

# **AGENDA**

**Temecula-Elsinore-Anza-Murrieta**

**Resource Conservation District**

**Special Board Meeting**

**Thursday, January 18, 2018 – 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 Scheduled Meeting of November 9, 2017
2. Consider approval for current and past Months Financials: Financials and Management Reports for November – December 2017.
3. Quarterly Report for Riverside County Controller- Jerry Grau (already submitted and acknowledged)
4. Consider approval for current bills and reimbursements
  - a) Bills Paid:
    1. American Express-\$54.88 - Speech to Text transcripts for November and December 2017
    2. Staples - \$17.38 – November 2017
    3. PO Box team RCD Yearly Fee \$86.00 – December 2017
  - b) Bills to be paid or reimbursements:
    1. Glennie's Office Products Inc. - \$34.37 – Check #1224
    2. California Special Districts Association – CSDA 2018 Membership Renewal \$167.00 – Check #1225
    3. Mission RCD- \$1085.00 - Crop SWAP PRE Handle IT , SP Carancho – CropSWAP POST Schafer – Check #1222
    4. Mission RCD- \$495.00 - AIEP Evaluations POST Caballero – Check #1223
    5. Landmark Business Enterprises-\$215.50 Yearly Accounting Quickbooks-Check #1226
    6. Mission RCD-\$830.00 Crop Swap – Pre Audits Ciling/Stage Ranch-Check #1227
  - c) Accounts Receivable- RCWD- Crop Swap/Water Audits
    1. Schafer Post Audit-\$850.00- 11/21/17
    2. Carancho- Pre Audit -\$950.00-11-1/17
    3. Handle It-\$850.00-Pre Audit-11/1/17
    4. Caballero-\$1200.00 – Post Audit-11/20/17

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

**III. CORRESPONDENCE**

1. Resignation of Carol Lee Brady of TEAM RCD

**IV. GENERAL INFORMATION –CORRESPONDENCE GENERAL**

1. City of Lake Elsinore – 10/30/17 – Canyon Estates Drive/Canyon View Drive Intersection Improvement Project
2. City of Lake Elsinore – Lakeview Manor
3. 11/15/17 – Ambient Communities, Notice of Public Hearing
4. 12/12/17 – Ambient Communities -Notice of Public Hearing
5. Water Environment and Reuse Foundation – Agricultural Water Reuse Workshop held on Jan 18, 2018
6. 11/14/17 Team RCD – Last Chance to register: Box Virtual Summit



7. 11/15/17 - 2017 Holiday Community Clean up
8. 11/16/17 – Sandia Creek Drive closure at district Boundary for Maintenance
9. 11/21/17 – County Of Riverside Treasurer Tax Collector
10. 11/22/17 – Union Bank – Important information about your account
11. 11/30/17 – First District 2017 Holiday Events
12. Jeffries Journal – December 2017 Revenues
13. CSDA e-News – New Laws of 2018: Part II-11/14/17; Part III-11/21/17; Part IV-11/28/17; Part V-12/05/17; Part VI- 12/12/17, 12/15/17; 12/19/17
14. NACD eResource- 11/10/17; 12/5/17, 12/07/17, 12/8/17; 12/12/17; 12/15/17; 12/19/17; 12/22/17; 12/26/17; 12/29/17
15. CARCD- UPDATES: 10/24/17;11/03/17, 11/06/17, 11/14/17, 11/15/17, 11/22/17, 11/27/17, 12/05/17; 12/07/17, 12/08/17, 12/11/17, 12/13/17, 12/13/17; FUNDNG OPPORTUNITIES- 11/20/17, 11/29/17, 12/06/17, 12/07/17,12/15/17; CONSERVATION NEWS: 10/24/17, 12/01/17, 12/01/17, 12/12/17, 12/12/17; 12/19/17; 12/21/17; 12/22/17
16. River Rally/River Network- 12/07/17, 12/08/17, 12/20/17: 12/29/17
17. San Diego Regional Quality Water Board-12/11/17
18. Golden Oak Borer Information-12/11/17, 12/12/17
19. SDRMA- 11/06/17,12/13/17, 12/14/17 11/21/17,11/22/17
20. LAFCO-Dissolution of County Service Area 60-12/13/17
21. CDFW-Burrowing Owl Information-12/15/17
22. Registrar of Voters-local Voting accessibility advisory committee Meeting -12/20/17
23. Riverside County Watershed Protection-Monthly newsletter-12/15/17
24. Agritourism Professional Development Workshop-UC Davis-12/15/17
25. SDMMP Monthly Meeting Agenda – 12/13/17
26. Environmental Filing Feed-Altair Specific Plan-12/13/17
27. Western Riverside County MSHCP Agenda-12/14/17

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

1. Oath of Office-Stacy Kuhns Director
2. Discussion and potential approval to submit draft letter to FVS Partners regarding deadlines for signature for the implementation of Funding Agreement between FVS Partners, LLC and TEAM RCD for Conservation Easement Management at the Benton Channel regarding the French Valley south Tentative Tract 30837 Project and to allow the President to sign with minor changes-Rose Corona
3. Discussion and potential approval to provide Michael Newcomb with credentials to perform updates and create more advanced and creative presentation of website-Rose Corona
4. Discussion and potential approval to disseminate responsibilities between Board members for active projects until new office manager/temporary consistent help is obtained.
  - a. Water Audits and Crop Swap Programs
  - b. Boot Strap Grant
  - c. Website updates and information
  - d. Scanning, cataloguing and destruction of records
5. Discussion and review of preliminary draft for the Long Term Strategic Plan for TEAM RCD-Michael Newcomb/Rick Neugebauer
6. Discussion and potential approval of collaboration with IERCD, SAWA and TEAM RCD to obtain grant monies for watershed projects
7. Discussion and potential approval for President to sign checks for accounts payable in the event of a lack of a quorum or due to a cancellation of a meeting which prevents a vote to approve the normal course of business billings being paid by due dates. This is to include the following stipulations:

a) That any bills that will be considered delinquent will be reviewed first by the Vice-President and/or the Secretary Treasurer.

b) That a single signature is sufficient pay any and all bills that are not over \$1,000 as per present district policy.

c) As per policy, any invoice over \$1,000.00 shall have two signatures.

**VI. OLD BUSINESS**

1. Discussion and potential approval of amendment of MOU with Regional Conservation Authority and TEAM RCD to eliminate Adeline Farms from the original agreement-Rose Corona
2. Discussion and update on Crop Swap and Water Audits
3. Discussion and update on Boot Strap Grant
4. Update on Compilation for 2016-2017 to include letter and information for the Districts Financial Transactions Report-Rose Corona
5. Discussion and update on Biological Reporting and monitoring-SAWA-Rick Neugebauer

**VII. NEW BUSINESS**

1. Discussion and reminder for Form 700's, Ethics Training and Sexual Harassment Training

**VIII. ORAL/WRITTEN REPORTS**

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|-------------------------------|---------------------------------|
| 1. NRCS                       | Robert Hewitt                   |
| 2. TEAMRCD Director Reports   | Open                            |
| Rose Corona                   |                                 |
| Dave Kuhlman                  |                                 |
| Judy Gugliemana               |                                 |
| Michael Newcomb               |                                 |
| Stacy Kuhns                   |                                 |
| 3. Associate Director Reports | Open                            |
| Rick Neugebauer               |                                 |
| Randy Feeney                  |                                 |
| 4. SAWA/Fire Safe Reports     | Rick Neugebauer, Representative |
| 5. District Counsel           | Gregory P. Priamos/Tawny Lieu   |

**IX. FUTURE AGENDA ITEMS**

**X. 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 in order to participate in a meeting should direct such request to the District at least 48 hours before the meeting, if possible.*

**Next Meeting: February 8, 2018 at 4:00 PM Regular Meeting**