MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
Regular Board Meeting
Thursday, June 11, 2026, at 4:00 PM

Truax Building
41923 Second Street, Fourth Floor
Temecula, CA 92590

I. PRELIMINARY FUNCTIONS

Call to Order – 4:00 p.m. President Biancardi called the meeting to order. Director Kuhn led the Pledge of Allegiance. Meeting recorded by Teams.

Roll Call/Establish a Quorum

Directors Present: Teri Biancardi, President; Stuart Kuhn, Vice President; Newt Parkes, Secretary/Treasurer; Rose Corona, Director; Arturo Garcia, Director.

Directors Absent: None

Also Present: Clifton Meek, District Manager; Kit Swift, Conservation Technician.

A quorum was established.

Approval of Agenda

Director Garcia moved, and Director Parkes seconded, to approve the Agenda as presented. Upon voice vote, the motion passed unanimously.

Biancardi: Aye
Corona: Aye
Garcia: Aye
Kuhn: Aye
Parkes: Aye

Public Comment

No public comment was offered.

II. CONSENT CALENDAR:

Director Corona requested that the May minutes be pulled from the consent calendar for discussion. The remaining item was the approval of the annual agreement with the District's auditor in the amount of $3,000.

Director Kuhn moved, and Director Garcia seconded, to approve Item 2 of the consent calendar, the auditor's annual agreement. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes

Kuhn: Yes
Parkes: Yes

May Minutes. Director Corona requested a correction to page three, noting that the statement attributing to Director Corona the intent to research and report back on whether the consultant selection could be discussed should instead be attributed to President Biancardi. Director Corona further stated for the record her objection that the minutes do not reflect what actually occurs in the meetings.

Director Parkes moved, and Director Garcia seconded, to approve the May minutes with the correction noted by Director Corona. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

III. ACTION ITEMS:

A. Subject: Election of Officers for Fiscal Year 2026–2027

Background: The District's annual reorganization requires the election of officers for the positions of President, Vice President, and Secretary-Treasurer. Nominations do not require a second.

The following nominations were made and, there being no further nominations, the floor was closed for each office: Director Kuhn nominated Teri Biancardi for President; Director Parkes nominated Stuart Kuhn for Vice President; Director Kuhn nominated Newt Parkes for Secretary-Treasurer. Each nominee was invited to offer brief remarks.

A separate vote was taken for each office.

1. Director Kuhn moved, and Director Parkes seconded, to elect Teri Biancardi as President. Upon voice vote, the motion carried:

Biancardi: Abstain
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

2. Director Parkes moved, and Director Garcia seconded, to elect Stuart Kuhn as Vice President. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

3. Director Corona moved, and Director Garcia seconded, to elect Newt Parkes as Secretary-Treasurer. Upon voice vote, the motion carried:

Biancardi: Yes

Corona: Yes
Garcia: Yes
Kuhn: Yes
Parkes: Yes

The officers for Fiscal Year 2026–2027 were declared elected, effective immediately.

<u>B. Subject:</u> Appointment of SAWA Representative

The District holds one seat on the SAWA board. Director Parkes moved, and Director Kuhn seconded, to appoint Director Garcia as the District's representative to SAWA. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: Yes
Garcia: Yes
Kuhn: Yes
Parkes: Yes

<u>C. Subject:</u> Fiscal Year 2026–2027 Budget

The District Manager presented the proposed budget, noting that it reflects the framework previously discussed and represents a document suitable for submission to the County. The board discussed that figures may vary, likely trending favorably given pending opportunities including the anticipated Cannabis Restoration grant, potential Cal Fire grants, and potential Healthy Soils funding, and that the budget may be revisited mid-year as needed.

Director Garcia moved, and Director Parkes seconded, to approve the Fiscal Year 2026–2027 budget. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

<u>D. Subject:</u> Investment of District Funds – California CLASS

Background: The District's auditor recommended investing idle and unused grant funds, currently held in Chase accounts, in California CLASS, a joint powers authority investment pool used by over 200 special districts statewide. The pool offers daily liquidity and monthly compounding of interest.

The board discussed the pool's liquidity, the treatment of restricted (non-wasting) funds, and accounting through subaccounts so that interest and expenditures can be tracked by grant and easement. It was clarified that sweeps to the general fund would reflect only funds actually expended.

Director Garcia moved, and Director Parkes seconded, to direct the District Manager to invest District funds in California CLASS, a joint powers authority investment pool authorized under California Government Code Section 6509. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: Yes
Garcia: Yes
Kuhn: Yes
Parkes: Yes

E. Subject: Policy Manual – Second-Pass Revisions

Background: Following prior deletions, staff presented a second pass of revisions to the policy manual, including a newly drafted credit card policy, deletion of obsolete personnel policies and job descriptions, and a conforming amendment to standardize the title of District Manager. Each recommended action was voted on separately.

1. Director Kuhn moved, and Director Garcia seconded, to approve the addition of the credit card policy and procedures to the policy manual. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

2. Director Kuhn moved, and Director Garcia seconded, to approve the deletion of the remaining obsolete policies identified in the March 2026 editorial assessment. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

3. Director Kuhn moved, and Director Garcia seconded, to approve a conforming amendment to standardize the title of District Manager throughout the policy manual. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: Yes
Garcia: Yes
Kuhn: Yes
Parkes: Yes

F. Subject: Authorization of District Credit Cards

Director Kuhn moved, and Director Garcia seconded, to authorize the issuance of District credit cards to Conservation Technician Kit Swift and District Manager Clifton Meek, with a credit limit not to exceed $10,000. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

G. Subject: Conference Travel Authorization

Background: Two conferences were presented for approval on a not-to-exceed basis: the 2026 California Association of Resource Conservation Districts (CARCD) Conference in Sacramento (estimated not to exceed $4,200), for which District Manager travel may be covered by the WCB grant if the District's panel proposal is accepted; and the 2026 Corridors, Connectivity and

Crossings Conference in Santa Ana Pueblo, New Mexico, an invitation-only conference with no registration cost.

The board discussed the value of the conferences for networking, advocacy for baseline funding for smaller RCDs, and highlighting the District's wildlife connectivity work.

Director Biancardi moved, and Director Garcia seconded, to authorize the use of District funds to support travel by District Manager Clifton Meek and Conservation Technician Kit Swift to the 2026 CARCD Conference, and to support travel by the District Manager to the 2026 Corridors, Connectivity and Crossings Conference. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

<u>H. Subject:</u> Wildlife Crossing Consultant Selection

Director Kuhn moved, and Director Garcia seconded, to authorize the consultant selection committee to make the final consultant selection and to authorize the District Manager to begin contract preparation with the chosen firm prior to the July board meeting, with the contract to return to the board for final approval. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: No
Garcia: Yes
Kuhn: Yes
Parkes: Yes

<u>I. Subject:</u> Conservation Technician Hours

Background: The IECF (Inland Empire Community Foundation) grant cannot be extended, requiring all funded tasks to be completed by October 31, 2026. To meet these milestones, staff requested a temporary increase in Conservation Technician hours, fully covered by the grant, to be revisited in September.

Director Corona moved, and Director Kuhn seconded, to increase the Conservation Technician's hours from 35 to 40 hours per week through October 31, 2026, fully covered by the IECF grant. Upon voice vote, the motion carried:

Biancardi: Yes
Corona: Yes
Garcia: Yes
Kuhn: Yes
Parkes: Yes

<u>IV. DISCUSSION:</u>

<u>A. Subject:</u> District Manager Report

The District Manager reported a busy month of fiscal year-end budgeting and administrative work, including preparation of the board packet and a meeting with the auditor in advance of the annual audit. Additional items reported:

- Met with the Bureau of Reclamation's new Southern California area manager regarding future grant opportunities, and received a tribal liaison contact leading to a virtual introduction to the environmental manager of Pechanga.
- Will attend the Regional Tribal Operations Committee forum at Soboba the following week.
- Submitted Sweep and Healthy Soils grant proposals as part of a SoCal hub submission, with results expected by the end of June.
- Submitted mid-year reports for the IECF grant, allowing for release of the second round of funding for home hardening work.
- Partnering with San Jacinto Basin RCD on a proposal for an approximately $950,000 Cal Fire wildfire prevention grant.
- In discussions with Riverside County Flood Control regarding additional projects, with a planning session scheduled for September 3.

B. Subject: Project Updates

- Rainbow Canyon I-15 Wildlife Crossing (WCB Grant): Four proposals were received by the June 2 deadline; the selection committee held its first meeting and will pose clarifying questions before scheduling interviews. A partnership was established with the Santa Clara Valley Habitat Authority. The City of Temecula expressed full support. A meeting with Pechanga's Environmental and Cultural departments is scheduled with the Nature Conservancy. The Caltrans cooperative agreement is expected to execute imminently. The District received its first advance payment of $997,000.
- Greer Ranch: A cleanup VRF was submitted for the Bowervine easement; CDFW requested specific work dates. Contractor proposals are pending and the property owner's HOA process is ongoing. A maintenance access pathway has encroached into the District's easement and will require resolution.
- Whitewood Mitigation Site: A $15,000 deposit agreement was received and a preliminary assessment request initiated; the arrangement involves a five-year restoration period before easement transfer.
- Wildfire Resilience / Home Hardening: Twenty-four assessments have been completed, approximately one-quarter of the grant target. Four workshops are planned, the first this weekend. A partnership with San Jacinto Basin RCD is planned on a Wildfire Prevention Grant Program application to complete the CWPP and expand the program.
- Cannabis Restoration Grant: The District is awaiting CDFW's funding decision. A HAZWOPER training opportunity is being pursued with SAWA through a Blue Lake / Humboldt County organization.
- Flood Control: The master contract expires at the end of June; staff proposed rolling over the prior year's budget. Flood Control has requested the District take on maintenance of smaller "orphan" permitted properties. A watershed opportunities-mapping discussion is planned for September.

C. Subject: Conflict of Interest Code Review

As required every two years, the District must review its conflict of interest code, last updated in 2020. The board agreed that the District Manager would update the designated positions, removing positions no longer applicable and adding the Conservation Technician, and return the revised code to the board for approval prior to submission to the County. No action was taken.

V. DIRECTORS' REPORTS

A director reported an anticipated change in the District's banking contact at Chase. A director also noted that James Law is no longer with SAWA and that Max Barrett has been appointed interim, recognizing Mr. Law's contributions.

VI. MANAGEMENT REPORT

The management report was delivered under Discussion, Item A.

VII. FUTURE AGENDA ITEMS:

Updated conflict of interest code for board approval; mid-year budget review as warranted; consultant contract for board approval.

VIII. ADJOURNMENT

There being no further business to come before the board, the board unanimously voted to end the meeting.

Newt Parkes
Newt Parkes (Sep 9, 2026 11:41:43 PDT)

Newt Parkes, Secretary
TEAM RCD

July 9, 2026
Date of Board Approval