Temecula-Elsinore-Anza-Murrieta Resource Conservation District

TEAM RCD

Board Meeting Packet

Regular Board Meeting

Thursday, November 12, 2026 at 4:00 PM

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

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MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
Regular Board Meeting
Thursday, October 8, 2026, at 4:00 PM

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

I. PRELIMINARY FUNCTIONS

Call to Order – 4:02 p.m. President Biancardi called the meeting to order, and the Pledge of Allegiance was recited. Meeting recorded by Zoom.

Roll Call/Establish a Quorum

Directors Present: Teri Biancardi, President; Stuart Kuhn, Vice President; Newt Parkes, Secretary-Treasurer; Arturo Garcia, Director; Rose Corona, Director (via teleconference).

Directors Absent: None.

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

Public Guests: Patrick Schneider and Jan Schneider, owners of the East Benton Road conservation easement property; Holly Mader, bookkeeper (via Zoom, presenter).

Director Corona requested to participate remotely under the just cause provision of the Brown Act due to a contagious illness preventing her from attending in person, and stated that no individuals 18 years of age or older were present at her remote location. 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

Patrick and Jan Schneider introduced themselves as the new owners of the East Benton Road conservation easement property. No public comment was offered online.

II. CONSENT CALENDAR:

The consent calendar consisted of the September meeting minutes and the financial reports.

DRAFT

Director Kuhn moved, and Director Parkes seconded, to approve the consent calendar as presented. Upon voice vote, the motion carried:

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

III. ACTION ITEMS:

A. Subject: Adoption of Amended Policy Manual Series 1000, Policies 1000 through 1080

Background: As part of modernizing the District's policy manual, Series 1000 was condensed from approximately 20 pages to 3 pages while retaining all substantive and legal requirements.

Director Parkes moved, and Director Garcia seconded, to adopt the amended Policy Manual Series 1000, Policies 1000 through 1080, as presented. Upon voice vote, the motion carried:

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

B. Subject: Vegetation Management Contractor Services Agreement with Riverside County Flood Control and Water Conservation District

Background: The agreement renews the District's vegetation management services for Riverside County Flood Control, not to exceed $400,000, and requires no District general funds.

Director Parkes moved, and Director Garcia seconded, to authorize President Biancardi to execute the vegetation management contractor services agreement with the Riverside County Flood Control and Water Conservation District for Fiscal Year 2026-27 in an amount not to exceed $400,000, and to authorize the District Manager to take all administrative actions necessary to implement the agreement, including execution of task orders and submission of invoices. Upon voice vote, the motion passed unanimously:

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

IV. DISCUSSION:

A. Subject: District Manager Report

The District Manager reported on administrative activities and the District's financial condition. The annual audit is expected to conclude in October or early November. No action was taken.

DRAFT

B. Subject: TEAM RCD Grant Tracking App

Holly Mader, bookkeeper, presented a new grant tracking and timekeeping application for the District. No action was taken.

C. Subject: Project Updates

Staff provided updates on the Rainbow Canyon I-15 Wildlife Crossing, Greer Ranch, Whitewood, the Kiley Property, the Clinton Keith Property, Riverside County Flood Control, the Home Hardening Program, IERC training, WETA, and pending grant applications. No action was taken.

V. DIRECTORS' REPORTS

Director Garcia reported on SAWA's September activities. A report was also given on NRCS funding distributed to producers in the region.

VI. ADJOURNMENT

There being no further business to come before the board, the board unanimously voted to end the meeting at 4:36 p.m.

FUTURE AGENDA ITEMS:

None

_____

Newt Parkes, Secretary

November 12, 2026

Date Approved by Board

DRAFT

Financial Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the period ended October 31, 2026

Prepared by
Grace Dougan

Prepared on
November 2, 2026

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Profit and Loss

October 2026

	Total
Income	
Investments	
Interest Income	7,349.27
Total for Investments	**$7,349.27**
Service/Fee Income	
Grant Revenue	
Grant WETA	21,486.04
Total for Grant Revenue	**$21,486.04**
Total for Service/Fee Income	**$21,486.04**
Total for Income	**$28,835.31**
Gross Profit	**$28,835.31**
Expenses	
General and Administration	
Advertising and Marketing	505.88
Bank Fees	9.14
Computer, Data and Software	133.94
Legal Fees	240.64
Membership Dues	258.00
Quickbooks-Accounting	216.00
Storage	136.00
Telephone, Telecommunications	40.00
Total for General and Administration	**$1,539.60**
SERVICE COSTS	
FC - Annual Fee	1,157.25
Grant Administration Expense	
Consultants and Contracts	$8,065.23
Reimburseable Travel	975.08
Total for Consultants and Contracts	**$9,040.31**
Total for Grant Administration Expense	**$9,040.31**
Total for SERVICE COSTS	**$10,197.56**
Total for Expenses	**$11,737.16**
Net Operating Income	**$17,098.15**
Net Income	**$17,098.15**

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Balance Sheet

October 2026

	Total
Assets	
Current Assets	
Bank Accounts	
California Class	
CC - Adeline CE Interest	42,337.65
CC - Greer Ranch CE Interest	31,532.53
CC - Historic Funds	55,595.03
CC- General Fund	325,101.18
CC- Team RCD Interest	3,191.61
CC- TeamRCD Reserve Account	175,584.48
CC- WCB Grant Interest	9,385.81
CC- Whitewood	15,050.10
CC-Flood Control	0.03
CC-WCB Grant	815,066.36
Total for California Class	**$1,472,844.78**
Chase CD	
Chase CD - Benton Channel	165,000.00
Chase CD - Greer Ranch	125,000.00
Total for Chase CD	**$290,000.00**
Checking/Savings	
Chase General - 0592	122,098.27
Total for Checking/Savings	**$122,098.27**
Total for Bank Accounts	**$1,884,943.05**
Accounts Receivable	
Accounts Receivable (A/R)	21,486.04
Total for Accounts Receivable	**$21,486.04**
Other Current Assets	
Clearing	0.00
Interest Receivable	0.00
Other Receivable	0.00
Prepaid Grant Expenses	0.00
Prepaid Insurance	0.00
Prepaid Rent	0.00
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total for Other Current Assets	**$0.00**
Total for Current Assets	**$1,906,429.09**
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total for Fixed Assets	**$747,750.00**
Other Assets	
Other Assets	0.00
Total for Other Assets	**$0.00**
Total for Assets	**$2,654,179.09**

	Total
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	**$0.00**
Credit Cards	
Chase Credit Card	
C. MEEK (2894)	-1,845.48
KIT SWIFT (9389)	-1,065.14
T. BIANCARDI (8053)	283.25
Total for Chase Credit Card	**-$2,627.37**
Total for Credit Cards	**-$2,627.37**
Other Current Liabilities	
California Department of Tax and Fee Administration Payable	0.00
Deposits Payable	0.00
Out Of Scope Agency Payable	0.00
Total for Other Current Liabilities	**$0.00**
Total for Current Liabilities	**-$2,627.37**
Total for Liabilities	**-$2,627.37**
Equity	
Opening Balance Equity	3,684.49
Retained Earnings	2,728,095.06
Net Income	-74,973.09
Total for Equity	**$2,656,806.46**
Total for Liabilities and Equity	**$2,654,179.09**

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Statement of Cash Flows (Beta)

October 2026

Account Name	Total
OPERATING ACTIVITIES	
Net Income	17,098.15
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	-34,729.20
Accounts Receivable (A/R)	-21,486.04
Chase Credit Card:C. MEEK (2894)	267.99
Chase Credit Card:KIT SWIFT (9389)	505.88
Chase Credit Card:T. BIANCARDI (8053)	-1,430.15
Out Of Scope Agency Payable	0.00
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	**-$56,871.52**
Net cash provided by operating activities	**-$39,773.37**
NET CASH INCREASE FOR PERIOD	**-$39,773.37**
Cash at beginning of period	**$1,924,716.42**
CASH AT END OF PERIOD	**$1,884,943.05**

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Bills and Applied Payments
October 2026

Date	Transaction type	Memo/Description	Amount	Open balance
CARCD				
09/30/2026	Bill	TEAM RCD Payroll for September 2026 View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/275d2043-d5fa-451a-9a3a-e84fecc3e850	19,762.70	0.00
10/08/2026	Bill Payment (Check)		-19,762.70	
CDFW-California Dept Fish & Wildlife				
10/19/2026	Bill Payment (Check)		-1,157.25	
10/14/2026	Bill	2026 Routine Maintenance Fees - EPIMS-RIV-49455-R6 View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/cf89ac42-712f-49c0-91e9-4210a0b0d3e1	1,157.25	0.00
Clifton Meek				
10/08/2026	Bill Payment (Check)		-476.52	
10/07/2026	Bill	Qtr 1 mileage for Clifton View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/f01d3994-be3e-4877-b09d-efc58862776f	476.52	0.00
Jacobs Engineering Group				
10/07/2026	Bill Payment (Check)		-14,966.50	
09/30/2026	Bill	Professional services for Rainbow Canyon Wildlife Crossing project View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/c2806018-a680-4dd1-ba19-0fabc2063855	14,966.50	0.00
Kit				
10/08/2026	Bill Payment (Check)		-498.56	
10/07/2026	Bill	Mileage for July-Sept 2026 View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/67d1c63f-4407-4723-9bed-a88ce543fae6	498.56	0.00
Mission Resource Conservation District				
10/05/2026	Bill	WETA Program services and evaluations September 2026 View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/bd42042e-ff2f-462f-bd13-e6920faf21fa	8,065.23	0.00
10/09/2026	Bill Payment (Check)		-8,065.23	
Riverside Office of County Counsel				
10/15/2026	Bill	Legal services rendered including conflict of interest code reviews View this bill in Ramp: https://app.ramp.com/s/bill-pay/bills/5295370f-4cb6-494b-a9ea-903580d467fc	240.64	0.00
10/28/2026	Bill Payment (Check)		-240.64	

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Bills and Applied Payments
October 2026

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Expenses by Vendor Summary
October 2026

	Total
Adobe	24.99
California Special Districts Association	258.00
CDFW-California Dept Fish & Wildlife	1,157.25
Clifton Meek	476.52
CubeSmart	136.00
Kit	498.56
LandGlide	9.99
Microsoft	155.66
Mission Resource Conservation District	13,901.34
Queensboro Industries	438.50
QuickBooks	216.00
Ramp	9.14
Riverside Office of County Counsel	240.64
Visible	40.00
VistaPrint	67.38
TOTAL	**$17,629.97**

Memorandum

TO: Board of Directors
FROM: Clifton Meek, District Manager
DATE: Board Meeting of November 12, 2026
SUBJECT: Policy Manual Series 2000 — Proposed Revisions (Revised Redline)

RECOMMENDED ACTION

Approve the proposed revisions to Series 2000 of the District's Policy Manual, as shown in the redline provided as Attachment A.

BACKGROUND

Attachment A presents the proposed revisions to Series 2000. Each passage is reproduced word for word from the current manual (version "LIVE 2026-10-03"), and every proposed change is marked in blue: new text is underlined and deleted text is struck through. Only provisions that contain changes are shown; "[unchanged text omitted]" marks the remainder of each policy, which is not affected.

Most of the revisions are clerical corrections to numbering, grammar and citations. The substantive revisions update the manual to reflect current District operations: the District does not maintain an office, its Bookkeeper is a contractor, and its minutes and meeting recordings are kept digitally. Substantive revisions have been reviewed and confirmed with the Board President.

SUMMARY OF PROPOSED CHANGES

Policy	Proposed change	Review status
2000	Renumber 2000.10 to 2000.1; "requests" (grammar) in 2000.1.1; add "Resource" to the District name in 2000.1.2.	Clerical
2010	Correct the cross-reference in 2010.1.6.2 from "Rule 1050.1" (Property Damage Claims) to Policy 1040.3.1 (Public Complaints) and correct the Manual title to "Procedures"; 2010.1.6.3: safety concerns go to the District Manager (the District has no office); fix "Directors nor District or Office Managers shall neither" in 2010.1.13. No other changes.	Confirmed by Board President
2020	Renumber 2020.10 to 2020.1; "handicap" to "disability" in 2020.1.6.	Confirmed by Board President
2030	Fix "Vice- President"; 2030.2.4 clarifies that the Bookkeeper is a contractor, not District staff.	Confirmed by Board President
2050	Renumber 2050.3.6 to 2050.4.6; correct Brown Act citation 54926 to 54956 in 2050.9.1; "insure" to "ensure" in 2050.13; 2050.9.2 posts emergency-meeting records at the Board meeting location (no District office). 2050.11 officers serve "during the coming fiscal year".	Confirmed by Board President

Policy	Proposed change	Review status
2060	2060.1: Directors submit board meeting agenda requests to the District Manager by email, due by close of business on the Thursday before the meeting; 2060.4: agendas are posted at the Board meeting location instead of the “District office.”	Confirmed by Board President
2080	Fix the grammar in example 2080.2.1.2 (“2 Director abstains” to “2 Directors abstain”). The three worked examples are retained.	Clerical
2090	“insure” to “ensure” in 2090.3.	Clerical
2100	Fix numbering typo “21001.1” to “2100.1.1”. Minutes and recordings are digital: 2100.1.1 drops “scanned and” and the signed-originals vault sentence, and provides that approved minutes are signed by the Board Secretary before upload; 2100.1.2 drops “audio tape” and the recording-device vault sentence, and recordings are provided to the public by email on request rather than on a District playback machine. No fireproof or fire-resistant storage is referenced.	Confirmed by Board President
2120	2120.2 names the Mitigation Committee as the sole standing committee (the four listed committees are deleted); 2120.3, 2120.4 and 2120.4.1 conformed to the singular.	Confirmed by Board President
2140	2140.2.6: expense requests are emailed to the District Manager instead of submitted to the “District’s administrative office.”	Confirmed by Board President
2170	2170.3: replace the outdated association name with generic wording (the risk-sharing pool or insurance program the Board selects), so a change of carrier does not require amending the policy.	Confirmed by Board President

POLICIES WITH NO CHANGES PROPOSED

2070; 2110 (condensed by the Board on June 11, 2026); 2130; 2150; 2160; 2175; 2180; and 2190 (adopted August 13, 2026, 5-0).

ATTACHMENT

A. Policy Manual Series 2000 — Redline (Revised)

ATTACHMENT A

Policy Manual Series 2000 — Redline (Revised)

Proposed revisions to the current manual (LIVE 2026-10-03). Key: inserted text · ~~deleted text~~. Unchanged text is omitted.

POLICY 2000 | Election, Appointment and Time of Taking Office

[unchanged text omitted]

~~2000.10~~2000.1 Directors shall be appointed on the following schedule, with terms commencing at the time stated and every fourth year thereafter:

[unchanged text omitted]

2000.1.1 As an alternative to the appointment of Directors, the Board of Directors may, by a resolution presented to the Board of Supervisors of Riverside County, request to hold public elections for the positions of TEAM Board members, in accordance with Public Resources Code Section 9314. At this time, the Board of TEAM RCD ~~request~~requests only for Board members to be appointed and not elected due to election costs.

2000.1.2 Persons elected or appointed shall take office at the next regular Temecula-Elsinore-Anza-Murrieta Resource Conservation District Board of Directors meeting following their election or appointment and shall serve a term of four (4) years. When a vacancy occurs it is to be filled by appointment for the duration of the term.

[unchanged text omitted]

POLICY 2010 | Code of Ethics

[unchanged text omitted]

2010.1.6.2 In handling complaints from residents and property owners of the District, said complaints should be referred directly to the District Manager, as per ~~Rule 1050.1~~Policy 1040.3.1 of this Policy and Procedures Manual.

2010.1.6.3 In handling items related to safety, concerns for safety or hazards, said complaints should be reported ~~to the District Manager or to the District office.~~to the District Manager. Emergency situations should be handled immediately by seeking appropriate assistance.

[unchanged text omitted]

Respect the confidentiality of information concerning the property, personnel or affairs of the TEAM RCD. Directors ~~nor~~and District or Office Managers shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other interests.

[unchanged text omitted]

POLICY 2020 | Roles and Responsibilities of Directors

[unchanged text omitted]

~~2020.10~~2020.1 Directors are expected to attend monthly meetings of the Board, and are expected not to miss more than three (3) sequential meetings. Additionally, Directors are expected to:

[unchanged text omitted]

2020.1.6 Support non-discriminatory membership on the Conservation District Board, and ensure that District programs and services are available to all constituents regardless of age, race, color, national origin, sex, religion, marital status, or ~~handicap~~disability.

[unchanged text omitted]

POLICY 2030 | Board Officers

[unchanged text omitted]

2030.1 The officers of the Board shall consist of a President, ~~Vice- President~~Vice-President, and Secretary/Treasurer and shall be selected by the Board from its members at the first meeting in the month of June of every year.

[unchanged text omitted]

2030.2.4 ~~The District Manager or the Bookkeeper and his/her assigned designee on staff are~~The District Manager or the District's Bookkeeper (a contractor, not District staff), together with an assigned designee, are responsible for verification of deposits of all monies of the District, the certification that checks presented for Board approval in payment of obligations of the District are correct and supporting documents available, and the investment of District funds.

[unchanged text omitted]

POLICY 2050 | Board Meetings

[unchanged text omitted]

~~2050.3.6~~2050.4.6 Conduct any other business as is authorized under the Brown Act in closed session.

[unchanged text omitted]

2050.9.1 Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code 54950 through ~~5492~~54956) shall be notified at least one (1) hour prior to the emergency special meeting. In the event that telephone services are not functioning, the notice requirement of one (1) hour is waived, but the District Manager, or his/her designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible.

2050.9.2 No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the twenty-four (24) hour notice. The minutes of the emergency special meeting, a list of persons the District Manager or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten (10) days ~~in the District office~~at the Board meeting location as soon after the meeting as possible.

[unchanged text omitted]

2050.11 Annual Organization Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in June. At this meeting the Board will elect a President, Vice-President and Secretary-Treasurer from among its members to serve during the coming ~~calendar~~ fiscal year.

[unchanged text omitted]

2050.13 The Chairperson and District Manager shall ~~insure~~ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

POLICY 2060 | Board Meeting Agenda

[unchanged text omitted]

2060.1 The District Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors. ~~Any~~ Directors may ~~call~~ contact the District Manager via email and request that any item be placed on the agenda no later than ~~4:00 P.M. on the Monday~~close of business on the Thursday prior to the meeting date.

[unchanged text omitted]

2060.4 At least seventy-two (72) hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review ~~at the District office~~at the Board meeting location. If the District maintains a website, the agenda shall be posted on the website as public information at the same time. All information made available to the Board of Directors (except confidential information specified by State law and per legal counsel authority) shall be available for public review prior to the board meeting.

[unchanged text omitted]

POLICY 2080 | Board Actions and Decisions

[unchanged text omitted]

> 2080.2.1.2 Example. If an action is proposed requiring a two-thirds vote and ~~2 Director abstains~~2 Directors abstain, the proposed action cannot be approved because 4 of the 5 Directors would have to vote in favor of the action.

[unchanged text omitted]

POLICY 2090 | Review of Administrative Decisions

[unchanged text omitted]

2090.3 The purpose of this policy is to ~~insure~~ensure efficient administration of the District, and the expeditious review of decisions rendered by the Board of Directors.

POLICY 2100 | Minutes of Board Meetings

[unchanged text omitted]

~~21001.1~~2100.1.1 Copies of a meeting's minutes shall be distributed to Directors as part of the information packet for the next regular meeting of the Board, at which time the Board will consider approving the minutes as presented or with modifications. Once approved by the Board, the official minutes shall be ~~scanned and~~ signed by the Board secretary and uploaded to both the District website and to the District's electronic document storage system. ~~The original signed minutes shall be kept in a fireproof vault or in a fire-resistant, locked cabinet.~~

2100.1.2 Unless directed otherwise, a~~n audio tape~~ recording of regular and special meetings of the Board of Directors will be made. ~~The device upon which the recording is stored shall be kept in a fireproof vault or in a fire-resistant, locked cabinet for a minimum of 60 days.~~ Members of the public may request~~inspect~~ recordings of Board meetings without charge ~~on a playback machine that will be made available by the District~~, which will be made available to them via email.

[unchanged text omitted]

POLICY 2120 | Committees of the Board of Directors

[unchanged text omitted]

2120.2 ~~The following shall be standing committees of the Board:~~The Mitigation Committee shall be the sole standing committee of the Board.

~~2120.2.1 Budget, Finance and Audits;~~

~~2120.2.2 Administrative and Employee Relations;~~

~~2120.2.3 Public Outreach and Education;~~

~~2120.2.4 Land Conservation and Mitigation~~

2120.3 The Board of Directors shall discuss amongst themselves and appoint members to the standing ~~committees~~committee for the ensuing year, no later than the Board's regular meeting in June.

2120.4 The Board's standing ~~committees~~committee may be assigned to review District functions, activities and/or operations pertaining to ~~their~~its designated concerns. Said assignment may be made by the Board President, a majority vote of the Board, or on ~~their~~its own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

2120.4.1 All ~~meetings of standing committees~~meetings of the standing committee shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

POLICY 2140 | Director Reimbursement

[unchanged text omitted]

2140.2.6 EXPENSE REPORTS. The District shall not reimburse any expenses until an expense ~~form~~ request is ~~submitted~~ emailed to ~~the District's administrative office~~the District Manager no later than 45 days after the expenditure. Reimbursable expenses shall be limited to actual and necessary expenses incurred in attending conferences or other meetings in furtherance of the

District's affairs. Expense ~~forms~~ requests shall be accompanied by receipts documenting each expense. If no receipt is available, a written explanation of the expenditure is required. Furthermore, Board members will be required to provide a brief report on the conference or meeting attended at the next regular meeting of the Board.

[unchanged text omitted]

POLICY 2170 | Membership in Associations

[unchanged text omitted]

2170.3 The Board of Directors shall maintain membership in the ~~Special Districts Risk and Management Association~~public agency risk-sharing pool or insurance program the Board has selected for the District and shall ensure that annual dues are paid when due.

[unchanged text omitted]

Conservation Technician Update

October 2026

Producer Assistance and Agriculture

Producer assistance was the most significant area of work this month, and requests from local farmers have increased considerably. I served as technical assistance provider for two producers applying to the Zero Foodprint Restore Grant, which funds regenerative practices such as compost application and cover cropping. I visited both farms and walked each property and its planned practices with the owner. Much of the work came after those visits, in preparing soils maps for both properties, researching the guidelines of the proposed practices, and staying in close contact with both producers as their applications developed. I reviewed the carbon sequestration modeling for each producer's compost and cover crop practices and helped them calculate the cost per ton of carbon at different project costs, since that ratio is the sole measure used to rank applications.

The largest single producer project this month was a soils conservation plan for a new producer applying to join the Rancho California Agricultural Preserve. The County requires the plan as part of the application, and it can be prepared by the local resource conservation district. The plan took several days of work: I researched the County's requirements, including the preserve rules the County updated earlier this year, and reviewed a few previously accepted plans as models. I then visited the property to assess erosion and irrigation, pulled the soils report, mapped the property's land use areas in ArcGIS, and wrote erosion prevention and water conservation recommendations based on NRCS conservation practices. The plan was completed and shared just ahead of the County's filing deadline, and I built a template from it so that future plans for other landowners can be prepared more efficiently.

Several producers have also asked about agricultural conservation easements, so I spent a good portion of the month researching how they work, including eligibility and tax implications for the landowner as well as the responsibilities of the easement holder. I also prepared soil and farmland classification summaries for properties under consideration.

Across my farm visits this month, a few producers enrolled in WETA and were referred to the local NRCS office to obtain farm and tract numbers. To support the growing number of producer inquiries, I have been assembling a resource guide for new farmers in the district, picking up where I left off with this work last year. The guide brings together links from UC ANR, NRCS, local organizations, and local farmers on crops suited to the region, ranching, grant opportunities beyond NRCS, and farming in high heat, drought, and fire prone conditions.

Wildfire Resilience and Home Hardening

Along with Teri and Clifton, I spent a day in the field in Anza with a local producer, discussing both farm operations and wildfire concerns. Rural properties like this one are where the district's agricultural and fire work can really overlap, and where almost all my work, Farm or Fire, has been focused. We finished the day with a meeting at the Cal Fire station in Perris, and I got to meet the new Deputy Chief for Community Risk Reduction and was able to learn about current Cal Fire efforts in Riverside. I also attended the Inland Empire Regional Priority Plan Advisory Council meeting as usual and the Southwestern Riverside County Fire Safe Council meeting in Murrieta. Alongside this, I researched the types of wildfire resilience projects that can be built on private land, such as helicopter dip tanks, along with the requirements for each and how NRCS programs could help fund them.

On the home hardening side, the final round of scheduled assessments was completed, bringing the program close to its goal under this grant. I wrote the summary report for the most recent

assessments and began the RFFC final report. I have also been updating the fire information on the district website to reflect the Cal Fire Qualified Entity training and setting up the sign up for the new newsletter. We have not yet received a decision on the California Fire Foundation application.

Looking Ahead

The CARCD conference is in mid-November, and the prerequisite trainings for the IERC cannabis reclamation program need to be completed within the next several weeks. Before the conference, I will be working on the RFFC final report and will begin wrapping up the remaining work under the home hardening grant. I expect to hear back on the producers' Restore Grant applications, and I will continue updating the district website with the revised fire information, the newsletter sign-up, and the best way to communicate to farmers new and old.