

# AGENDA

# AGENDA

**Temecula-Elsinore-Anza-Murrieta**

**Resource Conservation District**

**Regular Board Meeting**

**Thursday, August 13, 2020 – 4:00 p.m.**

**Truax Building**

**41923 Second Street, Fourth Floor**

**Temecula, CA 92590**

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## ADDING URGENCY ITEMS TO THE AGENDA:

*Items may be added to the Agenda in accordance with section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the Temecula-Elsinore-Anza-Murrieta Resource Conservation District after the agenda was posted.*

## **I. PRELIMINARY FUNCTIONS**

**Call to Order – Pledge of Allegiance**

**Roll Call/Establish a Quorum**

**Approval of Agenda**

### **Public Comment**

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the Temecula-Elsinore-Anza-Murrieta Resource Conservation District. Please note that for items not listed on the agenda, the Brown Act imposes limitations on what the Board may do at this time. The Board may not take action on the item at this meeting. As to matters on the Agenda, persons will be given an opportunity to address the Board when the matter is considered. If you wish to speak during public comment, please fill out a "Speaker Request Form" and give it to the Board Secretary. When the Board President calls your name, please immediately begin by giving your name and address for the record. Each speaker will be given three (3) minutes to address the Board.*

## **II. CONSENT CALENDAR**

*Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time without discussion. All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, staff member, or interested person requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.*

1. Consider approval of Minutes of the Board of Directors Regular Meeting of July 9, 2020.
2. Consider approval for current Financials and Management Reports for period ended July 31, 2020.
3. Consider approval for current bills and reimbursements:
  - a) Bills Paid:
    1. American Express, \$132.78 - Go Transcripts
    2. BB&K Inv. #881570, \$1,563.50 – Legal Services
    3. Deborah Getty, Inv.#0064, \$512.00 – Administration
    4. SAWA Inv. #2020-63, \$3,221.87 – Flood Control Projects/Collaboration
    5. SAWA Inv. #2020-76, \$966.82 – Flood Control Projects/Collaboration
    6. LAFCO Inv. #AC000001812, \$36.82 – FY21 Fees
    7. SDRMA - \$2,260.00 – Annual Insurance
  - b) Bills to be paid or reimbursements:
    1. CARCD, \$548.00 – Membership Dues Fiscal Year 2020-2021
    2. Landmark Business Inv. #2501-321, \$901.25 – SAWA-Riverside Flood Control Billing
  - c) Accounts Receivable:
    1. Riverside Flood Control - \$3,464.19
    2. Riverside Flood Control - \$5,503.87
    3. SAWA, May, 2020 - \$1,300.70
    4. SAWA, June, 2020 - \$1,888.32

**Approve all Correspondence and General information listed below as received on Consent Calendar**

## **III. CORRESPONDENCE**

### **IV. GENERAL INFORMATION –CORRESPONDENCE GENERAL**

1. BB&K Legal Alerts –
2. CARCD Weekly Digest – 07/06/20,07/13/20,07/14/20,07/15/20,07/21/20,07/30/20, 08/03/20.
3. CSDA- 07/07/20, 07/14/20, 7/29/20.
4. Riverside County Watershed Protection- 07/10/20,8/6/20
5. River Network – 07/21/20, 08/06/20.
6. NACD eResource – 07/15/20, 07/21/20, 07/28/20, 08/04/20
7. Cal Pers Circular Letters – 07/16/20,07/28/20
8. SDRMA Annual Insurance Renewal Documents

## **VI. ACTION ITEMS/ DISCUSSION CALENDAR**

1. Discussion and potential approval of Financial Statements and Independent Auditors Report for Fiscal Year Ended June 30, 2019 as presented by Nigro & Nigro. – Rose Corona
2. Discussion and review of information received to the Board regarding County Hemp Ordinance in Anza-Stacy Kuhns
3. Discussion and update on Greer Ranch Conservation Easement responsibilities and current state of the easement-Rose Corona/James Law
4. Discussion and update on potential grants for Meadowview Project-Phase II-Rose Corona

## **VII. OLD BUSINESS**

1. Discussion and e-mail sent to Board on 7-9-20 regarding outreach by the Sierra Club for collaboration with TEAM RCD - Rose Corona
2. Discussion and potential approval of funds to begin habitat restoration and vegetation removal at Benton Channel - Rose Corona/Mandy Parkes
3. Update on Homeless Monitoring - Newton Parkes
4. Update and discussion on AEIP and CropSwap reports - Lisa Battiato/Rose Corona
5. Update CDFW cannabis program – Stacy Kuhns
6. Discussion and potential approval for funds to begin enhancing TEAM RCD website – Rose Corona
7. NRCS-Bob Hewitt

## **VIII. NEW BUSINESS**

## **IX. ORAL/WRITTEN REPORTS**

1. TEAMRCD Director Reports      Open  
Rose Corona  
Stacy Kuhns  
Randy Feeney  
Lisa Battiato  
Newt Parkes
2. Associate Director Reports      Open  
Rick Neugebauer
3. SAWA/Fire Safe Reports      Rick Neugebauer, Representative

## **X. FUTURE AGENDA ITEMS**

1. Jeff Brandt- Fish and Wildlife-Cannabis Program

## **XI. ADJOURNMENT**

**ADA COMPLIANCE STATEMENT:**

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by §202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation on order to participate in a meeting should direct such request to the District at least 48 hours before the meeting, if possible.*

**Next Meeting: September 10, 2020 at 4:00 PM Regular Meeting**

# MINUTES

## MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Regular Board Meeting

Thursday, July 9, 2020 at 4:00 PM

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

### I. PRELIMINARY FUNCTIONS

Call to Order, 4:00 p.m., meeting recorded by Rose Corona

Flag Salute

Roll Call/Establish a Quorum

**Directors Present:** Rose Corona (President), Randy Feeney (Director), Lisa Battiato (Director), Stacy Kuhns (Director)

**Directors Absent:** Newt Parkes (Director)

**Associate Directors Present:** Rick Neugebauer

**Associate Directors Absent:** None

**Office Manager:** Deborah Getty – Present

**District Counsel:** Ward Simmons, Best, Best & Krieger – Absent

**Natural Resources Conservation District (NRCS):** Robert Hewitt – Absent

**Guest Speakers:** None

**Public Guests:** None

#### **Approval of Agenda**

President Corona made a motion to approve the agenda as presented. Director Feeney seconded. **Motion passed unanimously 4-0.**

#### **PUBLIC COMMENT**

None

### II. CONSENT CALENDAR, CORRESPONDENCE & GENERAL INFORMATION

President Corona made a motion to approve the consent calendar, financials, and correspondence. Director Feeney seconded. **Motion passed unanimously 4-0**

### **III. ACTION ITEMS/ DISCUSSION CALENDAR**

#### **Item 1: Discussion and review of letter sent to Board by Pam Nelson on June 15, 2020 regarding potential mitigation bank in the Watershed.**

President Corona opened the discussion by reviewing the letter sent to the board by Pam Nelson dated June 15, 2020. Ms. Nelson had requested to be put on the agenda to discuss her letter in more detail however according to the Office Manager, Deborah Getty. Ms. Nelson had asked to attend the meeting and although there was e-mail correspondence sent to Ms. Nelson, there seemed to be some issues with her receiving e-mails from TEAM RCD. Since there appeared to be a problem, Ms Getty did reach out to her by phone and by text in order to clarify that she was welcome to come to the meeting and have her allotted time to speak on her letter. Ms Getty did speak to her directly and let her know her options for participation. She also offered for her to send in a summary of what she wanted to say which could be read to the board during the discussion of the agenda item and then the Board's sub-committee could review later and decide if it warranted being put on the next month's agenda for discussion should she choose not to attend. Unfortunately, Ms. Nelson decided not to attend and the e-mail with her summary arrived too late for the Board meeting so it could not be read until next meeting.

The President moved forward in discussing the agenda item. The President was asked to re-read Ms. Nelson's original letter of June 15, 2020 and TEAM RCD's response for the benefit of the Board. The Board was informed that Ms. Nelson stated that she did not receive the response (most likely due to the continuing e-mail issues) however, it was noted that it had been included in the Board Packet online on the TEAM RCD website on July 3, 2020 for review by the Board and the public along with Ms. Nelson's letter.

The President then continued the discussion by offering the Board a response for the record to Ms. Nelson's letter, because she (the President) felt it important that she respond at a public meeting so the public and the new Board could hear information from both sides, and have all the facts in front of them if at any time there were questions regarding the comments made in the letter that the Board members may potentially need to respond to.

President Corona proceeded to address Ms. Nelson's letter and provided documentation and/or access to such documentation/information that exists in the records that substantiated her comments. All of this was outlined in a statement that was requested to be put in the record for public review.

The president gave a brief overview of the history of the former EMARCD and its lack of fiscal responsibility, accountability and capacity building. She explained how when the new Board and District Counsel was installed in June 2015, the District worked to improve the state of its' inherited financial woes by implementing many cost saving measures. These actions saw the District's general account slowly but steadily built its' General fund up from around \$22,000 as of June, 2015 to almost \$200,000 in June of 2020. This was just the start of making the RCD a competent and well-functioning District. Those facts were confirmed by graphs showing the ending balance of the General account at the end of each fiscal year from 2008 to 2015 where the former Board had been in charge, then from June of 2015 to the present where a new Board was in place.

The Board members asked several questions about specific historical issues in regards to timelines for audits that were performed or not performed by the prior Board, documentation from CPA firms showing improper accounting and practices of the former Board, lack of yearly audit performance and mitigation and land purchases among other items which were briefly discussed. The President ended the discussion by letting all Board members and the public know that at any time if they needed any of the back-up documentation or facts as to her comments, she would be more than happy to provide them. At this point, she asked that her comments be submitted for the record and moved to the next agenda item.

#### **Item 2: Discussion and potential approval of funding agreement for the Watershed Management Program for the Santa Margarita region.**

General discussion and review of the funding agreement as presented. With no questions, President Corona made a motion to approve the funding agreement of the Watershed Management Program for the Santa Margarita region. Director Kuhns seconded. **Motion passed unanimously 4-0.**

#### **IV. OLD BUSINESS**

##### **Item 1: Update on Homeless Task Force.**

Director Parkes forwarded the following information via email and it was read to the Board. June monitoring reports have been requested and not yet received. Director Parkes attended the last Homeless Task Force meeting on June 25<sup>th</sup> and will be able to report to the Board at our next meeting on the status of the House of Siloam, at transitional homeless facility recently approved by the Lake Elsinore City Council. No motion necessary.

##### **Item 2: Update and discussion on AEIP and CropSwap reports.**

Director Battiato provided a summary of the questions that were asked of participants, results and conclusions. In summary, the main function or contribution what we can provide to the effort is to make sure we are getting the word out and make sure that were promoting how much water savings is actually occurring. There are a few things that Rancho Water can do, which include coming up with the schedule for those participating so they understand what steps need to be taken and the timing of those steps. An additional effort would be to get the word out on our website which has encouraged us to come up with some improvements that we would like to see so we may showcase these programs. No motion necessary.

##### **Item 3: Update and discussion on CDFW cannabis program.**

Director Kuhns reports that she has several messages into the AG Commissioner. President Corona reports she was contacted by Gary Worobec. Director Kuhns explains that Gary is a member of a homeowner's group in Anza who is mobilizing a group to get control of the illegal and legal growers. The sheriff is going to try and take care of the illegal growers and there is concern in regards to the hemp growers and how it will impact the water usage. After general discussion President Corona recommends extending an invitation to Jeff Brandt who is in charge of the Cannabis division for Fish and Wildlife for the next meeting. No motion necessary.

##### **Item 4: Update and discussion on Website.**

Director Feeney reports that Director Battiato and Deborah Getty met on the website to review the administrative side of posting to the site. Director Battiato reports that during the meeting we discussed the platform the website was built on its capabilities. Best next steps were to reach out the Board members to find out the top three things each Board member would like to see. Then, map it out and present to the Board for additional input as we prepare for the potential awarding of the grant money for the website. President Corona mentions that an email was sent to the Board by Deborah Getty in error requesting a response by all as it relates to the website. In the future, Ms. Getty will correspond separately with the Board members so even though it is informational a Board meeting is not conducted by email. No motion necessary.

#### **V. NEW BUSINESS**

##### **Item 1: Discussion and potential approval to appoint ad-hoc committee for hiring potential District Manager.**

President Corona reports that Mandy Parkes from IERCD will help create a job description and be a part of an ad-hoc committee to work towards hopefully beginning the process of hiring an Executive Director. Once resumes come in the ad-hoc committee would review and interview potential candidates. President Corona, Director Neugebauer and Mandy Parkes to make up the ad-hoc committee with extending the invitation to Director Parkes at the next meeting.

#### **VI. FUTURE AGENDA ITEMS**

None

## **VII. ORAL/WRITTEN REPORTS**

### **NRCS**

Bob Hewitt not present.

### **DIRECTOR REPORTS**

President Corona reports that she received a call from Greer Ranch that the beaver habitat pond is now becoming a problem. James Law at SAWA has been contacted to take a look and provide a cost to clean the vegetation that needs to be removed.

No other Director Reports.

### **ASSOCIATE DIRECTOR REPORTS**

None

## **VII. ADJOURNMENT**

With no further business, President Corona made a motion to adjourn the meeting. Director Feeney seconded. **Motion passed unanimously 4-0.** Meeting adjourned at 5:06 p.m.

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**Secretary/Treasurer**

# CONSENT CALENDAR

## FINANCIALS

# Management Report

TEAM-RCD Temecula-Elsinore-Anza-Murrieta Resource Conservation  
District

For the period ended July 31, 2020

Prepared by

**Landmark Business Enterprises LLC**

Prepared on

**August 3, 2020**

# Table of Contents

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Profit and Loss .....3

Balance Sheet.....4

Statement of Cash Flows.....5

A/R Aging Detail.....6

A/P Aging Detail.....7

# Profit and Loss

July 2020

	<b>Total</b>
<b>INCOME</b>	
Interest Income	2.42
Investments	
Interest-Savings, Short-term CD	320.67
<b>Total Investments</b>	<b>320.67</b>
<b>Total Income</b>	<b>323.09</b>
<b>GROSS PROFIT</b>	
	<b>323.09</b>
<b>EXPENSES</b>	
Contract Services	
Legal Fees	1,563.50
RFC FACILITIES	
HOMELESS MONITORING	966.82
<b>Total RFC FACILITIES</b>	<b>966.82</b>
<b>Total Contract Services</b>	<b>2,530.32</b>
General and Administration	
Administrative Consulting	512.00
Membership Dues	36.41
<b>Total General and Administration</b>	<b>548.41</b>
Operations	
Transcription	60.84
<b>Total Operations</b>	<b>60.84</b>
<b>Total Expenses</b>	<b>3,139.57</b>
<b>NET OPERATING INCOME</b>	<b>-2,816.48</b>
<b>NET INCOME</b>	<b>\$ -2,816.48</b>

# Balance Sheet

As of July 31, 2020

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Checking/Savings	
General Fund xx2226	179,488.01
Mitigation Account xx0102	98,225.12
Union Banc Investment xx8488	138,662.40
Union Bank Restricted - CDs	153,000.00
Union Bank xx72042	25,157.83
<b>Total Checking/Savings</b>	<b>594,533.36</b>
<b>Total Bank Accounts</b>	<b>594,533.36</b>
<b>Accounts Receivable</b>	
Accounts Receivable (A/R)	-55,304.29
<b>Total Accounts Receivable</b>	<b>-55,304.29</b>
<b>Other Current Assets</b>	
Uncategorized Asset	-0.53
<b>Total Other Current Assets</b>	<b>-0.53</b>
<b>Total Current Assets</b>	<b>539,228.54</b>
<b>Fixed Assets</b>	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
<b>Total Fixed Assets</b>	<b>747,750.00</b>
<b>Other Assets</b>	
adjust gain loss brokerage statement	44.08
<b>Total Other Assets</b>	<b>44.08</b>
<b>TOTAL ASSETS</b>	<b>\$1,287,022.62</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
AMEX 41005	-0.41
<b>Total Credit Cards</b>	<b>-0.41</b>
<b>Total Current Liabilities</b>	<b>-0.41</b>
<b>Total Liabilities</b>	<b>-0.41</b>
<b>Equity</b>	
Opening Balance Equity	843,535.49
Retained Earnings	446,304.02
Net Income	-2,816.48
<b>Total Equity</b>	<b>1,287,023.03</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,287,022.62</b>

# Statement of Cash Flows

July 2020

	<b>Total</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	-2,816.48
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	-250.00
AMEX 41005	-72.35
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-322.35</b>
<b>Net cash provided by operating activities</b>	<b>-3,138.83</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>-3,138.83</b>
Cash at beginning of period	597,672.19
<b>CASH AT END OF PERIOD</b>	<b>\$594,533.36</b>

# A/R Aging Detail

As of July 31, 2020

Date	Transaction Type	Num	Customer	Due Date	Amount	Open Balance
<b>91 or more days past due</b>						
12/11/2019	Payment		Riverside County Flood Control and Water Conservation District	12/11/2019	-129,211.83	-64,272.35
01/01/2020	Invoice	070120-2120-2248	Riverside County Flood Control and Water Conservation District	01/01/2020	3,464.19	3,464.19
01/01/2020	Invoice	070120-2120-2249	Riverside County Flood Control and Water Conservation District	01/01/2020	5,503.87	5,503.87
<b>Total for 91 or more days past due</b>					<b>\$ -120,243.77</b>	<b>\$ -55,304.29</b>
<b>TOTAL</b>					<b>\$ -120,243.77</b>	<b>\$ -55,304.29</b>

# A/P Aging Detail

As of July 31, 2020

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This report contains no data for your specified date range.