

# MINUTES

## Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Regular Board Meeting

Thursday, January 9, 2025 at 4:00 PM

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

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Meeting recorded by Zoom.

### I. PRELIMINARY FUNCTIONS

Call to Order – 4:00 p.m.

#### Roll Call/Establish a Quorum

Directors Present: Teri Biancardi, President; Pablo Bryant, Vice President; Newt Parkes, Secretary/Treasurer; Rose Corona, Director; Stuart Kuhn, Director. Also Present: Rae Shirer, Office Manager.

#### Approval of Agenda

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

Public Comment — Guest Bryce Bryant spoke about the recent fires and reported seeing homeless in the Temecula area and looking out for those who might be in danger.

### II. CONSENT CALENDAR

Director Parkes requested that Items 2 and 3 be pulled from the consent calendar as financial reports were not available. Director Corona requested that Item 4 (Soil and Water Agreement) be pulled for separate discussion.

Director Bryant moved, and Director Parkes seconded, that the board approve the Minutes of the Board of Directors Regular Meeting of December 12, 2024. Upon voice vote, the motion passed unanimously.

The board then discussed the Soil and Water Agreement. Director Corona stated she was seeking a termination clause in any agreement in which TEAM RCD was a party. The agreement in the packet was not between TEAM RCD and another organization. Director Corona moved, and Director Parkes seconded, that the matter be tabled to a future meeting. Upon voice vote, the motion passed unanimously.

### III. ACTION ITEMS

#### A. Document Retention Schedule and Handbook Update

Background: Office Manager Rae Shirer has been reviewing and sorting all District documents and designing a data retention system that will comply with Riverside County's standards. Manager Shirer reported that due to illness and unexpected workload, she was unable to provide additional information at this time.

#### B. SoCal Inland Region Elections

Background: SoCal Inland Region is one of ten geographic regions organized within the California Association of Resource Conservation Districts. Under the Association's Bylaws, each Region shall biennially, at the Region's regular meeting, elect a Regional Chair and Regional Vice Chair.

A copy of the written ballot was distributed to each Director, who then submitted their individual ballot to Office Manager Shirer. Manager Shirer tabulated the votes and reported that the majority of the directors had voted for Nancy Sappington. Manager Shirer was directed to complete the TEAM RCD ballot and submit it to the SoCal Inland Region.

### **C. Mitigation Committee Report**

Background: The Land Conservation and Mitigation Committee formed in December met in early January to discuss potential partnerships and projects. Director Kuhn read the report of the committee into the minutes. A full copy of the report is attached as Exhibit A.

## **IV. DISCUSSION**

### **D. TEAM RCD Financial Overview**

Background: At the December regular meeting, Treasurer Newt Parkes asked to agendaize a discussion in January about the financial position of TEAM RCD. Director Parkes presented a list of reports he would like to see in future meeting materials and requested a more detailed presentation of the financial reports by the President to the board.

## **V. DIRECTORS' REPORTS**

- Teri Biancardi: Community Wildfire Defense Grant application — David Hernandez is proposing working together for a wildfire plan, hiring a contractor to do the work; TEAM RCD will not be a party to the grant application. Conservation Technician — Kit Swift onboarded as of January 6, 2025, and working on moving into the District in February; Kit has begun preparing a report describing assets and challenges in the District.
- Newt Parkes: Homeless report not received from SAWA; nothing to report.
- Pablo Bryant: Nothing to report.
- Rose Corona: CARCD meeting was not held due to the holidays.
- Stuart Kuhn: Reported on new federal legislation creating new money for outdoor recreation and national parks.

## **VI. MANAGEMENT REPORT**

Manager Shirer reported that she and President Biancardi had attended an NRCS training regarding reimbursement procedures. The board discussed the frequency of reimbursement requests and the personnel responsible to generate them.

Rae reported that the annual audit for FY 2023-24 was nearing completion and expected to be completed on time by January 31, 2025. Manager Shirer reminded the board that Form 700s are due and that directors should mail them or bring them to the next meeting. She requested review of liability insurance to confirm Kit Swift is covered when in the field; President Biancardi will confirm with SDRMA.

Manager Shirer requested that the board approve a transfer of funds from the flood account to the general account. Director Bryant moved, and Director Parkes seconded, that \$100,000 be transferred from the flood account to the general account. Upon voice vote, the motion passed unanimously. Director Parkes, as TEAM RCD treasurer, will make arrangements with Chase Bank for the transfer.

## **VII. FUTURE AGENDA ITEMS**

None noted.

## **VIII. ADJOURNMENT**

There being no further business to come before the meeting, upon motion duly made, seconded, and carried unanimously, the meeting adjourned at 5:35 p.m.

*NOTE ON APPROVAL: At the February 13, 2025, regular meeting, Director Corona clarified after an initial unanimous voice vote that she had meant to pull these minutes and requested additional detail. Upon reconsideration, Director Kuhn moved, and Director Bryant seconded, that a new vote be taken. Upon roll call, the minutes were approved 3-1:*

Biancardi	Yes
Bryant	Yes
Corona	No
Kuhn	Yes
Parkes	Absent

Dated: \_\_\_\_\_

Newt Parkes, Secretary