
Sub-Total Expenditures	\$ 3,389,655	\$ 13,117,776	\$ 4,191,818	\$ 11,573,122
<u>OTHER</u>				
Operating Transfers Out	\$ 5,293	\$ 2,403,830	\$ 409,429	\$ 2,179,477
Operating Transfers In	(5,293)	(2,403,830)	(409,429)	(2,179,477)
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ 3,389,655	\$ 13,117,776	\$ 4,191,818	\$ 11,573,122
Net Excess (Deficit)	\$ 2,758,484	\$ (8,204,994)	\$ 1,901,592	\$ (4,401,365)
ENDING FUND BALANCE	\$ 26,285,245	\$ 16,253,950	\$ 28,186,838	\$ 23,785,473

BUDGET BY PROGRAMS - FY 2021/2022

	MANAGEMENT AND MONITORING	GENERAL ADMINISTRATION	LAND ACQUISITION	ENDOWMENT	LIZARD ENDOWMENT	TRAVERTINE MANAGEMENT	MANAGEMENT CONTINGENCY	IN-LIEU FEE	TOTAL
BEGINNING FUND BALANCE	\$ 510,736	\$ 661,299	\$ 9,498,756	\$ 10,071,742	\$ 330,931	\$ 540,450	\$ 4,629,278	\$ 1,943,646	\$ 28,186,838
REVENUES:									
Development Mitigation Fees	\$ 347,042	\$ -	\$ 1,694,380	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,041,421
Agencies Mitigation Fees	-	-	2,634,212	1,419,878	-	-	-	250,000	4,304,090
Tipping Fees	-	440,223	-	-	-	-	-	-	440,223
Contributions	-	-	-	-	-	-	-	-	-
Grants	248,522	-	-	-	-	-	-	-	248,522
Other Revenue	7,500	-	-	-	-	-	-	-	7,500
Investment Income	3,500	2,700	45,000	48,000	1,700	3,000	26,000	100	130,000
Gain (Loss) in Investments	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 606,564	\$ 442,923	\$ 4,373,592	\$ 1,467,878	\$ 1,700	\$ 3,000	\$ 26,000	\$ 250,100	\$ 7,171,757
EXPENDITURES:									
Administrative Fees	\$ 3,470	\$ -	\$ 16,944	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,414
Accounting / Bank Service Charges	-	3,846	-	-	-	-	-	1,500	5,346
Comprehensive Insurance	-	16,408	-	-	-	-	-	-	16,408
Meeting Attendance Stipends	-	11,900	-	-	-	-	-	-	11,900
Computer Software	6,000	-	-	-	-	-	-	-	6,000
Taxes- Meeting Attend. Stipends	-	1,093	-	-	-	-	-	-	1,093
Office Supplies	-	1,500	-	-	-	-	-	-	1,500
Printing	-	1,500	-	-	-	-	-	-	1,500
Land Improvements	1,812,400	-	125,000	-	-	-	-	-	1,937,400
Legal Services	2,000	30,000	-	-	-	-	-	-	32,000
Professional Services	64,000	15,750	107,304	-	-	-	-	-	187,054
Consultants (Regular funds)	798,312	283,336	341,445	-	-	-	-	62,911	1,486,004
Consultants (Grant funds)	248,522	-	-	-	-	-	-	-	248,522
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	500	100	500	-	-	-	-	-	1,100
Land Acquisitions	-	-	7,598,881	-	-	-	-	-	7,598,881
Furniture and Equipment	3,000	-	-	-	-	-	-	-	3,000
Utilities	15,000	-	-	-	-	-	-	-	15,000
Payroll Taxes	-	-	-	-	-	-	-	-	-
Sub-Total Expenditures	\$ 2,953,204	\$ 365,433	\$ 8,190,073	\$ -	\$ -	\$ -	\$ -	\$ 64,411	\$ 11,573,122
OTHER									
Operating Transfers Out	\$ -	\$ -	\$ -	\$ 367,077	\$ -	\$ -	\$ 1,812,400	\$ -	\$ 2,179,477
Operating Transfers In	(2,179,477)	-	-	-	-	-	-	-	(2,179,477)
Sub-Total Other	\$ (2,179,477)	\$ -	\$ -	\$ 367,077	\$ -	\$ -	\$ 1,812,400	\$ -	\$ -
Total Expenditures and Other	\$ 773,727	\$ 365,433	\$ 8,190,073	\$ 367,077	\$ -	\$ -	\$ 1,812,400	\$ 64,411	\$ 11,573,122
Net Excess (Deficit)	\$ (167,164)	\$ 77,490	\$ (3,816,482)	\$ 1,100,801	\$ 1,700	\$ 3,000	\$ (1,786,400)	\$ 185,689	\$ (4,401,365)
ENDING FUND BALANCE	\$ 343,572	\$ 738,789	\$ 5,682,275	\$ 11,172,544	\$ 332,631	\$ 543,450	\$ 2,842,878	\$ 2,129,335	\$ 23,785,473

FUND DETAIL

This section of the document presents the financial overview of each fund. Each report compares the proposed FY 2021/22 budget with the year-end revenue and expenditure estimates for FY 2020/21, and the FY 2020/21 adopted budget and the audited financial figures for FY 2019/20.

MANAGEMENT AND MONITORING FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 767,654	\$ 527,590	\$ 675,563	\$ 510,736
<u>REVENUES:</u>				
Development Mitigation Fees	\$ 457,474	\$ 253,601	\$ 385,602	\$ 347,042
Agencies Mitigation Fees	17,841	-	-	-
Tipping Fees	-	-	-	-
Contributions	-	-	-	-
Grants	38,192	240,407	197,770	248,522
Other Revenue	-	7,500	-	7,500
Investment Income	14,301	8,450	3,416	3,500
Total Revenues	\$ 527,808	\$ 509,958	\$ 586,788	\$ 606,564
<u>EXPENDITURES:</u>				
Administrative Fees	\$ 4,575	\$ 2,536	\$ 3,856	\$ 3,470
Accounting / Bank Service Charges	-	-	-	-
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Computer Software	2,600	3,000	2,900	6,000
Taxes - Meeting Attendance Stipends	-	-	-	-
Computer Software	-	-	-	-
Printing	-	-	-	-
Land Improvements	5,293	2,103,816	409,429	1,812,400
Legal Services	2,453	2,000	1,200	2,000
Professional Services	5,400	4,000	3,200	64,000
Consultants (Regular funds)	582,582	818,854	523,950	798,312
Consultants (Grant funds)		240,407	197,770	248,522
Interest	-	-	-	-
Miscellaneous	525	700	275	500
Land Acquisitions	-	-	-	-
Furniture and Equipment	8,987	-	1,000	3,000
Utilities	12,778	15,000	17,464	15,000
Sub-Total Expenditures	\$ 625,192	\$ 3,190,313	\$ 1,161,044	\$ 2,953,204
<u>OTHER</u>				
Operating Transfers Out	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	(5,293)	(2,403,830)	(409,429)	(2,179,477)
Sub-Total Other	(5,293)	\$ (2,403,830)	\$ (409,429)	\$ (2,179,477)
Total Expenditures and Other	\$ 619,899	\$ 786,483	\$ 751,615	\$ 773,727
Net Excess (Deficit)	\$ (92,091)	\$ (276,525)	\$ (164,827)	\$ (167,164)
ENDING FUND BALANCE	\$ 675,563	\$ 251,065	\$ 510,736	\$ 343,572

GENERAL ADMINISTRATION FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 502,394	\$ 697,323	\$ 694,977	\$ 661,299
<u>REVENUES:</u>				
Development Mitigation Fees		\$ -	\$ -	\$ -
Agencies Mitigation Fees		-	-	-
Tipping Fees	451,626	440,000	429,044	440,223
Contributions		-	-	-
Grants		-	-	-
Other Revenue		-	-	-
Investment Income	7,637	3,850	2,612	2,700
Gain (Loss) in Investments		-	-	-
Total Revenues	\$ 459,263	\$ 443,850	\$ 431,656	\$ 442,923
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	3,693	4,305	3,663	3,846
Comprehensive Insurance	9,295	13,442	13,442	16,408
Meeting Attendance Stipends	4,275	10,200	5,850	11,900
Computer Software	-	-	-	-
Taxes - Meeting Attendance Stipends	463	882	506	1,093
Office Supplies	192	2,000	455	1,500
Printing	-	2,000	-	1,500
Land Improvements		-	-	-
Legal Services	21,647	30,000	28,333	30,000
Professional Services	9,630	10,200	7,560	15,750
Consultants (Regular funds)	217,426	262,506	405,450	283,336
Consultants (Grant funds)		-	-	-
Interest		-	-	-
Miscellaneous	58	1,000	75	100
Land Acquisitions		-	-	-
Furniture and Equipment		-	-	-
Utilities		-	-	-
Payroll Taxes		-	-	-
Sub-Total Expenditures	\$ 266,680	\$ 336,535	\$ 465,334	\$ 365,433
<u>OTHER:</u>				
Operating Transfers Out	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ 266,680	\$ 336,535	\$ 465,334	\$ 365,433
Net Excess (Deficit)	\$ 192,583	\$ 107,315	\$ (33,678)	\$ 77,490
ENDING FUND BALANCE	\$ 694,977	\$ 804,638	\$ 661,299	\$ 738,789

LAND ACQUISITION FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 8,518,867	\$ 7,931,378	\$ 8,772,068	\$ 9,498,756
<u>REVENUES:</u>				
Development Mitigation Fees	\$ 2,233,549	\$ 1,238,169	\$ 1,882,644	\$ 1,694,380
Agencies Mitigation Fees	87,106	1,500,000	1,317,106	2,634,212
Grants	193,669	-	-	-
Investment Income	134,503	82,615	44,100	45,000
Gain (Loss) in Investments	-	-	-	-
	-	-	-	-
Total Revenues	\$ 2,648,826	\$ 2,820,784	\$ 3,243,850	\$ 4,373,592
<u>EXPENDITURES:</u>				
Administrative Fees	\$ 20,960	\$ 12,382	\$ 18,826	\$ 16,944
Accounting / Bank Service Charges		-	-	-
Comprehensive Insurance		-	-	-
Meeting Attendance Stipends		-	-	-
Computer Software		-	-	-
Taxes - Meeting Attendance Stipends		-	-	-
Office Supplies		-	-	-
Printing		-	-	-
Land Improvements	233,718	500,000	34,060	125,000
Legal Services	1,450	-	-	-
Professional Services	42,150	170,000	44,607	107,304
Consultants (Regular funds)	242,863	351,897	323,080	341,445
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	500	-	500
Land Acquisitions	1,854,485	8,500,000	2,096,588	7,598,881
Furniture and Equipment		-	-	-
Utilities		-	-	-
Sub-Total Expenditures	\$ 2,395,626	\$ 9,534,779	\$ 2,517,162	\$ 8,190,073
<u>OTHER:</u>				
Operating Transfers Out	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ 2,395,626	\$ 9,534,779	\$ 2,517,162	\$ 8,190,073
Net Excess (Deficit)	\$ 253,201	\$ (6,713,995)	\$ 726,688	\$ (3,816,482)
ENDING FUND BALANCE	\$ 8,772,068	\$ 1,217,383	\$ 9,498,756	\$ 5,682,275

ENDOWMENT FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 7,924,617	\$ 8,563,068	\$ 9,064,185	\$ 10,071,742
<u>REVENUES:</u>				
Development Mitigation Fees		\$ -	\$ -	\$ -
Agencies Mitigation Fees	1,005,500	1,000,000	959,939	1,419,878
Tipping Fees		-	-	-
Contributions		-	-	-
Grants		-	-	-
Other Revenue		-	-	-
Investment Income	134,068	79,125	47,618	48,000
Gain (Loss) in Investments	-	-	-	-
Total Revenues	\$ 1,139,568	\$ 1,079,125	\$ 1,007,557	\$ 1,467,878
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	-	-	-	-
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Computer Software	-	-	-	-
Taxes - Meeting Attendance Stipends	-	-	-	-
Office Supplies	-	-	-	-
Printing	-	-	-	-
Land Improvements	-	-	-	-
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Consultants (Regular funds)	-	-	-	-
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	-	-	-
Land Acquisitions	-	-	-	-
Furniture and Equipment	-	-	-	-
Utilities	-	-	-	-
	-	-	-	-
Sub-Total Expenditures	\$ -	\$ -	\$ -	\$ -
<u>OTHER:</u>				
Operating Transfers Out	\$ -	\$ 300,014	\$ -	\$ 367,077
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ 300,014	\$ -	\$ 367,077
Total Expenditures and Other	\$ -	\$ 300,014	\$ -	\$ 367,077
Net Excess (Deficit)	\$ 1,139,568	\$ 779,111	\$ 1,007,557	\$ 1,100,801

LIZARD ENDOWMENT FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 323,936	\$ 329,705	\$ 329,281	\$ 330,931
<u>REVENUES:</u>				
Development Mitigation Fees	\$ -	\$ -	\$ -	\$ -
Agencies Mitigation Fees	-	-	-	-
Tipping Fees	-	-	-	-
Contributions	-	-	-	-
Grants	-	-	-	-
Other Revenue	-	-	-	-
Investment Income	5,345	3,300	1,650	1,700
Gain (Loss) in Investments	-	-	-	-
Total Revenues	\$ 5,345	\$ 3,300	\$ 1,650	\$ 1,700
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	-	-	-	-
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Taxes - Meeting Attendance Stipends	-	-	-	-
Office Supplies	-	-	-	-
Printing	-	-	-	-
Land Improvements	-	-	-	-
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Consultants (Regular funds)	-	-	-	-
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	-	-	-
Land Acquisitions	-	-	-	-
Furniture and Equipment	-	-	-	-
Utilities	-	-	-	-
Sub-Total Expenditures	\$ -	\$ -	\$ -	\$ -
<u>OTHER:</u>				
Lizard Fee Refund	\$ -	\$ -	\$ -	\$ -
Operating Transfers Out	-	-	-	-
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ -	\$ -	\$ -	\$ -
Net Excess (Deficit)	\$ 5,345	\$ 3,300	\$ 1,650	\$ 1,700
ENDING FUND BALANCE	\$ 329,281	\$ 333,005	\$ 330,931	\$ 332,631

TRAVERTINE MONITORING FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 529,029	\$ 538,459	\$ 537,758	\$ 540,450
<u>REVENUES:</u>				
Development Mitigation Fees	\$ -	\$ -	\$ -	\$ -
Agencies Mitigation Fees	-	-	-	-
Tipping Fees	-	-	-	-
Contributions	-	-	-	-
Grants	-	-	-	-
Other Revenue	-	-	-	-
Investment Income	8,729	5,390	2,692	3,000
Gain (Loss) in Investments	-	-	-	-
	-	-	-	-
Total Revenues	\$ 8,729	\$ 5,390	\$ 2,692	\$ 3,000
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	-	-	-	-
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Taxes - Meeting Attendance Stipends	-	-	-	-
Office Supplies	-	-	-	-
Printing	-	-	-	-
Land Improvements	-	-	-	-
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Consultants (Regular funds)	-	-	-	-
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	-	-	-
Land Acquisitions	-	-	-	-
Furniture and Equipment	-	-	-	-
Utilities	-	-	-	-
Sub-Total Expenditures	\$ -	\$ -	\$ -	\$ -
<u>OTHER:</u>				
Operating Transfers Out	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ -	\$ -	\$ -	\$ -
Net Excess (Deficit)	\$ 8,729	\$ 5,390	\$ 2,692	\$ 3,000
ENDING FUND BALANCE	\$ 537,758	\$ 543,849	\$ 540,450	\$ 543,450

MANAGEMENT CONTINGENCY FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 4,937,425	\$ 4,869,759	\$ 5,013,581	\$ 4,629,278
<u>REVENUES:</u>				
Development Mitigation Fees	\$ -	\$ -	\$ -	\$ -
Agencies Mitigation Fees	-	-	-	-
Tipping Fees	-	-	-	-
Contributions	-	-	-	-
Grants	-	-	-	-
Other Revenue	-	-	-	-
Investment Income	81,450	50,275	25,126	26,000
Gain (Loss) in Investments	-	-	-	-
	-	-	-	-
Total Revenues	\$ 81,450	\$ 50,275	\$ 25,126	\$ 26,000
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	-	-	-	-
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Taxes - Meeting Attendance Stipends	-	-	-	-
Office Supplies	-	-	-	-
Printing	-	-	-	-
Land Improvements	-	-	-	-
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Consultants (Regular funds)	-	-	-	-
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	-	-	-
Land Acquisitions	-	-	-	-
Furniture and Equipment	-	-	-	-
Sub-Total Expenditures	\$ -	\$ -	\$ -	\$ -
<u>OTHER:</u>				
Operating Transfers Out	\$ 5,293	\$ 2,103,816	\$ 409,429	\$ 1,812,400
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ 5,293	\$ 2,103,816	\$ 409,429	\$ 1,812,400
Total Expenditures and Other	\$ 5,293	\$ 2,103,816	\$ 409,429	\$ 1,812,400
Net Excess (Deficit)	\$ 76,157	\$ (2,053,541)	\$ (384,303)	\$ (1,786,400)
ENDING FUND BALANCE	\$ 5,013,581	\$ 2,816,218	\$ 4,629,278	\$ 2,842,878

IN-LIEU FEE FUND

	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Yr. End Est.	FY2021/22 Budget
BEGINNING FUND BALANCE	\$ 22,840	\$ 1,001,662	\$ 1,197,833	\$ 1,943,646
<u>REVENUES:</u>				
Development Mitigation Fees	\$ -	\$ -	\$ -	\$ -
Agencies Mitigation Fees	1,057,324	-	794,000	250,000
Tipping Fees	-	-	-	-
Contributions	-	-	-	-
Grants	-	-	-	-
Other Revenue	219,765	-	-	-
Investment Income	62	100	92	100
Total Revenues	\$ 1,277,151	\$ 100	\$ 794,092	\$ 250,100
<u>EXPENDITURES:</u>				
Administrative Fees	\$ -	\$ -	\$ -	\$ -
Accounting / Bank Service Charges	1,314	1,785	1,993	1,500
Comprehensive Insurance	-	-	-	-
Meeting Attendance Stipends	-	-	-	-
Taxes - Meeting Attendance Stipends	-	-	-	-
Office Supplies	-	-	-	-
Printing	-	-	-	-
Land Improvements	-	-	-	-
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Consultants (Regular funds)	100,844	54,164	46,285	62,911
Consultants (Grant funds)	-	-	-	-
Interest	-	-	-	-
Miscellaneous	-	200	-	-
Land Acquisitions	-	-	-	-
Furniture and Equipment	-	-	-	-
Sub-Total Expenditures	\$ 102,158	\$ 56,149	\$ 48,278	\$ 64,411
<u>OTHER:</u>				
Operating Transfers Out	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	-	-	-	-
Sub-Total Other	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Other	\$ 102,158	\$ 56,149	\$ 48,278	\$ 64,411
Net Excess (Deficit)	\$ 1,174,993	\$ (56,049)	\$ 745,813	\$ 185,689
ENDING FUND BALANCE	\$ 1,197,833	\$ 945,613	\$ 1,943,646	\$ 2,129,335

ITEM 6B

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Donation of approximately 248 acres in connection with the Mountain View Power Partners Wind Repower Project

Contact: Peter Satin, Regional Planner (psatin@cvag.org)

Recommendation: Approve Resolution 21-005, authorizing the acceptance of the donation of a portion of Assessor Parcel Number 522-070-027, totaling approximately 248 acres, in the Whitewater Floodplain Conservation Area from Gabrych Family Limited Partnership; and authorize the Executive Director to execute all necessary agreements and take such other actions as necessary for the acquisition

Background: Mountain View Power Partners, LLC (MVPP) is conducting a wind energy repower project on land leased from Gabrych Family Limited Partnership. MVPP, acting on behalf of the Gabrych family, is orchestrating a land donation to offset impacts to Covered Species and Conservation Objectives as identified through the Joint Project Review process under the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP). Absent any conservation measures, the project would exceed authorized disturbance to modeled habitat for Le Conte's thrasher and Palm Springs pocket mouse and would also exceed authorized disturbance to sand transport and biological corridors by about 50 acres as determined by the "rough step" analysis, which is designed to balance conservation with development. The 247.75-acre donation contains more than enough modeled habitat to offset the losses caused by the project.

The proposed project is situated on a parcel totaling 609.45 acres (APN 522-070-027) in unincorporated Riverside County. The property donation constitutes the western and southern portion of the parcel, which falls within the Whitewater Floodplain Conservation Area (a property map is attached). This conservation area serves as an important fluvial sand transport and biological corridor, and the property itself further contains abundant habitat for Le Conte's thrasher and the Palm Springs pocket mouse. As such, the property would be an acquisition target even without MVPP's project and will count towards local permittees' conservation obligations. Once accepted, the donated property would be managed in accordance with CVCC's other holdings in the area as a nature preserve consistent with the habitat values and conservation objectives described in the CVMSHCP.

Staff have been working with legal counsel and MVPP to identify the necessary steps for the donation to be completed. MVPP will conduct a survey and lot split to describe the property, as depicted in the attached map, and will convey the property upon approval of the project by the relevant permitting authorities. Acceptance of this donation is contingent upon: (1) approval by the CVCC; (2) MVPP's ability to provide CVCC an owner's policy of title insurance subject only to such exceptions as may be accepted in writing by CVCC; (3) an access easement or other

agreement that provides CVCC access to reach the property for inspections, monitoring, as well as management; and (4) completion of a certificate of compliance creating a new, separate legal parcel for the property.

Fiscal Analysis: There will be no direct expenditure of funds from CVCC, as MVPP will pay all closing costs associated with the transaction. Management of the property in perpetuity will be funded from CVCC's land monitoring and management fund.

Contract Finalization: Upon CVCC approval, the Executive Director will negotiate and execute all necessary agreements and documents, and take such other actions as required to complete the donated property transfer.

Attachments:

1. Resolution 21-005
2. Property map

Resolution No: 21-005

**A RESOLUTION OF THE COACHELLA VALLEY CONSERVATION COMMISSION
AUTHORIZING THE ACCEPTANCE OF THE DONATION OF A PORTION OF
APN 522-070-027 IN THE WHITEWATER FLOODPLAIN CONSERVATION AREA TOTALING
APPROXIMATELY 248 ACRES IN CONNECTION WITH THE MOUNTAIN VIEW POWER
PARTNERS WIND REPOWER PROJECT**

WHEREAS, the Coachella Valley Conservation Commission (“Commission”) is a public agency of the State of California formed by a Joint Exercise of Powers Agreement; and

WHEREAS, the Commission implements the Coachella Valley Multiple Species Habitat Conservation Plan/Natural Community Conservation Plan (“Plan”), and

WHEREAS, the primary means of conservation under the Plan is acquisition of land and donations from willing sellers/landowners; and

WHEREAS, a portion of APN 522-070-027, consisting of 247.75+/- acres as described in Exhibit A (the Property), is within the Whitewater Floodplain Conservation Area of the Plan, containing biological resources; and

WHEREAS, the owner has authorized the developer of the Mountain View Power Partners Wind Repower Project to arrange the donation of 247.75+/- acres of Le Conte’s thrasher habitat, Palm Springs pocket mouse habitat, fluvial sand transport corridors, and biological corridors to offset some of the impacts of its project; and

WHEREAS, the owner and developer have agreed to provide an access easement or other agreement to allow CVCC to cross adjacent land for monitoring purposes and to convey property as good and marketable fee simple title, free and clear of all liens, encumbrances, and any other exceptions, except such liens, encumbrances, and exceptions as may be approved by CVCC; and

WHEREAS, the donation of the Property would advance the goals and objectives of the Plan;

NOW, THEREFORE, be it resolved that the Commission approves the donation of the Property; and

FURTHER, the Commission hereby authorizes the Executive Director to negotiate and execute all necessary contracts and documents and take such other actions as necessary to effect the acquisition of the Property.

The foregoing Resolution was passed by the Coachella Valley Conservation Commission this 10th day of June, 2021.

APPROVED:

Linda Evans
Chair

Tom Kirk
Executive Director

Exhibit A

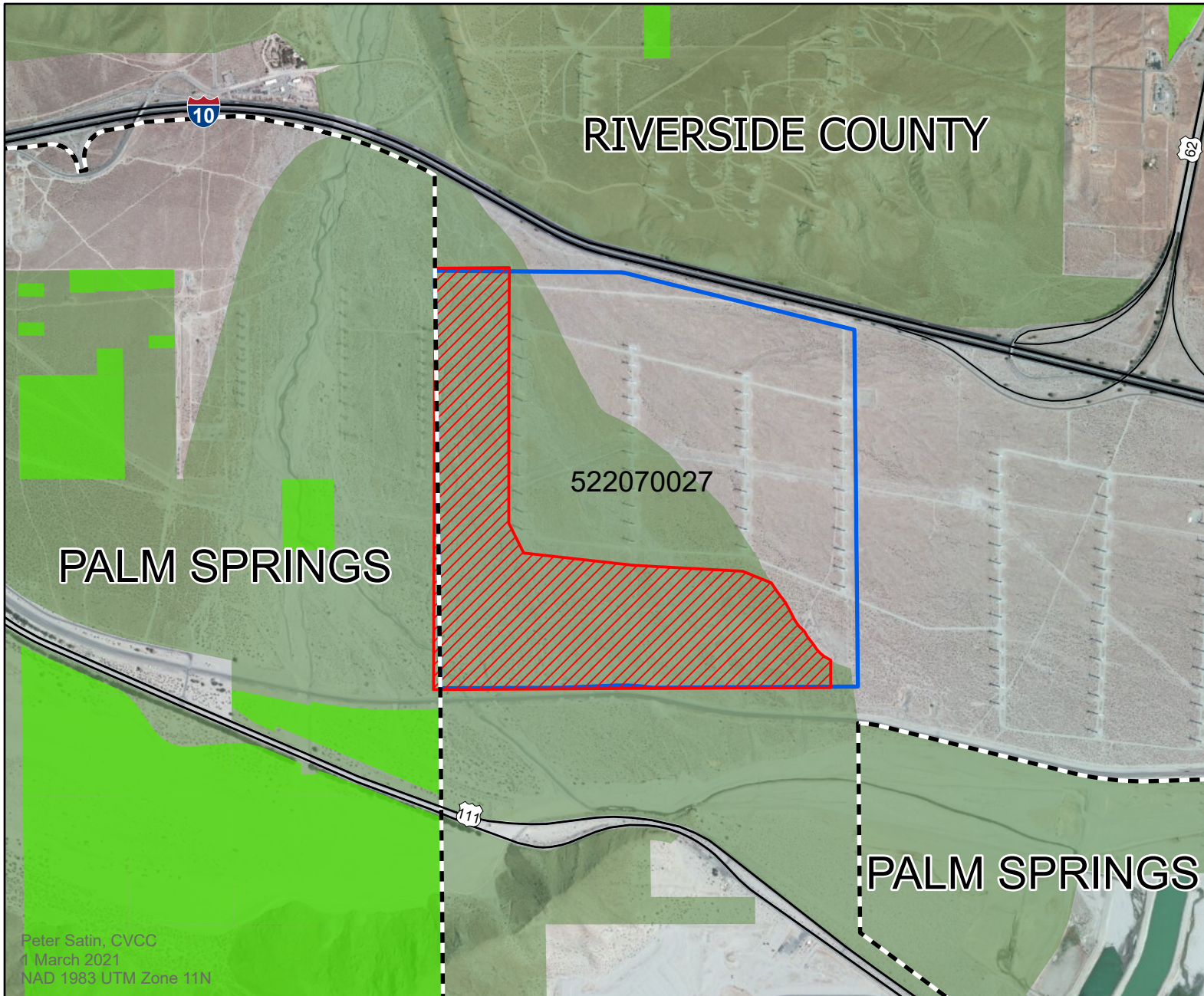
Description of Real Property to be acquired

The land referred to herein is situated in the State of California, County of Riverside, described as follows.

A portion of Section 13, Township 3 South, Range 3 East, San Bernardino Base and Meridian.

APN: 522-070-027

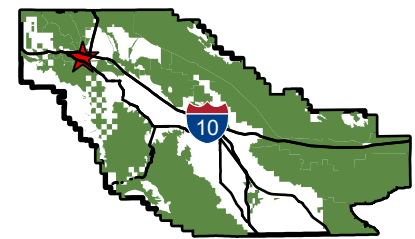
Acceptance of approximately 248 acres in the Whitewater Flood Plain Conservation Area



-  Donation Property
-  Parcel Boundary
-  City Boundary
-  Conserved Since 1996
-  CVMSHCP Conservation Area
-  Highways

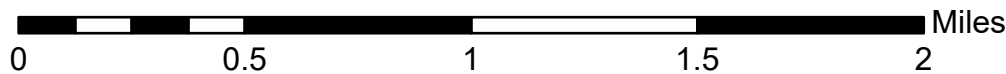


CVCC



Disclaimer: Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. CVAG makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

Peter Satin, CVCC
4 March 2021
NAD 1983 UTM Zone 11N



Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Acquisition of approximately 42.3+/- acres from the City of Palm Springs in accordance with the Surplus Land Act

Contact: Jim Karpiak, Coachella Valley Mountains Conservancy (jkarpiak@cvmc.ca.gov)

Recommendation: Approve Resolution 21-006 authorizing acquisition of one parcel totaling approximately 42.3+/- acres in the Santa Rosa and San Jacinto Mountains Conservation Area at a not-to-exceed amount of \$460,000, plus closing and transaction-related costs of \$7,500; and authorize the Executive Director to execute all necessary contracts and take such other actions as necessary for the acquisition

Background: In July 2020, the City of Palm Springs approached the CVCC regarding various undeveloped properties that the City offered to sell in accordance with the Surplus Land Act (AB 1486) because the properties were not needed for governmental operations. The CVCC reviewed the surplus parcel list and, in October 2020, sent a letter of interest to the City for one vacant parcel known as the Rimrock Property (APN 681-480-011), which is located in the Santa Rosa and San Jacinto Mountains Conservation Area on East Palm Canyon Drive near Gene Autry Trail comprising approximately 42.3+/- acres. Other entities – including Riverside County, regional parks, the State Natural Resources Agency, affordable housing developers and school districts – also had the opportunity to express interest in the property. The City contacted the CVCC with an offer to sell the property at the appraised fair market value of \$460,000. CVCC staff reviewed the appraisal and found that it was consistent with other recent conservation purchases in the area. CVCC’s standard Purchase and Sale Agreement was presented to the City for consideration and the City approved the sale of the property to the CVCC at their City Council meeting on May 6, 2021.

Acquisition of property in the Santa Rosa and San Jacinto Mountains Conservation Area has long been a conservation goal because of its critical importance as habitat for the Peninsular bighorn sheep and other protected species, a source of water for the Coachella Valley’s aquifer, and the location of magnificent scenic resources and recreational opportunities. The property is mostly mountainous vacant land and is situated within the city limits of Palm Springs. It is surrounded on three sides by the Santa Rosa and San Jacinto Mountains National Monument. This is a spectacular property with beautiful scenic views and as mentioned above, critical habitat for the Peninsular bighorn sheep as well as the desert tortoise and other species covered under the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP). Furthermore, because of its mountainous character, the property offers opportunities for the local community through maintaining the scenic vistas, recreational trails, and allowing researchers invaluable opportunities to study the impacts of climate change.

Staff recommends the CVCC approve the purchase of the property, which will be managed as a nature preserve with recreational options consistent with habitat values in perpetuity to advance the goals and objectives of the CVMSHCP.

Fiscal Analysis: The purchase price for the property is \$460,000 (or approximately \$10,875 per acre), plus closing and transaction related costs not to exceed \$7,500. This price is consistent with other recent conservation purchases in the area.

The purchase agreement is contingent upon: (1) approval by the Coachella Valley Conservation Commission; (2) Seller's ability to provide the CVCC an owner's policy of title insurance subject only to such exceptions as may be accepted in writing by the CVCC; (3) a site inspection demonstrating that there are no hazardous materials or hazardous conditions on the property, and all debris shall be removed by close of escrow by seller.

Funding for the full purchase – \$ 460,000 plus closing and transaction related costs not to exceed \$7,500 – is available in the CVCC's Land Acquisition Fund.

Attachments:

1. Resolution 21-006
2. Map showing location of the parcel

Resolution No: 21-006

**A RESOLUTION OF THE COACHELLA VALLEY CONSERVATION COMMISSION
AUTHORIZING ACQUISITION OF APN 681-480-011 FROM THE CITY OF PALM SPRINGS
UNDER THE SURPLUS LAND ACT (AB 1486)**

WHEREAS, the Coachella Valley Conservation Commission (“Commission”) is a public agency of the State of California formed by a Joint Exercise of Powers Agreement; and

WHEREAS, the Commission implements the Coachella Valley Multiple Species Habitat Conservation Plan/Natural Community Conservation Plan (“Plan”); and

WHEREAS, the primary means of conservation under the Plan is acquisition of land from willing sellers; and

WHEREAS, the City of Palm Springs (City) is a municipal corporation existing under its charter and the laws of the State of California, and is therefore a public agency eligible to sell property in accordance with AB 1486 Surplus Land Act; and

WHEREAS, APN 681-480-011, consisting of 42.3+/- acres as described in Exhibit A (the Property), has been designated by the City as surplus land and the City has offered to sell the Property to the Commission at the fair market value determined by an appraisal; and

WHEREAS the Property is within the Santa Rosa and San Jacinto Mountains Conservation Area of the Plan, containing biological resources, such as important plant or wildlife habitat or hydrologic features, cultural resources, significant scenic attributes and recreational options consistent with habitat values; and

WHEREAS, acquisition of the Property would help ensure the long-term persistence of the Peninsular bighorn sheep through protection of important habitat and advance the goals and objectives of the Plan;

NOW, THEREFORE, be it resolved that the Commission approves the purchase of the Property from the City of Palm Springs using the Land Acquisition Fund at a purchase price of \$460,000.00, plus closing and transaction related costs estimated not to exceed \$7,500.00; and

FURTHER, the Commission hereby authorizes the Executive Director to negotiate and execute all necessary contracts and documents and take such other actions as necessary to effect the acquisition of the Property.

The foregoing Resolution was passed by the Coachella Valley Conservation Commission this 10th day of June 2021.

APPROVED:

Linda Evans
Chair

Tom Kirk
Executive Director

Exhibit A

Description of Real Property to be acquired

The following is a draft legal description; the final legal description will be prepared by the title company.

The land referred to herein is situated in the State of California, County of Riverside, described as follows:





42.32 ACRES M/L IN POR LOTS 22, 23, 24 & 25 MB 014/652 SD PALM VALLEY COLONY LANDS.

APN: 681-480-011

Acquisition of one parcel in the Santa Rosa and San Jacinto Mountains Conservation Area consisting of approximately 42.32 acres

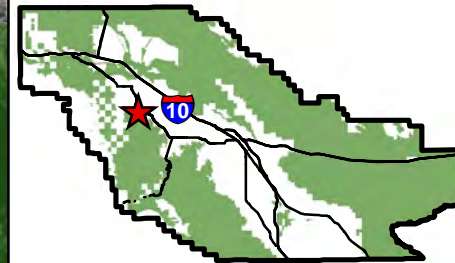


Legend

-  Proposed Acquisition
-  Parcels
-  City Boundaries
-  CVMSHCP Conservation Area
-  Highways

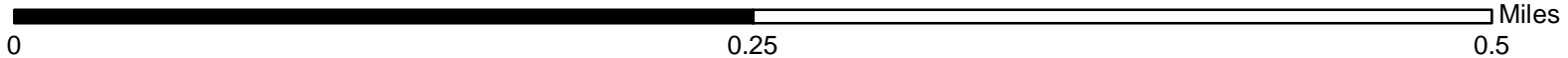


CVCC



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G:_GIS\Maps\Meeting Maps\2021\June\Santa Rosa and San Jacinto Mountains Conservation Area.mxd
May 27, 2021



ITEM 6D

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Contract with the University of California Riverside, Center for Conservation Biology to Implement Biological Monitoring

Contact: Kathleen Brundige, Conservation Program Manager (kbrundige@cvag.org)

Recommendation: Authorize the Executive Director to execute a contract with the University of California Riverside's Center for Conservation Biology to implement biological monitoring for the period from July 1, 2021 to June 30, 2022 at a cost not to exceed \$248,054

Background: The Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP) requires monitoring of covered species, natural communities and ecosystems. In March 2017, the CVCC issued an RFP to select a pool of potential biologists to perform monitoring activities through June 2022. After careful review, University of California's (UCR) Center for Conservation Biology was identified as the preferred firm for several tasks based on efficiency and experience with developing scientific monitoring protocols and peer-reviewed research on local species.

Tasks are prioritized each year through the Reserve Management Unit Committee and the Reserve Management Oversight Committee. These committees include members from wildlife agencies, professional biologists, land managers and other interested parties to help advise CVCC on issues pertaining to our covered species. They discuss monitoring protocols, the annual work plan, and vetting of completed monitoring activities. Their recommendations are supported as Monitoring Program budget priorities.

As part of the proposed scope of work for Fiscal Year 2021/ 2022, UCR will continue to implement the aeolian sand species monitoring including the Coachella Valley fringe-toed lizard, the flat-tailed horned lizard, Coachella Valley milkvetch and Palm Springs pocket mouse. They will survey for Little San Bernardino Mountains linanthus and expand monitoring efforts on the Coachella Valley milkvetch to document populations within recently acquired conservation lands. UCR will also update the habitat models for these species with the most recent data of their extent, as well as known threats and stressors.

As a new task this year, UCR also will document trends in habitat for LeConte's thrasher, including the current status and threats to this cylindrical cholla habitat type. This task will include estimates of the former extent of these cacti within the Coachella Valley, and the development of habitat models to provide insight into the extent of cylindrical cholla habitat in the future. When thrasher surveys were completed by San Diego Natural History Museum in 2019, they recommended cholla restoration in areas where it was found on the valley floor. However much of the cholla in the lower elevation areas is severely degraded or dead. The habitat model will help inform CVCC of the most suitable areas for restoration of this habitat.

Fiscal Analysis: As outlined in the attached scope of work, the recommended contract is for a cost not-to-exceed \$248,054. This will be funded from the Management and Monitoring Program

budget, and the cost is for the monitoring program is included in the CVCC's proposed Fiscal Year 2021/2022 budget.

CVCC renewed a Master Research Agreement with UCR in May 2020 that limits overhead to 10 percent through FY 2025.

Contract Finalization: Minor changes/revisions may be made for clarification purposes by CVCC Executive Director and Legal Counsel prior to execution.

Attachments:

1. Research Project Schedule, Scope of Work and Budget

RESEARCH PROJECT SCHEDULE
for
COACHELLA VALLEY CONSERVATION COMMISSION
BIOLOGICAL MONITORING AND SCIENCE TASKS
FOR THE COACHELLA VALLEY MULTIPLE SPECIES
HABITAT CONSERVATION PLAN

By
UC Riverside – Center for Conservation Biology

The Coachella Valley Conservation Commission (CVCC) and the Regents of the University of California (University) hereby agree to carry out the project described below:

PI/Department: Lynn Sweet, Cameron Barrows / Center for Conservation Biology

Project Period: July 1, 2021 to June 30, 2022

Not-to-Exceed Amount: \$ 248,054

Payment Schedule: University shall invoice CVCC for payment no more frequently than monthly, but at least quarterly. Invoices shall be consistent with the attached budget and include a written description of tasks undertaken during that billing cycle.

Scope of Work, reports, Deliverables and Budget: The scope of work, reports and deliverables and budget shall be in accordance with the University's Scope of Work for CVCC Biological Monitoring dated July 1, 2021, attached hereto and identified as Exhibit A.

Terms and Conditions: This RPS is issued and shall be implemented in accordance with the terms and conditions of the Master Research Agreement between the University and CVCC approved May 11, 2017 securing a negotiated administrative rate of 10% through June 30, 2020. A new Master Research Agreement between the University and CVCC was approved in May 2020 securing a negotiated administrative rate of 10% through June 30, 2025.

SCOPE OF WORK

CVMSHCP Biological Monitoring Program Implementation for 1 July 2021 through 30 June, 2022 Principle Investigators: L.C. Sweet and C.W. Barrows

The Coachella Valley Multiple Species Habitat Conservation Plan and Natural Community Conservation Plan (CVMSHCP) was established in 2008 to ensure regional conservation of plant and animal species, natural communities, and landscape scale ecological processes across the Coachella Valley. This plan subsumed the earlier 1986 Habitat Conservation Plan (HCP) for the Coachella Valley fringe-toed lizard that was the first HCP designed and implemented after the 1982 amendment to the US Endangered Species Act authorized HCPs through 10a Permits. That pioneering conservation effort set a standard for conservation of endangered species for a region that was almost entirely in private ownership, spanning nine cities and Riverside County jurisdictions. However, it fell short of fully protecting the critical sand transport processes necessary to sustain the sand dune habitats and failed to create an adequate umbrella for the biodiversity occurring beyond the dunes. Learning from those shortcomings, the CVMSHCP is explicitly science and ecosystem-based and as such has set a standard for other MSHCPs to emulate. Nowhere is that science foundation more apparent than in its biological monitoring program, a program conceptualized and tested by UC Riverside's Center for Conservation Biology (UCR-CCB). Importantly, this methodology has received and passed repeated external peer review (Barrows et al. 2005, Barrows and Allen 2007). UC Riverside's on-going participation in ensuring that the MSHCP is implemented with highest degree of science-based oversight, demonstrates UCR's commitment to supporting the well-being of the communities of Riverside County.

UCR-CCB has developed monitoring methodologies that encompass most of the covered species protected under the CVMSHCP, as well as the potential drivers and stressors of their population dynamics. These methods are scientific method-based, meaning that they begin with hypotheses for the causes of population increases or declines and then test those hypotheses. From these data we can answer "why" questions regarding differences in species occurrences and abundance between years, plots, and habitat types. Our objective here is to continue to test, demonstrate, and publish on the efficiency and efficacy of this approach at informing how to manage and sustain these species and landscapes.

Part I: Administration and Coordination

Assistance with program administration shall involve varied tasks that may include reporting, meeting attendance, and general project administration including billing and accounting, as requested by CVCC. Specific tasks shall include:

A. Serve as a Biological Advisor for the Development of the Annual Work Plan

The annual work plan will be developed by May 2022 by the members of the Biological Working Group, RMUCs and RMOC. The work plan will provide a description and schedule for prioritizing monitoring actions at the species, landscape, and natural community levels.

Prioritization shall include both a risk assessment to covered resources both locally and range-wide, and plan requirements to ensure all covered resources are monitored on appropriate and reasonable periodicities within the budget constraints of the CVMSHCP. Specific roles for UCR shall include providing technical information during Biological Working Group meetings to facilitate this task.

B. Coordinate Monitoring Activities with Monitoring Team, Land Managers, and Other Agencies

As part of the Monitoring Team UCR will participate in ad-hoc meetings of the Biological Working Group, quarterly meetings of the RMUCs and provide reports at quarterly meetings of the RMOC, as requested by CVCC staff. This coordination will involve presentations of on-going activities and attendance for a minimum of eight meetings a year.

C. Maintain and, Where Needed, Update Monitoring Protocols

In consultation with CVCC staff, the Biological Working Group and the RMUC, UCR will be responsible for updating survey protocols for the covered species under this contract on an as-needed basis. Updates will be based on assessments of currently approved protocols on their ability to address specific questions regarding the species' status and persistence in the face of identified stressors, or new approved region-wide guidelines developed by the wildlife agencies. In the latter case the wildlife agencies will provide UCR with a written copy of their approved protocols designed for long-term monitoring assessments and that answer questions regarding species' responses to stressors so as to be consistent with the biological monitoring framework that is defined in the CVMSHCP.

D. Report Monitoring Results to CVCC and Plan Database

Provide regular status updates for all monitoring activities. Submit an annual written report by June 30th of each year that will assist CVCC staff in preparing the monitoring related portions of the CVMSHCP Annual Report. Assist with ongoing maintenance of the monitoring portion of the CVMSHCP database and a standard data policy for the availability of data. Monitoring results must be reported to CVCC in both a written report in an electronic Microsoft Word file and as data in an electronic format that is consistent with the existing database. Data should be submitted to the CVCC quarterly for inclusion in the CVMSHCP database. UCR will be responsible for efficiently reporting monitoring information to CVCC for inclusion in this database.

E. Advise the CVCC in Monitoring Activities and Science Matters

UCR may be asked to review proposed science-related projects, provide advice to CVCC for science-related proposals or programs, and provide science/monitoring responses to questions to CVCC from outside parties. This is an ongoing task.

Part II: Monitoring Program Coordination

The Biological Monitoring Program is designed to assess the spatial distribution, environmental conditions, and relative abundance of where these species occur as well as where they do not. This provides insights to additional areas to search for the species and identifies potential stressors that may inhibit the species' persistence in this region.

Species approved for UCR's monitoring activities by the Combined Biological Working Group and Reserve Management Unit Committee and Reserve Management Oversight Committee include the aeolian sand species (Coachella Valley fringe-toed lizard, flat-tailed horned lizard, Coachella Valley round-tailed ground squirrel, Coachella Valley giant sand-treader cricket, and Coachella Valley milk-vetch), Palm Springs pocket mouse, triple-ribbed milkvetch, and little San Bernardino Mountains linanthus.

Task A. Aeolian Sand Species:

Central to the CVMSHCP are the Aeolian Sand Communities, a habitat system that once comprised over 100 mi² of continuous sand dunes, but now has been reduced to just 5% of that historical extent. This habitat system, like isolated dune systems worldwide, and is a center for local endemism. Covered species that are found here or are restricted to this habitat system include the CV giant sand-treader cricket (*Marcrobaenetes valgum*), CV Jerusalem cricket (*Stenopelmatus cahuilensis*), Palm Springs pocket mouse (*Perognathus longimembris bangsi*), CV round-tailed ground squirrel *Spermophilus [Xerospermophilus] tereticaudus chlorus*), CV fringe-toed lizard (*Uma inornata*), flat-tailed horned lizard (*Phrynosoma mcallii*) and the CV milkvetch (*Astragalus lentiginosus var. coachellae*).

No other habitats covered under the CVMSHCP are nearly so rich in endemics and overall biodiversity, and no other habitats have been as compromised by habitat loss, fragmentation, and invasive species. The aeolian sand fields and dunes of the Coachella Valley have lost more spatial extent (total area and proportionally) than any other habitat type within the CVMSHCP. In 2021-2022 we will continue to monitor these species and their potential stressors as well as monitor plots on Stebbins Dune and the sand ramps captured in the western Indio Hills in the vicinity of the Kim Nicol Trail.

Questions to be addressed:

- Are invasive species such as Sahara mustard, Mediterranean split grass, and other invasive plants, along with possible predators that have been augmented by anthropogenic activities (ravens, roadrunners, kestrels) having a negative impact on any of the covered aeolian species or their habitats? If negative impacts are identified, management efforts to control problematic species need to be implemented.
- The remaining aeolian habitats within the Coachella Valley are highly fragmented. To what extent has that fragmentation resulted in reduced breeding and population sustainability? Because the annual recruitment of these populations is closely tied to annual precipitation, answering this question must consider those annual and spatial variations in resources. However, if depressed breeding is identified on any of the habitat fragments, management

options such as translocation individuals between fragments to increase genetic diversity should be considered.

- Climate change is a threat to all species, however for sand dune obligate species there is nowhere to go. No higher elevation to find suitable habitat. To what extent is climate change impacting the sustainability of our aeolian sand species? Are there management strategies that can increase the sand delivery and habitat quality to the more western habitat fragments which should otherwise be more resilient to climate change effects (because they are cooler wetter than eastern fragments).
- Sand transport processes are compromised for every otherwise protected aeolian sand preserve. To what extent are incremental reductions in sand transport impacting habitat quality? What management actions can be employed to slow the movement of sand through the preserved lands, while not stabilizing those sand so that they are no longer suitable habitat for many of the sand species?

Deliverables:

- Annual report to the CVCC detailing aeolian species population dynamics between populations and between years for each core conservation area.
- Identify drivers and stressors to those dynamics, as well whether changes in management strategies are called for to ensure the sustainability of each population.

Aeolian Species Monitoring	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Protocol Review / Coordination												
CV Sand-treader Crickets												
Perennial and annual plants surveys												
CV Milkvetch												
Arthropods												
Spring Vertebrates												
Fall Vertebrate Recruitment												
Report Writing												

Task B: Coachella Valley Milkvetch

This species is monitored within its main population centers as part of the aeolian sand species monitoring (Task A). However, those populations do not represent a comprehensive inventory of the full extent of habitats this species occupies. In 2021, we conducted searches beyond the aeolian sand species plots in order to map the extent of habitat this plan occupies; however, this effort was limited by record dry conditions and a lack of germination of the species at most sites. Next, we plan to construct a habitat suitability model using these and any other available occurrence data, and field-verify the model predictions to provide the best estimate of habitat. While a model exists for the species from both the original Plan documents, it is important that we update the model with the best-available occurrence data, and environmental predictor data. Understanding the full extent of habitat this species occupies guides our understanding and ability to monitor the species, as well as focus and prioritize land acquisition, as well as fencing and other land protection actions.

Questions to be addressed:

- What is the extent of occupied habitat within and outside the MSHCP, how does it vary and what are the threats to populations in these different areas?
- What is the predicted extent of habitat within the Coachella Valley?

Deliverables:

- Updated plant occurrence dataset.
- Modeled habitat suitability in GIS
- Summary of findings.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Coachella Valley Milkvetch												
Habitat modeling												
Inventory/field model validation												
Report Writing												

Task C: Little San Bernardino Mountains Linanthus:

During 2013, the UCR Center for Conservation Biology established a series of plots and surveyed for the Little San Bernardino Mountains (LSBM) Linanthus in 2013-2016. Rainfall was insufficient for this species to germinate in 2013 and 2014, however 12 independent occurrence points were documented in 2015 with multiple individuals. In 2016, 2020 and 2021, the species was found south of Mission Lakes Blvd. in a southern extent of their recorded range in Desert Hot Springs as well as in Snow Creek and Whitewater. Each year of monitoring brings us more information about species' distribution, habitat needs, and potential stressors. With an increase in understanding of the habitat and better distribution data, we plan to construct a habitat suitability model using these and any other available occurrence data, and field-verify the model predictions to provide the best estimate of habitat. While a model exists for the species from both the original Plan documents, it is important that we update the model with the best-available occurrence data, and environmental predictor data. Further, as we have noted but not effectively measured that in dry years, abundance trends higher in westward populations, and using the 2012 Alluvial Fan Protocol as a basis, we ought to be stratifying monitoring across climate to better detect trends. Therefore, we can use the new occurrence data together with the habitat suitability model to propose a revised plot monitoring framework for the species.

Questions to be addressed:

- To what extent is abundance affected in time and space by interannual variation in rainfall?
- What is the predicted extent of habitat within the Coachella Valley?

Deliverables:

- Updated LSBM linanthus plant occurrence dataset.
- Modeled habitat suitability in GIS
- Proposed revised regional plot monitoring layout for interannual abundance.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
LBSM Linanthus												
Habitat modeling												
Inventory/field model validation												
Plot Arrangement and Report Writing												

Task D: Habitat Restoration Feasibility: Modeling Cylindrical Cholla Cactus Habitat for LeConte’s Thrasher

While potential Le Conte’s thrasher habitat occurs south of Joshua Tree National Park, north of Palm Springs, and northwest of the Salton Sea, LeConte’s thrasher surveys in the last several years of monitoring have not been producing adequate data for monitoring the species within the Coachella Valley. Assuming effective surveys by both the UCR-CCB and the San Diego Natural History Museum, thrashers do not seem to be occupying habitat originally modeled to be suitable at the Plan’s inception. Factors that may be driving this disparity include habitat loss and degradation, prey decreases, OHV and other disturbance, invasive species, and avian competition. In terms of habitat, the thrasher occurs in sparsely vegetated desert flats, dunes, alluvial fans, or gently rolling hills with a high proportion of saltbush (*Atriplex* spp.) and/or cylindrical cholla cactus (*Opuntia* spp.), which it uses for nesting. One useful approach may be to document any trends in habitat for the species, such as loss of cylindrical branching cacti that the species prefers. Documenting the current status and threats to this habitat type, together with estimating the former extent of these cacti within the Coachella Valley, and using habitat models may provide insight into a major component of habitat for the species. The SDNHM recommended cholla restoration in historic areas where it was found on the valley floor, however much of the cactus in the lower elevation areas is severely degraded or dead and without models of current threats and stressors including climate change to identify the most suitable areas for planting, restoration of large cylindrical cactus would be in vain.

Questions to be addressed:

- Has there been a decrease in the stand area of cylindrical cholla cactus within thrasher habitat in the Coachella Valley?
- Can we model past and current suitable area for cacti using appropriate datasets, and use these to guide appropriate restoration?

Deliverables:

- Dataset of past and current occurrences of cylindrical cholla cacti within the Coachella Valley.
- Modeled habitat suitability for cacti in GIS.
- Summary of findings concerning trends and threats, and relevance to LeConte’s thrasher habitat and restoration.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
LeConte's thrasher/cylindrical cacti habitat												
Historical dataset compilation												
Field Surveys: cylindrical cholla												
Habitat modeling and field model validation												
Report writing												

COACHELLA VALLEY
CONSERVATION COMMISSION

THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA

By: _____
Tom Kirk
Executive Director

By: _____
Karen S. Garcia
Sr. Contract & Grant Officer

Dated July 1, 2021

EXHIBIT A

Tasks	Research Ecologist	Associate Research Specialist	Assistant Research Specialist	Assistant Research Specialist	Time Cost by Task	Travel	Supplies cost	SubTotal Cost	F&A	Total Cost for Project
I. Administrative Tasks	1	1	0	0	\$24,051	\$8,000	\$2,600	\$34,651	\$3,465	\$38,117
II. Biological Monitoring										
Task A: Aeolian Species Monitoring	2	2	5	4	\$109,032				\$10,903	\$119,935
Task B: CV Milkvetch Inventory & Model		1	1	1	\$22,685				\$2,269	\$24,954
Task C: LSB Linanthus model		2	1	1	\$31,861				\$3,186	\$35,048
Task D: Thrasher/Cholla		1.5	1	1	\$27,273			\$	\$2,727	\$30,001
Total Months	3	7.5	8	7						
% time	25%	63%	67%	58%						
Total	\$44,626	\$68,820	\$55,130	\$46,327	\$214,903	\$8,000	\$2,600		\$22,550	\$248,054
Monthly Wages (Sal + Ben)*	\$14,875	\$9,176	\$6,891	\$6,618						
Average hourly rate without Benefits Eff Jul 1, 2020	\$57	\$35	\$26	\$26						

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Report on CivicSpark Fellowship Program Activities

Contact: Kathleen Brundige, Conservation Program Manager (kbrundige@cvaq.org)

Recommendation: Information

Background: Victoria Brewster in July 2021 will be completing her activities as CivicSpark Fellow for CVCC and Coachella Valley Association of Governments (CVAG). CivicSpark is an AmeriCorps program that assists local public agencies with capacity building to address community resilience issues. It is administered by the Local Government Commission in partnership with the State of California through the Office of Planning and Research, and California Volunteers. Each year, CivicSpark hires 90 Fellows to implement targeted projects to support local governments throughout California. Fellows work on capacity building initiatives to help public agencies better respond to climate, water, resilience, housing and mobility needs. The CivicSpark program emphasizes career training opportunities. These projects will involve extensive coordination with local cities, local non-profits, other local, state, and federal agencies.

Ms. Brewster has been working with CVCC staff since September 2020 to establish a training program for volunteers to track land management issues on conservation lands. Ms. Brewster has gathered information and researched similar programs offered in other areas. She has done a fantastic job at working with community partners to develop materials and enhance outreach. She coordinated with University of Redlands to provide four students for the pilot program and developed training materials for their time in the field. The program will incorporate work-study students from local colleges as well as volunteers to inspire greater citizen involvement in the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP). Using apps in the field, the students have helped CVCC staff test the new land management GIS database, which was discussed at the March 2021 CVCC meeting. This allows the CVCC to better track assets such as fences and gates, and issues such as dumping and vandalism from observation to resolution. Ms. Brewster is also setting up contacts with College of the Desert and other agencies that might have volunteers or interns who would be interested in the land management program.


Before she concludes her time with CVCC and CVAG, Ms. Brewster will submit a final report on her CivicSpark projects.

Fiscal Analysis: A Services Agreement between CVCC, CVAG and the Local Government Commission was signed on August 27, 2020, for a total of \$26,000. CVCC has provided \$16,546 (64%) of the funding for the Fellowship under the Executive Director's signature authority. The other \$9,454 (36%) of the Fellow's time was funded by CVAG.

Item 7A

**COACHELLA VALLEY CONSERVATION COMMISSION
FY2020-2021 ATTENDANCE RECORD**

JURISDICTION / AGENCY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
City of Cathedral City	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
City of Coachella	-	-	✓	-		-	✓	-		✓		
City of Desert Hot Springs	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
City of Indian Wells	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
City of Indio	-	-	✓	-	✓	-	✓	-		✓	✓	
City of La Quinta	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
City of Palm Desert	-	-		-	✓	-	✓	-	✓	✓	✓	
City of Palm Springs	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
City of Rancho Mirage	-	-	✓	-	✓	-		-	✓	✓	✓	
Riverside County - District 1	-	-	✓	-		-	✓	-	✓	✓	✓	
Riverside County - District 2	-	-	✓	-		-	✓	-	✓	✓	✓	
Riverside County - District 3	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
Riverside County - District 4	-	-		-	✓	-	✓	-	✓	✓	✓	
Riverside County - District 5	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
Coachella Valley Water District	-	-	✓	-	✓	-	✓	-		✓		
Imperial Irrigation District	-	-	✓	-	✓	-	✓	-	✓	✓	✓	
Mission Springs Water District	-	-	✓	-		-	✓	-	✓	✓	✓	

Absent 
 No Meeting *
 Scheduled Dark Month -

Item 7B

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Contracts Under \$25,000

Contact: Trisha Stull, Program Assistant II (tstull@cvag.org)

Recommendation: Information

Background: The following contracts were signed by the CVCC Executive Director under his signature authority:

1. A services contract with Capital Realty Analysts to appraise one parcel comprising 2.43 acres in the Thousand Palms Conservation Area for a not-to-exceed amount of \$4,200.
2. An amendment with McDonagh Project Management was signed to extend the services contract from February 3, 2021 to February 3, 2022. No additional funds were added to the contract.
3. An amendment with Stanley E. Henry was signed to extend the services contract from December 31, 2020 to December 31, 2021. The amount of the agreement was amended, increasing from a total not-to-exceed amount of \$6,000 to a total not-to-exceed amount of \$12,000.

Fiscal Analysis: These contract expenses are covered in the CVCC's Fiscal Year 2020/21 land acquisition fund and monitoring & management fund.

Item 7C

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Member Survey on CVAG Meetings in Post-COVID environment

Contact: Erica Felci, Assistant to the Executive Director (efelci@cvag.org)

Recommendation: Information

Background: The CVCC staff is provided by the Coachella Valley Association of Governments (CVAG) through an agreement most recently updated in May 2021. The CVCC, as well as all of CVAG's committees, have been meeting via video/teleconferencing since March 2020, when Governor Newsom issued an Executive Order to address public meeting procedures during the COVID-19 pandemic. This has proven to be an efficient way to conduct business for both the CVCC and CVAG, which covers an expansive geographic area across eastern Riverside County. Committee and Commission meetings have been well attended, leading to thoughtful and robust conversations on CVAG's and CVCC's policies, projects and programs. The 2020 General Assembly – which was held via Zoom – had a record-setting attendance among elected officials. The use of both videoconference and telephone access has also fostered public engagement, as people can join the meetings from a convenient location instead of driving to CVAG's Palm Desert conference room.

State officials recently announced that – as of June 15, 2021 – California will officially reopen and will no longer require social distancing. This will be in line with U.S. Centers for Disease Control and Prevention's new mask guidelines, which state it is safe for fully vaccinated people to skip face coverings and social distancing in nearly all situations, except for crowded indoor locations such as airplanes or public transit.

It remains unclear how the state's new guidance will impact the way public meetings are held. There are certainly benefits to meeting in person, particularly the personal connections and discourse that can occur when everyone is sitting around the same table. However, CVAG has 19 member jurisdictions and the CVCC has 13 member jurisdictions – meaning both of them have larger committee membership than most agencies. Its meeting room is relatively small, especially when put in comparison to a city council chamber. CVAG's meeting room is also not set up for the hybrid format that some cities have initiated, with Council members meeting in person and general public participating via telecast or videoconference. Continued use of video conferencing also allows CVAG to help reduce vehicle miles traveled to its meetings, a practice that has demonstrated air quality and other environmental impacts in the last year.

CVAG staff anticipates that the June 2021 meetings will continue to be held virtually, which are the last meetings held before the standing committees go dark for the summer. CVAG staff will, in coming weeks, be seeking feedback from members on meeting formats that could be implemented this fall. CVAG staff will be circulating a survey to gather this input, including exploring the options of continuing with at least some form of videoconferencing, and plans to provide a summary report in September 2021.

Fiscal Analysis: CVAG does not anticipate any costs for the survey.

ITEM 7D

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: Selection of Independent Auditor for CVAG, CVCC and DCE

Contact: Claude T. Kilgore, CVCC Auditor (ckilgore@cvag.org)

Recommendation: Information

Background: The CVCC has engaged the Coachella Valley Association of Governments (CVAG) to provide staffing and other administrative tasks under its Agreement for Administration of the Coachella Valley Multiple Species Habitat Conservation Plan.

CVAG's Financial Statements Audit Procurement Policy, adopted on June 3, 2002, requires CVAG to obtain from qualified auditing firms, proposals to perform CVAG's annual financial audit every five years. CVAG's current auditor is Lance, Soll & Lunghard, LLP. In June 2020, the CVAG Executive Committee, at the recommendation of the Finance Committee, approved a one-year extension with LSL for the auditing services. This allowed CVAG to have one auditing firm for the three JPAs — CVAG, the CVCC and Desert Community Energy (DCE). Having one auditing firm is an efficient way to conduct the audit, especially since there are some financial interactions between the agencies.

On March 12, 2021, CVAG issued a request for proposals to select an independent auditor for CVAG, CVCC and DCE for Fiscal Year 2020/21 through Fiscal year 2024/25. The deadline for submissions was April 9, 2021, and six highly qualified proposals were received. CVAG staff within the finance department reviewed the initial proposals and sought input from CVCC Finance Committee Member Kevin McCarthy, who is the Finance Director at the City of Indian Wells. This informal working group unanimously agreed on three firms to invite for interviews. CVAG staff then convened an interview panel with Kofi Antobam, who as Rancho Mirage's Director of Administrative Services served as an alternate for City Manager Isaiah Hagerman, who sits on the CVAG Finance Committee.

Interviews were held via Zoom videoconference on May 5. Upon completion of the interview, the interview panel unanimously recommended the audit firm of Davis Farr LLP for engagement as CVAG/CVCC/DCE independent auditor for the next five fiscal years. The firm has an impressive history of professional work in the Coachella Valley. The firm also demonstrated advanced technical ingenuity as it pertains to councils of governments as well as Community Choice Aggregation programs like DCE. Davis Farr representatives also displayed a keenness for innovation in audit technology, and staff believes was the best fit for CVAG, CVCC and DCE. Additionally, Davis Farr LLP Partner Jennifer Farr was previously employed at an independent audit firm that formerly audited CVAG and CVCC. Ms. Farr was, at the time, instrumental in establishing the first accounting funds under the CVMSHCP.

The CVAG Finance Committee met on May 25, 2021 and recommended to approve the selection of Davis Farr, which will be presented to the CVAG Executive Committee for approval in June 2021.

This was also provided as an information item to the CVCC Finance Committee when it met on June 1.

Fiscal Analysis: The proposed audit services were competitive with other bids. Over each of the next five years, it has an average cost to CVCC of \$7,513. This cost will be incorporated into the CVCC budget.

COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS SCHEDULE OF MEETINGS FISCAL YEAR 2021/2022



CVAG STANDING COMMITTEES	DAY	TIME	JULY (Dark)	AUG (Dark)	SEPT	OCT (Dark)	NOV	DEC (Dark)	JAN	FEB	MAR (Dark)	APR	MAY	JUN
EXECUTIVE COMMITTEE	Last Monday	4:30 p.m.	-	-	27	-	H Dec 6	-	31	28	-	25	H June 6	27
TRANSPORTATION COMMITTEE	1 st Monday	10:00 a.m.	12	-	H Aug 30	-	1	-	3	7	-	4	2	6
COACHELLA VALLEY CONSERVATION COMMISSION	2 nd Thursday	10:30 a.m.	-	-	9	-	H Nov18	-	13	10	-	14	12	9
DESERT COMMUNITY ENERGY	3 rd Monday	2:30 p.m.	19	16	20	18	15	-	H Jan 10	H Feb14	21	18	16	20
ENERGY AND ENVIRONMENTAL RESOURCES COMMITTEE	2 nd Thursday	12:00 p.m.	-	-	9	-	H Nov18	-	13	10	-	14	12	9
PUBLIC SAFETY COMMITTEE	2 nd Monday	9:00 a.m.	-	-	13	-	8	-	10	14	-	-	9	13
HOMELESSNESS COMMITTEE	3 rd Wednesday	10:00 a.m.	-	-	15	-	17	-	19	16	-	20	18	15
GENERAL ASSEMBLY	Last Monday in June	6:00 p.m.	-	-	-	-	-	-	-	-	-	-	-	27

H = Holiday * = Special Meeting

AGENDAS CAN BE FOUND AT: www.cvag.org.

UPDATED: June 1, 2021

PLEASE NOTE: When it becomes necessary to have a special meeting or to change the date of a meeting, committee members will be alerted and the change will be noted on the CVAG website calendar.

ITEM 7F

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: State and Federal Funding Sources for Habitat Conservation

Contact: Katie Barrows (kbarrows@cvag.org)

Recommendation: Information

Background: At the April 2021 meeting, CVCC members requested an update on the state and federal funding sources that are available to support habitat conservation and related programs. This staff report summarizes some of the primary sources of funding that the CVCC has been able to take advantage of in the past, and some of the opportunities for funding that are now being considered at the state and federal levels.

State funding: Funding from the State of California has been available to the CVCC through grants from state agencies, including the Coachella Valley Mountains Conservancy (CVMC) and the state Wildlife Conservation Board, to support land acquisition and restoration projects. The state funds come to these agencies through past bond measures approved by the voters (including Proposition 84 in 2006, Proposition 1 in 2014, and Proposition 68 in 2018).

Currently, a proposed state bond measure – Assembly Bill 1500 *the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022*, authored by Assemblymember Eduardo Garcia (D-Coachella) -- is making its way through the state Legislature. The bill would authorize \$7.08 billion in bonds for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, and workforce development projects. According to the current version of the bill, some proposed funding amounts that would benefit the Coachella Valley region include:

- **Salton Sea** - *“At least two hundred forty million dollars (\$240,000,000) shall be available, upon appropriation by the Legislature, to the Natural Resources Agency for capital outlay projects that provide air quality, public health, and habitat benefits to the Salton Sea and surrounding communities.”*
 - ✓ \$30 million of this amount would be available to the Salton Sea Authority for purposes consistent with this subdivision.
- **State Conservancies:** Funding to the state conservancies increased from \$300 million to \$340 million, including:
 - ✓ Funding for the Coachella Valley Mountains Conservancy would be increased from \$10 million to \$20 million
 - ✓ Other state conservancy funding amounts would be increased from \$10 million to from \$30 million to 50 million.
- **Habitat Conservation/Restoration:** \$500 million to the Wildlife Conservation Board for habitat conservation, restoration, enhancement. Threatened and Endangered species and Natural Community Conservation Plans/Multiple Species Habitat Conservation Plans (NCCP/MSHCPs)
 - ✓ The California Habitat Conservation Planning Coalition, of which CVCC is a member, is requesting language that would increase funding to the Wildlife Conservation Board to \$600

million, with a provision that \$100 million of this amount would be available for Habitat Conservation Plans (HCPs) and Natural Community Conservation Plans (NCCPs).

- ✓ Other funding includes climate resilience, open-space, atmospheric carbon removal, soil carbon sequestration, pollinator habitat, erosion control, watershed restoration, urban greening, conservation projects, water quality or water retention.

AB 1500 passed through the Assembly Appropriations Committee on May 20 and was sent to the Rules Committee. The bill text and status information can be found at: [AB1500 Bill text](#).

A similar bond measure in the state Senate, SB 45 (Portantino) includes significant funding for climate, biodiversity, and conservation investments. The funding proposed in the Senate's package was included in both measures, has been broadly vetted, and is reflective of statewide and regional climate needs. If approved by the Legislature, a bond measure would appear on the November 2022 statewide ballot.

Another potential source of funding is through the state budget, which allocates funds to agencies such as the California Department of Fish and Wildlife, Wildlife Conservation Board, and Natural Resources Agency. The legislative version of the Fiscal Year 2021/2022 state budget includes broad categories of funding related to natural resources, climate change and wildfire.

- **Wildfire Package:** Provides \$1 billion for various wildfire prevention and respond to wildfires, this is an increase of \$292 million above the Governor's May Budget Revision. Details of the package will continue to be worked out through the three-party negotiations.
- **Drought Package:** Provides approximately \$3.7 billion to address and get ahead of the emerging drought, this was the amount proposed by the Governor's May Budget Revision. Details of the package will continue to be worked out through the three-party negotiations.
- **Climate Resiliency Package:** Provides \$3.7 billion over three years to make needed climate resiliency investments, this is \$2.4 billion more than what was proposed in the Governor's May Budget Revision. Details of the package will continue to be worked out through the three-party negotiations.
 - ✓ This package includes \$460 million for state conservancies, including the CVMC, for regional climate resilience investment.
 - ✓ The state Senate has proposed \$500 million as part of this Climate Resiliency Package to the Wildlife Conservation Board for protecting fish and wildlife in response to drought, wildfire, and changing climate conditions.

The proposed funding recognizes the critical role that protected lands play in capturing and storing fresh water, storing carbon, and protecting biodiversity – both the variety and variability of plant and animal life across the State. The funding would support California's "natural and working lands," the forests, rangelands, farms, wetlands, coast, deserts, and urban greenspaces that sustain the economy, contribute to the global food supply, support outdoor heritage and provide clean water and air.

If approved these funds would likely be available to agencies such as CVCC through competitive grant solicitations from the various state agencies.

Federal funding: The primary source of federal funding to support local land acquisition which is essential to the conservation strategies of the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP) and other habitat conservation plans is the Cooperative Endangered Species Conservation Fund, often referred to as Section 6 funding. The Land and Water Conservation Fund, which is the source of this Section 6 funding, was fully and permanently funded to provide continuous appropriation for land acquisition grants with the approval of the Great America Outdoors Act in June 2020. The CVCC has received federal endangered species grants

in recent years to support land acquisition and Peninsular bighorn sheep recovery, as well as funding for habitat restoration through tamarisk removal in canyons of the Santa Rosa Mountains. Over the years, the CVCC and the Coachella Valley MSHCP have received nearly \$22 million, which has helped acquire 5,169 acres of conservation and open space lands.

The California Habitat Conservation Planning Coalition is working to increase Section 6 funding for Habitat Conservation Plan land acquisition and recovery land acquisition grants to \$100 million in Fiscal Year 2022. This would help address the urgent need for funding for endangered species conservation efforts, particularly conservation associated with Habitat Conservation Plans such as the CVMSHCP.

CVCC staff continues to monitor these funding sources and potential grant opportunities as they arise. CVCC also works closely with the California Habitat Conservation Planning Coalition, made up of all the agencies that manage habitat conservation plans throughout the state to advocate for funding at the state and national level. Staff will provide regular updates as new information becomes available.

Fiscal Analysis: There is no additional cost to this informational item.

Coachella Valley Conservation Commission
June 10, 2021



STAFF REPORT

Subject: CV Link Endowment for Management of Mitigation Sites for Casey's June Beetle

Contact: Katie Barrows, Director of Environmental Resources (kbarrows@cvag.org)

Recommendation: Information

Background: At its September 24, 2018 meeting, the Coachella Valley Association of Governments' (CVAG) Executive Committee delegated the Executive Director to "take any and all actions required, pursuant to federal and state law, to complete the right-of-Way acquisition process and license agreement process for construction for CV Link." Part of the right-of-way process involves addressing the habitat mitigation that is required under the various state and federal environmental permits for CV Link. There are several ways to mitigate these acres, including paying for a restoration project that equates to the same number of acres. Because of the prior authorization to take steps such as paying for mitigation, and its involvement with the CVCC, staff is providing this staff report as an informational update to the CV Link environmental permitting process.

In 2018, CVAG prepared a Low-effect Habitat Conservation Plan (HCP) for impacts to Casey's June beetle habitat along portions of part of the CV Link route in the City of Palm Springs. Casey's June beetle (*Dinacoma caseyi*) which was listed is a federally endangered species in September 2011. The known distribution of this species is confined to any area of less than 800 acres in southern Palm Springs. Casey's June beetle is not a covered species under the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP). The low-effect HCP describes actions to avoid, minimize, and mitigate impacts to the species resulting from construction, maintenance, and use of a portion of CV Link in Palm Springs.

Under the terms of the low-effect HCP, CVAG is to acquire, conserve, and complete habitat restoration to create Casey's June beetle habitat on approximately 10.38 acres in or adjacent to Tahquitz Creek and Palm Canyon Wash. The habitat restoration project includes conversion of golf course landscaping at Tahquitz Creek Golf Course to natural wash habitat suitable for Casey's June beetle. CVAG must also assure the conservation in perpetuity of the restored habitat for Casey's June beetle by recording a conservation easement over the mitigation lands. As part of this effort, CVAG will provide funding to the Coachella Valley Conservation Commission (CVCC) to create an endowment for monitoring and management of mitigation lands as required under the low-effect HCP. The CVCC will hold the conservation easement and serve as the land manager. CVCC staff are working with the U.S. Fish and Wildlife Service (USFWS), Tahquitz Creek Golf Course on development of a Habitat Restoration Plan for this project.

Fiscal Analysis: The amount of the endowment was determined by an analysis completed by CVCC staff. The deposit of \$160,075 is calculated to grow to provide the necessary funds for ongoing management and monitoring of the restored habitat lands.