

MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Regular Board Meeting

Thursday, August 14, 2025 at 4:00 PM

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

Meeting held in-person and via teleconference.

NOTE: These minutes were approved at the November 13, 2025 Regular Board Meeting (4-0, unanimously), contingent upon Director Corona adding a Government Code citation to her noted objections. The citation, Government Code Section 54957(b)(1), appears in the closed session item below.

I. PRELIMINARY FUNCTIONS

Call to Order & Roll Call — Meeting called to order at 4:00 PM. Present: Director Teri Biancardi (President), Director Stuart Kuhn, Director Rose Corona, Director Newt Parkes, Director Pablo Bryant, Conservation Technician Kit Swift. Quorum established.

Director Bryant moved, and Director Kuhn seconded, to approve the Agenda as presented. Motion carried unanimously. (5-0-0)

Public Comment — None.

II. CLOSED SESSION

Item 1: Personnel matter: public employee discipline/dismissal/release of Office Manager, Government Code Section 54957(b)(1). Matter conducted in open session at request of contracted employee.

President Biancardi presented multiple instances of breach of contract concerning failure to perform contracted duties. Office Manager Rae Shirer disputed the characterizations and provided detailed responses. Director Corona indicated she believed Ms. Shirer was expected to perform duties not within her contract. Ms. Shirer submitted her notice of termination effective immediately, stating she would complete all documents through June 30 and provide all keys, passwords, and materials for transition.

Board Action: No vote required.

Item 2: Public Employment, Title: "Bookkeeper," Government Code Section 54957(b)(1).

Closed Session Report — President Biancardi was authorized to contract with Grace Dougan Consulting to perform bookkeeping duties provided the termination clause could be amended from a 30-day notice to 7-day notice.

III. CONSENT CALENDAR

Minutes from the June 12, 2025, meeting were not in the Directors' packet, were not approved, and remain pending. Bills discussion deferred pending bookkeeper transition. Financial reports for periods ending June 30 and July 31, 2025, were presented. Grace Dougan (Bookkeeper, via teleconference) provided an overview of QuickBooks Online implementation and introduced Ramp for bill pay and credit card management. Budget adjustment: Riverside County Flood Control required a \$65,000 reduction in project size.

IV. ACTION ITEMS

A. Flood Control Project

James Law (SAWA) presented the FY 25/26 Flood Control project list and budget. New components include Lake Elsinore projects transferred to TEAM RCD budget, Access Road and Outfall Maintenance, and Lake Elsinore Repair. Total not-to-exceed budget: \$303,568.13. Director Parkes moved, and Director Bryant seconded, to approve the project list and budget. Motion carried unanimously.

B. TEAM RCD FY 25/26 Budget

Director Parkes presented the FY 25/26 budget. Director Corona raised concerns about format, itemization, and documentation of restricted funds. Director Parkes moved, and Director Bryant seconded, to accept the budget documents for county submission. Motion carried (4-1-0):

Biancardi	Yes
Bryant	Yes
Corona	No
Kuhn	Yes
Parkes	Yes

C. I-15 Rainbow Canyon Wildlife Crossing Project

Angus McLean and Cara Lacey (TNC) presented. Major development: Caltrans confirmed TEAM RCD qualifies as a local public agency, enabling a free cooperative agreement for oversight — reversing a prior determination that would have doubled project costs. President Biancardi led the successful challenge with legal counsel, LAFCO, and partners. Total WCB grant application: \$3,988,000 over 3.5 years.

Director Bryant moved, and Director Parkes seconded, to authorize the President to sign the Authorizing Resolution and serve as TEAM RCD's representative. Motion carried (4-1-0):

Biancardi	Yes
Bryant	Yes
Corona	No
Kuhn	Yes
Parkes	Yes

D. CARCD Annual Conference

Director Bryant moved, and Director Parkes seconded, to send Kit Swift to the CARCD conference and cover related costs. Motion carried unanimously. (5-0-0)

V. DISCUSSION ITEMS

E. Municipal Service Review (MSR)

President Biancardi provided update on LAFCO Municipal Service Review. Extension granted to end of August. Directors reminded to complete assigned sections.

F. Strategic Planning

Director Parkes moved, and Director Bryant seconded, to approve the strategic plan as presented. Motion carried (4-1-0):

Biancardi	Yes
Bryant	Yes
Corona	No
Kuhn	Yes
Parkes	Yes

VI. DIRECTORS' REPORTS

- President Biancardi: CRGP Cannabis Restoration Grant (\$570,000 estimated), Murrieta Fire Fuel Modification Project, Home Hardening Program (\$130,000), CalRecycle Partnership, and Homeless Monitoring Direct Billing.
- Kit Swift: CRGP pre-application in development (focused on RCA and public lands); Home Hardening Program in development with pilot in La Cresta; NRCS grant activities completed; website updated.
- Newt Parkes: No recent homeless monitoring reports; next Lake Elsinore Homeless Task Force meeting in two weeks.
- Rose Corona: CARCD meeting cancelled with less than one hour's notice; no quorum.
- Stuart Kuhn: Mitigation Committee — new request received; meeting to be scheduled.

VII. MANAGEMENT REPORT

No formal management report. Administrative matters: recovery of district property from former office manager (Dropbox passwords, check card stock, PO Box keys).

IX. ADJOURNMENT

Director Corona moved, and Director Bryant seconded, to adjourn. Motion carried unanimously. (5-0-0). Next Regular Meeting: September 11, 2025.

Dated: _____

Newt Parkes, Secretary/Treasurer