

AGENDA

AGENDA

Temecula-Elsinore-Anza-Murrieta

Resource Conservation District

Regular Board Meeting

Thursday, July 9th – 4:00 p.m.

Truax Building

41923 Second Street, Fourth Floor

Temecula, CA 92590

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 June 11, 2020 and Minutes of the Board of Directors Special Meeting of June 22, 2020.
2. Consider approval for current Financials and Management Reports for period ended June 30, 2020.
3. Consider approval for current bills and reimbursements:
 - a) Bills Paid:
 1. American Express, \$41.08 - Go Transcripts
 2. BB&K Inv. #874197, \$2,981.00 – Legal Services
 3. Deborah Getty, Inv.#0060, \$464.00 – Administration
 - b) Bills to be paid or reimbursements:
 1. SAWA Inv. #2020-63 \$3,221.87 – Flood Control Projects/Collaboration
 - c) Accounts Receivable:

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 – 06/05/20, 06/08/20,06/16/20,06/23/20,06/24/20,06/25/20.
2. CARCD Weekly Digest – 06/04/20,06/10/20,06/15/20,06/22/20.
3. CSDA- 06/11/20, 06/16/20,06/23/20,06/30/20.
4. Riverside County Watershed Protection- 06/01/20.
5. River Network – 06/11/20, 06/16/20.
6. NACD eResource – 06/09/20, 06/16/20,06/30/20.
7. Cal Pers Circular Letters – 05/08/20, 05/15/20, 06/12/20,06/15/20.
8. City of Murrieta – Notice of Availability of a Draft Environmental Impact Report for the Costco/Vineyard II Retail Development Project.
9. Signed Oath of Office – Director Newt Parkes
10. Letter dated June 16, 2020 to Ms. Biancardi & Ms. McKenna Lanier regarding Meadowview Project Phase II.
11. Follow up email dated June 23, 2020 to Ms. Biancardi & Ms. McKenna Lanier regarding Hydrology Report.
12. Response Letter dated June 22, 2020 to Ms. Nelson confirming receipt of letter dated June 15, 2020.
13. DOC Grant App email and supporting documentation to include 2020 RCD FAP Application and Resolution, Eligibility Packet, 2020-21 Work Plan, Long Range Plan and Cover Letter.

VI. ACTION ITEMS/ DISCUSSION CALENDAR

1. Discussion and review of letter sent to Board by Pam Nelson regarding potential mitigation bank in the Watershed- Rose Corona
 - a. Pam Nelson to speak on subject
2. Discussion and Potential Approval for Funding Agreement for the Watershed Management Program for the Santa Margarita Region-Rose Corona

VII. OLD BUSINESS

1. Update on Homeless Monitoring-Newt Parkes
2. Update and discussion on AEIP and CropSwap reports - Lisa Battiato (information included in packet)
3. Update CDFW cannabis program – Stacy Kuhns
4. Update and discussion on flood control projects – Rose Corona
5. NRCS -Robert Hewitt

VIII. NEW BUSINESS

1. Discussion and potential approval to appoint ad-hoc committee for hiring potential District Manager-Rose Corona

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

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: August 13, 2020 at 4:00 PM Regular Meeting

MINUTES

MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Regular Board Meeting

Thursday, June 11, 2020 at 4:00 PM

Via Teleconference

Per Governor Newsom's Executive Order N-25-20

I. PRELIMINARY FUNCTIONS

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

Roll Call/Establish a Quorum

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

Directors Absent: None

Associate Directors Present: Rick Neugebauer

Associate Directors Absent: None

Office Manager: Deborah Getty – Present

District Counsel: Ward Simmons, Best, Best & Krieger – Present

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

Guest Speakers: Lance Anderson, Mission RCD

Public Guests: Teri Biancardi, Mary McKenna Lanier and Ankur Patel from Meadowview Community, Pam Nelson, Jonathan Snapp-Cook

Approval of Agenda

President Corona called for a motion to approve the agenda as presented with the addition of Lance Anderson to provide comments on the CDFA Bio Integrated Farming Grant after the swearing in of Newt Parkes. Director Battiato moved and Director Feeney seconded. **Motion passed unanimously 4-0.**

PUBLIC COMMENT

None

II. CONSENT CALENDAR, CORRESPONDENCE & GENERAL INFORMATION

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

III. ACTION ITEMS/ DISCUSSION CALENDAR

Item 1: Appointment and Swearing in of new Board Director Newt Parkes.

Mr. Parkes raises his right hand, President Corona and Newt Parkes recite the Office of Oath and Director Parkers is officially sworn into office.

Item 2: Discussion of the CDFA Bio Integrated Farming grant.

Lance Anderson with Mission RCD explains that this grant is one that comes and goes based on need. With the loss of Chlorpyrifos, which is primarily used for controlling ants, there is a need for the renewal of this program in a variety of different crops, wine grapes being one of them. They are looking for more natural means to deal with the pest pressures and things that come with the loss of this chemical. Wilson Creek reached out to Lance and Mission RCD and with this request, the first thought was to get TEAM RCD on board. This might be a good opportunity for TEAM RCD to have a role with some of the admin. It's a three (3) year grant with an overall budget of \$800,000. There is somewhere in the neighborhood of \$68,000 per year that could come to TEAM RCD to provide administrative support. General discussion to clarify timing on when the grant would be announced which is October. No motion necessary.

Item 3: Review and further discussion of Phase 2 of the Meadowview Project.

General discussion and review that plans for this project are in draft form. Review of NRCS budget as copied to the packet and provided by NRCS. President Corona remarks that the budget submitted by NRCS is approximately \$216,000, half of which NRCS will cover in cost. The remainder is still needed would need to be covered by Meadowview either through their own funds or funds obtained by Grants. President Corona asks Ms. Biancardi about the additional \$70,000 mentioned in an e-mail that would be under Meadowview's responsibility. Ms. Biancardi responds that it would be more like \$100,000.00 additional needed. She says that the costs are a moving target and they have not nailed all the specifics down. The President also asked Jonathon Snapp-Cook from Fish and Wildlife how much they were contributing to the project. Mr. Snapp-Cooke responded by saying approximately \$15,000 of contribution with help with permitting etc. Ms. Biancardi mentions they are on a tight time frame and could the Board tell her when she could expect an answer. The President responded that the sub-committee needed to see more concrete numbers in order to see what else they would need to make a decision. If an additional meeting was necessary then that would be arranged but at the moment, there could be no answer as to when we would be able to let the HOA until we saw more concrete information. Mary Lanier with Meadowview HOA asked 2 questions regarding the scour analysis and a hydrology study which were questions that the sub-committee had forwarded to the HOA. Rick Neugebauer responded by saying that he wasn't asking if they had one only if one had been done. The sub-committee's interest was on the basis of knowing what information was available in the event of large 100 year flood in order to know that the project was only doing something once rather than have to do it over in coming years which would cost more money. Mary Lanier said she would go back to Teri and the original phase to get us more information.

Item 4: Discussion and potential approval of Mitigation Bank grant.

Director Neugebauer provides comment that this grant would be more than TEAM RCD can do at this time and not feasible. President Corona comments on Rancho Water already having a mitigation bank at Vail Lake and that the Board of TEAM RCD is not inclined to be competing with other sister agencies and that this is huge undertaking involving millions of dollars. Pam Nelson provides comment on the need for the Watershed and why she had brought the topic forward. Director Battiato expressed concern that without staff that we would be unable to keep it moving forward or provide any momentum. No motion necessary.

Item 5: Discussion and potential approval of proposed 2020/2021 Budget.

General review and discussion of proposed budget. President Corona recaps minimal difference in year to year due to water audits and CropSwap income coming in lower than budgeted and adjusting those numbers for the 2020/2021 fiscal year. President Corona moves to approve the 2020/2021 budget as presented, Director Battiato seconds. **Motion passed unanimously 5-0**

Item 6: Election of Officers.

Director Kuhns motions to nominate Rose Corona for President, Director Battiato seconds. **Motion passed unanimously 4-0.**

President Corona motions to nominate Stacy Kuhns for Vice President, Director Neugebauer seconds. **Motion passed unanimously 4-0.**

Director Neugebauer motions to nominate Newt Parkes for Secretary-Treasurer, President Corona seconds. **Motion passed unanimously 4-0.**

IV. OLD BUSINESS**Item 1: Update on Homeless Task Force.**

Director Parkes reports that based on monitoring reports coming in from SAWA as of February one of the projects in Temecula had a homeless encampment. This has since been taken care of with no new encampments to report through the month of May. No motion necessary.

Item 2: Discussion and update CDFW cannabis program.

Director Kuhns reports that there hasn't been much activity. She and Rose Corona had a conference call with Jeff Brandt from Fish and Wildlife. She also has a message into the AG Commissioner to try and have a seat at the table with Fish and Wildlife, Sheriff's Department and Code Enforcement. No motion necessary.

Item 3: Update and discussion on flood control projects.

President Corona reports that these are on not moving forward until nesting season is over. No motion necessary.

Item 4: Update and discussion on AEIP and CropSwap reports.

Director Battiato reports that she has developed a list of survey questions to contact the CropSwap participants about. They were ran by Justin at Rancho Water which he approved. Once this information is gathered, she will summarize for review at the July meeting. She is brainstorming on how to get the information out and would like to look to showcase on our website. No motion necessary.

Item 5: Update and discussion on Adeline Farms and decision on monies to be allocated to enhance the easement.

President Corona reports Mandy Parkes was going to provide numbers for some work in Adeline Farms and was unable to do so prior to this meeting. No motion necessary.

V. NEW BUSINESS

None

VI. FUTURE AGENDA ITEMS

None

VII. ORAL/WRITTEN REPORTS**NRCS**

Bob Hewitt not present.

DIRECTOR REPORTS

None

ASSOCIATE DIRECTOR REPORTS

None

VII. ADJOURNMENT

With no further business, President Corona made a motion to adjourn the meeting. Director Parkes seconded. **Motion passed unanimously 5-0.** Meeting adjourned at 5:00 p.m.

Secretary/Treasurer

MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Special Board Meeting

Monday, June 22, 2020 at 4:00 PM

Via Teleconference

Per Governor Newsom's Executive Order N-25-20

I. PRELIMINARY FUNCTIONS

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

Roll Call/Establish a Quorum

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

Directors Absent: None

Associate Directors Present: Rick Neugebauer

Associate Directors Absent: None

Office Manager: Deborah Getty – Present

Guest Speakers: None

Public Guests: Mandy Parkes

PUBLIC COMMENT

None

II. ACTION ITEMS/ DISCUSSION CALENDAR

Item 1: Discussion and potential approval of Resolution 2020-02 Authorizing Application for funding under the 2020 Resource Conservation District Financial Program Grant.

President Corona brought to the Board's attention the discrepancy found in the numbers provided in the support material due to the app not converting correctly. On Page 2 of the Fiscal Impact it should read \$21,000.00 in lieu of \$18,500.00. Updated documents were sent out via email for review. This grant will be earmarked to build capacity for the District, to include hiring a consultant to focus our energies and help make decisions to grow the capacity of the RCD, and a better website to work towards strengthening our district, along with other things such as a structure and plan for a future District Manager. The due date for submittal is June 25, 2020. General discussion on dollar amounts based on time the Board puts in that may be considered as in-kind donation, estimates received to build a new website versus enhancing what we have in place, what happens if we exceed the grant amount and finally, how we should have a committee work together to feed ideas to better enhance the website. President Corona requests a motion to approve Resolution 2020-02 and Director Parkes moved and Director Battiato seconded. **Motion passed unanimously 5-0.**

Item 2: Discussion and potential approval of TEAM RCD long-range and Annual Workplans to accompany above RCD Financial Assistance Program.

General discussion and with no questions, President Corona requests a motion to approve Annual Workplans to accompany the above RCD Financial Assistance Program Grant and Director Battiato moved and Director Parkes seconded. **Motion passed unanimously 5-0.**

VII. ADJOURNMENT

With no further business, President Corona made a motion to adjourn the meeting. Director Parkes seconded. **Motion passed unanimously 5-0.** Meeting adjourned at 4:19 p.m.

Secretary/Treasurer

CONSENT CALENDAR

FINANCIALS

Management Report

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

For the period ended June 30, 2020

Prepared by

Landmark Business Enterprises LLC

Prepared on

July 2, 2020

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Profit and Loss

June 2020

	Total
INCOME	
Interest Income	2.37
Investments	
Interest-Savings, Short-term CD	331.36
Total Investments	331.36
Total Income	333.73
GROSS PROFIT	333.73
EXPENSES	
Contract Services	
Legal Fees	2,981.00
RFC FACILITIES	
HILDY	3,221.87
Total RFC FACILITIES	3,221.87
Total Contract Services	6,202.87
General and Administration	
Administrative Consulting	464.00
Total General and Administration	464.00
Operations	
Transcription	71.94
Total Operations	71.94
Total Expenses	6,738.81
NET OPERATING INCOME	-6,405.08
NET INCOME	\$ -6,405.08

Balance Sheet

As of June 30, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking/Savings	
General Fund xx2226	187,503.65
Mitigation Account xx0102	98,224.28
Union Banc Investment xx8488	138,662.40
Union Bank Restricted - CDs	153,000.00
Union Bank xx72042	24,837.16
Total Checking/Savings	602,227.49
Total Bank Accounts	602,227.49
Other Current Assets	
Uncategorized Asset	-0.53
Total Other Current Assets	-0.53
Total Current Assets	602,226.96
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	747,750.00
Other Assets	
adjust gain loss brokerage statement	44.08
Total Other Assets	44.08
TOTAL ASSETS	\$1,350,021.04
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,221.87
Total Accounts Payable	3,221.87
Credit Cards	
AMEX 41005	71.94
Total Credit Cards	71.94
Total Current Liabilities	3,293.81
Total Liabilities	3,293.81
Equity	
Opening Balance Equity	843,535.49
Retained Earnings	453,341.80
Net Income	49,849.94
Total Equity	1,346,727.23
TOTAL LIABILITIES AND EQUITY	\$1,350,021.04

Statement of Cash Flows

June 2020

	Total
OPERATING ACTIVITIES	
Net Income	-6,405.08
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	3,221.87
AMEX 41005	31.44
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	3,253.31
Net cash provided by operating activities	-3,151.77
NET CASH INCREASE FOR PERIOD	-3,151.77
Cash at beginning of period	605,379.26
CASH AT END OF PERIOD	\$602,227.49

A/R Aging Detail

As of June 30, 2020

This report contains no data for your specified date range.

A/P Aging Detail

As of June 30, 2020

Date	Transaction Type	Num	Vendor	Due Date	Past Due	Amount	Open Balance
1 - 30 days past due							
06/09/2020	Bill	2020-63	Santa Ana Watershed Association	06/19/2020	13	3,221.87	3,221.87
Total for 1 - 30 days past due						\$3,221.87	\$3,221.87
TOTAL						\$3,221.87	\$3,221.87

Management Report

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

For the period ended June 30, 2020

Prepared by

Landmark Business Enterprises LLC

Prepared on

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Profit and Loss

July 2019 - June 2020

	Total
INCOME	
CropSwap Income	2,750.00
Grant Revenue	9,647.25
Interest Income	66.99
Investments	
Interest-Savings, Short-term CD	6,956.51
Total Investments	6,956.51
RCFC Pilot Projects	
Hildy	3,464.19
Santa Gertrudis Creek	62,050.82
Temecula Creek AD 159	8,876.11
Warm Springs/Benton Channel	24,767.29
Warm Springs/French Valley	15,587.52
Wildomar Channel	5,503.87
Total RCFC Pilot Projects	120,249.80
SAWA Administration/FC	6,863.60
Water Audits Income	1,800.00
Total Income	148,334.15
GROSS PROFIT	
EXPENSES	
Contract Services	
Accounting Fees	
Audit and Audit Documentation	2,000.00
State Report	250.00
Total Accounting Fees	2,250.00
CropSwap Management	
Post Audit	750.00
Pre Audit	415.00
Total CropSwap Management	1,165.00
FC - Annual Fee	3,181.75
Legal Fees	4,546.00
SAWA Agreement	55.00
Total Legal Fees	4,601.00
RFC FACILITIES	
HELASH	6,502.80
HILDY	4,397.99
HOMELESS MONITORING	11,949.30
MURRIETA CREEK LINE F	1,116.77
PALOMAR-CORYDON CHANNEL	2,528.93
SANTA GERTRUDIS CREEK	19,667.37
TEMECULA CREEK AD 159	11,166.84
TUCALOTA CREEK 3	532.29

	Total
TUCALOTA CREEK I & II	2,691.40
WARM SPRINGS / FRENCH VALLEY	12,725.49
WARM SPRINGS/BENTON CHANNEL	4,839.88
WILDOMAR CHANNEL	1,176.12
Total RFC FACILITIES	79,295.18
Water Audit Management	
Post Audit	415.00
Pre Audit	335.00
Total Water Audit Management	750.00
Total Contract Services	91,242.93
General and Administration	
Administrative Consulting	2,761.76
Membership Dues	1,094.94
Quickbooks-Accounting	240.00
Total General and Administration	4,096.70
Insurance	
Package Policy	1,405.00
Total Insurance	1,405.00
Operations	
Computer, Data and Software	119.88
Postage, Mailing Service	102.00
Printing and Copying	357.79
Transcription	259.99
Total Operations	839.66
Other Types of Expenses	
American Express Cash Back Rewards	-0.08
Total Other Types of Expenses	-0.08
Website Expenses	900.00
Total Expenses	98,484.21
NET OPERATING INCOME	49,849.94
NET INCOME	\$49,849.94

Balance Sheet

As of June 30, 2020

		Total
ASSETS		
Current Assets		
Bank Accounts		
Checking/Savings		
General Fund xx2226		187,503.65
Mitigation Account xx0102		98,224.28
Union Banc Investment xx8488		138,662.40
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Union Bank xx72042		24,837.16
Total Checking/Savings		602,227.49
Total Bank Accounts		602,227.49
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Uncategorized Asset		-0.53
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Net Income		49,849.94
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TOTAL LIABILITIES AND EQUITY		\$1,350,021.04

Statement of Cash Flows

July 2019 - June 2020

	Total
OPERATING ACTIVITIES	
Net Income	49,849.94
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Receivable (A/R)	15,112.03
Uncategorized Asset	0.53
adjust gain loss brokerage statement	-44.08
Accounts Payable	3,221.87
AMEX 41005	71.94
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	18,362.29
Net cash provided by operating activities	68,212.23
INVESTING ACTIVITIES	
Prepaid Insurance	1,405.00
Net cash provided by investing activities	1,405.00
NET CASH INCREASE FOR PERIOD	69,617.23
Cash at beginning of period	532,610.26
CASH AT END OF PERIOD	\$602,227.49

A/R Aging Detail

As of June 30, 2020

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TOTAL						\$3,221.87	\$3,221.87