

# **CONSENT CALENDAR**

# **MINUTES**

## **MINUTES**

### **EMARCD**

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

**Thursday, April 14, 2016 4:00 PM**

**Truax Building  
41923 Second Street, Ste. 401  
Temecula, CA 92590**

#### **I. PRELIMINARY FUNCTIONS**

**Call to Order-4:00 pm, meeting recorded by Rose Corona**

**Flag Salute**

**Roll Call:**

**Directors Present: Rose Corona, Carol Lee Brady, Michael Newcomb, Dave Kuhlman, Vicki Long (arrived late, during guest speaker's presentation)**

**Associate Directors Present: Dave McElroy**

**Associate Directors Absent: Randy Feeney, Rick Neugebauer**

**Deputy Counsel Absent: Melissa Cushman, Greg Priamos, Tiffany North**

**Bob Hewitt: Absent**

**Guest Speakers: Teri Blancardi**

**Public: None**

**MOTION TO APPROVE AGENDA:** President Corona requested an amendment to the agenda's order, since Associate Director Neugebauer needed to address a few discussion items; but had indicated that he would only be able to attend for a short period of time. He had not arrived at this point in the meeting. Motion to approve agenda as amended was made by Director Kuhlman. Seconded by Director Brady. Call for vote. **Motion passed 4-0**

#### **II. CONSENT CALENDAR/CORRESPONDENCE/FINANCIALS**

President Corona asked for a motion to approve the consent calendar. Director Newcomb moved for approval; Director Kuhlman seconded the motion. Call for vote. **Motion passed 4-0.**

#### **III. GUEST SPEAKER – Teri Blancardi, Meadowview Creek Update**

Ms. Blancardi, a Board member of the Homeowners' Association (HOA), began with a brief background of Meadowview Creek, which covers 380 acres of open space in Temecula. Since 2011 they have worked with Fish and Wildlife service on an uplands restoration, which has been productive. In 2013 there was an accident with a creek bank collapse just outside of the edge of their property that tragically took the life of a child playing there. Some portions of the eastern side of Meadowview's property have Rancho California Water District (RCWD) water lines that deliver storm water; and the Association would like to address the erosion and potential instability of their own banks to reduce the chance of collapse in the area under their jurisdiction. During this introduction, Director Long arrived at the meeting.

As an overview of the situation at hand, the Meadowview Creek HOA would like to perform a bio-engineered natural restoration project in partnership with Fish and Wildlife. Natural Resources Conservation Service (NRCS) has agreed to prepare a design incorporating natural rock and plants to hold the banks in place, perform the hydrology work, and partially fund the project. This is estimated to save the HOA roughly \$250,000. Riverside County Flood Control has also decided to set aside \$250,000 to match the NRCS project. In addition, the Bureau of Reclamation could administer the funds from Flood Control (which are available only if the project is administered through a public entity such as an RCD), and also provide project management.

Director Corona had toured the site shortly after becoming a Board Member, and this update to the full Board by Ms. Biancardi provided some additional information regarding possible participation in the project by EMARCD. Ms. Biancardi indicated that she was "shopping around" for administrators, and as part of her due diligence she has approached Riverside-Corona RCD (RCRCD) as well as EMARCD.

President Corona asked how EMARCD could assist, and invited Director Long to provide additional background since she was with EMARCD when the issue was brought up in the past. Director Long mentioned that Kerwin, of RCRCD, had also looked at the stream about a year ago to consider performing the work through an MOU, and that she (Director Long) had talked to Teri at that time as well.

There was further discussion about various options, and President Corona asked if they Board would like to contact RCRCD and Mission RCD perhaps Inland Empire RCD, and request estimated costs of the project for Teri's Board to review. Director Long mentioned that she knows Kerwin (RCRCD) could do it, but she didn't think Mission had done it before. President Corona said she would like to include them in the proposal as due diligence. Director Brady asked for clarification as to whether it would be an invitation to bid or simply an estimate for budgetary purposes. Ms. Biancardi confirmed that she would like to have it for budgetary review and also to have an overview of what would be involved (staffing, timelines, navigating the Army Corps and other entities, etc.)

Director Newcomb asked who the HOA's contact at NRCS had been, and Ms. Biancardi responded that it was Bob Hewitt. President Corona mentioned that Mr. Hewitt had ongoing invitations to attend EMARCD board meetings.

President Corona mentioned that scope of work information was needed prior to sending out an RFP and Ms. Biancardi agreed that she would go to her Board and inform them that EMARCD would send out an RFP based on the plan to be prepared by Meadowview Creek and submitted to EMARCD on scope of work.

President Corona called for a motion and Director Newcomb moved to send an RFP to RCRCD and Mission RCD to gather information for the Meadowview Creek HOA to review. Director Long seconded. Call for vote. **Motion passed 5-0**

President Corona thanked Ms. Biancardi, who then left the meeting.

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

##### **Item #1: Discussion of election of officers to fill open positions.**

President Corona briefly summarized the actions from the last meeting, with a vote for President only with the remaining positions to be addressed at this April meeting at the suggestion of District Counsel Melissa Cushman.

Director Long asked for clarification since she thought Director Kuhlman was both secretary/treasurer and vice president through June. Director Newcomb mentioned that voting



in a vice president right now isn't pressing since the secretary/treasurer defaults to VP anyway. Director Long agreed, and President Corona noted that it's only 2 months away. Director Newcomb suggested that the Board wait and then review all 4 positions in June. Director Long suggested that the Board create an overview of the duties of each position.

**Item #2: Discussion of Bear Creek HOA update.**

President Corona noted that Associate Director Neugebauer had not arrived to address this item, and moved to item #3.

**Item #3: Discussion and approval of draft Memorandum of Understanding (MOU) with Mission RCD to include appointing a Board Member authority to negotiate and sign MOU with Mission upon finalization of only minor changes are made.**

President Corona noted that District Counsel Melissa Cushman could not attend this meeting and her substitute representative Tina North was ill so she also was absent. President Corona briefly summarized the discussion item and stated that if major changes ended up being needed, the MOU would come back to the Board for further review; but if not, this was ready for a motion.

Director Long moved that we appoint Rose Corona to negotiate and sign the MOU with Mission RCD in the event that there are no major changes to be made to the document; and then in that event it would come back to the Board and power of attorney for review. Director Brady seconded the motion. President Corona called for a vote. **Motion passed 5-0.**

**Item #4: Discussion and possible approval of rolling calendar and deadline dates to meet ongoing EMARCD easement, monitoring and financial responsibilities.**

President Corona briefly described the sample calendar included in the packet, and requested permission from the Board to further develop and expand upon it. She explained that this would help keep track of deadlines; and welcomed input from Directors and Associate Directors, specifically Director Long since she had been on the Board for so long and may be aware of some upcoming milestones or actions needed. Director Long mentioned that EMARCD used to do that and also included upcoming items as a calendar of events on the agenda.

**Item #5: Discussion and potential approval to assign a delegate or appoint a representative proxy for EMARCD to attend as a voting delegate to Annual Conference in 2016.**

President Corona introduced the item and asked if there normally was a vote taken for a representative. Director Long said "no", and that EMARCD doesn't always go to the convention except if it's local. She suggested putting the decision off until fall when the date of the convention is closer. President Corona agreed, and noted that it could go on the calendar under development.

**IV. OLD BUSINESS**

**Item 1: Update for Spring Area Meeting. Discussion and recommendation for speakers. Discussion and potential vote for District to allocate funds to pay for associated costs for all Board members and "gift bag" items. Discussion and possible approval on Area Meeting raffle item cost limit.**

President Corona gave Director Newcomb the floor, and he mentioned that she had invited him to emcee the event. He agreed to do so, and reported that Fazeli Winery had placed the date of May 14, 2016 on their calendar. He also mentioned that B.J. Fazeli would be one of the speakers regarding conservation, recycling etc that he had incorporated into the winery.

President Corona asked for suggestions for other speakers, and there were none. She reported that someone from National Oceanographic and Atmospheric Association had agreed to speak as well. She also said that Mandy Parks from Inland Empire RCD is helping EMARCD with the event and had sent out Save The Date notices and had already received some RSVPs (deadline is 5/6/16.) Estimated attendance thus far is 20-25.

President Corona noted that there have been several significant cost savings achieved for the District in the past year and everyone has worked hard. She asked for feedback on the idea of the District paying for Director/Associate Directors' lunches at the event this year at a cost of \$35/person. Director Long mentioned that she had a potential schedule conflict but may be able to work it out. She also said that RCRC always pays for their people to go.

President Corona called for a motion, and Director Newcomb moved that EMARCD sponsor the Directors and Associate Directors for lunch. Director Kuhlman seconded; President Corona called for a vote. **Motion passed 5-0.**

Further discussion briefly discussed ideas for gift baskets and raffle items, and it was agreed that there should be cap of \$75 for the amount spent on gift bags for the event. Director Long made the motion, and President Corona seconded. **Motion passed 5-0.**

Next the donations for the raffle were discussed and Director Long said that each person brings an item valued at about \$20. Director Newcomb then said that he was going to ask for donations from his various winery clients along De Portola Wine Trail including bottles of wine and tasting tickets.

Director Long mentioned that other District members usually bring plants, fruit etc. Director Brady said that she would be willing to collaborate with Director Newcomb to contact wineries owned by her contacts on De Portola as well. Director Newcomb suggested jointly sending out a letter to the various wineries. Director Brady agreed, and also said that she would see about other items such as literature, tasting glasses, and Temecula related items to include in a basket from business owners (such as a Lavender company and an Olive Oil company) throughout the region.

Director Newcomb reminded the Board that there had been discussion with Counsel and determined that there is no prohibition against drinking wine at the event. Director Long noted that under SDRMA insurance this may be an issue; and that in the past, attendees were free to wine taste after the event when they were on their own time. President Corona noted that she needed to clarify that with District Counsel. Director Newcomb noted that he is an alcohol beverage law Attorney and although he isn't Counsel for the Board, as general rule in alcohol state law, there is a statute that immunizes social hosts. President Corona requested that Director Newcomb work with General Counsel Melissa Cushman to clarify. He agreed to do so, and President Corona called for a motion on the discussion item.

Director Long moved that Director Newcomb and Director Brady draft a letter and send it out to the people that they know in Wine Country for donations for the upcoming area spring area meeting, and that Director Newcomb work with General Counsel to clarify the rules regarding alcohol consumption. Director Kuhlman seconded, President Corona called for a vote. **Motion passed 5-0.**

## **Item 2: Update and discussion on the proposed Benton Channel Agreement.**

President Corona noted that Associate Director Neugebauer apparently was unable to make it to the meeting so she provided an overview of the situation. Bear Creek owes EMARCD a substantial sum of money, and Linda Alexander of the HOA was supposed to go to their Board and ask if they were going to approve payment. After two past-due notices, the HOA said that they were unhappy with the work performed and felt that EMARCD overcharged. Associate Director Neugebauer and Hugh Wood (SAWA) had explained that it had to do with

the 1600 permit restrictions on what could be touched. The Bear Creek HOA sent a letter canceling the agreement.

President Corona said that General Counsel Cushman had contacted Bear Creek and notified them that EMARCD intended to move forward to collect the debt unless Bear Creek wanted to avoid litigation and meet the terms of the contract. The Bear Creek attorneys agreed to have a meeting to include General Counsel Cushman, Associate Director Neugebauer, Hugh Wood, a Bear Creek Board member, and their attorneys on May 4, 2016.

Director Long noted that this had been ongoing, and that she had met with Kerwin and Linda Alexander as well as Jeff Brandt (California Department of Fish & Wildlife) to explain to one of their board member and Linda Alexander that there could only be minor cutting of dead wood as well as other limitations. She said if this ever came to trial she would testify to the extent of how EMARCD and Fish and Wildlife had made Bear Creek HOA aware of the scope of work and permit conditions.

President Corona mentioned that one of their Board members owns a landscape company and so this may be the basis of what they think is a reasonable cost, not taking into consideration the specialized nature of a 1600 permit and associated expenses. She also reminded the Board that she had sent a demand letter to Bear Creek for \$10,726 and had not sent the final report to them because of non-payment.

**Item 3: Update on RFPs for Accounting Firms for Annual End of Year Financials and Annual Audits to include submission of Annual Report to State.**

Director Brady reported that RFPs had gone out to four entities with a due date for submission of proposals of 6/1/16. With this underway EMARCD is on track or ahead of track for timely audit reporting. President Corona asked for clarification if this included two companies that had requested to have two companies on the bid list, and Director Brady replied that it did. President Corona also mentioned that we had heard back from Greg Fankhanel who said that he would be bidding on the compilation but could not bid on the audit since he was still doing work for EMARCD at the time and could not audit his own books.

**Item 4: Water Audit Updates**

Associate Director McElroy explained that he had one slide which shows a final audit that had been conducted. There had been a pre-audit performed by RCRC and Mission performed the post (final) audit, because the owner had not submitted the request to RCWD for next steps within the window of approval time to allow RCRC to finish.

Director McElroy continued the presentation and noted that there is a small piece of equipment called a catalytic conditioner that the grove manager suggested the landowner install to improve efficiency, and the initial audit stated that it was optional; however since this type of system is still being researched it's unclear if it will be approved for reimbursement. Director McElroy reported that this matter is between RCWD and the landowner, which was clearly stated in the initial audit.

President Corona suggested that a final step for each audit could be for Director McElroy to follow up with the landowner to see if the results were satisfactory and perhaps an additional follow-up a year later to see if expected savings had been achieved with the improvements made.

Director Brady noted that each audit presents an opportunity to refine the process and incorporate the learning experience into future administration/project management.

**Return to Item 2: Benton Channel**

President Corona returned to the discussion of Benton Channel since Associate Director Neugebauer had still not arrived, and she wanted to include some additional information as further update regarding the cost of the right to dump water on EMARCD property, and also ongoing monitoring etc. in perpetuity, and a possible endowment. She stated that she had been in email contact with Jeff Brandt at Fish and Wildlife but has been unable to meet with him to discuss anything further. She did say that Jeff Brandt had concluded that these are two separate issues the Board will need to address.

She continued by saying that Mandy Parks was working on a matrix to estimate what the endowment should be but had not been able to provide it in time to add to this agenda packet; but it should be ready for the next meeting. Informational only, no vote needed.

**Item 4: Update, discussion and potential approval on additional content for the website.**

Director Newcomb reported that Associate Director Feeney had created a shadow site but that Director Newcomb needed a user name and password, which he had not yet received. President Corona suggested that he and Associate Director Feeney discuss this in person and report back next meeting.

**Item 5: Update, discussion and potential approval on potential projects for High School volunteer hours.**

Director Newcomb noted that the school year was nearing an end, but that he would return to the topic in a month with more of a complete plan.

**V. NEW BUSINESS**

**Item 1: Discussion of Morgan Heights Agreement – CDFW Certification**

Director Long provided background as follows:

Following is the transcript from this portion of the meeting:

VL: And they're, what they're supposed to do is give us a \$75,000 endowment when we change hands, so that's been ongoing. And one of the things that we talked about last year was that we have to get our certification to hold this easement still. It took awhile for this easement to get going and in the process, the state legislature passed new information and new laws that we had to abide by. And Melissa came back and told us about the, it's called due diligence, and she gave us all the updates on the wads 1094, and that was last year. And what I would suggest, I did a packet for CDF two or three years ago now, and everything is out-of-date, whenever, it was on that disc that I gave you. I can give you another copy of it if you need it.

RC: Could you?

VL: And it's out-of-date. It wasn't enough information for them at the time, and so, they rejected it, in a way, they said, "Go back and fill out more information." And what they were concerned about were the audits. What they want and what Melissa told us was that they're really concerned, I'll tell you the same thing, is that they're concerned about the financials of how we handle keeping money, how we handle our reports on our held easements, so they want copies of those.

VL: They wanna make sure that we're going to manage this land in a way that they're gonna feel comfortable with. The reason the law was passed is that others have defunked on these things and not taking care of them, and so, they don't want that happening anymore. So anything that they allow to go from Cal Fish and Wildlife to an entity has to prove that it's going to take good care of that and meet the obligation that goes with the endowment.

**VL:** So there's a lot of things that you have to do with that and I would suggest, Mandy has offered, and I know you guys have worked with Mandy, she did a really good job on hers and passed right away, if she would help on this due diligence, she came at one point and told our board she would help us do that. And I had already started and I had already put it in, but what I was waiting for was another audit. We had to have three years of audits so we finally finished that audit and we're getting another one going. They wanna see these audits...

**RC:** Consistency.

**VL:** Yeah, consistency and they wanna know that the money didn't disappear somewhere and that we're doing our reports. So if she could possibly help, and I don't know, Rose you've been working with her and I don't know if anybody else has...

**RC:** Well, but just through the area meeting 'cause she offered. But I have no problem because when I was talking to her the other day, she said, she offered to come and answer any questions about how she comes to reach a number for endowments, and she said, "I'll be more than happy to come to your meeting and explain."

**VL:** Well, and she would have templates on things that she could help with to do...

[overlapping conversation]

**RC:** Right, well, I'll contact Mandy and see.

**VL:** Because that's what I would suggest, instead of trying to have me do it again when there were things lacking. The main thing they were concerned about was we didn't have enough audits in it. They wanted more years of reports, we've got those now 'cause we've had more years that we've done reports on. So, that's mainly what they're looking for, but there's a lot of other things that she might be able to help with on that.

**RC:** Okay.

**VL:** It's a whole list of things.

**RC:** Then I will... I'll talk to her and see what can be done.

**VL:** And if there's something that you don't have in the office. That I might have, I can supply copies of that for you guys or email you stuff, so whatever you're looking for, you should have everything on that disc that I gave you.

**CLB:** Okay. Do you have anything that's kind of an outline of existing projects or matrix that shows status... How did you organize yourself when you were... did you have a listing that you created for yourself? Or...

**VL:** No. These things have been going on for so long that at one point, we listed 'em, but then they would drop through the cracks. And the other thing that we have here somewhere...

[background conversation]

**VL:** We used to have a matrix and then we had a bookkeeper that put everything together, and so, [chuckle] she shouldn't break it out, she didn't wanna break out our deposits and our mitigation. So we broke out in the beginning, the mitigation for the Clinton Keith property, the 98,000, that was broken out and we just put it in a separate account in the bank and we've kept it that way so it didn't get...

[overlapping conversation]

**RC:** Okay, so let me ask you about that, the 98,000, is that over in Union Bank or is that 98,000 at Wells Fargo?

**VL:** That's the Wells Fargo and that's for Clinton Keith.

**RC:** Okay, and the 90,000 or whatever for Adeline Farms and Greer Ranch...

**VL:** Well, Adeline Farms is 75,000, that's in Union and then Greer Ranch is 125,000.

**RC:** Okay, but those are over in Union Bank, those are in the brokerage accounts, correct?

**VL:** Right. And Shelly has told me you should have broken those out, but we had Lory Marsher who was doing SOWA's bookkeeping at the time, she was working for us and she didn't break anything out. So it's all lumped together, but the good thing is we haven't got a whole bunch of activity because the downturn in 2009, we had things that might be coming in, so we've lost that a long time ago 'cause everything fell through and then it took forever.

**CLB:** I'm just thinking from the project management standpoint, it might be beneficial... I think it would be beneficial to create a template for ourselves...since you have so much institutional knowledge we could build something where we have a listing of... I'm just kind of thinking out loud a little bit...a listing and have the different categories. So okay, is it an easement....or whatever it is.

**VL:** Well, and we should have like you're saying, well, a spreadsheet anyway, I'm gonna call it a spreadsheet. And I did have spreadsheets, but at this point we need to redo 'em because other things didn't happen.

**CLB:** Was that something you'd be willing to help us create and fill in the blanks?

**VL:** Well, I can give you what we have right now and then from then on, you could go ahead...and fill in after that.

**VL:** Because what we really should have for our bookkeeping and this doesn't sound like it's on the point but it is because it all works together, what we didn't do with Lori Marsher, and she worked for TRS at the time and they're a very good accounting firm, but because she worked for SOWA and they just lump everything in what they call the pool, when we go to spend money out of those accounts, we broke out those easements that are in Union Bank, rolled their interest into a checking account. Each one of those endowments should be broken out separately and then the cost should be attributed to those separately.

**RC:** I did ask Landmark Business Services, Catherine and Vicki if going forward, that information can be broken down in our financials and they said that it isn't a problem, they will tie it in that day.

**VL:** And it needs to be because in the future, say we have 10 of these easements if we're lucky enough to get more easements coming to us, how are you gonna keep track of all that if it's lumped in one big interest account at the checking level?

**MN:** Well, if we're keeping our books properly in QuickBooks, we'll have our general ledger, [chuckle] we'll have GL accounts that document...

**VL:** But if you don't break it out though, like it wasn't broken out for us with Lori Marsher...

**RC:** She said that she would do that.

VL: Okay.

RC: 'Cause I asked them I need these things separated and including, putting in interest.

VL: Right. And then this ledger though would go with that because you would have each easement and then the accounting would go with that.

MN: Yeah, our bookkeeping system will have our chart of accounts and we'll have...

VL: We've always had that, but...

MN: But if we don't we have to make sure that we have some very fine granularity in those accounts. And so, even if it's all coming out of one account, we have the inflows and the outflows coming out of our chartered accounts.

VL: But that didn't happen with this bookkeeper, and so, and that didn't happen at SAWA either and we had to go back and get another bookkeeper to start breaking it out.

RC: Okay, so where are we at with Morgan Heights? As I understand we're on our third year.

VL: So we're at where we need to do our due diligence, the CDFW certification which I call them the due diligence, that needs to be completed and we need to be approved by the state to take that easement.

RC: Okay, alright.

VL: So if Mandy could help us and she will flew through with flying colors.

RC: Okay, I will check with her."

**End of Transcript at this point in the meeting.**

No action required, Board moved on to next topic.

## **Item 2: Riverside Flood Control and potential future projects.**

President Corona reported that Jason Uhley of Riverside Flood Control had said he would try to make the meeting but was still on the road. As an overview of the information in the packet, the Disadvantaged Communities Project (DAC) has funds available to help with projects, for example, a vegetation water garden. In order to take the funds, entities must go through a public agency, and EMARCD has an opportunity to participate. Paperwork needs to be filled out in order to be considered, and President Corona requested permission and a motion to fill out the paperwork and send it in.

Director Newcomb made the motion; Director Brady seconded. Call for vote. **Motion passed 5-0.**

## **Item 3: Lake and Alteration Streambed Agreement update**

President Corona reported that the Lake and Streambed Agreement (LSA) reports had been sent in and the deadline was met. Director Long asked if it had the new name on it, and President Corona responded "not yet."

Director Long then asked for clarification on recipients of the report – that Jeff Brandt (Fish & Wildlife) had been sent one and Linda Alexander with Bear Creek had not due to the fact that

they had not paid. President Corona confirmed that was the case, and also that RCRC's report had also been sent in.

## **VI. ORAL/WRITTEN REPORTS**

Item 1: District Counsel not present

Item 2: EMARCD Director Reports

President Corona recognized Director Newcomb. He noted that during the discussion about templates and spreadsheets there was no mention of a shared directory – a unified file system for the District to access, and asked if one existed. President Corona responded that although Director Long had put together a disk when she turned duties over, there are different folders and it was difficult to navigate. She noted that there are certain things that cannot be put out to the general public.

Director Newcomb stated that this is from a purely administrative standpoint – a shared Cloud network drive that Directors and Associate Directors and Counsel could access. President Corona responded that everything is on a computer archived from the disk that Director Long had provided.

The Board agreed that once all files from the disk had been organized and named, that this could be revisited.

Director Long was recognized by President Corona. She stated that she wanted to talk about developer deposits, and that the only one active is Anne Lopez, with Morgan Heights. Director Corona asked if EMARCD had taken any money from them, and Director Long said yes, for deposits. President Corona that she had spoken with Ms. Lopez, who had said she had not given money; Director Long clarified that the developers had done so a long time ago, reflected in the running balances given to the accountant.

President Corona inquired about the amount, and Director Long responded that it was \$10,000 from DR Horton. Director Long said that she would write the information down because as a Board and as a District, leftover funds need to be addressed. She mentioned Brookfield having another developer buying them out as one example. Sue suggested talking with General Counsel to determine how to handle remainders of deposits, and mentioned that at one point the EMARCD attorney had been paid out of those deposits as well as Rick Hopkins for biological surveys.

Director Newcomb asked if there is any obligation under the contracts for the depositor to request the monies be returned. Director Long said that they are supposed to request the refund. Director Newcomb asked how many projects are sitting "in limbo" now, and Director Long estimated that there were five. President Corona asked if Director Long was going to provide her with a list, and Director Long said that she was. President Corona said that this was something that would need to be discussed with District Counsel.

## **VII. FUTURE AGENDA ITEMS**

Item 1: Discussion and possible approval of creating a policy for email use

General Counsel Cushman was not present, and Director Brady indicated that she had not yet seen the templates. Ms. Cushman was preparing and it was agreed to table Items 1 and 2 (ad hoc committee) until the next meeting.

## **VIII. ADJOURNMENT**

President Corona called for a motion to adjourn and Director Long made the motion. Director Kuhlman seconded. Call for vote. **Motion passed 5-0. Meeting completed: 5:28 pm**



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**Dave Kuhlman-Secretary/Treasurer Date**

# **FINANCIALS**

# Management Report

Elsinore-Murrieta-Anza Resource Conservation District  
For the period ended April 30, 2016

Prepared by

**Landmark Business Enterprises LLC**

Prepared on

**May 4, 2016**

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# Profit and Loss

April 2015

	Total
INCOME	
Interest Income	2.42
Investments	
Interest-Savings, Short-term CD	1,522.16
Total Investments	1,522.16
Stipend Allowance	4,500.00
Total Income	6,024.58
GROSS PROFIT	6,024.58
EXPENSES	
Office Supplies	209.68
Operations	
Postage, Mailing Service	13.00
Total Operations	13.00
Transcription Reimbursement	125.61
Website Expenses	
Domain Name	86.97
Total Website Expenses	86.97
Total Expenses	435.26
NET OPERATING INCOME	5,589.32
NET INCOME	\$5,589.32

# Balance Sheet

As of April 30, 2017

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Checking/Savings	
General Fund xx2226	35,508.34
Mitigation Account xx0102	98,106.59
Restricted Deposits xx2242	35,475.97
Union Banc Investment - Mkt Adj	-2.42
Union Banc Investment xx8488	203,756.20
Union Bank xx72042	11,867.44
<b>Total Checking/Savings</b>	<b>384,712.12</b>
<b>Total Bank Accounts</b>	<b>384,712.12</b>
<b>Total Current Assets</b>	<b>384,712.12</b>
<b>TOTAL ASSETS</b>	<b>\$384,712.12</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Deposits Payable	35,475.97
<b>Total Other Current Liabilities</b>	<b>35,475.97</b>
<b>Total Current Liabilities</b>	<b>35,475.97</b>
<b>Total Liabilities</b>	<b>35,475.97</b>
<b>Equity</b>	
Opening Balance Equity	106,583.03
Retained Earnings	233,249.34
Net Income	9,403.78
<b>Total Equity</b>	<b>349,236.15</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$384,712.12</b>

# Statement of Cash Flows

April 2016

	Total
OPERATING ACTIVITIES	
Net Income	5,589.32
Adjustments to reconcile Net Income to Net Cash provided by operations:	
<b>Net cash provided by operating activities</b>	<b>5,589.32</b>
NET CASH INCREASE FOR PERIOD	5,589.32
Cash at beginning of period	379,122.80
<b>CASH AT END OF PERIOD</b>	<b>\$384,712.12</b>

## A/R Aging Detail

As of April 30, 2016

---

This report contains no data for your specified date range.



## A/P Aging Detail

As of April 30, 2016

---

This report contains no data for your specified date range

# Elsinore-Murrieta-Anza Resource Conservation District Reconciliation Report

**General Fund xx2226, Period Ending 04/30/2016**

Reconciled on: 05/04/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: la.enter@yahoo.com

## Summary

Statement Beginning Balance	31,443.60
Checks and Payments cleared	-435.26
Deposits and Other Credits cleared	+4,500.00
Statement Ending Balance	35,508.34
Register Balance as of 04/30/2016	35,508.34

## Details

### Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/01/2016	Check	1142	ISC International	-86.97
04/14/2016	Check	1144	Big Horse Feed - Exp. Reimbursement	-138.61
04/20/2016	Check	1143	Glennies Office Supply	-209.68
Total				-435.26

### Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/06/2016	Sales Receipt	FEB150429-110425	SAWA - Stipend	1,500.00
04/07/2016	Sales Receipt	MARCH150429-110426	SAWA - Stipend	1,500.00
04/29/2016	Sales Receipt	APRIL150429-110427	SAWA - Stipend	1,500.00
Total				4,500.00

**Elsinore-Murrieta-Anza Resource Conservation District  
Reconciliation Report****Restricted Deposits xx2242, Period Ending 04/30/2016**

Reconciled on: 05/04/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: la.enter@yahoo.com

**Summary**

Statement Beginning Balance	35,475.97
Checks and Payments cleared	0.00
Deposits and Other Credits cleared	+0.00
Statement Ending Balance	35,475.97
Register Balance as of 04/30/2016	35,475.97

## Elsinore-Murrieta-Anza Resource Conservation District Reconciliation Report

Mitigation Account xx0102, Period Ending 04/30/2016

Reconciled on: 05/04/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: la.enter@yahoo.com

### Summary

Statement Beginning Balance	98,104.17
Checks and Payments cleared	0.00
Deposits and Other Credits cleared	+2.42
Statement Ending Balance	98,106.59
Register Balance as of 04/30/2016	98,106.59

### Details

Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/29/2016	Deposit		Wells Fargo Bank-Interest Income	2.42
Total				2.42

**Elsinore-Murrieta-Anza Resource Conservation District  
Reconciliation Report****Union Bank xx72042, Period Ending 04/30/2016**

Reconciled on: 05/04/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: la.enter@yahoo.com

**Summary**

Statement Beginning Balance	10,345.28
Checks and Payments cleared	0.00
Deposits and Other Credits cleared	+1,522.16
Statement Ending Balance	11,867.44
Register Balance as of 04/30/2016	11,867.44

**Details**

Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/21/2016	Deposit		Union Bank Inv Brokerage	1,522.16
Total				1,522.16

**Elsinore-Murrieta-Anza Resource Conservation District  
Reconciliation Report****Union Banc Investment xx8488, Period Ending 03/31/2016**

Reconciled on: 04/27/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: la.enter@yahoo.com

**Summary**

Statement Beginning Balance	199,517.76
Checks and Payments cleared	0.00
Deposits and Other Credits cleared	+4,238.44
Statement Ending Balance	203,756.20
Register Balance as of 03/31/2016	203,756.20

**Details**

Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/31/2016	Deposit		BMW BK North America Utah	1,123.99
03/31/2016	Deposit		Capital One NA CD 2.2	2,625.71
03/31/2016	Deposit		Change in Investment Value	488.74
Total				4,238.44

# **BILLS AND REIMBURSEMENTS**

# GLENNIE'S OFFICE PRODUCTS INC.

## STATEMENT

Page  
1

410 WEST FIFTH AVENUE  
ESCONDIDO, CALIFORNIA 92025-4828  
PHONE (760) 747-0701  
admin.esc@glenniesop.com

# GLENNIE'S OFFICE PRODUCTS INC.

Page  
1

410 WEST FIFTH AVENUE  
ESCONDIDO, CALIFORNIA 92025-4828

PLEASE RETURN THIS PORTION  
WITH YOUR PAYMENT.

EMARCD

PO BOX 2078  
TEMECULA

CA 92593-2078

DATE
04/30/16
CUST. NO.
7854

DATE	CUST. NO.
04/30/16	7854

EMARCD G  
AMOUNT REMITTED  
IF PAYING BY INVOICE—CHECK INDIVIDUAL  
INVOICES PAID

TERMS: NET 30 DAYS

FAX (760) 745-0776

TRANSACTION DATE	INVOICE NO.	TYPE	PO/CHECK#	CREDITS	CHARGES
LAST PAYMENT APPLIED ON 04/18/16 CHECK #41834 FOR \$ 86.92					
03/16/16	1606884-0	IN	ROSE	.00	86.92
04/18/16		PA	1143	86.92	.00
04/18/16		PA	41834	86.92	.00
04/05/16	1608413-0	IN	ROSE	.00	143.31
04/04/16	1608421-0	IN	ROSE	.00	8.62
04/15/16	1609314-0	IN	ROSE	.00	140.33
04/20/16	1609609-0	IN	ROSE	.00	36.64

INVOICE NO.	AMOUNT DUE	✓
1606884-0		
	-86.92	
1608413-0	143.31	
1608421-0	8.62	
1609314-0	140.33	
1609609-0	36.64	

CURRENT	30 DAYS	60 DAYS	90 DAYS	TOTAL
328.90	-86.92	.00	.00	241.98

TOTAL	PLEASE PAY THIS AMOUNT
241.98	241.98

TRANSACTION TYPE IN INVOICE PA PAYMENT AD ADJUSTMENT CR CREDIT ADJUSTMENT

Thank You!



# GLENNIE'S OFFICE PRODUCTS INC.

**Escondido**  
410 West 5th Avenue  
760-747-0701 Fax 760-745-0776

**Temecula**  
41695 Enterprise Circle South  
951-296-3627 Fax 951-296-3848

**Customer Care**  
800-499-CLIP (2547)  
Fax  
800-505-CLIP (2547)  
custservice@glenniesop.com  
www.glenniesop.com

## Bill To:

EMARCD

PO BOX 2078  
TEMECULA

CA 92593 2078

CHARGE INVOICE # 1608413-0

Page  
1

Customer Purchase Order ROSE	Delivery Route 5	Invoice Date 04/05/16 06:13
---------------------------------	---------------------	-----------------------------------

## Special Instructions

Account Dept Who Called

## Ship To:

EMARCD

33320 TEMECULA, CA 92592

Account Executive		Order Taker	Order Date:	Invoice Date	Terms	GL/Inv	Packed By	Total Ctn(s)
500/T-HOUSE		160	04/04/16	04/05/16	Net 30	55/ 1		
B/O'd	Ordered UM	Shipped	Mfg	Item Number	Item Description	Price per Unit	Extended	
	3 RM	3	WLT	851001VP-RM	PAPER, MULTI-USE, 8.5X11, 20#, RM	3.990	11.97	
	3 EA	3	HEW	CH563WN	WLT 851001VP INK CRG, HP 61XL, 480YLD, BLK	40.239	120.72	

A locally owned business supporting our local economy

THANK YOU FOR YOUR ORDER

Subtotal	132.69	Sales Tax	10.62	Invoice Total	143.31
----------	--------	-----------	-------	---------------	--------

Returns must be unused in original packaging and returned within 30 days. Other returns are subject to approval and may be subject to restocking fees. Special orders, furniture, machines and ingestible products may not be returnable, please check with Customer Care.

Please Remit To: Glennie's Office Products, Inc.  
410 West Fifth Avenue  
Escondido, CA 92025

# GLENNIE'S OFFICE PRODUCTS INC.

**Escondido**  
410 West 5th Avenue  
760-747-0701 Fax 760-745-0776  
**Temecula**  
41695 Enterprise Circle South  
951-296-3627 Fax 951-296-3848

**Customer Care**  
800-499-CLIP (2547)  
Fax  
800-505-CLIP (2547)  
custservice@glenniesop.com  
www.glenniesop.com

STORE  
COPY

CHARGE INVOICE # 1608421-0

Page  
1

Customer Purchase Order Delivery Route Invoice Date  
ROSE 5 04/04/16  
13:33

Special Instructions

Account Dept Who Called

951-676-5006

Ship To:

EMARCD

Bill To:

EMARCD

PO BOX 2078  
TEMECULA

CA 92593 2078

Account Executive 500/T-HOUSE			Order Taker 160	Order Date: 04/04/16	Invoice Date 04/04/16	Terms Net 30	GL/Inv 5/ 5		Packed By	Total Ctn(s)
B/O'd	Ordered UM 2 RM	Shipped 2	Mfg WLT	Item Number 851001VP-RM	Item Description PAPER, MULTI-USE, 8.5X11, 20#, RM WLT 851001VP			Price per Unit 3.990	Extended 7.98	

A locally owned business supporting our local economy

Received By:

THANK YOU FOR YOUR ORDER

Subtotal	Sales Tax	Invoice Total
7.98	.64	8.62

Returns must be unused in original packaging and returned within 30 days. Other returns are subject to approval and may be subject to restocking fees. Special orders, furniture, machines and inquestible products may not be returnable, please check with Customer Care.

Please Remit To: Glennie's Office Products, Inc.  
410 West Fifth Avenue  
Escondido, CA 92025

# **GLENNIE'S OFFICE PRODUCTS INC.**

**STORE  
COPY**

**Escondido**  
410 West 5th Avenue  
760-747-0701 Fax 760-745-0776  
**Temecula**  
41695 Enterprise Circle South  
951-296-3627 Fax 951-296-3848

**Customer Care**  
**800-499-CLIP (2547)**  
**Fax**  
**800-505-CLIP (2547)**  
**custservice@glenniesop.com**  
**www.glenniesop.com**

**Bill To:**

**EMARCD**

**PO BOX 2078  
TEMECULA**

**CA 92593 2078**

**CHARGE INVOICE # 1609609-0**

**Page  
1**

**Customer Purchase Order** **Delivery Route** **Invoice Date**  
**ROSE** **5** **04/18/16**  
**15:33**

**Special Instructions**

**Account Dept Who Called**

**7854**

**951-676-5006**

**Ship To:**

**EMARCD**

**33320 TEMECULA PKWY  
TEMECULA**

**CA 92592**

Account Executive 500/T-HOUSE			Order Taker 160	Order Date: 04/18/16	Invoice Date 04/18/16	Terms Net 30	GL/Inv 5/ 5		Packed By .	Total Ctn(s)
B/O'd	Ordered UM	Shipped	Mfg	Item Number	Item Description			Price per Unit	Extended	
	2 EA	2	BSN	28444	BINDER, D-RING, 4", WHT UNV 20994			9.990	19.98	
	3 RM	3	WLT	851001VP-RM	PAPER, MULTI-USE, 8.5X11, 20#, RM WLT 851001VP			4.650	13.95	

**A locally owned business supporting our local economy**

**Received By:**

**THANK YOU FOR YOUR ORDER**

Subtotal	Sales Tax	Invoice Total
33.93	2.71	36.64

Items must be unused in original packaging and returned within 30 days. Other returns are subject to approval and may be subject to restocking fees. Special orders, furniture, machines and inquestible products may not be returnable, please check with Customer Care.

**Please Remit To: Glennie's Office Products, Inc.**  
**410 West Fifth Avenue**  
**Escondido, CA 92025**

Glennie's Office Products, Inc.  
 410 West Fifth Avenue  
 Escondido, CA 92025  
 Ph: 800.499.2547 Fax: 760.745.0776  
 admin.esc@glenniesop.com

Date	Invoice
04/15/16	1609314-0

CHARGE Invoice  
 Page 1  
 Slsm 500 OT 160

Customer # 7854 Dept

Billing Address  
 EMARCD

PO BOX 2078  
 TEMECULA

CA 92593 2078

Customer PO  
 ROSE  
 REPRINT

Ship To  
 EMARCD

3520 TEMECULA PKWY  
 TEMECULA

CA 92592

Item Number	Co. Description	Order UN Qty	B/O Qty	Ship Qty	Net Price	Extended Net
***** INVENTORY FROM LOCATION ( 1)						
CH562WN	HEW INK CRG,HP 61,165YLD	EA 1		1	21.990	21.99
851001VP-R	WLT PAPER,MULTI-USE,8.5X	RM 3		3	3.990	11.97
	851001VP WLT					
CH563WN	HEW INK CRG,HP 61XL,480Y	EA 3		3	31.990	95.97
THANK YOU FOR YOUR ORDER						
Visit us on the WEB at <a href="http://www.glenniesop.com">www.glenniesop.com</a>						
Sub-Total						129.93
Tax						10.40
TOTAL						140.33



**EMARCD REIMBURSEMENTS-APRIL 2016**

Item	Amount
Transcription - April 2016	\$67.60

**TOTAL AMOUNT DUE** \$ 67.60

**PLEASE MAKE CHECK PAYABLE TO  
BIG HORSE FEED**

**"MORE THAN JUST A FEED STORE"**

33320 Temecula Parkway, Temecula, CA 92592 • Ph 951-676-2544 • Fax 951-695-5202 • [www.bighorsefeed.com](http://www.bighorsefeed.com)

JEWELRY • CLOTHING • LEATHER GOODS & ACCESSORIES • HOME DECOR FURNISHINGS & ACCENTS • DRAFT HORSE GIFT & SPECIALTY ITEMS  
TACK - ENGLISH & WESTERN • ANTIQUE MEMORABILIA • TOYS & CHILDRENS GIFTS • PET GIFTS & SUPPLIES • ANTIQUES  
HAY • FEED • GRAIN • PET FOOD • FARM & GARDEN SUPPLIES • HORSE & ANIMAL HEALTH PRODUCTS

## Detail Continued

\* denotes Pay Over Time activity

Date	Description	Amount
03/28/16	ANIMAL NUTRITION 701-271-3500 ND CAN PRODUCTS OPEN EXTENDED PAYMENT OPTION	[REDACTED]
04/04/16	ANIMAL NUTRITION 701-271-3500 ND CAN PRODUCTS OPEN EXTENDED PAYMENT OPTION	[REDACTED]
04/06/16	CTC*CONSTANTCONTACT.COM 855-229-5506 MA 1108582230289 02451 CONSTANT CONTACT	[REDACTED]
04/11/16	ANIMAL NUTRITION 701-271-3500 ND CAN PRODUCTS OPEN EXTENDED PAYMENT OPTION	[REDACTED]
04/14/16	VOCAL 00-08029552778 LOS ANGELES CA 213-7464002 OPEN EXTENDED PAYMENT OPTION	[REDACTED]
04/15/16	SCRIBIE.COM SCRIBIE.COM SAN RAMON CA 7038804786	[REDACTED]
04/15/16	SCRIBIE.COM SCRIBIE.COM SAN RAMON CA 7038804786	[REDACTED]

Retail Feed

Retail Feed

Internet-Advertising

Retail Feed

Retail - Clothing

EMARCO - offset see credits  
\$67.60  
Emarco

## Fees

Total Fees for this Period Amount \$0.00

## Interest Charged

Total Interest Charged for this Period Amount \$0.00

## about Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest." Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

# **CORRESPONDENCE**



April 29, 2016

SUBJECT: Adopted Proposed LAFCO Budget for FY 2016-2017

To Distribution:

On April 28, 2016, the Riverside Local Agency Formation Commission (LAFCO) adopted its FY 2016-17 Proposed Budget. The Commission has continued its efforts to perform its statutorily required functions at the lowest possible cost. Total appropriations were increased a modest 3.6 percent over the FY 2015-16 Budget, however operating expenditures are actually one percent lower. As the Commission continues the trend of fiscal responsibility, its goal to fully fund the Compensated Absences Liability Reserve (CALR) is being accelerated, requiring a larger appropriation to this fund over the next two years. Largely as a result of the increased appropriations to this designated reserve fund, the local agency cost apportionment will be increasing by 11.8 percent in FY 2016-17. The increase represents a relatively small sum for most agencies (most cities will experience an increase of less than \$620 and the increase for most special districts will be below \$45).

The adopted Proposed Budget is attached for your review. Adoption of the Final Budget is scheduled for May 26, 2016. For additional details, please refer to the staff report, which can be found within the April Agenda under the Quick Links menu on the Commission's website at [www.lafco.org](http://www.lafco.org). Please feel free to submit any comments to our office prior to the scheduled hearing on the Final Budget, but preferably by May 19th. If you have any questions, please contact George Spiliotis, Executive Officer at (951) 369-0631 or [gspiliotis@lafco.org](mailto:gspiliotis@lafco.org).

Sincerely,

George J. Spiliotis  
Executive Officer

Distribution: Board of Supervisors c/o Clerk of the Board  
Cities of Riverside County c/o City Clerks  
Independent Special Districts of Riverside Co. c/o District Clerks  
Paul Angulo, Auditor-Controller  
Jay Orr, County Executive Officer



**FY 16-17 Adopted Proposed Budget**  
**April 28, 2016**

		<b>FY 15-16</b>	<b>FY 16-17 Rec.</b>	<b>Difference from</b>
<b>OBJ:</b>	<b>Description</b>	<b>Final Budget</b>	<b>Proposed Budget</b>	<b>Prior FY Budget</b>
510040	Regular Salaries	\$444,630	\$444,630	0.0%
510440	Leave Buydown	\$29,936	\$29,936	0.0%
517000	Workers Comp	\$1,998	\$3,390	69.7%
518100	Benefits	\$182,318	\$185,733	1.9%
	<b>Total Appropriation 1</b>	<b>\$658,882</b>	<b>\$663,689</b>	<b>0.7%</b>
520260	Computer Lines	\$164	\$0	-100.0%
520930	Communication Svcs	\$2,268	\$3,072	35.4%
520930	Insurance- Liability/Property	\$6,424	\$6,364	-0.9%
521340	Maint-Communications-Equip	\$300	\$300	0.0%
521360	Maint-Computer Equip	\$15,360	\$15,140	-1.4%
523100	Memberships	\$8,697	\$9,227	6.1%
523230	Misc Agency Exp	\$400	\$400	0.0%
523240	Non County Agency Exp	\$1,250	\$1,250	0.0%
523250	Refunds	\$100	\$100	0.0%
523620	Books/Publications	\$274	\$274	0.0%
523680	Office Equip/Furn	\$500	\$500	0.0%
523700	Office Supplies	\$2,000	\$2,000	0.0%
523760	Postage/Mailings	\$4,225	\$5,649	33.7%
523840	Computer Equip-Software	\$19,000	\$2,800	-85.3%
524560	Auditing/Accounting	\$8,786	\$9,378	6.7%
524700	County Counsel	\$13,149	\$13,623	3.6%
525020	Legal Svcs	\$1,000	\$1,000	0.0%
525120	Micrographic Svcs	\$5,728	\$1,728	-69.8%
525140	Personnel Svcs	\$4,132	\$4,530	9.6%
525300	Peoplesoft Financials	\$1,923	\$0	-100.0%
525310	Peoplesoft HRMS	\$1,844	\$0	-100.0%
525330	RMAP Svcs	\$167	\$90	-46.1%
525340	Temp Help Svcs	\$100	\$100	0.0%
525440	Professional Svcs	\$3,500	\$0	-100.0%
525600	Security	\$516	\$516	0.0%
525820	RCIT Pass-Thru Support	\$0	\$4,888	
525860	RCIT Device Support	\$0	\$3,189	
526410	Legally Required Notices	\$8,020	\$7,656	-4.5%
526520	Rent/Lease-Copiers	\$2,740	\$2,740	0.0%
526700	Rent/Lease-Bldgs	\$32,565	\$33,217	2.0%
526720	Rent/Lease Storage	\$1,048	\$1,048	0.0%
527880	Training-Other	\$250	\$250	0.0%
528120	Commission Exp	\$12,850	\$15,010	16.8%
528140	Conf Reg Fees	\$3,400	\$3,400	0.0%
528900	Air Transportation	\$2,300	\$1,300	-43.5%
528960	Lodging	\$2,200	\$2,400	9.1%
528980	Meals	\$600	\$600	0.0%
529000	Misc Travel Exp	\$500	\$500	0.0%
529040	Mileage	\$12,310	\$13,086	6.3%
529080	Rental Vehicles	\$300	\$300	0.0%
	<b>Total Appropriation 2</b>	<b>\$180,890</b>	<b>\$167,625</b>	<b>-7.3%</b>
581000	Approp For Contingency	\$15,000	\$20,000	33.3%
308100	Reserve-General	\$52,000	\$52,000	0.0%
	Reserve-Comp. Absences Liab.	\$34,000	\$71,500	110.3%
	<b>TOTAL APPROP./EXPEND.</b>	<b>\$940,772</b>	<b>\$974,814</b>	<b>3.6%</b>
	<b>REVENUE:</b>			
740020	Interest	\$1,200	\$1,200	0.0%
777520	Fee Revenue	\$100,953	\$90,000	-10.8%
	PY Fund Balance	\$95,635	\$52,685	-44.9%
	Trans from General Reserve	\$0	\$0	
781560	Local Agency Share	\$742,984	\$830,928	11.8%
	<b>TOTAL REVENUES</b>	<b>\$940,772</b>	<b>\$974,814</b>	<b>3.6%</b>
	<b>SURPLUS/(DEFICIT)</b>	<b>\$0</b>		
	<b>RESERVE BALANCES:</b>			
	General	\$120,381	\$172,381	43.2%
	Compensated Absences Liab.	\$66,000	\$137,500	108.3%



April 4, 2016

Vicki Long, President  
Elsinore-Murrieta-Anza Resource Conservation District  
21535 Palomar Rd., Suite A  
Wildomar, California 92595

Re: Former Redevelopment Owned Properties For Sale  
Long Range Property Management Plan (LRPMP)

To whom it may concern:

The Redevelopment Agency for the County of Riverside ("RDA") was dissolved on February 1, 2012 such that the RDA is now deemed a former redevelopment agency under Health and Safety Code Section 34173. The Successor Agency to the RDA for the County of Riverside received their approval from the Department of Finance for the Amended Long-Range Property Management Plan (LRPMP) on December 18, 2015.

The County of Riverside, Economic Development Agency, Real Estate Division on behalf of the Successor Agency to the RDA, announces that the former RDA properties are currently for sale and will therefore be accepting offers. Details about each of the available properties can be viewed at our web site by navigating to this URL: <http://www.rivcoeda.org/Departments/RealEstateDivision/RealEstateServices/SurplusRDAProperties/tabid/1621/Default.aspx>.

You are thusly notified that if you have any interest in any of the available properties, you may notify Monica Tlaxcala and Yolanda King of the Riverside County Economic Development Agency, Real Estate Division, within sixty (60) days of the date of this letter, either in writing, by phone (951) 955-8173 or (951) 955-9656 or via email at [MTlaxcala@rivcoeda.org](mailto:MTlaxcala@rivcoeda.org) or [YKing@rivcoeda.org](mailto:YKing@rivcoeda.org). Thank you.

Sincerely,

*Robert A. Lewis*

Principal Real Property Agent  
Real Estate Division



**California Special  
Districts Association**  
*Districts Stronger Together*

## MEMORANDUM

**DATE:** April 29, 2016

**TO:** California Special Districts Association (CSDA) Voting Members

**FROM:** Bill Nelson, CSDA Board President  
Neil McCormick, Chief Executive Officer

**SUBJECT:** Proposed CSDA Bylaws Updates

---

The CSDA Board of Directors has approved recommended updates to the CSDA Bylaws to bring forward to CSDA voting members for consideration.

Highlights to the recommended updates include:

- General clean-up to reflect updates and organizational changes over the last two years
- Clarifying language to the CSDA Board nomination and election process to allow for electronic voting
- Clarifying language for the inclusion of electronic communication related to the CSDA Bylaws amendments

The full proposed changes to CSDA's Bylaws are indicated in mark-up form for your review and can be found online at [www.csdanet.org/bylaws](http://www.csdanet.org/bylaws).

As a voting member in good standing, once your district has reviewed the proposed CSDA Bylaws updates, please use the enclosed official ballot to cast your vote by mail in favor or not in favor of the changes.

**Completed ballots must be received by Friday, June 24, 2016 at 5:00 PM to be counted.** Only official and fully completed ballots returned via regular mail to the CSDA office will be counted. The results of the Bylaws ballot will be announced in the CSDA e-News and on the CSDA website. If approved by the membership, the updated Bylaws will take effect on July 1, 2016.

If you have any questions or require printed copies, please contact Charlotte Lowe, Executive Assistant at [charlottel@csda.net](mailto:charlottel@csda.net) or (916) 442-7887.

**Thank you for your participation and continued support of CSDA!**




**NOTICE OF PUBLIC HEARING  
OF THE RIVERSIDE LOCAL AGENCY  
FORMATION COMMISSION**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held before the **Riverside Local Agency Formation Commission**, in the Board of Supervisors Meeting Room, County Administrative Center, 1<sup>st</sup> Floor, 4080 Lemon Street, Riverside, California, on **Thursday, May 26, 2016 at 9:30 a.m.** on the following proposal:

**1. Final Budget for Fiscal Year 2016-17.**

The above does not necessarily reflect the order in which the items will be heard. Previously continued items may not appear on this notice. For a particular description of the land involved, reference is hereby made to maps and legal descriptions on file in the office of the Riverside Local Agency Formation Commission, 3850 Vine Street, Suite 240, Riverside, CA 92507. Staff reports are available for download from our website at [www.lafco.org](http://www.lafco.org), **approximately one week prior to the hearing date** or you may submit a written request for a proposal listed above and one will be sent to you. For additional information call (951) 369-0631.

RIVERSIDE LOCAL AGENCY FORMATION COMMISSION

  
George A. Spiliotis  
Executive Officer  
May 4, 2016

**NOTICE OF PROTEST HEARING  
BEFORE THE EXECUTIVE OFFICER OF THE  
RIVERSIDE LOCAL AGENCY FORMATION COMMISSION**

NOTICE IS HEREBY GIVEN that a Protest Hearing will be held by the Executive Officer of the Riverside Local Agency Formation Commission at 3850 Vine Street, Suite 240, Riverside, California, on Thursday, May 26, 2016 at 2:00 p.m. to receive written protest on the following proposal:

**LAFCO 2015-06-2-Reorganization to Include Annexation to Temescal Valley Water District (Parcel 1) and Annexation to Temescal Valley Water District and Concurrent Detachment from Elsinore Valley Municipal Water District (Parcel 2) (Toscana):** Parcel 1 - T4SR6W Portion of Section 36 & T4SR5W Portion of 31, generally

south of Dawson Canyon Rd., west of the Lake Mathews Estelle Mountain Reserve, east of Park Canyon Rd., southeast of Dawson Canyon Rd., and north of Temescal Canyon Rd. Parcel 2- Generally north of Indian Truck Tr., east of Campbell Ranch Rd., east and west of Temescal Canyon Rd., west of the Temescal Wash, and south of El Hermano Rd.

Commission proceedings were initiated by landowner petition initiated by Forestar Toscana, LLC. The purpose of the reorganization is to place all developable portions of the Toscana Specific Plan within the jurisdiction of Temescal Valley Water District. The reorganization was approved subject to the terms and conditions outlined in LAFCO Resolution No. 03-16 which is available upon request through the LAFCO office.


Any owner of land within the affected territory may file a

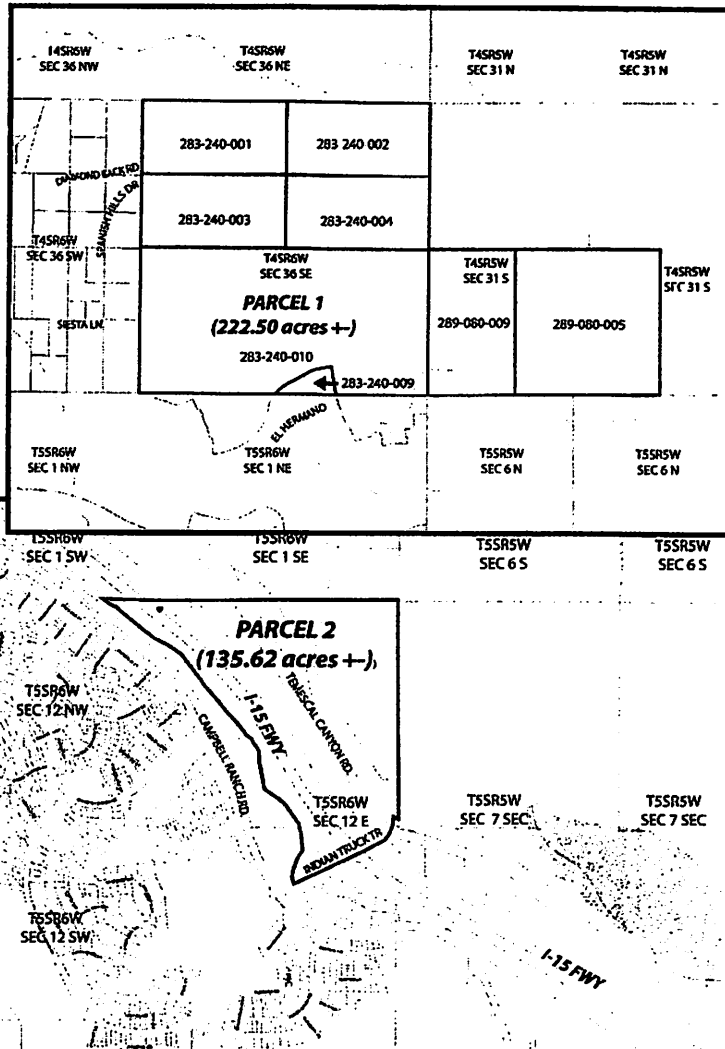
written protest against the proposal with the Executive Officer of the Commission at any time between the date of this notice and the conclusion of the protest hearing on this proposal.

Written protest must be submitted on the official protest form available from LAFCO. Protests must be delivered to the following address prior to the conclusion of the hearing:

George J. Spiliotis, Executive Officer  
Local Agency Formation Commission  
3850 Vine Street, Suite 240  
Riverside, CA 92507  
(951) 369-0631

RIVERSIDE LOCAL AGENCY FORMATION COMMISSION

  
George J. Spiliotis  
Executive Officer  
May 4, 2016





# PAPERLESS FILING SOLUTION

## Statement of Economic Interests Form 700

### *E-Filing & Admin System*

#### Filing Forms 700 & 800 Series Made Simple and Secure

Make your hard to track paper filing system obsolete with the industry leading provider of an e-filing system for the FPPC Form 700. Don't be fooled by companies with large start up costs and overseas programming. NetFile is the founder and leader of this market space with several thousands of e-filings made over many years and our system has no startup costs at all!

Being an online system, the agency, filer, and the public can access the system 24/7/365. Since this is a shared platform, the system is affordable for even the smallest local government client. NetFile offers around the clock support that is 100% based in California - no need to worry about foreign based support! All revenue stays in CA - not outsourced like the competition!

#### **A sampling of NetFile's system advantages are:**

- Several NetFile clients have already been FPPC approved as paperless agencies!
- Easily manage your filer's conflict of interest code
- Multiple levels of administration for admin and department level filing officers
- Database is kept current throughout the year - no more year-end panic!
- Public portal for 800 series form online requirement
- Multiple position filings are fast and efficient with NetFile
- Previous Form 700 Filer data populates new filing (huge time savings)!
- Works with any modern Windows PC, Mac, or Linux system with current browser
- NetFile is 100% based in CA (no outsourcing of work to other countries)

#### **Features**

##### **Electronic Filing**

Each Form 700 filer can self-register and is issued a unique Filer ID and password. A link from your website starts the filing process. The site is hosted by NetFile but looks just like your site. NetFile servers ensure fast and efficient filings. The submitted filing is validated to stop amendments from happening in the first place. Online video tutorials makes filing easy!

##### **Agency Management Tool**

The system acts as your repository of filers. Create the filers in the database just once. Notifications can be sent out via an e-mail blast to all filers or filers by department. Run your filing status report for an up to date filing receipt list. From the report you can see exactly who or who has not filed. This report can be run by department or for your entire database.

##### **Paperless Filings, Paper Filings, or Both!**

The system handles all types of filings. You can go entirely paperless, entirely paper based, or a combination of both!



#### **SEI Form 700 E-Filing & Admin System Facts:**

##### **FPPC Paperless Approved**

Several NetFile clients have been approved as paperless filing agencies by the FPPC. Very simple and easy approval process.

##### **Many Years Proven Success**

NetFile's local government clients in California have been using this system for many years. NetFile has numerous County and City clients who make several thousands of filings per year.

##### **No Huge Upfront Costs**

You pay a very reasonable ongoing fee. Affordable for most any sized agency.

##### **Staff Support and Training Included in Ongoing Fee**

Being a hosted solution, you enjoy a low ongoing cost that includes both staff support and training at no additional cost to you! There is no limit to the amount of staff support or training provided to our clients.

##### **No Long Term Commitment**

All our contracts have 30-day out clauses (for any reason)!

##### **Data is Safe and Secure**

Backups are made nightly for all of you and your filer's data. The data is sent offsite to multiple locations to ensure the safety and integrity of your data.

##### **No IT Involvement Necessary**

All IT has to do is place a link on your website (that's it)!

##### **NetFile Dedication**

NetFile has been in business since 1998. Providing e-filing systems and software is all we do! There are no other distractions to keep us from servicing our clients to the fullest extent!



### **Document Viewing Portal - Public Site**

You can choose to have your filers' documents shown over the internet in redacted form with your own redaction specifications. You can even narrow down which filers you would want to show. Public site meets FPPC's mandated 30-day online posting requirements for certain 800 series forms!

### **Document Viewing Portal - Private Site**

The system also comes with a kiosk mode that allows you to show filings in unredacted form but only in your office. That way if someone walks in requesting to view a filing, just point them to one of your computers to search for the filings. They could print to your internal printer if they wanted to purchase a hard copy. No more pulling files and making copies wasting valuable staff time!

### **NetFile is Number One in California**

NetFile is California's first internet based accounting, disclosure, and data management system. Our clients account for over half of all electronic disclosure document filings in the state of California. For our local government platform, there have been several thousand e-filings made for both our SEI Filing and admin system as well as our Campaign Disclosure filing and admin system.

### **Unparalleled Training and Technical Support**

Our business model is based on an ongoing service with no long term contractual commitments from our clients. This guarantees you the best in training and support!

### **Contact Information:**

Company Name: **NetFile**

Address: 2707 Aurora Rd  
Mariposa, CA 95338

Phone: (209) 742-4100 (Main Line & Support)

Phone: (559) 434-2045 (Local Government Sales)

Fax: (209) 391-2200

E-mail: sales@netfile.com

website: www.netfile.com

**NOTE: NetFile also has an e-filing system for local government for campaign disclosure for the e-filing and admin of FPPC Forms 460, 496, 497 450, 461, 465 and 470.**



**SPEAKER-JASON UHLEY**  
**RIVERSIDE COUNTY FLOOD**  
**CONTROL**  
**PROJECTS AND**  
**OPPORTUNITIES**





## Upper Santa Margarita Watershed IRWM Plan Update

### 2015 PROJECT NOMINATION FORM

The Project Nomination Form is for projects that will meet the goals, objectives and priorities of the 2014 USMW IRWM Plan Update, as well as criteria contained in the draft 2015 IRWM Implementation Guidelines and Proposal Solicitation Package (will be final by May 2015 substantially as presented in the draft).

The Project Nomination Form provides the essential information of a proposed project to be considered as either a *conceptual project* or an *IRWM Plan project*, defined as follows:

- ***Conceptual projects*** are implementation projects that are still in the planning stages and not ready to proceed, but meet the goals and objectives of the 2014 USMW IRWM Plan. *To have your project be considered as a conceptual project for further development as part of the USMW IRWM Program, you must be able to complete at least the first portion of this form highlighted in orange.*
- ***IRWM Plan projects*** are implementation projects that meet the goals, objectives and priorities of the 2014 USMW IRWM Plan and have been developed sufficiently to meet specific criteria provided by the California Department of Water Resources. *To have your project considered as an IRWM Plan project, you must be able to complete all questions in this form, in both the sections highlighted in orange and blue.*

*Complete the form and return with supporting attachments, as needed, to the USMW IRWM Program Manager at [irwm@ranchowater.com](mailto:irwm@ranchowater.com).*

*If you prefer a Word version of this PNF or have questions, contact Justin Haessly at Rancho California Water District, [irwm@ranchowater.com](mailto:irwm@ranchowater.com) or (951) 296-6942*



☒ Newly Submitted Project

☐ Previously Submitted Project

### 1. General Project Information (Required for all projects)

#### a. Project Title

Meadowview Stream Restoration Project

#### b. Potential Project Benefits (Check all that specifically apply)

☐ Increase diversification of water supply portfolio

☐ Maximize groundwater potential

☒ Protect and improve local surface water quality

☐ Promote integrated flood management

☒ Protect, restore and enhance aquatic/riparian habitat

☐ Promote economic, social, land use and environmental sustainability

#### c. Project Type

☒ Construction

☐ Program

☐ Study/Investigation

#### d. Project Description





The MS Restoration Project (Project) will use bioengineered best management practices to stop dangerous mass bank failure in the Meadowview creek, improve infiltration and surface water quality, and protect water utility lines, a road and private property threatened by extensive and progressive erosion. The Project will also improve wildlife habitat along the creek. It will transform what is a community and environmental liability into a sustainable natural, recreational and educational watershed asset for the entire Temecula Valley. The community intends it to become a creek and meadow ecosystem showcase, promoting multiple uses, including recreation, education, wildlife and watershed restoration.

The Project is part of a holistic restoration and enhancement plan for the Meadowview Openspace. We are working to reduce the amount of nonnative plants in the meadow through the use of grazing. Over time the percent cover of native plants will increase, in turn increasing the amount of on-site infiltration. In this proposal, we hope to gain funding to incorporate the stream restoration with our overall site management. We will restore the creek using bioengineering and native plant restoration to maximize the infiltration of water into the local aquifer and to decrease the amount of erosion that occurs during storm events. We intend to do this by stabilizing the creek flow line, through the strategic use of natural material such as rock revetment and toe stone, slowing and directing storm water through the use of scour holes and rock vane.

e. Project Status, Timeline, and Readiness to Proceed

*Include anticipated start and completion dates; status of planning, design, or construction; status of environmental documentation; status of permitting – local or regional, status of approval to implement the project, other items to demonstrate readiness to proceed.*

The assembled Project team includes as lead the Meadowview Home Owners' Association (HOA); the City of Temecula, Public Works department; Stream restoration engineer and certified Floodplain manager Tory Walker; Partners for US Fish and Wildlife biologist Jonathan Snapp-Cook; and the support of the Army Corp of Engineers, Riverside County Flood Control, California Fish and Wildlife, and the Elsinore-Murrieta-Anza Resource Conservation District (see attached Agency and Political folder). The project will consist of four phases, hydrological studies, final engineering design and permitting, construction and educational outreach. Engineering plans will be drafted in consultation with the wider community through "Town Hall" type meetings in which feedback can be incorporated. (See attached creek plan views). We estimate from start to completion a 2.5 year timeline. The Project may be exempt from CEQA under Categorical Exemption 15333 (small habitat restoration projects) and eligible for accelerated permitting under the new law AB 2193.





#### f. Project Location

The Project is located in Upper Santa Margarita Watershed, in the South Coast Hydrologic region, and the Temecula Valley Ground water basin. Specifically, it crosses the common area of the Meadowview HOA, bounded by the ring roads Del Rey and Via Norte, in Temecula, CA. One mile of Meadowview stream is on Meadowview property, before crossing onto Temecula City property for .2 miles, which then deposits into a basin. Latitude 33.52211, Longitude -117.13158

#### g. Purpose and Need

The Meadowview HOA has approximately 370 acres of open space which is bisected by an unnamed intermittent creek, which shall be called Meadowview Stream. (MS). The area of concern focuses on a one mile stretch in which the natural meander was removed when it was mechanically straightened in the 1950s. (See attached Historical Aerials folder) Since then, its course has altered, incised and widened, and in the last five years, approximately 4000 total linear feet of the creek banks have suffered significant erosion. This erosion has led to 10-foot high banks, which are unstable, and failing en masse. The HOA's open space is open to and used by the public daily, accessible to the 900-home association, as well as the surrounding neighborhoods. Of most immediate concern is the danger to the public posed by the stream's collapsing banks. Two and a half years ago, a young boy died in this creek after the bank he was digging in collapsed on him. (see attached news article) Further, the damage to infrastructure, water quality and habitat is substantial: undermining roads and threatening water utility lines immediately to the east, as well as Meadowview common facilities. Erosion is also impacting the City of Temecula which has spent nearly \$100,000 in the last four years removing sediment from the basin directly downstream. Three acre feet were removed in the last clean-out in 2013, less than 18 months after the previous removal. Sediment, as the largest non-point source pollution in the US, also affects water quality; riparian habitat is destroyed when emergency repairs are required to protect property; and aquifer recharge opportunity from the MS is lost when stormwater flows too quickly through it.

## 2. Project Sponsor/Lead Agency Information (Required for all projects)

#### a. Agency/Organization Name



Meadowview HOA

**Commented [DF1]:** Meadowview is working to find a project partner to serve as the project proponent who is eligible under DWR's Guidelines

**b. Contact Person (name and title)**

Teri Biancardi, Meadowview Board

**c. Email**

[teribiancardi@icloud.com](mailto:teribiancardi@icloud.com)

**d. Phone**

(951) 961-6622

**e. Address**

41050 Avenida Verde, Temecula, CA 92591

**f. Adopted the USMW IRWM Plan: Y/N**

N

**g. Urban water supplier: Y/N**

N

**i. If yes, status of 2010 Urban Water Management Plan:**

**ii. If yes, status of AB1420 compliance:**





### 3. Project Partners (Required for all projects – note if not applicable)

#### a. Agency/Organization Name:

Department of US Fish and Wildlife; City of Temecula

#### b. Contact Person (name and title):

Jonathan Snapp-Cook, Biologist; Tom Garcia, Public Works Director

#### c. Email:

[jonathan\\_snapp-cook@fws.gov](mailto:jonathan_snapp-cook@fws.gov), [tom.garcia@cityoftemecula.org](mailto:tom.garcia@cityoftemecula.org)

#### d. Phone:

[760.431.9440](tel:760.431.9440) x233; [951-506-5163](tel:951-506-5163)

#### e. Cell Phone (optional):

#### f. Address:

USFWS, 2177 Salk Ave., Suite 250, Carlsbad, CA 92008; City of Temecula City Hall, 41000 Main Street, Temecula, CA 92590

☒ Collaborative Planning

☒ Direct Funding

☐ In-Kind Services

☐ Co-Operator/Co-Manager

### 4. Project Goals and Objectives (Required for inclusion in the IRWM Plan)



a. List the Project's Goals and Objectives:

1. Restore ecological stream values, by halting erosion, improving water quality and restoring native habitat.
2. Improve water infiltration and enhance aquifer recharge by slowing and capturing stormwater runoff.
3. Transform a public safety hazard and ecological liability into a signature watershed restoration project through implementing bioengineered, natural structures and utilizing volunteer labor emerging out community support for this effort.

b. Check which IRWM Plan Goals and Objectives the project meets :





*Goal 1: Increase diversification of water supply portfolio*

☐ Reduce regional potable water consumption.

☒ Increase local supply development.

*Goal 2: Maximize groundwater potential*

☐ Improve quality and ability to access and increase groundwater supply.

☐ Increase knowledge of groundwater supply potential.

*Goal 3: Protect and improve local surface water quality*

☒ Reduce controllable pollutant sources to 303(d) listed receiving waters.

*Goal 4: Promote integrated flood management*

☒ Enhance regional flood control by implementing multiple benefit projects

☐ Reduce municipal and private property damage risk.

*Goal 5: Protect, restore and enhance aquatic/riparian habitat*

☒ Protect and create aquatic/riparian habitat.

☐ Enhance riparian corridors on existing land use.

*Goal 6: Promote economic, social, land use and environmental sustainability*

☒ Support water resources projects that positively impact DACs.

☒ Improve recreation opportunities and open space through multiple benefit projects.

☐ Adapt to and mitigate against climate change by promoting adaptation strategies and reducing water related greenhouse gas emissions.

c. Check which California Water Plan Resource Management Strategies the project meets:





- ☐ Agricultural water use efficiency    ☐ Urban water use efficiency
- Reduce water demand
  - ☐ Improve operational efficiency and transfers    ☐ Conveyance - Delta
  - ☐ Conveyance - Regional/local    ☐ System reoperation    ☐ Water transfers
- Increase water supply
  - ☐ Conjunctive Management & Groundwater    ☐ Desalination
  - ☐ Precipitation enhancement    ☐ Recycled municipal water
  - ☐ Surface storage - CALFED    ☐ Surface storage - Regional/Local
  - ☐ Groundwater/Aquifer Remediation    ☐ Surface storage - Regional/Local
- Improve water quality
  - ☐ Drinking water treatment and distribution    ☐ Pollution prevention
  - ☐ Salt and Salinity Management    ☐ Urban runoff management
- Practice Resources Stewardship
  - ☐ Economic incentives    ☒ Ecosystem restoration
  - ☐ Forest management    ☐ Land use planning and management
  - ☒ Recharge areas protection    ☐ Water-dependent recreation
  - ☐ Watershed management
- Improve Flood Management
  - ☒ Flood risk management



Other Strategies

☐ Fog collection

☐ Rainfed agriculture

☐ Forest management

☐ Irrigated land retirement

☐ Waterbag transport/storage technology

☐ Dewvaporation or atmospheric pressure desalination





d. Check which Proposition 84 project elements the project meets:

- ☐ Water supply reliability, water conservation, and water use efficiency
- ☐ Stormwater capture, storage, clean-up, treatment, and management
- ☒ Removal of invasive, non-native species, the creation and enhancement of wetlands, and the acquisition, protection, and restoration of open space and watershed lands
- ☐ Non-point source pollution reduction, management, and monitoring
- ☒ Groundwater recharge and management projects
- ☐ Contaminant and salt removal through reclamation, desalting, and other treatment technologies and conveyance of reclaimed water for distribution to users
- ☐ Water banking, exchange, reclamation, and improvement of water quality
- ☐ Planning and implementation of multipurpose flood management and programs
- ☐ Watershed protection and management
- ☐ Drinking water treatment and distribution
- ☒ Ecosystem and fisheries restoration and protection

e. Check which sustainability features are part of the project:

- ☐ Measures to reduce greenhouse gas (GHG) emissions
- ☐ Measures to increase energy efficiency
- ☒ Measures to adapt to potential effects of climate change



5. Project Benefits and Benefit Accrual Locations (Required for inclusion in the IRWM Plan)

- a. Project Benefits: Provide **quantification** of the benefits which the project will provide. *Please include units for all quantities.*





**Goal: Increase diversification of water supply portfolio**

Average annual yield of water supply reliability, conservation and water use efficiency

Average annual yield of groundwater pumping

Average annual yield of stormwater capture

Average annual yield of recycled water

Average annual yield of desalination

Other (please describe):

**Goal: Maximize groundwater potential**

Capacity of groundwater treatment

Capacity of recharge facility

Other (please describe):

**Goal: Protect and improve local surface water quality**

Capacity of stormwater treatment project

Other (please describe): Project would reduce a portion of the 2 acre-feet per year of sediment cleaned out of the downstream sediment capture basin.

**Goal: Promote integrated flood management**

Area that will benefit from improved flood management

Estimated annual value of flood damage reduction

Other (please describe):

**Goal: Protect, restore and enhance aquatic/riparian habitat**

Area of protected aquatic/riparian habitat

3,872 LF of creek      Area of enhanced aquatic/riparian habitat

Area of created aquatic/riparian habitat

Other (please describe):

**Goal: Promote economic, social, land use and environmental sustainability**

DAC population positively impacted

Area of recreation and/or open space improved



Estimated decrease in greenhouse gas emissions

Other (please describe):





b. Location of Project Benefits

Latitude 33.52211

Longitude: -117.13158

Provide description of location of project benefits:

The Project is located in Upper Santa Margarita Watershed, in the South Coast Hydrologic region, and the Temecula Valley Ground water basin. Specifically, it crosses the common area of the Meadowview HOA, bounded by the ring roads Del Rey and Via Norte, in Temecula, CA. One mile of Meadowview stream is on Meadowview property, before crossing onto Temecula City property for .2 miles, which then deposits into a basin.

6. Integration and Regionality Elements of Project (Required for inclusion in the IRWM Plan)

*Identify any integration elements of your proposed project; this includes synergies or linkages with other projects in the region that result in added value or require coordinated implementation or operation (see definition below).*

**Integration Defined:** *Integrated project solutions ensure a greater level of benefits for the region and make project more viable within an IRWM grant program. Integration includes:*

- *Partnerships – Establishing partnerships creates efficiencies through sharing data, funds, resources and infrastructure.*
- *Benefits – Multiplying benefits provide opportunities for reaching multiple regional goals.*
- *Geography – Implementing watershed-wide or regional-scale projects can benefit from economies of scale and address multiple watershed functions to resolve conflicts between uses.*





**Partnerships:** As a blue line creek under the jurisdiction of Army Corp, California Department of Fish and Wildlife, and San Diego Water Quality, any project planned for Meadowview Stream necessitates a high level of cooperation and partnership. These entities are familiar with the site and strongly support the MS Restoration Project. The City of Temecula and the Elsinore, Murrieta, Anza Resource Conservation District support it. In addition, Riverside County Flood Control and Rancho Water supports the project concept. US Fish and Wildlife is contributing \$25,000 to the stream restoration. The MS restoration project has the documented support and letters of politicians, the above mentioned agencies and the local community. The Meadowview Urban Stream Restoration can be a showcase for Southern California stream restoration. Because there is unrestricted access to these 370 acres, it can be used by schools, Universities, RCDs and environmental groups as a prime example of creating a suburban/urban stream from what is currently a very real liability into a sustainable community asset.

**Multiple benefits:** The Project provides multiple benefits including the improved surface water quality, increased infiltration and aquifer recharge, habitat restoration, protection of private and public property, including water utility lines, a road, basin and drains; the development of public/private partnerships, and a model creek restoration.

Riverside County Flood Control's Murrieta Creek project is underway and would benefit from the MS Tributary contributing less sediment. Also, the MS as a low maintenance restoration showcase, should serve as a creek management model to other communities with similar issues. The City of Temecula has two other creeks in public parks in which erosion is extensive. Riverside County is not yet built out and the Project will be instructive for new developments that have tributaries as part of their parcels; cities, such as Wildomar, that are dealing with flood control issues and are yet to develop their plans; and older, poorly planned communities where dirt roads intersect tributaries.

#### 7. Disadvantage Communities (DAC) and Native American Tribal Communities (NATC) (Required for inclusion in the IRWM Plan)





a. Project provides benefits to DAC

Approximately 700 feet of the 3,872 feet to be restored are located in a census track designated as disadvantaged.

b. Project provides benefits to NATC

None

c. Describe the benefits to the DAC and/or NATC

The project will provide habitat, open space and water quality benefits to the DAC area.

d. Describe any Environmental Justice Concerns the project addresses:  
*Environmental Justice definition:* "the fair treatment and meaningful involvement of all people regardless of race, color, sex, national origin, or income with respect to the development, implementation and enforcement of environmental laws, regulations, and policies."

None

## 8. Project Cost and Funding (Required for inclusion in the IRWM Plan)

a. Fill in project cost and funding information

Funding Amount (\$) 925,400

Total Project Cost 1,144,900

Anticipated Funding

Match Contribution

Local \$150,000

Federal \$25,000

In-Kind 44,500

Other: The project leaders fully intend to use bioengineered solutions to implement the project. However, since the final decision will depend on the results of the detailed, professional, Project Plan and Design (above) the proposed physical and biological restoration solutions must be considered preliminary, and the budget will be allocated according to the dictates of the Plans study results.



b. Explain source and commitment of match funding

Meadowview HOA has \$54,000 allocated in its current budget, USFW will fund the Project with \$25,000 in 2015.

c. Estimated annual operations and maintenance (O&M) costs: Minimal and financed by the HOA

d. Explain sources and certainty of O&M funding

As private property the Project will be managed out of HOA funds

e. Has an economic or cost/benefit analysis been conducted for the project? If so, please describe the results. No

9. Other Project Information Not Discussed Elsewhere in this Nomination Form



**INTEGRATED REGIONAL WATER MANAGEMENT PLAN (IRWM Plan)**  
**Upper Santa Margarita Watershed (USMW) Region**  
**Updated Project Summary Information**  
**May 2, 2011**

**PROJECT NOMINATION FORM**  
**Due Date: Monday, June 6, 2011**

**INSTRUCTIONS:**

Due to updated guidelines and requirements from the California Department of Water Resources (DWR), **all** project proponents must submit an updated project summary information form in order to be a part of the Upper Santa Margarita Watershed Integrated Regional Water Management Plan and be eligible for grants requiring inclusion in the approved project list of the IRWM region.

- All project proponents must complete pages 3-7 of the attached Project Nomination Form.
- Implementation project proponents must also complete page 8 of the attached Project Nomination Form.
- Planning project proponents also complete page 9 of the attached Project Nomination Form.

Your attention to this request will help our region to be successful in planning, integration, and future grant efforts.

**Planning project defined:** Planning projects are either projects that will assist in the development of updating and/or improving the existing IRWM Plan or projects that assist with resource planning. Projects may fill knowledge gaps and/or improve sections of the existing IRWM Plan.

According to DWR's Round 1 Planning Grant Proposal Solicitation Package, dated August 2010,

*"Eligible projects are planning actions related to development, updating, or improvement of an IRWM Plan. This may include focused, topic-specific planning efforts such as salt/nutrient management planning or enhanced integration of flood management issues into an IRWM Plan. Applicants must make it apparent within the Work Plan that the end result of the proposed work effort is a complete IRWM Plan. Therefore, applicants must demonstrate, in the Proposal, which specific section or sections of the Work Plan support the completion of an IRWM Plan as a product. IRWM planning activities that are interregional in nature and are a component to the IRWM Plan such as, but not limited to, climate change analysis and salt/nutrient management need to demonstrate how it will be incorporated into individual IRWMPs."*

[http://www.water.ca.gov/irwm/docs/PlanningGrants/Prop84\\_Round1/Final\\_PLANNING%20PSP\\_072010.pdf](http://www.water.ca.gov/irwm/docs/PlanningGrants/Prop84_Round1/Final_PLANNING%20PSP_072010.pdf)

**Implementation project defined:** Implementation projects are projects involving construction of physical facilities or implementation of non-structural actions. These projects are consistent with objectives and priorities established in the IRWM plan.

### EXHIBIT 3: Project Description (maximum 3 pages)

#### "Meadowview Urban Stream Restoration"

This project includes: (check all that apply)

☒ Planning ☒ Implementation ☐ Acquisition ☒ Public Access ☒ Education

#### Section 1: Current conditions and problems at the site.

The Meadowview Home Owners' Association (HOA), Temecula, CA has approximately 370 acres of open space which is bisected by an ephemeral Meadowview Stream (MS).<sup>1</sup> The area of concern focuses on a 1.2 mile stretch where the natural meander was removed when it was mechanically straightened in the 1950s. Since then, its course has altered and widened, and in the last five years the creek banks comprising approximately ¾ mile (4,000 linear feet) have suffered significant erosion, leading to ten foot high banks in parts which are unstable, collapsing, and very dangerous. Since this open space is used by the public daily, as it is accessible to the 900 homes comprising the association, as well as the surrounding neighborhoods, and the impacts flowing into, within and from this creek are both a public risk and continuing to environmentally degenerate. Most troubling is the danger to the public, made tragically real when in 2012 an 11-year-old boy died in a bank failure in MS, just inches from Meadowview's property line. Also, the damage to infrastructure, water quality and habitat have become critical in that part of the watershed. The creek has partially undermined a main road and is threatening water utility lines immediately to the east. Erosion is impacting the City of Temecula, who has spent nearly \$100,000 since 2011 removing sediment and repairing drains from the basin immediately downstream. Sediment also affects downstream water quality. Riparian habitat is destroyed when emergency repairs are required to protect property. Aquifer recharge is sub-optimal.

#### Section 2: Addressing the Problems

The objective of this project is to restore/rehabilitate and maintain the MS urban stream, transforming it from a community and environmental liability into a sustainable natural, recreational and educational watershed asset, not only for the HOA, but also for the entire Temecula Valley. The HOA seeks for it to become a creek and meadow ecosystem showcase, promoting multiple uses, including recreation, education, wildlife and watershed restoration. While the problem is larger than what this particular grant's funds can address, nevertheless, they will be sufficient to meet the objective of removing the threat to public safety posed by the mass failure of creek banks, and improving water quality by reducing sediment transfer, benefitting people and the watershed. This project addresses the stream's problems in a holistic way that provide permanent solutions it will do so through the following elements:

- **Community & Stakeholder Engagement:** This project includes stakeholder engagement at many levels including:
  - **City of Temecula and Meadowview HOA** – The co-sponsors of this grant proposal are engaging in educating and collaborating with each other on this particular stream restoration project
  - **State & Local Agencies** – Meadowview HOA and the City have already been working with a number of agencies in this process so far, and will be working with them on this grant. These include:
    - US Department of Fish & Wildlife
    - US Bureau of Reclamation
    - Riverside County Flood Control District
    - Elsinore-Murrieta-Anza Resource Conservation District
    - Rancho California Water District
    - California Fish and Wildlife
    - San Diego Regional Water Quality Control Board

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<sup>1</sup> Meadowview Stream was previously misnamed "Long Canyon Creek". For the purposes of this project, we will refer to it as the "Meadowview Stream", and through the term of this project, seek to obtain a formal name for this "blue line" creek.



- o Local Citizens – Both members of the HOA as well as concerned and involved citizens focused on environmental restoration and sustainability, will be engaged to participate in this project as volunteers in addition to public awareness on this project
- In addition to this collaborative educational and outreach process of performing the actual stream restoration, our team is proposing to work with the local Elsinore-Murrieta-Anza Resource Conservation District to provide the education outreach with three elements:
- o Workshops – hold 6 workshops throughout the course of the project, and docent-led site visits for local groups like the Sierra Club, SoS Hills, and student clubs.
  - o Materials – provide the materials for both the workshops as well as to support nature groups (e.g. like the Seeing Green committee of the Meadowview HOA)
  - o Personnel – provide management, administrative and intern personnel to lead, administer and implement the programs
- **Stream Restoration & Maintenance Plan:** Prior to restoration implementation, the MS stream needs a professional plan to guide the restoration and maintenance process. The team proposes seven elements to the plan design:
    - o Hydrologic study to determine average low-flows, frequent low intensity storm flows, less frequent channel forming flows and infrequent flood flows.
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    - o Hydraulic analysis of the storm flows determined from the hydrologic study to understand the dynamics of the various flows within the existing stream channel and within any proposed channel configuration.
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    - o Sediment transport analysis based on the composition of the channel bed and banks, and based on the hydraulic analysis. This study will help determine the sediment transport competency and capacity of the existing and proposed channel configurations.
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    - o Geotechnical & Soils Analysis a geotechnical investigation and additional soils analyses will be needed in conjunction with the sediment transport analysis and geomorphic study.
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    - o Biological Report – an additional biological report (extending what has already been performed; see “MS Plant list 20141224” and “Meadowview MS Flora current 2014 11 18”) will be needed. A biologist and stream restoration engineer will need to work together on the bioengineered design and implementation building on this information.
    - o Preliminary (CEQA) and Preliminary Designs – for CEQA, we will prepare preliminary drawings illustrating locations of various bioengineered solutions (both bed and bank), along with typical cross sections and profiles. The sum total of the above information will for a preliminary design for the construction.
  - **Design & Engineering**
    - o Feasibility Assessment – the above information will be synopsized into an assessment of the feasibility of this project.
    - o Final Designs – Following preliminary design, construction drawings will need to be prepared for the portions of the overall project that would be included in Phase 1, which would be determined based on priorities and availability of funds.
  - **Physical and Biological Restoration Implementation Phases:** The project leaders fully intend to use bioengineered solutions to implement the project. However, since the final decision will depend on the results of the detailed, professional, Project Plan and Design (above) the proposed physical and biological restoration solutions must be considered preliminary, and the budget will be allocated according to the dictates of the Plans study results.
    - o Project Coordination/Project Management and Construction Oversight - an experienced, qualified project manager is being retained to run the overall project process, and having an experienced stream restoration team to oversee the restoration contractors are both essential. While this project will use extensive volunteer help, nevertheless, all the elements of planning, outreach and construction will be led and managed by qualified

professionals, in addition to collaboration and integration of all the elements of the entire project.

- o **Natural Rock Purchase** – preliminary assessments (to be confirmed in the Plan analysis steps) indicate some small to large rock, will be needed to stabilize the banks and to slow the flow with pools and riffles. There are currently no rock surfaces in the natural stream bed.
- o **Grading & Rock Placement** – some grading of the eroded banks will be required to eliminate the hazardous and eroding condition. As this is performed, there will be strategic placement of the rock throughout the streambed. We currently intend to keep all the soil onsite.
- o **Greenloxx & Filtersoxx** – During construction and post construction there will be a need to stabilize the banks so that vegetation can become established. This will be achieved using Filtersoxx to greatly reduce further erosion while at the same time filtering any runoff. In addition, where lateral constraints may exist, sensitive stream banks can be stabilized with LivingWalls®, particularly the Greenloxx approach, acquired from Filtrexx.
- o **Plants Purchase & Installation** – once the grading, rock placement and bank stabilization has been achieved, there will be the purchasing and planting of plants according to the plan.

The three project elements of 1) planning (and the studies that need to be performed in order to write an actionable plan), 2) outreach (at all levels of collaboration and education) and 3) bioengineered construction, will all be seamlessly integrated, as much as possible, by the project management co-leaders, along with the hired professional consultants. In addition, the exact construction elements and steps are only a professional, educated proposal at this time. They will, of necessity, need to be reworked and made much more specific once the planning phase is complete (see Work Plan and Schedule).

### Section 3: Changing and Improving Stream Functions

As described Section 2 (above), and in more detail in the Work Plan, the objective is to restore the entire natural Meadowview grassland ecosystem, with the Meadowview Stream being a central feature. With the restoration/rehabilitation of Meadowview Stream, as outlined in Section 2 above, the currently degraded condition and associated impacts will be replaced with a "stable" riparian ecosystem. Restored and improved stream functions will include:

- A stream in dynamic equilibrium – the sediment balance will be restored through careful planning, design, implementation and management.
- Riparian Habitat – the rock features and native vegetation will not only stabilize the stream, but also create habitat essential to the overall health of the ecosystem.
- Groundwater recharge – the slower water movement will result in more infiltration of storm flows.
- Storm water quality – both the vegetation and the increased infiltration will reduce pollutants downstream (including water temperatures and excess sediment).
- Wildlife Corridor – more vegetation will provide cover for area wildlife.
- Flood attenuation and floodplain – the design of the project will slow down flood flows and spread them out more, thus reducing the flood risk downstream.
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### Section 4: Project Benefits

The Meadowview Urban Stream Restoration project will yield at least the following benefits:

- **Working Plan:** Provide a professionally researched and drafted plan for the sustainable restoration/rehabilitation *and maintenance* of this unique meadow community.
- **Reduce Erosion:** By slowing the flow, stabilizing the banks, and enhancing the native vegetation, erosion of the stream banks will be reduced by greater than 90%.
- **Reduce Sediment Pollution:** As a result of the greatly reduced erosion, this will mostly eliminate the sediment that is forming downstream and allow for the building of the soil in banks and beds. Saving the city about \$30,000 per year in sedimentation removal and disposal costs.
- **Eliminate Bank Collapse Hazard:** By grading and stabilizing the banks, the lethal hazard of collapsing dirt banks will be eliminated, making the area safe for recreation.
- **Reduce Flooding & Road Damage:** By slowing the water during rain events, the project will reduce downstream flooding of Via Norte road, as well as eliminating the road damage.
- **Create more riparian vegetation:** The native vegetation will create more of a living stream bed.

Last Update: 1.2.15

- **Innovative Bioengineered Solutions:** Both the natural rock and the LivingWall stream banks provide an innovative approach to ephemeral stream restoration.
- **Integrated & Sustained Improvement:** By integrating the community of HOA owners, stream restoration professionals in government and local industry with community volunteers and native/urban interface education and recreation it creates a unique convergence of local people, environment and sustainable investment.
- **Showcase for Community Engagement and Education:** The Meadowview Urban Stream Restoration can be a show case for Southern California stream restoration. Because there is unrestricted access to these 370 acres, it can be used by schools, Universities, RCD's and environmental groups as a prime example of creating a sustainable suburban/urban stream from a very real liability, into a sustainable community asset.