

MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District Special Meeting of the Board of Directors Thursday, February 29, 2024, at 4:00 PM

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

I. Preliminary Functions

Call to Order, 4:00 p.m., meeting recorded by R. Corona, T. Biancardi – The meeting was called to order pursuant to the order of a majority of the directors. A copy of the email establishing this order is attached to these minutes.

Roll Call/Establish a Quorum

Directors Present: Teri Biancardi (President); Pablo Bryant (Vice President); Newt Parkes (Secretary/Treasurer); Rose Corona (Director)

Directors Absent: None

Public Guests: None

Approval of Agenda

Director Parkes moved to approve the Agenda as presented. Director Bryant seconded. Motion approved:

Biancardi:	Yes
Bryant:	Yes
Corona:	Yes
Parkes:	Yes

II. Action Items

Subject: Onboarding of Climate Corps Fellow

Background: In December 2023, the TEAMRCD Board approved bringing on a Climate Corps Fellow (CCF) to support the new Water Efficiency Technical Assistance Program begun in January of 2024 in partnership with Mission RCD. The committee established to interview candidates has a candidate they wish to recommend to the Board. A special meeting is necessary to accommodate the start date of this group of Climate Corps Fellows of March 4.

The board reviewed and discussed the ad hoc committee's recommendation to select Mia Lawrence as the Climate Corp. Fellow to support the WETA program grant implementation. The discussion included a review of the interview process and questions asked of the two candidates provide by Climate Corp. and a discussion of the compensation paid to the fellow.

Director Parkes moved and Director Bryant seconded to:

1. Approve the selection of Mia Lawrence, the candidate recommended by the interviewing committee.

Motion approved:

Biancardi: Yes
Bryant: Yes
Corona: No
Parkes: Yes

III: Adjournment

There being no further business to come before the board, Director Corona moved and Director Biancardi seconded to adjourn the meeting at 4:24 p.m. Motion approved:

Biancardi: Yes
Bryant: Yes
Corona: Yes
Parkes: Yes

Next Regular Meeting: March 14, 2024, at 4:00 PM

Dated: _____

Newt Parkes, Secretary/Treasurer

Subject **Re: TEAMRCD Special Meeting scheduled for Thursday, February 29, 2024**
From Teri Biancardi <teribiancardi@icloud.com>
To Rae Shirer <manager@teamrcd.org>
Cc Pablo Bryant <pbryant@sdsu.edu>, Newton Parkes <newt.parkes@verizon.net>, Aaron Gettis <AGettis@rivco.org>
Date 2024-03-01 15:40



- IMG_0925.jpeg (~533 KB)
- Notice of Special Meeting .pdf (~21 KB)
- TEAMRCD Special Meet for WETA Climate Corp Fellowship .pdf (~24 KB)
- Special meeting request.pdf (~53 KB)

Hi Rae,

Please find the items you've requested, attached.

Teri

On Mar 1, 2024, at 2:31 PM, Rae Shirer <manager@teamrcd.org> wrote:

Thank you Teri. Per PRC section 9310, please send me the order for special meeting signed by the ordering directors and a copy of the notice sent to the non-ordering directors.

Rae Shirer
Business Cell: 657-333-2361
<b7a184c5.png> Office Manager, TEAMRCD

On 2024-02-28 13:19, Teri Biancardi wrote:

Yes, I did. He advised on all pieces. I had a request from both Pablo and Newt (and myself of course). Overnighted letters Saturday.
Sent from my iPhone

On Feb 28, 2024, at 1:11 PM, Rae Shirer <manager@teamrcd.org> wrote:

Teri--did you run this past Aaron? I don't think you can unilaterally call for a special meeting:

Public Resources Code:

9310. Special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days notice of the meeting shall be given by mail by the secretary to each director not joining in the order.

Rae Shirer

Business Cell: 657-333-2361

<b7a184c5.png>

Office Manager, TEAMRCD

On 2024-02-26 12:19, teri.biancardi@teamrcd.org wrote:

Hi everyone!

I'm writing to notify you all that I have scheduled a special meeting for this Thursday, at 4pm, at the Truax building, to discuss and potentially approve the recommendation of the Ad Hoc committee formed to screen Climate Corps Fellow candidates.

The committee has had the good fortune to interview two well qualified candidates since our last regular board meeting, and has a recommendation to make, which, if approved, puts us back on track with our original plan to have a Fellow start at the beginning of March.

I hope to see you there!

Best,

Teri



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~533 KB

RC: We have to start the meeting.

TB: Let's call the meeting to order. It is four o'clock and February 29th. Special meeting of Team RCD. Can we take roll call, please?

RC: Rose Corona, Director.

NP: Newt Parkes, Director.

TB: Teri Biancardi, Director.

PB: Pablo Bryant, Director.

TB: There are no members of the public here. We have an agenda, can I have a motion to approve the agenda?

NP: So moved.

TB: Can I have a second?

PB: Second.

TB: All in favor say aye.

PB: Aye.

RC: Aye.

NP: Aye.

TB: Aye. As I said, we have no one from the public, so we don't have any public comment. On to the agenda, here's thank you very much for making time to come to this meeting today. I'm surprised as anyone possibly that we're here actually talking about this because if you asked me two and a half weeks ago if there's any chance we'd be reviewing climate core candidates to hit our March deadline, I would have said no. No way.

We got very fortunate in that two qualified candidates appeared and SCI screened them, really hustled and then our ad hoc committee, Pablo and myself, supported by Darcy Cook, representing Mission RCD, scrambled to find time together, which is always a challenge and meet with our candidates as well. We had those interviews last Friday and that put us just under the wire. We had a special meeting today to potentially approve on-boarding one of those.

The committee had a unanimous recommendation that we take on Mia Lawrence, and I've given you there if you want to take a minute to glance through it. It is-

RC: Well, I don't know who's-- Okay, I hate to interrupt you, Teri. Whose resume is this one? The one that was on--

File name: TEAM RCD 2-29-24.mp3

TB: That's Mia Lawrence. That is the one that the committee is recommending that we put forward.

RC: Why the redactions, other than the phone number and the address?

TB: Well, I redacted it because I was advised that this needed to be a meeting and open sessions, and I'm very uncomfortable discussing personnel issues. I thought it was just only fair that we redact that because it is made public.

RC: You're not exposing any of this. This stuff that's her resume would be public anyway?

TB: Sure.

RC: This is just a learning experience for you, Mia Lawrence is fine to put on there. Not her phone number, not her address, not personal, so anybody could find her, but you had to do one of two things other than redacting all of this stuff.

You have two candidates. Now, we come to the meeting, or I come to the meeting. I've got one resume, I don't know who it is, so I don't know what I'm looking for, so how can I prepare? Then we don't have the other one and we don't have it. Some of this stuff does not have to be redacted as part of being part of the public agency. You're not going to worry about anything, unless you're putting down personal stuff, that someone could hunt her down or a bank account or something like that.

It makes it a little difficult because I start scribbling and writing down and I don't know who this person is. This, of course, these comments may be a little too personal to know where they're at. This is right to do it in this agenda to do that. That way, of course, because if you put this up, then both Mia and Andrea could see, and I'm not complaining about that, but I don't have the other's resume to compare.

TB: Right. I did consider that and I did think that because it was a recommendation coming from the committee, that it might just get confusing. We are very clear on the fact that she lives in Burbank and she herself said, Andrea Nassef, said that that was going to be a problem for her to commute each day, and no funds available for her to relocate. I almost feel like there was kind of a mutual understanding that that wasn't going to be possible.

PB: Towards the end of her interview, she was like, "Nah, I won't be able to drive that far, and if you guys don't pay relocation and all this stuff--" and of course, we can't do that.

NP: I'd question her sanity if she said she'd come in from Burbank.

[laughter]

PB: She said it was only two and a half hours or something. I know people that commute more, but I think they do it for more money.

File name: TEAM RCD 2-29-24.mp3

TB: Right. Take a minute to read Darcy's comments and I can share my notes if you want to risk that on Livestream as well, but there was a great deal of consensus between all of us, I think.

PB: Yes, Mia was very strong, really well-spoken, local, knew who we were, knew what we were doing, it was good.

NP: The professor's recommendation really brought it together for me. When I was just looking over her resume, I was trying to determine how much of it she had done as an undergraduate and still trying to get through college where she was the best one and all that kind of stuff. It was all relevant stuff. I just couldn't really tell how much time as a student she was able to put into all that, but when I read the professor's recommendation, I didn't have any concerns about that.

RC: I do. Not the professor, but I probably read thousands and thousands and thousands in my years as a business person of resumes and you learn through trial and error, and through having them for the excitement of, "Oh, yes, I'm all in, three days later they quit." Reading how to read these resumes and what they put on, and I see a bunch of land mines, and I don't know because I haven't had a chance to read this other side, as opposed to this resume.

For example, experience working with rare and endangered plant species. What experience? That's as a business owner and as an interviewer that does this all the time, what experience? Many people are very, very good at writing resumes. Where's the practical experience is what I'm asking.

Basic GIS skills, how basic? You can write basic, which means I know nothing, but if I put basic down, at least it says I'm willing to learn. I'm willing to learn and I'm willing to know this stuff. Knowledge of invest. Knowledge is different than experience, because when they say I have experience in this, how many years do you have experience in it? What did you do? Tell me how you use this particular experience with this particular thing in it. Deep learning. Deep learning is what?

There are a lot of keywords, a lot of key things that you need to look at when you get these resumes. Obviously, we want to get a person in, but I think we discussed this earlier in the year. Wasn't it like you were concerned about, are we going to have enough money to be able to pay somebody? Now, this is part-time, right? But what is the goal here? That's a lot of money. Not to you guys, it's not a lot of money, but \$55,000 to \$60,000 is a lot of money for a part-time person, even though the grant says 40 hours. Those are the things that I look at.

She says that she worked at the-- She has the San Diego Botanic Garden Encinitas, Visitor Service Associate. This is a customer service person like a cashier that I would hire to do, that's checking inventory and doing the cashier and stuff like that. What did she do at the botanic garden? Did she just water plants or things like that?

Those are the kinds of questions I want to get out of her and say, "What did you do there? What did you do? Tell me your experience with this. What were the rare and endangered plant series?"

I know you, Pablo, and you'd probably be able to tell me because that's what you do. That's how you estimate where their experience is. Did they just get out of college and did somebody help them write this, or they did it on ChatGPT, or whatever that thing is? Those are the things that I think are important because, obviously, we want to have the best person we can for the money that we have. That's all I have to say.

TB: Let me try to call on some of those places and then you try to-

PB: [unintelligible 00:09:19]

TB: To your point about kind of what work does she do, ironically enough, the day before yesterday, there was a Native Plants Symposium held at the San Diego Botanical Gardens where she works. Darcy Cook was there for the whole day and said that it was really fantastic to see Mia interacting with the people who came to the symposium as well as with her professor. She was very impressed by how she performed in those circumstances.

I think, to the points about the deep learning, she is a recent graduate, but she has a kind of arc of engaging with things like the Pollinator Program. She did a lot of work in the San Diego Pollinator Program as well.

RC: What exactly did she do?

TB: I think it was like a transects or something that she was doing to monitor what plants are growing in that area, so you can track over time whether you're being successful in terms of your plants taking and the restoration being successful. I think that this is an entry-level position, we're not hiring an executive director.

As far as the money goes, we have the money. We have a problem if we don't spend the money because this is all funded through WETA. We have something like \$148,000 that is allocated towards staff position.

RC: My question still comes back, don't you want you hire the most qualified person? These are two people you're saying, because this one girl was eliminated, Andrea because she didn't want to drive. Let's just take that aside because you got by the end of the interview that they really weren't going to be a fit. Right?

TB: Yes.

RC: Then just because there's one left, what else does the Climate Corp people have for us? What other resumes do we have, so we have something to compare it to? There might be the next best thing in sliced bread in other resumes, or you can easily eliminate them. I'm happy to help you with that, but it's just that's what I see. I

don't want to be sitting there saying, we're paying this person, literally what? \$4,000 a month, right?

TB: It's not broken down that way exactly. They'll get \$3,500. I'm not sure what the total monthly amount is broken out every time-

RC: Because it said in the thing an extra \$1000. I think this gets to- [crosstalk]

TB: That's at the end if they complete their service and they get a company bonus.

RC: There's something that you gave me, and I saw the \$3,500 you gave us all, I shouldn't say this, but it said \$3000 and an extra \$1000 per month. Then it did talk about at the end of the thing, an extra amount of money, but it didn't designate on there what the extra amount of money would be.

TB: The final stipend that they received is \$3,500 a month and that's before taxes are taken. It's not a high paid job in any way, shape or form. Then there's the \$1000 credit at the end.

RC: How did we get to 60?

TB: It's actually more like 70 because SEI covers all of the personnel and issues. We are not employing anyone. What we're doing on is we are sponsoring a fellow. We pay for that fellow, but they do all of the personnel work. My understanding, and I don't have the experience that you do, I've never hired anyone in fact. My understanding is that burden is something like 0.4 of your actual salary by the time you pay--

RC: How much of the Climate Corp are they getting of that \$70,000 to cover the workman's comp? I know this is a little bit out off your wheelhouse, Teri, but that's what I'm trying to get to. What I'm dealing with is, is that I didn't have time to break it down, but I can break it down. Based on what she would be doing and her workman's comp, there's a number and every single person who does certain things, I shouldn't say every single person, but they have variance.

Administrative is a different percentage for your workman's comp than say, for example, what Pablo does. Pablo, I don't know if you literally go out with machetes and things like that or?

PB: I do everything.

RC: That's what I understand. Let's say tree crops. If you have employees that are working on tree crops, their workman's comp is much higher and the percentage of what they charge. It's like 15%. 15.-something of the formula that they have, as opposed to somebody that might just be out hoeing weeds. She would be more of an administrative type of person. Her workman's comp would be much lower than somebody who's truing trees. What I want to know is what is Climate Corps number

for that. I want to extract to see how much is Climate Corp getting? I get that they're taking on the responsibility.

PB: If this is so interesting to you, why don't you ask these questions beforehand instead of now? Because these are all things that are asked-

RC: I wasn't voted-

PB: - at SEI or Climate Corps, asked in a meeting beforehand instead of bringing them up now.

RC: This is the first that we've had it.

PB: These are things that we've talked about in general about this whole process, right?

RC: No, not really.

PB: About the hiring, about SEI and the fact that this grant covers that. I think what you're trying to do is drive this into the weeds over some technicality.

RC: These are not technicalities.

PB: I would like to vote on this, because I don't want to sit here and listen to her pontificate for 15 minutes on something that doesn't have anything to do with examining this person and her validity, and whether or not we can plug her into this and get this going. She's already paid for, she's been vetted, she's got 94 from Darcy Cook who's been running and hiring people, and working in this area for a very long time. I think we can trust that this will do well.

NP: It's 39, isn't?

PB: 39, I'm sorry. I know I read it back. I didn't even put the- **[unintelligible 00:15:46]**

RC: I'm just pointing out and if I talked to Darcy, I'd asked her the same questions and if she doesn't have the answers, then we are placing the board in a-

PB: Are we hiring the President of the United States?

RC: No.

PB: Are we hiring someone at an entry level NGO level that is framed in a way and that is being helped by somebody that knows exactly what they're doing is going to work on side?

RC: Are we trying to hire the most qualified person no matter-

PB: We know that she's really good.

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RC: There's one person there and that's not the only qualification?

PB: So we need a pool of a hundred people in order to do the right thing.

RC: No, you don't.

PB: Can we vote on this? I would like to vote on this.

TB: Pablo has called for the vote. [phone beeps] What side are you Newt?

NP: I think I would like to hear a little bit more about your opinions of Mia. I believe the grant covers the cost that you're talking about and I don't just believe it, I know it. That's the cost that they pick up. All the costs associated with Mia or whoever we would put in this position are covered by Climate Corp based on it's monthly. Is it monthly we pay them or quarterly?

TB: No, what we do is we will have to pay them a chunk of money this month and then we'll have to pay them another chunk of money in June.

RC: What is that chunk of money?

TB: It's in your paperwork. I don't know if I have that paper with me.

RC: Roughly, do you have an idea?

TB: Yes. The monthly living stipend is 3,500, the end of program award is \$1,000. We will pay on March 15th, 48,150, we'll pay 16,050 on June 15th. The point is, is that we approved this contract. It is signed and sealed and that's wrapped. Whether you want to pull apart how it's put together, that's fine, but this contract has been approved. Now what we're trying to do is find someone to fit in this position.

My husband is a professor at a college and I meet kids all the time, and I was very, very impressed with Mia. I thought that she was articulate, she was thoughtful, she took her time to really think through the questions. She came up response with responses that I thought were broad. She was curious and also, she questioned us as what we could bring to the table. She explained that she's very interested in grant writing and wanted to know what could possibly be done there.

PB: Report writing?

TB: Yes, exactly.

PB: Here's a good example of what came in the letter that she got through in her interview regarding GIS tools to address one of your questions, Rose. She actually used GIS tools on transects. She was able to write reports, she was able to analyze the data and present the data. I work with a lot of students, I work with graduate students in both the PhD program and the undergraduate program, and she knew

what she was talking about, she wasn't hedging. I would absolutely recommend her for this position.

NP: I'm inclined to go along with you on that. I wasn't part of the interviewing, so I don't have any personal interactions with her. All I have is a reading of her resume and as I said, it was reinforced by our professor. Based on this particular role, we're not hiring a senior level. We're not hiring anybody. We're not bringing on a senior level professional.

One of my concerns early on was that the amount that we paid Climate Corps for the fellow is not that much. How satisfied would a recent college graduate be with whatever they're going to be paid by Climate Corps? I'm assuming that has been addressed as best it can be, because if anybody asked her, "Do you plan to leave early because you don't like the money?" She'd say, "Of course, not." [chuckles]

RC: That's an anomaly.

PB: She was really interested in this job for the experience. She liked what was happening and where we were going and water and protection and conservation of resources. She lives this stuff.

NP: Another question I have would be, how do you feel about her ability to recruit disadvantaged farmers? Because that's a key point for this contract.

TB: That was one of our specific questions. She struck me by saying basically, you go and find them where they are. One of the things, I found her a good communicator, but that's also something that she really likes doing is education as well. Kind of like, I'll go wherever it takes to try and find people who might need our services.

Then we talked about the arc as well of how the job may transpire on the ground. You need to learn how to do the distribution uniformity analysis, which involves being on a farm. It can be hot, it can be steeply sloped, it can be uncomfortable, there can be bugs and bees.

Like Jameson was stung by a bee at Cultivating Inclusion, and so are you comfortable with that? You might find this little bit boring, a little bit technical, doesn't care, loves it. Really seemed to like the idea that it's a skill that she can use as she builds up her capacity going forward if she starts working in restoration. I mentioned that is a skill that I wish I had because I pay for people to come in and do my irrigation.

She wasn't afraid of the grunt work, but I thought she was enthralled with the idea that this is a position that she could maybe grow into and see what our needs are, and try to match her skills with what she sees on the ground, what people tell her what their needs are, and try and help us meet those needs through matching them to grant opportunities.

RC: I have a question at this \$48,150. Let's say that two months in she's not as enthralled and she decides to take another job with somebody else and we've paid that \$48,000. Less the amount that we've already paid her, do we get the remainder back?

TB: We've already discussed this, but absolutely, the outstanding funds will be returned to us. The first step with anything here is that SEI would find out if we want to try and replace them with someone else. We would try and do that if we decided we're just over the whole thing, then yes, funding's restored.

Newt was very concerned about the possibility of being taken advantage of early on, and so I discussed that extensively with Cyrus. Cyrus who is the point person. Honestly at the end of the day, he really reassured me, but it's just not a good business model if you're going to have young people abandon ship and then just not give people their money back. They'd be out of business in no time, and they've been in business for something like 15 years.

RC: All right, let's just take a vote.

TB: Do you have a motion in front of you by any chance?

PB: No, I can go get it off the door.

[laughter]

NP: I have it here.

TB: Can you make the motion, Newt?

PB: Please?

NP: Okay. I move that the board approve the selection of the candidate recommended by the CCF interviewing committee.

PB: I second the motion.

TB: All in favor say aye.

PB: Aye.

NP: Aye.

TB: Aye.

RC: No.

TB: Motion passes.

PB: Okey-dokey.

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RC: I make a motion to adjourn the meeting.

TB: I second it.

RC: All in favor?

PB: Aye.

NP: Aye.

TB: Aye

RC: Yes.

TB: Folks, **[unintelligible 00:24:23]**.

NP: Even while we put that in Climate **[unintelligible 00:24:28]**.

TB: Yes, we had to turn it off. **[unintelligible 00:24:33]** The only way we have to be in **[unintelligible 00:24:40]** is if we are traveling on government business.

NP: Then we have to-

RC: Or you have some illness that that can't be withheld and then we have to **[unintelligible 00:24:53]**

[background noise]

[00:26:54] [END OF AUDIO]

MINUTES

**Temecula-Elsinore-Anza-Murrieta Resource Conservation District
Regular Meeting of the Board of Directors
Thursday, April 11, 2024, at 4:00 PM**

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

I. Preliminary Functions

Call to Order, 4:00 p.m., meeting recorded by via Zoom.

Roll Call/Establish a Quorum

Directors Present: Teri Biancardi (President); Pablo Bryant (Vice President); Newt Parkes (Secretary/Treasurer); Rose Corona (Director), Stuart Kuhn (Director)

Directors Absent: None

Public Guests: Via Zoom: Keir Thomas (NCRS)

Approval of Agenda

Director Bryant moved, and Director Parkes seconded, that the agenda be approved as presented. Upon voice vote, the agenda was approved unanimously.

Public Comment – None.

II. Consent Calendar

Director Corona requested that the minutes of the February 29, 2024, special meeting, minutes of the March 14, 2024, regular meeting, the Climate Corp invoice and the legal bills be pulled for discussion. Director Parkes then moved to approve the consent calendar, Director Bryant seconded. Upon voice vote, the remaining consent calendar items were approved.

Director Corona stated her objection to the February 29, 2024, minutes on the grounds that they did not fully state the discussion that took place at that meeting. She requested that a transcript of the recording of the meeting be included in the record and provided that transcript to the office manager. In addition, Director Corona stated that there was no proper order under PRC section 9310 to hold the special meeting. President Biancardi then telephoned legal counsel Gettis and he participated by speaker phone. Director Corona repeated her position that an order was required by PRC 9310 and that the email consent of three directors was insufficient. Attorney Gettis requested Director Corona to provide him with the legal authority for her position, which Director Corona agreed to provide.

No additional action was taken to approve the February 29, 2024, minutes.

The board next discussed the March 14, 2024, regular meeting minutes. Director Corona clarified that she had requested that legal bills be provided to the Directors prior to approval for payment, not that she had requested the bills be included in the Directors' meeting packet. Director Parkes moved and Director Bryant seconded, that the March 14, 2024, minutes be approved with the change requested by Director Corona. Upon voice vote, the motion was unanimously approved.

The board next reviewed the legal bills of February 15, 2024, and March 14, 2024. It was noted that the February bill contained a charge of \$60.50 related the election of Director Kuhn that should not be billed to TEAM RCD. Further, the entire March 14, 2024, invoice was related to election advice to county leaders, not to TEAM RCD.

Director Corona moved, and Director Parkes seconded, that the February 15, 2024, bill be paid less the \$60.50 and that the March 14, 2024, invoice not be paid. Upon voice vote, the motion was unanimously approved.

Director Bryant then moved, and Director Parkes seconded, that all remaining bills to be paid be approved. Upon voice vote, the motion was unanimously approved.

III. Action Items:

A. Subject: Community Wildfire Resilience

Background: Last month's TEAMRCD meeting was attended by representatives of CalFire, Murrieta Fire and the US Forest Service, who indicated they would be interested in collaborating around efforts to build local resilience to wildfire.

Director Bryant moved, and Director Kuhn seconded, that the Board hold Special Meeting at 2pm on April 24, at the Bureau of Reclamation's conference room, 27226 Via Industria, Suite A, Temecula, for the purpose of following up with fire personnel on the items raised during our March discussion. Upon voice vote, the motion was unanimously approved.

B. Subject: Greer Ranch

Background: TEAMRCD holds conservation easements at Greer Ranch Homeowners Association. The Association and Murrieta Fire Department have raised concerns about a potential fire hazard in the conservation area.

Director Corona moved, and President Biancardi seconded that the Board request legal counsel to draft a letter advising all parties of the roles and responsibilities of TEAMRCD regarding the Greer Ranch easements to be provided to the Murrieta Fire Department and the Greer Ranch HOA at a cost not to exceed \$1,000. Upon voice vote, the motion was unanimously approved.

C. Subject: Strategic planning.

Background: Division 9 of the Public Resources Code provides that Resource Conservation Districts shall prepare an annual and long-range work plan.

The board discussed various options for retaining a consultant to assist with strategic planning. No further action was taken by the board.

D. Subject: California Association of Resource Conservation District (CARCD) Elections - Rose Corona

Background: Delegates at the March 7, 2024, General Membership Special Meeting voted to adjourn the meeting and hold the vote for Vice President and Secretary-Treasurer by email or printed ballot. The CARCD by-laws require that mail ballots be addressed by a board action of the member districts. The election ends on Monday, April 29th at 5:00 p.m. to allow 45 days for member districts to itemize the vote on their agendas. Districts may vote for one nominee for Vice President and one nominee for Secretary-Treasurer. The district secretary must certify by signing and printing their name that the action taken on the ballot is the action of the Board of Directors of the member district.

The board reviewed the background information on the candidates, including additional information provided by Director Corona, who reached out to the candidates to discuss their candidacy. Upon voice vote, the following candidates were unanimously endorsed:

Vice President: Peter Van Dyke
Secretary/Treasurer: John James

Secretary Parkes signed the official ballot, which was then given to Manager Shirer to submit to CARCD.

E. Subject: The Riverside County Local Agency Formation Commission (LAFCO) election

Background: LAFCO has regulatory and planning responsibilities which include regulating local public agency boundaries. The Riverside LAFCO has seven board members, two of which are elected by the independent special districts in the County.

The board considered the two candidates for the LAFCO regular member. Upon voice vote, the candidates were ranked:

#1 Bruce Underwood
#2 Castulo Estrada

President Biancardi will complete and sign the official ballot for submission to LAFCO.

The board next considered the five candidates for alternate member. Each TEAM RCD board member ranked the five candidates and provided their written rankings to Manager Shirer for tabulation after the meeting. Manager Shirer will complete the alternate member ballot for review and signature of President Biancardi, before submitting to LAFCO.

F. Subject: Cultivating Inclusion business plan

Background: The National Association of Conservation District's grant to TEAMRCD on behalf of Cultivating Inclusion contains funding for a business plan.

The board reviewed proposals received and discussed seeking additional proposals for preparation of the business plan. President Biancardi moved, and Director Corona seconded, that the matter be tabled to a future meeting. Upon voice vote, the motion was unanimously approved.

IV. Discussion items:

A. Subject: Clinton Keith overpass

Background: The maintenance and monitoring for Southern California's only wildlife overcrossing is coming to an end in June of 2024. This is in TEAMRCD's service area.

The board discussed various approaches to future maintenance and monitoring of the overcrossing. No action was taken by the board.

B. Subject: Administrative assistance

Background: The need to carry out occasional or one-off projects exceed the current capacity of the Office Manager and board members to implement.

President Biancardi stated her need to have additional assistance. Manager Shirer reported that she is performing all administrative tasks enumerated in her contract but that handling of *executive* tasks, such as the management of board affairs or project management, was beyond the scope of her contract. Director Corona asked Manager Shirer how the administrative tasks in the contract were identified and Manager Shirer stated that she had reviewed all tasks previously performed by the Office Manager to prepare the contract. Manager Shirer also stated that she will take on additional projects by negotiated agreement, as stated in the contract, based on her availability.

Following this discussion, President Biancardi stated the need to update the TEAM RCD policy and procedure manual. Manager Shirer agreed to submit a proposal for that work to the board.

V. DIRECTORS' REPORTS

- Teri Biancardi: Reported that the WETA outreach continued to identify new farmers and that several had been approved for NRCS funding. She also reported that the revised Flood Control budget had been approved by the county. In addition, the annual CDFW report has been completed.
- Pablo Bryant – Continues to work stakeholders on the Lake and Streambed Agreement/Clinton Keith
- Newt Parkes – has now received the homeless reports in a readable format and is still actively monitoring progress in the Lake Elsinore area.

VI. MANAGEMENT REPORT: Rae Shirer

- Email archive – Manager Shirer reported that the email transition to Microsoft was complete and requested that all board members log into the new email system and notify her of any issues as soon as possible. She will now direct her attention to the Roundcube archiving previously approved by the board.
- Records management progress – cataloging continues, but all records are now in offsite storage.

VII. FUTURE AGENDA ITEMS:

Director Kuhn asked the board consider agenda time to discuss the general direction and goals of TEAM RCD.

VIII: ADJOURNMENT

There being no further business to come before the board, Director Corona moved, and Director Parkes seconded, that the meeting be adjourned at 5:39 p.m. Upon voice vote, the motion passed unanimously.

Dated: _____

Newt Parkes, Secretary/Treasurer

TEAMRCD Special Meeting
April 24, 2024
Community Wildfire Resilience
Minutes

The meeting was convened at 2:05pm

Directors in attendance; Pablo Bryant, Stuart Kuhn, Rose Corona, Newton Parkes (arrived late)
Teri Biancardi

Agenda approved:
Pablo motion
Teri seconded
Roll call all in favor.

No public comments.

Discussion:

Representatives of the various entities (Santa Margarita Ecological Reserve, Forest Service, Community Foundation, Greater San Diego RCD, Murrieta FD, MySafeRiverside all spoke about their region, their work, goals, limitations, what they would like to see more of and how TEAM RCD could possible assist in the effort to improve community wildfire resilience.

Meeting was adjourned at 3:30pm

Monthly Management Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the month ended April 30, 2024



Prepared on
May 6, 2024

Profit and Loss YTD Comparison

April 2024

	Apr 2024	Jul 2023 - Apr 2024 (YTD)	Total
INCOME			
Investments			
Interest Income			2,942.21
Total Investments			2,942.21
RCFC Pilot Projects			
Helash Mitigation Site			14,428.35
Hildy			3,702.07
Morgan Valley Wash			12,434.45
Murrieta Creek - Line F			1,973.44
Palomar Corydon Channel			1,974.45
Project Development			13,866.41
Santa Gertrudis Creek			51,831.96
Temecula Creek AD 159			35,814.51
Transient Monitoring			20,107.37
Tucalota Creek Phase I & II			2,341.81
Warm Springs/Benton Channel			30,888.21
Warm Springs/French Valley			25,059.01
Wildomar Channel			1,768.77
Total RCFC Pilot Projects			216,190.81
Service/Fee Income			
Administrative Fees			
SAWA Administration/FC			5,296.98
Total Administrative Fees			5,296.98
CropSwap Income			2,900.00
Grant Revenue			7,500.00
Water Audits Income			3,950.00
Total Service/Fee Income			19,646.98
Total Income	0.00		238,780.00
GROSS PROFIT	0.00		238,780.00
EXPENSES			
General and Administration	1,326.02		1,326.02
Accounting Fees			3,000.00
Bookkeeping			1,170.50
Total Accounting Fees			4,170.50
Administrative Consulting			4,140.00

		Total
	Apr 2024	Jul 2023 - Apr 2024 (YTD)
Advertising and Marketing	113.35	113.35
Computer, Data and Software		233.92
Insurance - Liability, D and O		2,907.81
Legal Fees		6,810.31
Membership Dues		1,198.00
Office Supplies		127.70
Postage, Mailing Service	119.43	119.43
Quickbooks-Accounting		295.00
Telephone, Telecommunications		52.26
Website Expenses	42.00	318.00
Total General and Administration	1,600.80	21,812.30
SERVICE COSTS		
Contract Services		
RFC FACILITIES		
HELASH	10,773.14	16,092.99
HILDY	98.44	1,610.68
HOMELESS MONITORING	6,336.51	12,962.88
MORGAN VALLEY WASH	2,119.05	10,562.09
MURRIETA CREEK LINE F	1,011.32	1,011.32
PALOMAR-CORYDON CHANNEL	196.88	430.68
SANTA GERTRUDIS CREEK	17,818.84	83,883.61
TEMECULA CREEK AD 159	13,658.84	30,079.80
TUCALOTA CREEK 3	1,269.07	1,269.07
TUCALOTA CREEK I & II	1,417.22	1,417.22
VV CHANNEL	3,743.60	13,587.96
WARM SPRINGS / FRENCH VALLEY	7,515.16	11,087.99
WARM SPRINGS/BENTON CHANNEL	17,657.67	32,229.47
WILDOMAR CHANNEL	1,941.43	2,544.39
Total RFC FACILITIES	85,557.17	218,770.15
Total Contract Services	85,557.17	218,770.15
Grant Administration Expense	1,650.00	3,088.50
Consultants and Contracts		
Education Resources Contract		
Workshop Support	922.50	1,147.50
Total Education Resources Contract	922.50	1,147.50
Irrigation Mobile Lab		
Irrigation Evaluations	1,875.00	5,500.00
Total Irrigation Mobile Lab	1,875.00	5,500.00
Program Management	48,330.00	48,690.00
Reimburseable Travel		184.92

		Total
	Apr 2024	Jul 2023 - Apr 2024 (YTD)
Training	825.00	960.00
Total Consultants and Contracts	51,952.50	56,482.42
Total Grant Administration Expense	53,602.50	59,570.92
Total SERVICE COSTS	139,159.67	278,341.07
Travel and Meetings		630.00
Conference, Convention, Meeting	650.00	650.00
Total Travel and Meetings	650.00	1,280.00
Total Expenses	141,410.47	301,433.37
NET OPERATING INCOME	-141,410.47	-62,653.37
NET INCOME	\$ -141,410.47	\$ -62,653.37

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Budget vs. Actuals: WETA GRANT BUDGET FYE 6/30/24

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Service/Fee Income				
Grant Revenue		121,700.00	-121,700.00	
Total Service/Fee Income		121,700.00	-121,700.00	
Total Income	\$0.00	\$121,700.00	\$ -121,700.00	0.00%
GROSS PROFIT	\$0.00	\$121,700.00	\$ -121,700.00	0.00 %
Expenses				
SERVICE COSTS				
Grant Administration Expense				
Consultants and Contracts				
Education Resources Contract		6,621.00	-6,621.00	
Workshop Support	3,002.50		3,002.50	
Total Education Resources Contract	3,002.50	6,621.00	-3,618.50	45.35 %
Irrigation Mobile Lab				
Irrigation Evaluations	6,550.00		6,550.00	
Total Irrigation Mobile Lab	6,550.00	19,862.00	-13,312.00	32.98 %
Program Management	48,937.50	64,200.00	-15,262.50	76.23 %
Pump Efficiency Tests	500.00	2,069.00	-1,569.00	24.17 %
Reimbursable Travel	184.92	2,584.00	-2,399.08	7.16 %
Training	960.00	2,814.00	-1,854.00	34.12 %
Total Consultants and Contracts	60,134.92	98,150.00	-38,015.08	61.27 %
Program Administration				
Total Grant Administration Expense	60,134.92	112,798.00	-52,663.08	53.31 %
Total SERVICE COSTS	60,134.92	112,798.00	-52,663.08	53.31 %
Travel and Meetings				
Travel				
Mileage Reimbursement	313.69		313.69	
Total Travel	313.69		313.69	
Total Travel and Meetings	313.69		313.69	
Total Expenses	\$60,448.61	\$112,798.00	\$ -52,349.39	53.59 %
NET OPERATING INCOME	\$ -60,448.61	\$8,902.00	\$ -69,350.61	-679.05 %
NET INCOME	\$ -60,448.61	\$8,902.00	\$ -69,350.61	-679.05 %

Balance Sheet

As of April 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
Chase CD	
Chase CD - Benton Channel	165,000.00
Chase CD - Greer Ranch	125,000.00
Chase CD Interest - 0618	40,839.39
Total Chase CD	330,839.39
Checking/Savings	
Chase Flood - 0600	219,152.02
Chase General - 0592	111,130.49
Chase Platinum - 9070	98,244.87
Total Checking/Savings	428,527.38
Total Bank Accounts	759,366.77
Total Current Assets	759,366.77
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	747,750.00
TOTAL ASSETS	\$1,507,116.77
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
AMEX 41005	-3.40
Total Credit Cards	-3.40
Total Current Liabilities	-3.40
Total Liabilities	-3.40
Equity	
Retained Earnings	1,569,773.54
Net Income	-62,653.37
Total Equity	1,507,120.17
TOTAL LIABILITIES AND EQUITY	\$1,507,116.77

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Statement of Cash Flows

April 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-32,835.97
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	-108,574.50
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-108,574.50
Net cash provided by operating activities	\$ -141,410.47
NET CASH INCREASE FOR PERIOD	\$ -141,410.47
Cash at beginning of period	900,777.24
CASH AT END OF PERIOD	\$759,366.77

Accounts Receivable

As of April 30, 2024

This report contains no data for your specified date range.

A/P Aging Summary

As of April 30, 2024

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Chutima Ganthavorn		475.00				475.00
Mission Resource Conservation District	3,966.19					3,966.19
Santa Ana Watershed Association	27,026.76					27,026.76
TOTAL	\$30,992.95	\$475.00	\$0.00	\$0.00	\$0.00	\$31,467.95

Bills Paid

April 2024

Date	Transaction Type	Memo/Description	Num	Amount
Cultivating Inclusion				
04/11/2024	Bill Payment (Check)		1218	-1,650.00
11/03/2023	Bill		C100001INV	1,650.00
Mission Resource Conservation District				
04/11/2024	Bill Payment (Check)		1217	-3,802.50
03/06/2024	Bill		3413	213.75
03/05/2024	Bill		3410	3,588.75
New Options Business Services LLC				
04/11/2024	Bill Payment (Check)		1219	-1,326.02
04/11/2024	Bill		1424	1,326.02
Santa Ana Watershed Association				
04/11/2024	Bill Payment (Check)		1044	-35,195.08
03/26/2024	Bill		2024-31	1,674.12
03/27/2024	Bill		2024-36	33,520.96
04/11/2024	Bill Payment (Check)		1043	-50,362.09
02/26/2024	Bill		2024-14	45,699.70
01/09/2024	Bill		2023-141	2,512.70
02/27/2024	Bill		2024-19	2,149.69
Strategic Energy Innovations				
04/11/2024	Bill Payment (Check)		1216	-48,150.00
03/15/2024	Bill		4916	48,150.00

Date	Transaction Type	Memo/Description	Num	Amount
Streamline				
04/11/2024	Bill Payment (Check)		1215	-42.00
04/01/2024	Bill		D79E45E5-0023	42.00
TERI BIANCARDI				
04/11/2024	Bill Payment (Check)		1214	-882.78
02/29/2024	Bill		NACD2024	882.78

Bills or Reimbursements to Be Paid

As of April 30, 2024

Date	Transaction Type	Num	Due Date	Amount	Open Balance	Memo/Description
Chutima Ganthavorn						
04/01/2024	Bill		04/11/2024	475.00	475.00	
Total for Chutima Ganthavorn				\$475.00	\$475.00	
Mission Resource Conservation District (760) 728-1332						
04/23/2024	Bill	3424	05/23/2024	3,966.19	3,966.19	
Total for Mission Resource Conservation District				\$3,966.19	\$3,966.19	
Santa Ana Watershed Association (951) 780-1012						
04/29/2024	Bill	2024-51	05/01/2024	25,296.46	25,296.46	
04/29/2024	Bill	2024-44	05/01/2024	1,730.30	1,730.30	
Total for Santa Ana Watershed Association				\$27,026.76	\$27,026.76	
TOTAL				\$31,467.95	\$31,467.95	

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase General - 0592, Period Ending 04/30/2024

RECONCILIATION REPORT

Reconciled on: 05/06/2024

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	166,983.79
Checks and payments cleared (4).....	-3,900.80
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>163,082.99</u>

Uncleared transactions as of 04/30/2024.....	-51,952.50
Register balance as of 04/30/2024.....	111,130.49

Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/11/2024	Bill Payment	1218	Cultivating Inclusion	-1,650.00
04/11/2024	Bill Payment	1215	Streamline	-42.00
04/11/2024	Bill Payment	1219	New Options Business Servic...	-1,326.02
04/11/2024	Bill Payment	1214	TERI BIANCARDI	-882.78

Total	-3,900.80
-------	-----------

Additional Information

Uncleared checks and payments as of 04/30/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/11/2024	Bill Payment	1217	Mission Resource Conservati...	-3,802.50
04/11/2024	Bill Payment	1216	Strategic Energy Innovations	-48,150.00

Total	-51,952.50
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Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Flood - 0600, Period Ending 04/30/2024

RECONCILIATION REPORT

Reconciled on: 05/06/2024

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	304,709.19
Checks and payments cleared (2).....	-85,557.17
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>219,152.02</u>

Register balance as of 04/30/2024..... 219,152.02

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/11/2024	Bill Payment	1043	Santa Ana Watershed Associa...	-50,362.09
04/11/2024	Bill Payment	1044	Santa Ana Watershed Associa...	-35,195.08
Total				-85,557.17

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase CD Interest - 0618, Period Ending 04/30/2024

RECONCILIATION REPORT

Reconciled on: 05/06/2024

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	40,839.39
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>40,839.39</u>
Register balance as of 04/30/2024.....	40,839.39

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Platinum - 9070, Period Ending 04/30/2024

RECONCILIATION REPORT

Reconciled on: 05/06/2024

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	98,244.87
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>98,244.87</u>
Register balance as of 04/30/2024.....	98,244.87

OFFICE OF COUNTY COUNSEL
COUNTY OF RIVERSIDE
3960 ORANGE STREET, SUITE 500
RIVERSIDE, CA 92501
(951) 955-6300

March 14, 2024

TEMECULA-ELSINORE-ANZA-MURRIETA RESOURCE CONSERVATION
DISTRICT
Temecula-Elsinore-Anza-Murrieta Resource Conservation District
P. O. Box 2078
Temecula, CA 92593

OUR FILE: 202136109
INVOICE NUMBER # 97813
AGENCY: 8028

Statement of Account for Services Rendered Through February 29, 2024

RE: Temecula-Elsinore-Anza-Murrieta Resource Conservation District (TEAM
RCD)
General Billing Matter

ATTORNEY FEES

<u>Date</u>	<u>Atty</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
01/25/24	GRT	Complete preparation of draft opinion email to Board President re steps to fill vacancy of former Director McClenahan based on current Ordinance 662, Public Resources Code, and issues in Government Watchdogs litigation for purposes of review by County Counsel Tran *To correct invoice 96573, transaction 486153 billed to wrong agency. ao 2.15.24	(1.70)	(342.86)
<u>STAFF SUBTOTALS</u>				
GRT	George R. Trindle III	(1.70) hr @ 201.68 \$	(342.86)	
Total Professional Services			(1.70)	\$ (342.86)
Total Current Charges				\$ (342.86)

Cultivating Inclusion

Business Plan Proposal Feedback:

Cultivating Inclusion has reviewed all 3 proposals and would like to provide our feedback below:

Rank First: Integrative Development Initiative (Elinor Crescenzi)

- IDI proposes a compensation rate of \$300 per topic (\$2100) as well as \$600 to steward the organizational development process (but is willing to accept the budgeted amount \$1,750)
- We ranked IDI first because IDI has the best understanding of our organizational needs. Elinor has already conducted 3 meetings via Zoom and in-person with CI volunteers to identify topic areas that would most support Cultivating Inclusion's organizational development.

Rank Second: New10, Inc. (James Torti)

- New10 proposes a compensation rate of \$4,900 to conduct a strategic assessment and write a business plan with \$1,250 per month for additional advisory support.
- We ranked New10 second because the proposed work includes facilitation of workshops for assessment and planning. This consultant seems more suitable for a larger organization than Cultivating Inclusion.

Rank Third: Blue Force Consulting (Jeffrey Okamitsu)

- BFC proposes a compensation rate of about \$2,500 per task (\$5,000), plus \$300 per hour for on-going consulting.
- We ranked BFC third because the emphasis of the proposed work is mostly on financial projection. At this time, Cultivating Inclusion has to rely on donations and grant funding for ongoing operations. CI is not ready to engage in financial projection.



April 11, 2024

Cultivating Inclusion Organizational Development Support Proposal

Integrative Development Initiative (IDI) offers to work with Cultivating Inclusion (CI) to support Cultivating Inclusion in organizational development.

Based on 3 initial meetings with key team members, Chutima Ganthavorn (acting secretary for Cultivating Inclusion), Teri & other TEAM RCD staff, as well as Mary Ann & 10+ committed garden volunteers, we have identified the following topic areas as those that would most support Cultivating Inclusion's organizational development at this time:

- Clarifying mission & vision + cultivating strong sense of shared purpose among members of the organization, especially those with different skills, interests, or connection to the organization
- Identifying a core leadership + developing clear responsibilities, especially for financial, organizational, and garden stewardship
- Establishing organizational decision making strategies + gaining clarity on which groups are empowered to make which decisions
- Addressing organization-wide communication needs, including developing methods for providing feedback, presenting new ideas, keeping a calendar, increasing accessibility of meetings, and maintaining a feeling of togetherness
- Developing organizational financial systems
- Addressing social challenges + establishing practices to proactively build strong relationships as well as address conflict and misunderstanding
- Developing and clarifying organizational operations

These topics represent a broad span of development areas, each of which is important and needs attention. IDI offers to support Cultivating Inclusion in taking up each of these topics, supporting CI team members in meeting on each topic for approximately 1 month (minimum 2 virtual sessions & 1 in-person session). This process is expected to take at minimum the remainder of the 2024 calendar year.

Based on the scope of work needed, IDI suggests a compensation rate of \$300 per topic (\$2100) as well as \$600 to steward the organizational development process; these funds will support IDI's operations costs as well as allow us to continue to support a variety of gardens with their community efforts.

IDI understands that CI has access to \$1750 in resources through a TEAM RCD grant to support their organizational development, which is less than the requested amount. We are willing to perform the proposed scope of work for the amount of funds available, but want to acknowledge this may not cover our costs, and would represent a net resource loss for our organization (aka a gift to CI 💕). So, if more funds become available, or there are other pools of funding (e.g. mileage reimbursement) which could be drawn on, or there are other ways that CI or TEAM RCD could be in support of IDI, we appreciate creativity in efforts towards reciprocity and to care for our organization's needs as well.

**Proposal – Business Plan and Three Statement Financial Projections for a Non-Profit Farm
That Helps Special Needs Children – Cultivating Inclusion**

April 7, 2024

Proposal Number: 2024-0030

Executive Summary

Blue Force Consulting (BFC) is pleased to present Teri Biancardi of TeamRCD in Temecula, CA has the following quotation for consulting services to develop a business plan and a three-year three-statement financial projection for a non-profit teaching farm, Cultivating Inclusion, in Murrieta, CA. Team RCD is a regional conservation district (RCD) in southern California, encompassing approximately 505,000 acres. Recently, TeamRCD saw the opportunity to provide Cultivating Inclusion with a grant to help them with their mission and a way to help them operate the farm with net positive cash flow.

Ms. Biancardi approached BFC to see if we could help Cultivating Inclusion by writing a business plan and a three-year, three-statement financial projection (statement of activities, statement of financial projection, and statement of cash flow) that will enable Cultivating Inclusion to be self-sufficient and not have to rely on donations and grant funding for ongoing operations. Instead, donations and grant funding could be used for the expansion of operations.

To this end, BFC is proposing the following package of consulting services for TeamRCD and Cultivating Inclusion:

- 1) Task 1: Prepare a non-profit business plan for Cultivating Inclusion, focused on making their farm operation in Murrieta self-sustaining and allowing donations and grant funding to be used to expand operations, potentially at other sites near Murrieta.
- 2) Task 2: Prepare a three-year, three-statement non-profit financial projection for Cultivating Inclusion based on the strategy articulated in the Task 1 business plan.
- 3) Optional Task 3: Ongoing strategic small business consulting.

BFC is a small consulting company in Maryland that specializes in assisting clients with strategies for various ongoing consulting needs, including developing strategies for starting, financing, and growing their business, optimizing operations, reducing operating expenses, and increasing revenue intake. BFC was founded in 2016 by Dr. Jeffrey Okamitsu. Prior to starting BFC, Dr. Okamitsu spent the early part of his career in academia as a physics professor at an Ivy League University, followed by decades of experience in high technology. Most recently, he was CTO of a major defense contractor in Northern Virginia, where he led the company in several major defense system development programs, securing almost a billion dollars of R&D and product revenue. Dr. Okamitsu has decades of experience in all aspects of running a business, including S&T, R&D, product development, quality, M&A, operations, customer service, business development, marketing, and finance. He has experience with both large and small businesses and has industry experience in defense and national security, aerospace, energy and sustainables, capital equipment, consumer products, retail, B2C, B2B, and e-commerce. He has technology expertise in physics, chemistry and materials science, electronics, electro-optics, imaging, sensors, RF and microwave, software and algorithms, and medical devices.

Proposal

BFC is proposing to assist TeamRCD/Cultivating Inclusion with the following:

- 1) Task 1: Prepare a non-profit business plan for Cultivating Inclusion, focused on making their farm operation in Murrieta self-sustaining and allowing donations and grant funding to be used to expand operations, potentially at other sites near Murrieta.
- 2) Task 2: Prepare a three-year, three-statement non-profit financial projection for Cultivating Inclusion based on the strategy articulated in the Task 1 business plan.
- 3) Optional Task 3: Ongoing strategic small business consulting.

Quotation and Delivery Schedule:

BFC offers the following quotation for the work proposed above

Proposal Task	Period of Performance (POP)	Pricing
Task 1: Prepare a non-profit business plan for Cultivating Inclusion, focused on making their farm operation in Murrieta self-sustaining and allowing donations and grant funding to be used to expand operations, potentially at other sites near Murrieta.	Twenty business days	\$3,000
Task 2: Prepare a three-year, three-statement non-profit financial projection for Cultivating Inclusion based on the strategy articulated in the Task 1 business plan.	Ten business days	\$2,000
Optional Task 3: Ongoing strategic small business consulting.	TBD, as needed.	\$300 per hour.

Notes:

- 1) The proposed work assumes that TeamRCD/Cultivating Inclusion will provide all necessary information required to prepare the business plan and three-statement financial projections, including:
 - a) Business plan input.
 - b) All the data necessary for preparing the three-statement non-profit financial projection.

Payment Terms:

- 1) TeamRCD/Cultivating Inclusion can cancel the project at any time. Any monies owed at that point will be immediately due.
- 2) For Task 1:
 - a) BFC will invoice TeamRCD/Cultivating Inclusion for an initial deposit of \$2,000, which is due upon receipt prior to any work performed on Task 1.
 - b) The balance of Task 1, \$2,000, will be invoiced once the draft business plan is completed. Once payment is made, BFC will forward the completed draft business plan to TeamRCD/Cultivating Inclusion for review. BFC will make any minor changes to the business plan that are requested free of charge. Work on any substantive changes requested will be billed at \$300 per hour.
- 3) For Task 2:

- a) BFC will invoice TeamRCD/Cultivating Inclusion for an initial deposit of \$1,000, which is due upon receipt prior to any work performed on Task 2.
 - b) The balance of Task 2, \$1,000, will be invoiced once the draft financial projections are completed. Once payment is made, BFC will forward the completed draft financial projections to TeamRCD/Cultivating Inclusion for review. BFC will make any minor changes to the business plan that are requested free of charge. Work on any substantive changes requested will be billed at \$300 per hour.
- 4) For Optional Task 3:
- a) BFC will make itself available on four hours' notice for any strategic discussion that TeamRCD/Cultivating Inclusion wants.
 - b) BFC will invoice TeamRCD/Cultivating Inclusion each Friday for consulting hours for the week ending that Friday. Payment is due on receipt.
 - c) BFC reserves the right to suspend work if invoices are over three days overdue.

Payment will be made by electronic funds transfer to BFC's bank account via the QuickBooks link embedded in each invoice.

Validity: This quote is valid for seven (7) days.

Consultant's Tax ID Number (TIN): 81-4049368

Consultant's CAGE: 7Q0Q6

Dr. Jeffrey Okamitsu, CEO, Blue Force Consulting
2736 Albert Rill Road
Westminster, MD 21157

Office: +1-410-848-7678

Cell: +1-609-638-5402

jokamitsu@blueforceconsulting.com

www.blueforceconsulting.com

Accepted:

By: _____

Name: Teri Biancardi, President

Company: TeamRCD

Date: April 7, 2024

By: _____

Name: Dr. Jeffrey K Okamitsu

Company: Blue Force Consulting LLC

Date: April 7, 2024

NEW10

"Truth is ever to be found in simplicity, and not in the multiplicity and confusion of things."

S. Isaac Newton

April 4, 2024

Teri Biancardi
TEAMRCD.org
teri.biancardi@TeamRCD.org
951-961-6622

Hello Teri,

Thank you again for the time and attention and reaching out to discuss your partner organization Cultivation Inclusion Farm need for a fresh set of eyes on the direction of the business in the form of a business plan or other strategic direction and assistance. I am confident I can provide professional business guidance to including strategic and business planning, executive financial oversight, and overall operation advisory support as may be needed.

SCOPE OF WORK

The overarching objective for my involvement is to assist in: 1) reorganization or strategic mapping plan of the business, including operations, communication, processes, decision-making and finance, 2) a farm assessment report and what is needed to improve farming operations, 3) a community assessment report and training plan (volunteer management, educational programs for special needs) business plan as may be required, and/or, 4) ongoing advisory support.

As an outsourced, independent management consultant to you, this consulting engagement will consist of: 1) retained, senior level management, strategic operational and business development structure and organization expertise, including specific experience in guiding a company from start up through to implementation and scale, 2) senior business management advisor with extensive branded consumer products, retail and distribution experience, 3) senior financial controller with successful experience streamlining start-ups, small and medium sized businesses to growth, cash stability/flow and profitability.

The scope of the engagement proposes the following progressive options, or can be individually assigned or determined:

1. Assessment/Planning: This work will be comprised of a remote workshop via Zoom, facilitated by consultant in reviewing all financial and operational data, as part of the business overview, opportunities review and implementation, operations/planning process, legal, financial, and structural. For this time, you will come away with detail descriptions, themes and information that will assist with strategic/schematic business realignment and an operating map that will highlight and tie together all major areas of your business from vision, market offerings and opportunities through to finance, legal, functions and structure. This schematic information will generate the content to be used to determine key priorities for implementation and operations execution, business growth, planning, partnerships, financial plans, etc., and designed to affirm business goals, objectives with absolute clarity.

2. Formal Business Plan & Financials: Based on the strategic plan and proforma assumptions, should a business plan be needed, will be created and detail operational structure, functions, outline key required sections, resources and ongoing implementation that are in alignment with the key business objectives. This actionable plan will be created and include a financial forecast for the next 1-5 years consisting of a document presentation suitable for commercial funding, or simple business planning interests as may be determined or required now or in the future.

3. Passive Advisory Support: In this capacity, I would work directly with you and function as your “backstage” business resource in guiding discussions and considerations, but you, or someone you may designate, will be doing the work, accounting, research, data gathering, writing and overall management of the business, etc. The role would include acting as a sounding board for business plan opportunities, development, idea, and technical source for third-party objective review of the materials, proofreading, editing, and directing the effort. I would be available as often as needed and without constraint, and would be accessible to you by phone, web and e-mail for direction, document review and advice.

METHODOLOGY AND OPTIONS

As a consulting standard, there are several levels of fixed fee engagement, which can be effective in applying focused time against the business objective(s), depending on the degree of help and participation you desire from New10, Inc.

LIMITATION OF LIABILITIES & INDEMNIFICATION

New10, Inc., will make its best effort to advise, support and explore content areas, create materials and generate information that is aligned with the business goals and objectives of the Client, however, in no event will the Consultant be liable to any party for business decisions, operations or any damages whether direct, indirect, special, consequential, or other for any use or inability to use of information or material created or its contents, or of any other hyperlinked information, including, without limitation, any damages for lost opportunity, profits, business interruption, loss of programs or otherwise, even if we are expressly advised of the possibility of such damages. The Consultant is indemnified from any and all claims, demand, or other liabilities, including legal fees and costs, that are made by any third party due to or arising from the use of our services.

TERMS AND CONDITIONS

For business execution projects of this type at this stage, we do not assess an hourly rate, often time will be comprised of conference calls, in-person meetings (as required or scheduled) and extended planning or other research required in advance or follow up to key calls or meetings.

Fees for this project are set as a fixed price retained engagement as may apply and are a one-time basis or can be extended to month-month or for a set period of months as requested by Client. Fees are due at time of acceptance of proposal outlined by option as follows:

<u>Option 1: Assessment/Strategic Planning</u>	\$1,950 Fixed Fee
<u>Option 2: Business Plan & Financials</u>	\$2,950 Fixed Fee
<u>Option 3: Passive Advisory Support</u>	\$1,250/mo.

TIMELINE

Based on our discussion, I would be available immediately or when contracted and devote the time required to achieve the determined deliverables.

JOINT ACCOUNTABILITIES

You would be responsible for internal scheduling, access to key information, personnel, administrative support, and provision of all necessary past and current documentation that would aid the project. We agree to immediately inform each other of any intelligence or findings that would impact the success of the project so that rapid action could be considered. I would agree to sign a confidentiality and non-disclosure agreement upon presentation.

All travel, transportation, lodging or other extraordinary expenses, are not included and are the responsibility of the Client to make and approve those arrangements in advance on behalf of Consultant.

If required, any software licensing fees, design or other program costs are to be managed by Client. Any administrative expenses related to the project and incurred by Consultant are to be reimbursed by Client upon presentation of invoice.

Select preferred engagement option(s):

Option 1 __ **Option 2** __ **Option 3** __

Your signature below indicates acceptance of this proposal and the terms and conditions herein.

Accepted:

Teri Biancardi

Date

Should you have questions or comments you wish to discuss, please don't hesitate to contact me.

New10, Inc.

Business Management & Consulting

James Torti, Ph.D., Principal

760-473-8201

jamestorti@new10consulting.com

jt/4.4.24

Table 1

	BUDGETED		Match	7/1/23 - 9/30/23	7/1/23 - 9/30/23 Match	10/1/23-12/31/23	10/1/23-12/31/23 match	1/1/24-3/31/24	1/1/24-3/31/24 match
Site assessment	\$1200.00	Contractor				\$783.75			
Community Needs Survey	\$1750.00	Salary						\$1650.00	
	\$375.00	Supplies						\$475.00	
	0								
Outreach to potential long term sponsors	\$0.00		\$2500.00						
Training programs, educational workshops	\$1200.00	Consultant				\$528.75	\$224.00	\$371.25	
	\$375.00	Supplies						\$99.57	
D'vine path									
Scott Murray farm									
Seed starting forum									
Pollinator talk									
Scott Murray planting plan			Tba						
Business plan	\$1750.00	Consultant	\$900.00						
	\$2500.00	Salary							
	\$850.00	Salary							
Grant admin					\$320.00		\$320.00	90	\$45.00
Total quarterly spend				\$0.00	\$320.00	\$1438.50	\$544.00	\$2595.82	\$45.00
Total match					\$320.00		\$864.00		\$909.00
Remaining	\$10000.00			\$10,000.00		\$8561.50		\$5965.68	
Unassigned									
Notes: ring fence \$850 for TEAMRCD Administration. Final report 6hrx64 384	\$1234.00								

4/1/24-6/20/24	4/1/24-6/20/24 Match	
		\$783.75
		0
		\$1650.00
		\$475.00
		0
		0
		0
		0
		0
		0
	(Mia Website) 30 teri website two hours 128	\$1124.00
	Teri attending field trip 3 Hours 192	\$99.57
		\$0.00
		\$0.00
		0
		0
		0
		0
	Teri researching business planners	\$0.00
	Teri researching business planners	0
	4/10/24 admin report prep/writing	775
0		
	734	
\$5,965.68		

Summary of Murrieta Area Food Bank Information

Food Bank Contact Info.	Operating Hours	Delivery Times	Clients Served	Other
Community Food Pantry of Murrieta 39493 Los Alamos Rd., Suite A 951-677-6347	W & Th, 6:30 -10:00 am	M-Th, 7:00 - 1:00; back door	~578 drive thru only	
Murrieta Methodist Food Pantry 24652 Adams Ave 951-677-6174	F only, 8:00 - 9:00	W & Th, 9:00 - 11:00 F, 8:00 - 9:30	~100	
Community Mission of Hope Food Bank (formerly Rancho Damacitas) 41760 Rider Way, Temecula 951-444-1404	M-F, 10:00 - noon	M-F, 9:00 - noon; delivery door on west side	~300 drive thru only	
Menifee Valley Community Cupboard 26808 Cherry Hills Blvd 951-301-4414	M-F, 10:00 - 1:00	M-F, before noon; delivery entrance in back	~620	
St. Vincent De Paul Food Pantry at St. Catherine's Church 41875 C Street, Temecula 951-676-4403	F only, 8:00 - 10:00	M-F 9:00-10:00	~90	Deliver some food to homebound
Good Samaritan Comm. Food Pantry 32127 Camino Rabago, Temecula 951-415-9731	M-Sat, 10:00 - 2:00	M-Sat, 10:00 - 2:00	Varies; hand out food from their garage	Good for late and Sat deliveries
Dream Center Food Pantry 506 West Minthorn, Lake Elsinore 951-245-7510	T, W & Th, 9:00 - noon	T, W & Th, 9:00 - noon	~450 drive thru only	
Western Eagle Foundation Food Bank 40904 County Center Drive, Temecula 951-695-7206	M-F, 9:00 - 5:15 Sat-Sun, 9:00 - 4:15	M-F, 9:00 - 5:00	~200 Sells \$20 food boxes Has thrift store	Generally handle large deliveries (mostly truck full)

Cultivating Inclusion Food Bank Survey


Summary:

The purpose of this survey is to learn more about the operations of local food banks and food pantries to inform how Cultivating Inclusion can build a better relationship with them. The survey was conducted in the form of a tour of their facilities along with informal in-person interviews. Six locations were visited during January-February 2024. A food bank table detailing food distribution hours and when they are open to receive delivery is attached.

Key points:

- ✓ Two food banks (Menifee Valley Community Cupboard and Murrieta Community Food Bank) mentioned that they currently receive all produce they need, while smaller food pantries (Murrieta Methodist Food Pantry, St. Vincent De Paul Food Pantry and Community Mission of Hope) said they need more produce.
- ✓ Getting good quality produce is a problem that food banks encounter. Three sites brought up the quality issues and that they have to throw away bad produce which contributes to food waste.
- ✓ Suggestions for desirable produce: potatoes, onions, tomatoes, zucchini, greens/lettuce, broccoli, apples and citrus.
- ✓ All, except one site, focus only on food distribution and are not interested in education. Only Community Mission of Hope has educational component.
- ✓ Three sites mentioned that they have some volunteers that are special needs (Murrieta Methodist Food Pantry, St. Vincent De Paul Food Pantry and Elsinore Dream Food Center)
- ✓ All sites are interested in working with Cultivating Inclusion.

	Operating Hours	Delivery Time	Clients Served	1) Has this food bank/pantry received produce donation from Cultivating Inclusion before? How familiar are you with Cultivating Inclusion? (vision, mission, location, etc.)	2) How many clientele does this food bank/pantry serve each week?	3) Where do you get your fresh produce?	4) Is the quantity currently received adequate? If not, how strong is the need for fresh produce on a scale of 1 to 10, with 10 being highest?	5) What types of produce are most desirable? ... least desirable?	6) Do you do any marketing/advertisement to promote produce consumption? Is there any interest in doing more in this area? (potential for connecting with SNAP-Ed?)	7) How many volunteers do you have? Any special needs? Does any school Adult Transition Program come to visit/work at this site?	8) Have you been to the Cultivating Inclusion farm? Would you be interested in a tour?	9) If this food bank/pantry has received produce donation from Cultivating Inclusion in the past, can you provide some feedback about the quality and quantity of the produce received? Any problems or suggestions how we can improve?
Menifee Valley Community Cupboard 26808 Cherry Hills Blvd 951-301-4414	M-F 10 am- 1 pm	M-F before noon; delivery entrance in back	~620	Yes; they appreciate all they get	They serve 621 families in total. All families must provide documentation which must include a bank statement.	Most is donated by Sprouts, Aldi, and Ralphs.	They currently receive all they need. Have been getting lots for grocery stores recently.	They will take anything; don't have any produce that is more desirable. No undesirable produce was mentioned.	No interest in educational programs. They are very busy, and don't have time to take on anything new.	Approximately 42 volunteers; they need more Spanish speakers. A couple that spoke only Spanish came in and had no one to translate.	Appreciate CI; too busy to take tour.	They appreciate CI, make deliveries to back door which is in an adjoining alley.
Murrieta Methodist Food Pantry 24652 Adams Ave 951-677-6374	F, 8-9:00	W & Th 9-11:00; F 8-9:30	~100	Not yet, they would welcome anything we can give.	They served 113 on Jan 3. Participation ranges from 100 - 150.	Most is donated by Albertsons, Amazon Fresh, etc.	<i>They could use more produce;</i> have to throw away much of what they get; have 5 refrigerator/freezers for storage.	Want: apples, onions, tomatoes, citrus. No undesirable produce was mentioned.	They are busy. No interest in educational programs.	Approximately 40 volunteers; approximately 10 were work on any given day; several are special needs.	Appreciate CI; plan to take tour sometime soon.	They appreciate CI, and look forward to working with us.
Community Food Pantry of Murrieta 39493 Los Alamos Rd., Suite A 951-677-6347	W & Th, 6:30 -10:00	M-Th, 7-1:00; back door	~578; drive thru only	Yes; they appreciate all they get.	They serve 578 families in total; they come every 2 weeks, so 289 families per week. All families must provide documentation.	Most is donated by Albertsons, Grocery Outlet, Amazon Fresh, Target and Sam's Club.	They currently receive all they need. They give produce that has gone bad to a local pig farmer.	Want: potatoes, onions, tomatoes, zucchini. No undesirable produce was mentioned.	The Food Bank does drive thru service only. Clients drop off their card in front, then pick up food in back. No interest in educational programs.	Approximately 80 volunteers; 30 were working on the day we visited.	Appreciate CI; too busy to take tour.	They appreciate CI, make deliveries to back door.
St. Vincent De Paul Food Pantry at St. Catherine's Church 41875 C Street, Temecula 951-676-4403	F, 8-10 am	M-F 9-10 am	~90; deliver some to homebound	Yes, Mary Ann has bought produce before.	They average 80-90; also do home deliveries to home bound in Temecula.	Most is donated by Albertsons, other groceries.	<i>They could use more produce;</i> have 2 large refrigerators and freezers for storage.	Want: anything they can get. No undesirable produce was mentioned.	They are busy. No interest in educational programs.	Approximately 100 volunteers; approximately 10 were working on any given day; several are special needs.	Appreciate CI; Mary Ann has already invited them to tour.	They appreciate CI, and look forward to working with us.
Community Mission of Hope Food Bank (formerly Rancho Damacitas), 41760 Rider Way, Temecula, 951-444-1404	M-F 10 am- 12 pm	M-F 9 am- 12 pm; delivery door on west side	~300; drive thru only	Yes, They are familiar and know that we work with special needs	300 families per week	Various groceries and food finders.	<i>Have problems getting good quality produce. More needed.</i>	lettuce, potatoes, tomatoes, apples	Have mandate classes. Know about eating the rainbow.	400 volunteers; about 100 per day	No time.	They appreciate CI, and look forward to working with us.
(Elsinore) Dream Center Food Pantry , 506 West Minthorn, Lake Elsinore, 951-245-7510	T, W & Th 9 am- 12:00	T, W & Th 9 am- 12:00	~450; drive thru only	They are not familiar with CI.	450 families; 3 lanes drive-thru only. Long car lines.	Costco and Target. They have one walk-in refrigs and 6 freezers.	<i>Need more fresh produce.</i>	More greens and broccoli	No interest. Don't do education just trying to keep up with food distribution.	About 40 volunteers and a handful of special needs	No interest. No time.	Never heard of CI and will be glad to get donations.
Good Samaritan Community Food Pantry , 32127 Camino Rabago, Temecula, 951-415-9731	M-Sat, 10-2 pm	M-Sat, 10-2 pm	Varies	Yes. She knows Mary Ann and is familiar with CI.	Varies; hand out food from their garage, Good for late and Sat deliveries				No, only to handout food.	More of a one person operation	Yes, have been to the farm.	

From: Rachel Theler noreply+afbd2ff6b4c77dc5@formstack.com 
Subject: NACD UAC Quarterly Report
Date: April 15, 2024 at 1:48 PM
To: teri.biancardi@teamrcd.org



Formstack Submission For: **NACD UAC Quarterly Report** Submitted at 04/15/24 4:48 PM

Conservation District:	TEAMRCD
State/Province:	CA
Name of Person Submitting Report:	Teri Biancardi
Email Address:	teri.biancardi@teamrcd.org
Phone Number:	(951) 961-6622
Please enter the name of an additional contact person for the grant (if applicable):	Rae Shirer
Please enter the email address of an additional contact person for the grant (if applicable):	manager@teamrcd.org
Indicate your UAC Project Year:	UAC 2023 (ending within calendar year 2024)
Reporting Period:	DUE APRIL 15, 2024: Reporting period Jan. 1 to Mar. 31, 2024
Please indicate the conservation outcomes you have addressed with your grant this quarter:	Soil health Water conservation or access Water quality Pollinator habitat
	This quarter grant projects included:

Describe UAC grant activities this quarter, and specifically how you addressed the above conservation outcomes.
:

This quarter grant projects included:
1) planning four workshops (Seed Starting, composting, pollinator habitat and urban farm conservation) and holding one (Seed Starting)
2) One field trip to a working urban farm
3) Completing the Food Bank and Special Needs Clientele Surveys.

The field trip to the Edge of Urban Farm was well attended by Cultivating Inclusion volunteers, Photos:

<https://tinyurl.com/39cspuw4>

Discussions focussed on a range of farming techniques and approaches to soil conservation. Years of applications of mulch yielded deep, rich soil which supported dense plantings well suited for urban gardens that incorporates a diversity of plants that grow to different heights. This also addresses water conservation as improved soils retain more water needing less irrigation. In addition, the farm featured rain catchment systems. The farm also included pollinator habitat to aid pollination of the fruit trees, which Cultivating Inclusion is looking to enhance for their own orchard.

The Seed Starting workshop (March 12) was well attended by Cultivating Inclusion volunteers. Photos:

<https://photos.app.goo.gl/sqcJys2T3E8j9QKT8>

Cultivating Inclusion provides multiple benefits to the community, not only delivering lifeskills training for special needs adults, but also delivering quality food to food pantries. To that end, volunteers spent many hours devising surveys, gathering responses, and tabulating the data to better serve these needs.

Total estimated number of clients reached through UAC activities this quarter.:

50

List any partner organizations involved in activities this quarter.:

Mission RCD and NRCS

If you work closely with your local NRCS office, do you use or recommend any specific NRCS conservation

Yes

practices covered by EQIP, CSP or other Farm Bill programs?:

Please describe the NRCS conservation practices your district promotes in urban settings. If possible, note the practice codes and how your clients engage with Farm Bill programs.:

Outside of Cultivating Inclusion, we work primarily with farmers in rural settings.

Describe the clients indicated in the previous question. If you worked with any new or previously unreached communities, please describe those groups. :

We connected farmers with NRCS around irrigation improvements and some conservation practices like mulching.

Explain the steps the district has taken this quarter to ensure the project will continue after the NACD UAC grant ends. :

We continue to try to find the right consultant to help Cultivating Inclusion set up a business plan, one which will initially focus on building the integrity of a volunteer run organization. The group needs a more formal and structured decision-making team and process. Of secondary concern but also very important is revenue generation. Our business planner will also help build in methods to generate revenue, and will look at places like the Regional Center. This business plan will be an important part of any subsequent implementation grants the farm applies for.

Please provide any links or information on the ways you promoted the project this quarter. Include any social media, articles, webpages, etc. :

We promoted this project on our district website, TEAMRCD.org

NACD Funds: Salary and Benefits:

371.25

NACD Funds: Employee Training and Travel:

0.00

NACD Funds: Consultants/Contractors:

0.00

NACD Funds: Supplies, Equipment and Promotion (no more than 15% of NACD funds):	574.57
NACD Funds: Administrative (no more than 10% of NACD funds):	90.00
NACD Funds: Other:	1600.00
Total NACD Funds Spent this Quarter:	2636
Match: Salary and Benefits:	320.00
Match: Employee Training and Travel:	0.00
Match: Consultants or Contractors:	0.00
Match: Supplies, Equipment and Promotion:	30.00
Match: Administrative:	45.00
Match: Other:	0.00
Total Match Contributed this Quarter:	395
<p>\$1600 went to stipends for three volunteers who spent many hours beyond crafting the surveys, giving them and tabulating the results. According to the Independent Sector, the value of a volunteer is \$31.80, for a total of 50.3 hours. Each volunteer contributed about 30 hours to this project.</p> <p>The supplies included materials for the seed starting workshop, as well as incentives to participate in the surveys.</p> <p>8.25 hours were developed to project manager tasks billed at \$45 an hour.</p>	

Please explain your quarterly expenses for both NACD funds and match. For example, provide hourly rates for employees or contractors, describe supplies, etc. :

manager tasks billed at \$45 an hour.

Two hours at \$45 an hour are billed to TEAMRCD administration - report collation and writing.

One hour at \$45 is billed to promotion - updating the District website with project information..

Match: Five hours at \$64 for \$320 total for general manager duties around finding and interviewing potential business planners and other project related duties.

Match: One hour updating website (CC Fellow) at \$30, two hours general manager at 64 for \$128 total

Three hours field trip \$192 at \$64 each

One hour report prep/writing \$64

Please upload at least one picture of activities this quarter. Include your district name in the file name. :

Please upload any additional pictures of activities this quarter. Include your district name in the file name.:

Please upload any additional documents or pictures, for example, fliers describing outreach activities. Include your district name in the file name. :

Do you have any particular success stories you would like featured on NACD's blog or in our weekly newsletter, eResource? If yes, describe briefly here, and Rachel will reach out to you regarding details of how

regarding details of how
to submit a
publication. :

**Do you have any
additional questions or
comments about your
grant?:**

I request an extension for completion of the project. The only outstanding item is the preparation of the business plan. We have had trouble find the right fit and believe next month we will select a contractor. However, we anticipate the analysis and planning will take several months as this will be a collaboration and inclusive effort. We would like to have until the end of October to complete this piece.

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Formstack, 11671 Lantern Road, Suite 300, Fishers, IN 46038

NACDUACQuarterlyReport_Subm
ission_1215358163.pdf



Legal Matter

FENNEMORE.

Kevin K. Randolph
Director
krandolph@fennemorelaw.com

550 E. Hospitality Lane, Suite 350
San Bernardino, California 92408
PH (909) 723-1703 | FX (909) 890-9877
fennemorelaw.com

April 23, 2024

RECEIVED

APR 26 2024

**COUNTY COUNSEL
TO**

VIA US MAIL AND EMAIL (mitran@rivco.gov)

Minh Tran
Office of County Counsel
3960 Orange St., Fl 5
Riverside, CA 92501-3644

Dear Mr. Tran:

Please be advised that we represent Director Rose Corona of the Temecula-Elsinore-Anza-Murrieta Resource Conservation District (“**TEAM RCD**”).

We are writing you in regard to Mr. Gettis’ request for the basis and source of our client’s objection to the Special Meeting (“**Special Meeting**”) that was called by President Teri Biancardi on February 29, 2024, as a follow up to my client’s concerns expressed at the April 11, 2024, TEAM RCD Regular Meeting when the Minutes of the Special Meeting were called for approval. A copy of the Transcript of the April 11 meeting is attached hereto as Attachment “A”, Pages 2-4.

Our objections are asserted on the following grounds: (1) the Special Meeting was not called pursuant to an order of the majority of the directors as required by California Public Resources Code section 9310; and (2) no order was entered in the records of the district again as required by California Public Resources Code section 9310 thus rendering the action taken at the Special Meeting null and void.

1. The Special Meeting Fails to Comply with California Public Resources Code Section 9310 Since There was Never an Order Calling the Meeting

First and foremost, the Special Meeting was not lawfully held as required by Section 9310 since there was never an order calling the meeting. Section 9310 of the Public Resources Code provides that: “Special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days’ notice of the meeting shall be given by mail by the secretary to each director not joining in the order.” Simply stated, all of the requirements of Section 9310 were not met.

While there appears to have been an attempt to comply with the special meeting requirements, full and complete compliance is required and the failure to comply with the Public Resources Code

FENNEMORE.

Minh Tran
April 23, 2024
Page 2

renders the meeting and the action taken void as a matter of law. It is clear that District Counsel Aaron Gettis never drafted a special meeting order, and no order was ever executed by the majority of the directors calling the meeting.

Rather, the President attached two emails to the Minutes of the Special Meeting supposedly representing the order calling the meeting. Copies of those emails are attached as Attachment “B”, Pages 3-4. On March 1, 2024, Rae Shirer, the TEAM RCD Office Manager sent an email to President Biancardi requesting that she “...send me the order for special meeting signed by the ordering directors and a copy of the notice sent to the non-ordering directors.” President Biancardi responded not by providing the order, but by providing an email advising Directors Bryant and Parkes that she has scheduled a special meeting for February 29.

The Public Resources Code requires an “order”, not a notification of the special meeting. The two emails do not even resemble an order and cannot be substituted for the order required by law.

2. Since There was No Order Calling the Special Meeting, No Order was Entered in the Records of the District as Required by California Public Resources Code section 9310

Second, the statute requires that the order calling the meeting be “...entered in the records of the district...” As has been demonstrated above, District Counsel never drafted a special meeting order, and no order was ever executed by the majority of the directors calling the meeting. Consequently, there was no order to enter in the records of the District.

As is clear from Attachment “A”, my client raised this objection but was met with doubt and disdain by President Biancardi and District Counsel. My client read straight from the Public Resources Code and District Counsel not only wanted to know where my client was getting that language but also stated that all of the rules for the special meeting were followed. District Counsel also requested that the statute and legal opinion of my client’s counsel be sent to him, and this letter follows.

In conclusion, we therefore request that the District cure and correct the Special Meeting deficiencies noted above. If the proper action is not taken to cure and correct, Ms. Corona will pursue her legal remedies to invalidate the Special Meeting and any actions taken thereat. It should be noted that the District, by virtue of the failure to comply with the Public Resources Code, has been placed at risk of violating the WETA Grant Regulations by not lawfully hiring the grant fellow at the Special Meeting in question.

It is worth noting that this is not the first formal objection to a special meeting that we have had to make on behalf of my client. As you may know, I sent District Counsel Melissa Cushman a letter on January 18, 2023, resulting in the cancellation of a special meeting which did not comply with

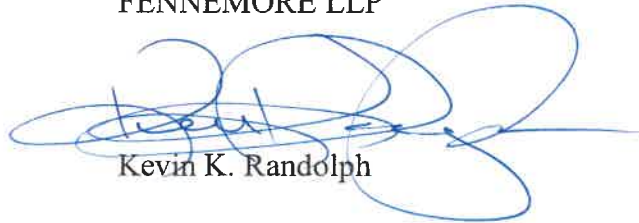
FENNEMORE.

Minh Tran
April 23, 2024
Page 3

the noticing requirements of Section 9310. I believe that the District would be well served to ensure strict compliance with the law going forward.

Sincerely,

FENNEMORE LLP

A handwritten signature in blue ink, appearing to read "Kevin K. Randolph", is written over the typed name. The signature is stylized with large loops and a long horizontal stroke extending to the right.

Kevin K. Randolph

KERA/myr

cc: Director Rose Corona

ATTACHMENT A



RC: There we go.

Speaker 2: [unintelligible 00:00:02]

RC: Teri.

Speaker 3: Got to run.

TB: Hello, everyone. Let's call this meeting to order. It is the regular meeting of the Temecula, Elsinore, Anza, and Murrieta Resource Conservation District, April 11, 4:00 PM. I need to project more according to Rae. Pablo, will you lead us in the Pledge of Allegiance, please?

PB: I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Board Members: I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

TB: Beautifully done. Roll call. Rose, will you take us off?

RC: Rose Corona, director.

NP: Newt Parkes, director.

SK: Stuart Kuhn, director.

TB: Teri Biancardi, director.

PB: Pablo Bryant, director.

RS: Office manager, Rae Shirer.

TB: Do I have a motion to approve the agenda?

PB: So moved.

NP: Second.

TB: All in favor say, aye.

Board Members: Aye.

TB: Any public comment? No. No public in today. On to the consent calendar.

RC: I'd like to pull some items for discussion on the consent calendar, please.

File name: TEAM RCD 4-11-24.mp3

TB: Which are those?

RC: That would be Item 1. I need to pull for discussion Item 2 and on Item 4, I want to pull the legal bills and the Climate Corps bill. We had a bill payment.

TB: We'll pull Item 1, 2, and 4. That leaves just one on the consent calendar. Do I have a motion to approve the remainder of the consent calendar?

SK: So moved.

TB: Second.

PB: Second.

RC: I have a discussion on that, on the financial report.

TB: What's that?

RC: On the financial report would include some of these things. If we're going to make that motion, we would exclude what we were going to discuss to approve

RS: The report is the report? It's whether you choose to pay the bills that are identified in the report. Is the different question, isn't it?

TB: Wow. Go ahead. As long as we're going to discuss those items. Go ahead.

RC: We can discuss 1, 2, and 4 and just approve Item 3. We have a motion and a second. All in favor.

Board Members: Aye.

TB: Nays. No, no nays. [laughs]. You're coaching me there, Rae. Rose, do you want to talk about Item 1?

RC: Yes. This is regarding the minutes from February 29th and I hope this right here. Basically, it was just a basic overview but my objection last meeting was that it didn't fully reflect the interaction between the boards and the objections I had to this particular issue. In order to make things easier I brought a copy of the transcript that can be submitted into the record.

RS: That's in the packet behind these minutes.

RC: I'm just saying and then we've got another problem because I noticed in the last meeting that it wasn't in there that Rae asked to have an order submitted for the special meeting and there was none there. According to the law on PRC 9310. It says, that the order shall be entered in the records of-- Sorry. Special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days' notice and the



meeting shall be given by mail by the secretary to each director not joining in the order.

The PRC requires an order, not a request, not emails. That doesn't substitute. What the district council or you should have prepared is an order. It's very simple. You just put special meeting. You put what's happening. You put the ADA and you have people sign it and a plain reading says that there must be an order issued by the majority prior to the special meeting having occurred and then that goes into the special meeting as she asked for. The emails they don't meet the minimum requirement. That would make all the actions void, as a matter of law.

The violation has to be cured and corrected and placed on a future agenda for approval. What this does. Mia has been appointed illegally to support the weather grant program, that grant program because the grant funds can't be used where the underlying district action did not comply with the law.

TB: I did check with Aaron about this and he said that a signed order was not necessary. I'm going to give him a call and ask him to respond to this.

RC: It says, it has to be.

[phone ringing]

AG: This is Aaron Gettis.

TB: Aaron, hi. It's Teri here.

AG: Hi, Teri. How are you?

TB: I'm all right. I'm plunging you right into the heart of our meeting.

AG: Great.

TB: Rose has raised some issues with the special meeting that we had at the end of, what was it? March.

RC: February.

TB: She's speaking about the written order, which we discussed and you said, it wasn't necessary. I'm going to let her say to you what she just said to us and get your response, okay?

AG: Okay.

TB: All right. Can everyone hear Aaron? Hey, Aaron, can you project, please, as I've already been told to?

RC: Are you ready, Aaron?

File name: TEAM RCD 4-11-24.mp3



AG: I am.

RC: It says, according to the law, PRC 9310 special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days' notice of the meeting shall be given by mail by the secretary. That was done in terms of the five days' meeting. The PRC requires an order, not a request or emails. You have to follow that law. What we need to do is prepare an order and have it signed by a majority of the directors prior to the special meeting.

AG: Rose, where are you pulling that from?

RC: Pulled it from my attorney.

AG: Will you send that? Have them send that interpretation to me because everything I've looked and hunted through, everything followed the rules for that special meeting. If you have some other documentation from some outside attorney, please send it to me. I will take a look at it and respond.

RC: Okay.

TB: At this point, I suggest that we table this until the next meeting.

RC: Take a vote on the tabling.

AG: That sounds good.

TB: All right. Can I have a motion to table Item 1?

PB: So moved.

TB: Do I have a second?

SK: Second.

TB: All in favor.

Board Members: Aye.

TB: Nays. No nays. No nays. Actually, I should just get you to do this, Rae.

[laughs]

TB: Rose, do you think there's anything else that you might need Aaron on the line for us?

RC: No.

TB: All right. Thank you, Aaron.

File name: TEAM RCD 4-11-24.mp3



AG: Thank you.

NP: Bye, Aaron.

AG: Bye.

RC: The second one was the minutes of March of 14th and it says on here on Page 2, I believe. It says, Director Corona also requested that copies of the legal bills be included in the directors' packet for review by the board before approval and actually, what I said was I just wanted a copy of it. I didn't ask that they be put into. It says here, in regards to the legal bills, I just want to see a copy of what last month's bills were but I did not ask them to be put into here, into the packet.

RS: You didn't want it to, what?

RC: The packet.

RS: We can change the wording but functionally, that's how you'll get them.

RC: No, you can ask, request to see. I can come to the office or to the-

PB: Storage unit.

RC: -storage unit-

PB: Have you been in the cube? It's nice.

RC: -and take a look at it.

RS: If you email me a request like that then I can send them.

TB: All right.

RS: I'll change these minutes to reflect that.

RC: Let's do it. Do I have a motion to approve the minutes as amended, as recommended by Rose?

NP: Moved.

RC: Second?

PB: Second

RC: Second.

TB: All in favor?

Board Members: Aye.

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TB: Okay, great. I'm sorry, who moved and who seconded?

PB: Newt, Moved.

TB: Who seconded?

PB: I think it was a dual second.

RC: It was a dual. Dual to the death.

PB: Okay, Newt.

RS: Who was the second?

PB: It was Rose and I.

RC: Yes.

TB: Any nays? No nays, right? Okay, item number four, Rose.

RC: Yes, I just have some questions about these legal bills that are in here. I wanted to ask questions about them because I noticed that you did some emails, et cetera. This complete preparation of draft opinion email to Board President Rees-Steps, it would be the January bills for a 125-24 question. I guess this guy's name is George Trindle. It says complete preparation of draft opinion email to Board President Rees-Steps to fill vacancy of former Director McLennan based on current Ordinance 662, public resources code and issues in government watchdogs litigations for purposes of review by County Counsel Tran. Now this one in particular, if you guys looked at it, Terry responded and said that's not a bill that we should have and that's correct, we shouldn't have that bill. My question is, is that it says a draft opinion here was sent to you? Okay, so I'm just curious, did you ask for a legal opinion?

TB: This is January, so this is March, the election bill, right?

RC: No, no, this is January and it's a February bill. They're saying they're preparing a draft opinion email to you. Okay, so did you ask for a legal opinion to be drafted?

TB: I'm trying to remember exactly how that went down because as you can see there have been some issues with us being billed for things that have nothing to do with us and I can't exactly remember what that is. I think I don't recall ever having an actual document from Ross Trindle. He had written back and forth to me on one or two occasions but I never received a draft opinion.

RC: I guess I have a question as to why are you talking to George Trindle. He's with county counsel. Our district counsel is Aaron.

TB: Absolutely, because he had some questions about how TEAM RCD runs. He was just getting some background information.

RC: It says here that he's preparing a draft opinion about filling the vacancies to you.

TB: I don't think it's to me. I think he was doing something for-- is that the one that I sent that we're not paying?

RC: Yes

TB: Well, it wasn't a draft opinion to me.

RC: Okay, so secondarily, then this Stephanie Nelson has charged us \$60.50. Discussion with Ross, well, Ross Trindle, is he the same guy? Yes, I'm guessing. Email to ROV requesting cost estimate for election of vacancy seat.

TB: Okay, that might well also be something that we should dispute too.

RC: Right, I was going to say this is not something that has anything to do with us.

TB: Yes, so if it's in that category of appointments, you're absolutely right and I should go back and dispute that as well. They have already on the February 15th bill the draft opinion charge of \$350,000.

RC: Right, I saw that.

TB: They've already accredited it.

RC: Yes, I know that. I'm aware of it. She also didn't ask for this, and I was just going through saying then why are we paying for this?

TB: Yes, exactly.

RC: Okay. Another question is that we seem to be spending a lot of money with Erin reviewing the agenda or creating the agenda.

TB: Can you tell me what that is?

RC: Well, I mean, how exactly?

TB: What month is that?

RC: Well, it seems to be every month with the exception but I'll get to that point. You're the one that's supposed to be drafting the agenda and then he just reviews it quickly but it seems like an awful lot of time.

TB: Is that the January agenda?

RC: Yes.

TB: The December meeting was a very business-laden meeting.



RC: This is 1-8.

TB: Right, but if it's a bill for--

RC: It's not a bill for December. He would have the bill in December. The bill is for January.

TB: I hardly talk to Erin.

RC: Okay, I would question that.

TB: How much is that one for?

RC: \$262.

TB: I can't remember what happened three or four months ago exactly. I don't think that Erin has been billing us unreasonably. Yes, I do prepare the agendas and he reviews them but sometimes there are questions that come up, particularly with special meetings and such a challenge.

RC: I'm clear, you didn't ask for an estimate for election of the vacancy seat.

TB: An estimate for?

RC: That's what this thing says that I'm asking about the 60-50. You didn't ask for it.

TB: No, no, no, I didn't ask for that.

RC: Okay all right. The next one is this. I mean, it's obvious. None of these on the February bills should be any of ours.

RS: No, are you talking about the March one?

RC: Wait, I'm talking to Teri. Let Teri, because it's all the ones that have Stephanie Nelson, GRT, draft and revised language of placement on D3 website to advertise bill vacancy, all of that big bill.

TB: I think that's all been removed.

RS: That's the March one.

RC: Okay, all right, because we didn't have it in the packet. We didn't have the removal of the reverse.

TB: Right, but if you have looked in the packet, there are two billings that I have disputed and they have removed everything that I requested.

RC: All I have is the one.

RS: That came in after that.

RC: Okay, thank you. All right, so is there anything else? [silence] To be clear on the February bills then, Aaron's not marked here at all. He didn't do any work for us to do the agenda.

TB: All I can say, Rose, is I don't have them in front of me and I don't recollect exactly what happened but, no, Aaron, I have very light touch from Aaron and the work that's been going on with the county being billed to us is unacceptable and they recognize that and so that's why those bills have been removed.

RC: I just want to make sure.

TB: We had a zero legal bill this last month.

RC: He didn't participate in reviewing the agenda or anything like that?

TB: Well, that would be coming up on this month but, yes, he did. He also doesn't bill us very much, so I think he sometimes uses some discretion. I know he did with you too.

RC: All right, that's all I've got.

TB: Okay, so can we approve the current bills and reimbursements? Do I have a motion?

PB: So moved.

NP: Second.

RC: I'd like to make an amended motion that we approve the bills with the items like a re-- what do I want to call it? Not a refreshed. An updated bill showing the correct billings and because we do have the 346, but I don't have the other one. Just so we approve what we have with what we've discussed that you are having removed.

TB: Are you requesting that I go back to county counsel and ask them to send?

RC: No, you can just put it in the next meeting. What I'm saying is that the motion is amended to say that with what we have discussed regarding the bills that we don't have in here, that they provide the updated bills and the credits in the next packet. If we approve this just like it is, it's 847.05.

TB: I mean, I'm not really following. I do have the bills in there with the corresponding emails from county counsel saying the bills are waived. I don't know, I don't understand.

RC: All I have here is we will be reversing the 342.86. Rae is saying that there is another email that wasn't in the packet.



TB: Are you sure it wasn't in the packet? Rae, I'm not sure.

RS: No.

RC: That's all I'm saying. If we say we're approving, we're approving \$1,169.71. Can we make the motion with just with the exception that will be expecting? Do you want me to make the motion?

TB: Yes. You need to give us some words.

RC: I move that we accept the bills with the credits from the January bills for 342.86 and that Teri will be also asking for the \$60.50 to be also credited and that we approve those bills and the bills of February with the knowledge that the county counsel's email reversing these charges will also be in the packet next month.

TB: If we summarize that we approve the bills with the understanding that Teri will request the \$60 charge to be reversed and with the understanding that the email from county counsel reversing all of the charges for March is also included in the packet.

RC: Yes.

NP: Second.

RS: Was that Teri moving or Rose?

RC: She was summarizing. That would me moving exactly what Teri said.

RS: All right. All in favor.

Board Members: Aye.

PB: It wasn't seconded, was it?

SK: Yes, it was.

TB: It was.

RC: He seconded. Newt seconded.

RS: Any nays on abstentions? Any nays or abstentions?

RC: All right. Good. We go through the consent calendar.

RS: You've also called the Climate Corps bill.

RC: The Climate Corps bill has to do with tabling the motion.

RS: Tabling what motion?

File name: TEAM RCD 4-11-24.mp3



RC: Tabling, not the motion. Tabling the subject of--

PB: To send the legal bills to Aaron.

RC: I'm going to send the legal bills to Aaron.

TB: The Climate Corps bill is not a legal bill.

RC: No.

RS: [inaudible 00:22:10]

RC: I'm not sending the bill. I'm sending the information from the attorney regarding the special meeting. If Mia hasn't been appointed correctly we have to do it over. We would be paying for something that wasn't approved.

PB: According to your attorney

RS: These have been pulled out of the approval of the bills and reimbursements?

TB: We have this bill within 30 days. It was submitted to me on March 22nd. It needs to be paid by April 22nd. If it goes through this legal process that Rose is requiring then we will be delayed on our payment, which is problematic. I would not be in favor of pulling that and not approving it. I think, we need to pay that bill. Do you have a motion, Rose because if not I would.

RC: No, you're going to go ahead and make that motion anyway to approve it.

TB: I move that we pay the Climate Corps Bill.

SK: I second.

TB: All in favor say, aye.

Board Members: Aye.

RC: No.

TB: Now, I think we've gotten through the consent.

NP: Now that we've done that thought, when do we have the option to bill for that money?

TB: We can bill for it now. What's happening is--?

RS: Isn't put that in the reports later.

TB: Yes, it's in the reports but since he's asked, I just want to say that we should be doing within a couple of days. All right, to summarize. All right, on to the action items.

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Community wildfire resilience? I think that after our last board meeting we had, I think, there was as consensus that the interest in collaborating around this particular issue and that there is an interesting meeting with the various people who were around that table and other potential partners as well. To that end, there's a meeting arranged on April 24th. I think a couple of us board members here representing a quorum would be interested in attending that meeting. I am requesting that we approve a special meeting on the date there under the recommended motion of Subject A, so those of us who want to attend can attend.

NP: I second that or do I?

RC: You made a motion.

TB: There's a recommended motion. I've read out the recommended motion. I'm not necessarily making the motion but someone else can make it.

NP: I would like to make the motion that we do this.

SK: Second.

TB: By the way, Kier, here before we go on, you were at that meeting last week. I think, Pablo went as well-

PB: Yes.

TB: -to the Wild Animal Safari Park. Can you guys report on that?

PB: Do you want to go first Kier and then I can go?

Kier: Sure, sure, and then you can fill in the blanks. I think, there was a lot of good intentions in this meeting. We had CAL FIRE, US Forest Service, other RCDs that were represented at this among other players and I think, it's a unique opportunity for folks to start collaborating now because it seems there's always after the fact. Wouldn't it have been nice if we had communicated with another conversation? This is a really good first step in broaching that subject with, how can partners partner with each other and being proactive in making communities more fire resilient.

The first thing that comes to mind is the physical parts of maybe you're thinning the forest or maybe, how does that urban interface really react with National Forest and things like that? NCSC does have money for said projects. We also have a two teams initiative, which is an initiative where we would partner with National Forest, Lands to help create those buffers but I think mostly what I got out of it was just a strong reminder that we do need be communicating with our partners, meaning our fire districts. Do they even talk to each other?

They certainly do when there's an emergency but I think, the idea is to start having those collaborations and conversations now before a fire happens. I know that I've spent some time doing emergency watershed protection after the fact and one of the



things that I discovered was and I'll call them den mothers but usually, we have a community or a neighborhood or a cul-de-sac and then we would say, "Hey, who wants to be the den mother of that little area?" So when we can get information out to a large group of folks, I only have to email and let's say, 5 people that reach 300 people.

That seemed to be really adventitious as far as outreach events and communication moving forward. I was really, really inspired by the meeting that we're trying to take a proactive approach and I'm eager to find out what kinds of partnering we can do.

PB: I agree with all of that. I was amazed at the amount of people there and the breadth of knowledge but like you, there were a lot of resources but it didn't feel all the resources were connected yet. Having these quarterly meetings or even more frequent meetings with the people in our district that are responsible for the CWPPs and the hardening of the cities and houses and removing of flammable fences and roofs and stuff like that I think were great. One thing that really struck was the discussion of a State Bill 310, which had to do with really the tending of our ecosystems in California.

They talked a lot how about people were worried about prescribed burning. There hadn't been a lot of prescribed burning going on and SB310 talks about really, it's not just the way the fire services do it. It's not just the way CAL FIRE does it or US Forest Service does it and there was a woman from the tribe that gave a testimony about cultural burnings and cultural burning and cultural burn bosses were included. They're included in this language that if you fill out the state permit, as required, then it's the same due diligence as any other agency.

It was rising, cultural, or traditional, burning to the same levels as state burning. They talked about how private landowners can go on CAL FIRE's website, fill in all the blanks, apply for a permit, and burn on their private land, didn't have to demonstrate any real expertise where Native American reservations if they burn on these, they can be thrown in jail. There's a woman who gave testimony that even though cultural burning has been going on, and was going on here for thousands of years how it's not deemed the same as a prescribed burn done by a homeowner with a fire hose. It's recognizing that cultural burning is as good, maybe better, because of the way it's done on a smaller scale more frequently.

I thought that was really good to hear. Again, I agree with you. I'll be redundant in the sense that I think we need to keep doing this. It is our duty as an RCD to drive these conversations and make sure that we don't just do it every couple of years. We speak to all the fire agencies and we include tribal fire departments in the beginning and not as an afterthought. That's what I got out of it.

TB: Awesome.

Kier: I corroborate those sentiments.

RC: Great.

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Kier: It was a good meeting. I felt like it was good to also see other folks there. It was good to meet new people and to corroborate and talk with folks I'm getting to know through other agencies.

TB: I think that's the intent of this meeting. Perhaps a team could form a house going forward like a collaboration center where we could start to bring our local knowledge about needs, community needs, to the fire professionals. You, of course, have many available for projects. The two chiefs initiative is really interesting. I think there's a potential here for lots of opportunities for us to expand in that direction.

RC: Can I make a comment, please?

TB: Sure, of course.

RC: In order to make life a little easier for you you might want to send an email out to all the directors to see who wants to attend. If you have less than a quorum you don't have to post a special meeting.

TB: Yes. I had a sense that we might want to. We give ourselves an option.

RC: Right. Yes. Give yourself an option.

TB: That's why we need to-- [crosstalk]

RC: If you're saying...If people want to attend and they say yes, if everybody says yes, then great, you go post it. If only two of you [inaudible 00:33:15] of it, people had work to do, or something and can't be there. You'll save yourself some time.

TB: Yes. For this one, I think we need to get the special meeting posted. We have a motion and a second on the table, all in favor?

Board Members: Aye.

NP: What day of the week is the 24th?

TB: It's a Wednesday.

RC: I think it's a Wednesday. Yes, it is. It's a Wednesday.

TB: Nays?

RC: What time?

RS: Any nays?

TB: Any nays?

NP: No, nays.

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RS: No abstentions.

TB: What [inaudible 00:33:49]? We're in the Navy. It does have a capacity of 20 so we'll see. We'll see what the numbers look like as the [inaudible 00:34:01].

RC: Do we have a time?

TB: Yes, two o'clock.

RC: Okay.

TB: Great.

PB: This two or three o'clock?

TB: It's 2:00 to 3:30.

PB: Okay.

TB: Should make it easier for you to go rather than 3:00. Kier, if you want to hop off, thank you for attending.

Kier: Yes. I just wanted to say in closure we have approximately \$90,000 that we've got selected for your area for our smart stuff and helping conservation in your area. Using Jamison to do the evaluations and those kinds of things has proven to be fruitful for getting more conservation, or people signed up and selected. I wanted to say thanks for that help.

TB: Yes. I think you're going to have a couple more sign-ups coming your way.

Kier: Oh, we're just getting started. [chuckles] I just wanted to say thanks for that and we'll see you next time.

TB: Okay. Thanks, Kier.

PB: Take care.

TB: That's great, \$90,000.

PB: That's good.

TB: Really good.

Kier: All right. Take care.

TB: Cheers. Okay, onto Greer Ranch. We can get as deep into the weeds here as we want or we can just stay surface. Mandy and I had a meeting with the HOA manager Dana Haygood. I'm going to forget his name right now. The fire inspector who was here at the last meeting, who brought up the issue of Greer Ranch and two

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other Fire Department personnel, the president of Greer Ranch HOA, and also the guy who manages all their landscaping and stuff-

RC: Gabriel Young was the inspector.

TB: What's that?

RC: Gabriel Young.

TB: Young. Yes, Gabriel Young. That's it. We had a good conversation about TEAM RCD's obligations around our conservation easements there. There was a lot of misunderstanding and misconceptions. Lenard has basically been saying managing that land has nothing to do with them, it's all down to us. They've been laboring under this misunderstanding for a long time and there's a lot of suppressed, I felt, anger in that room.

RC: Was Lennar part of this conversation?

TB: No. Lennar has, subsequently begun part of the conversation and has since responded that it is all down to TEAM RCD and that we need to be managing that property. I wanted to say that Mandy was just amazing. That was a tense meeting, right? It felt a bit ambushed going into it. Mandy took this PowerPoint, she went through it, and she explained. We went and looked at the easement documents and it is very clear what our obligations are. She put it out there.

RC: We've repeated that to Dana over and over again and to Lennar. When people don't want to accept it because they think it's a document they can-- The fire department did because I brought them the proposal that we had put together regarding fire and fuel modifications and abatement and they said no. They said the same thing.

TB: I think that Mandy was able to talk that through.

RC: Oh, Mandy got through.

TB: Yes. Mandy was phenomenal. I learned a ton listening to her as well. I could not have handled that meeting. No way.

NP: That's hopeful.

TB: Now they understand it. What Gabriel Young said would be useful is if we were to present them with a letter stating our obligations and how we're not responsible for certain things. I ran it past Erin to get an estimate as to what that would take.

RC: How much?

TB: He said it would take longer than what I thought. I said it would be two hours probably, just look at the easement documents and he said he thought it would be



more than that. I think we could do it not to exceed \$1,000, it'd probably come in under that. I think this would be worth it. It would also feed in nicely with this whole idea of building good relationships with our local fire departments. What has been a real problem on their side of the ledger, for whatever reason, starts to be eradicated.

RC: Do you think we could have Mandy help you draft what she said? This would cost us very little. Are they demanding a legal letter? It would be coming from TEAM RCD.

TB: I think for a few hundred dollars-

RC: A thousand dollars isn't a few hundred.

TB: -it's going to be less than that.

PB: Have we sent them letters or communications in the past that have the same thing?

RC: Yes. We sent them the proposal. That's when Jonathon Ingram was the-

TB: Yes. The HOA management. [crosstalk] HOA president.

RC: -the president.

PB: How well did those work? How well did those letters work?

RC: He basically understood that they and/or Lennar, in particular. Lennar was responsible for this because for certain aspects of it because they were supposed to turn over certain aspects. We've had this discussion.

PB: If we send this letter. Was it drafted?

RC: My question is, did the fire department ask for it and are they wanting just something that outlines all our responsibilities just like Mandy put because Mandy's very good at this?

TB: They did have that but they did request the letter and they wanted it.

RC: Legally. They wanted it legally?

TB: I asked Mandy. I said, "What do you think about this?"

RC: If they requested a legal letter, then you're going to have to do it.

TB: Okay. They requested it. We approved not to exceed \$1,000 for our legal team to write a letter that the Murrieta Fire Department could use.

PB: I just wanted to have one more point of discussion. It's been recommended by Mandy. He recommended and we've sent-- I just want to be clear. We sent

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communications in the past that have told them where our responsibilities are and those have been ignored. If didn't send. Let's say, we send another one, a free one that reupped again and we got nowhere. This timeframe between that and the legal letter.

RC: It doesn't take them very long to do it, Pablo. To your point, yes, they did not ignore it. Jonathan Ingram did not ignore it.

PB: Nothing got done.

RC: Nothing got done, the fires happened. If you recall in the last meeting. What happened was this was going to be done in collaboration with SAWA and it had to be with the CCC Camps. We put the proposal together and I gave Mr. Young a copy of that because he had asked for it. I will give it to you. It should be somewhere in the packet.

PB: My point is this though, Rose. If they're not inclined to believe a biologist.

RC: Wait a second. Will you let me finish?

PB: I didn't get to finish what I was talking about. If they're not inclined to believe what is told to them and this woman just says, "We have to take care of it." What makes you think and I'm just saying this for purposes. I don't want to pay any money but what makes you think just another letter is going to somehow convince this woman?

RC: Because she was, as Teri said, she said that it was very antagonistic. Basically, I'm paraphrasing here, Teri but you said, it was a really tense group of people but after Mandy gave the presentation it was a lot better. Am I correct in that?

TB: Yes, she got through but what Murrieta Fire Department wants is some leverage because they can also declare and do things and everyone seems to be concerned about Lenard. The HOA manager went to Lennar and they bounced her right back and they're saying, "Please give us some leverage so we can start to throw our weight behind this." I just think it's cheap.

It's this has been a long time and I did actually draft a response and Mandy said, "You know what. Honestly, I would hang back on that because you could say something that could be a little bit wrong and it could blow up in your face. Let's just make sure the lawyers handle it and we're covered." What we would do is request that they draft a letter, send it to Lennar, to Greer, to Murrieta Fire Department on our behalf, and then copy us all as well.

NP: This letter would stipulate what our obligations are.

TB: Yes.



NP: How about, will it also stipulate what some of the others requirements are in the other parks?

TB: It says very clearly in the easement documents that the land title holder is responsible for all the maintenance and obligations and none of that goes with us. Yes, I would think that they would go through and put that language. It's very clearly stated in the easement in our letter.

NP: With respect to Lennar, aren't they the original grantor of the easement?

TB: Yes.

NP: They gave away all their obligations, didn't they?

RC: Not yet.

TB: No and I don't think Lennar's going to take that and there's some question. There's some of the land that looks like it was given to Murrieta.

RC: [crosstalk]. Yes, yes.

TB: Also, there's some question as to whether the restoration was ever completed and signed off on, in which case, we might have been doing our recording unnecessarily because the baton hadn't been passed. It's just a murky morass of a thing.

NP: I tried to read all of that. Yes, you were right. It was a murky mess.

RC: If you want more information you might want to ask Jonathan Ingram if he wants to tell you everything about it because he knows everything about it. He was the one that actually found that Murrieta had taken over part of that.

TB: I think we're going to get to the bottom of this.

PB: I think that legally that makes sense.

NP: If we didn't send the letter, we'd still be able to stand by the rights and obligations we've got and maybe it would cost us more to defend a lawsuit. I don't know. What's the likelihood of being sued?

TB: I just think that there's been some damage done to the district's reputation because there's been misinformation, disinformation that has circulated and has been allowed to fester and I think in really complicated situations like this, it's easy for people to just, you're the bad guy and not really think it through. We all have a copy of the easement document. If you read it, you'll understand but still, the various parties have been saying, no it's TEAM RCD's fault because Lennar told us and I think, that this, we really need some weight here to say, we're not kidding. We are in

compliance. This disinformation needs to go away and do you know who's at fault? It's Lennar. For \$1,000 to get rid of this.

NP: I understand what you're saying and for the most part I agree with it but I'm just not convinced that sending a letter is going to end the problem.

RC: I don't think it will because I think it's going to bounce back but that's just me.

TB: It's just the Murrieta Fire Department has requested it and we already [unintelligible 00:46:30].

RC: You just said you're going to send one to Lennar.

TB: No, no, no. The letter is a request from the Murrieta Fire Department so that they have some leverage and some understanding that they can go after Lennar.

PB: That makes sense because they had another agency has to use this document, not us.

TB: They're concerned about exposure too. It's they want to overstep and have this happen, have them come at us. If you're clarifying for us what your role is and what we've been told is wrong, now we can take the next step.

SK: Just to summarize my understanding. I'm coming in and I don't have all the background that you all have. Basically, when Greer Ranch was built this area is owned by HOA but is under a conservation easement.

RC: To us.

PB: To us.

RC: Owned by Lennar. Owned by Lennar.

TB: It should have been handed all to HOA.

RC: Correct.

SK: Who does that?

RC: Lennar was the builder. They were supposed to, as Teri was saying, hand it off to the Greer Ranch HOA when they were completed and tactually, it was done in sections.

SK: The underlying parcel was supposed to be transferred to Lennar HOA but that never happened but now, Lennar is just the underlying owner.

TB: Lennar is the underlying owner and there was also a requirement that they uplift the conservation area as well and there was a five year monitoring and maintenance plan and there's lack of clarity as to whether that ever happened. Mandy as part of

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her research that she's doing is going to go speak with Corps (Army Corps of Engineers) and see if we can find that because that's where we came in. We've been monitoring this. Our role is basically to just police that conservation stays in place and what's happened is, is a whole narrative developed where it's that conservation district is forcing us to have, basically, a chimney run down the center of our community. That is going to burn us all and we're all losing our insurance and it's their fault and we want to eliminate that.

SK: There's no debate about the need to fuel modification in this area and that's the fire department wants the fuel modification and the community. Everybody wants the fuel modification to happen but it's just a question of, who's financially responsible-

TB: Pretty much.

SK: -for performing fuel modification.

RC: There's something to do with it and I can't remember exactly what-- An \$80 million bond.

SK: Are they saying because the easement is granted to us, they're saying we're responsible for it?

RC: All of it.

SK: For all of it and Lennar doesn't want to foot the bill because they don't want to--

RC: Because they don't want to foot the bill. It's huge.

SK: Nobody wants to foot the bill.

RC: The HOA doesn't feel that they own it yet because it hasn't been turned over to them just so you're clear.

SK: Where my brain is going with all this is instead of getting into the boxing ring is instead trying to collaborate on a solution together and maybe try to partner to go after. There's a lot of funds and resources to get this done for free and maybe we could offer support in that as well as saying, "Hey, wait. This is not responsibility but let's work together on this." These are some ways we could go after it and bring that into the conversation.

TB: Totally.

RC: When you say, after, I want to define that. When you say after it, just like what we said, we went in with a proposal that this is how we can reduce the fuel load here, et cetera, et cetera, and we can help, and this is what the bill is to do it. They're saying that, "No, you take that bill TEAM RCD, and you do it because you're --" Everybody is pointing fingers that it's all the big bad RCD that isn't doing their job. We have been doing it. As she said, since the thing even went in, we've been

performing our job and doing our thing because in those days, those conservation easements were very minimal, in what they were required because they want to see a lot of vegetation and habitat growing inside these areas.

PB: What you're saying Stuart is helping the way-- First define them.

RC: Yes, define.

PB: I think we all agree. We're saying it's not our responsibility. Say that in some--

RC: When you're saying define the avenues is what are you saying?

PB: You're saying point them towards grant opportunities, point them towards programs that are already in place that maybe they don't have to foot the whole bill.

SK: Well, so I own a big ranch in San Diego County and I'm working with CAL FIRE right now. It's a two-year process, but I'm working with CAL FIRE, I have big neighboring communities around me. I'm working with CAL FIRE to come out and create fire breaks on my property for the benefit of my neighbors. It's totally 100% free. There's resources out there, and as a resource conservation district, maybe we should try to get involved in that and solve an actual problem that these homes are under threat of having fuel next to their homes that needs to be removed and to try to make that connection, try to help them make that connection. Instead of finger-pointing and them saying that it's not their responsibility, it's like, "Okay, fine. It's not our responsibility, but here's a path to solve the problem." Instead, it's just--

RC: Right. Solutions whether you do 1, 2, 3. But what she is asking for right now, we're getting off the subject a little bit, but what she is asking for is for us to pay for the attorney ... to write a letter for the fire department, right?

TB: Yes.

PB: Mandy says it's what we should do, and the fire department asked for specifically some leverage so they could absolutely make them comply.

TB: Absolutely.

SK: I think that's right.

TB: It's the safest thing to do and we should keep on. That spirit of collaboration and partnership I think actually happened there because Mandy outlined a number of things that she's going to be working on to help unravel this. Now, she's established herself as the authority here and she's doing this for free and she's going to have her legal counsel draft a whole thing about why it is not our responsibility so that everyone can look to that. What the fire department wants right now is something from us so that they have leverage.

NP: Well, we should send something to the fire department, but can we also send it to the other parties?

TB: Absolutely. Yes. I can do so.

NP: They'll be copied on them.

TB: For sure.

RC: To your point, Newt, if you send or who was it who said boxing ring?

SK: I did.

RC: That these big corporations will jump into the boxing ring. We just need to make sure that they want a letter, it should be from us, what they do from it. This is only my opinion, having dealt with a lot of attorneys is that, and a lot of big corporations, you want to just get it to the fire department if they want to push it off from there to whoever they want to do, it would be my recommendation because I don't want them starting to getting into the boxing. Well, I wouldn't want to see them getting in the boxing ring with TEAM RCD-

PB: If we give it to the fire department, it has to be legal, that's yes.

RC: Yes, You see what I'm saying? [crossing]

PB: What I'm just saying we can't get to the fire department something with a hole in it.

RC: It's up to them who they want to distribute to you and they'll go, "No. See, here's a legal document." I think that if we start copying everybody, to your point, they might want to get into the boxing ring with us.

NP: All right. We're going to--

SK: My point was just support the legal support of the attorney writing the letter but with the caveat of, "Hey, this is our professional legal opinion from our attorneys. Along with that, let's work together instead of pointing fingers and getting into all this. Let's put our efforts towards solving the problem. I think the legal piece is--

RC: Correct. What we should do with that, Stuart, is put it on, let's have that discussion, agendaize it to have a further discussion with it. What Teri's only asking for right now is--

TB: Well, but it needs to go out now.

RC: That's what I mean. You're only asking for the attorney thing, but what he's discussing is something we can talk at length about.

TB: This is getting really too lengthy. Can we agree that we'll just send it to you?

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NP: Yes.

RC: Yes.

TB: We just send it to the Murrieta Fire Department. That's it. Where are we-

RC: Can I move that we authorize not to exceed \$1,000 for the attorneys to write a letter that is being requested regarding our responsibilities to our conservation easement to the fire department of Murrieta?

TB: Second. All in favor?

Board Members: Aye.

TB: Any nays? No nays.

PB: Look at you.

TB: Great. There we go. We're on C now.

RC: She's trainable.

NP: Try reading that conservation easement, you'll be confused.

TB: This one's strategic planning. This is really easy. I wrote it in a cryptic way but I had reached out to Chris Gray of WRCOG had a little brain wave that perhaps he would be interested in helping us put together our five-year plan. He is very interested in this and he would not charge us at all. Meets your requirement, Newt, that he knows a lot about the local things and he's very obviously connected with policy. His boss is away. He has to get permission from his boss. His boss has been away this week. We don't have an answer until next week. Can I just take the temperature of the group? If Chris Gray was available to serve as a facilitator and help us with our strategic planning, would we be interested?

RC: As long as it does not affect the other offer that he had to us to do grant writing.

TB: Grants, yes.

SK: Yes.

NP: Yes.

TB: Good. Moving right along. Rose, you want to do the CARCD election?

RC: CARCD. I put this in your packets because the four candidates for CARCD sent their statements in emails, I believe, to everyone, but it might not be true. You've got Peter Roderick and you've got Peter Van Dyke for Vice President. Let me go through that first. I called Peter Roderick and got no callback. One of the things that I was looking for is who-- I went and got all the numbers, but who called you back right

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away, who seemed interested? Peter Van Dyke, he called back right away. He's five generations of family farmers. He's got a certified organic farm that he's been in for 38 years. They farmed before that regularly, but he became certified organic and they've been doing that for 38 years so much. He's up north.

He put his property into the preservation of Ag Land. His family's farm is in a land trust. He really is excited about the future. His biggest thing when I talked to him was he wanted to see that the CRDs help all RCDs in the state to build greater capacity. What he's seen over the years is that some of the larger RCDs seem to squeeze out the smaller ones. What he wants to do is help those medium-sized ones build more capacity. The only one that I really got to talk to of the two was Peter-- My recommendation would be Peter Van Dyke. For Secretary-Treasurer, John James has been chair of the Central Sierra Regional for several years, and active in the El Dorado County RCD for many years.

Comes from a farm family and is a military veteran. Studied economics and engineering at Cal Poly San Luis Obispo, and he's still engaged with the university's increased minority student involvement, registration, and acceptance. He worked for Caltrans, overseeing public transportation projects upwards of \$4.5 billion. He was in charge of the oversight of all those projects. He retired from Caltrans and consults on major public works projects, including environmental, stormwater, and erosion control. He's skilled in state and federal funding compliance.

Harold Singer, he put his contact information as was the nominating committee's designate for Secretary-Treasurer. Been on the board for the CARCD for eight years. Has been a treasurer of the Tahoe RCD for nine years, and promises to improve lines of communication between CARCD and the RCDs. That's a rough overview of the conversations that I had. I would probably, if I were to choose one and two, I would put John James first and Harold Singer second, but that is just mine based on, I'm assuming that you guys read this stuff. Teri's got a method of doing this vote.

TB: No, no, not really but I heard you say Peter Van Dyke and John James. President and vice president. That falls right in line with what I was going to go with. Does anyone else have any thoughts?

NP: I'm going to go for it.

TB: That was easy. I make a motion that Peter Van Dyke, we nominate him for president and John.

RC: For vice president.

TB: Isn't he president?

RC: Peter Van Dyke.

TB: He's for Vice President.

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RC: President is IE RCD Rick is.

TB: Yes, yes. We know the position. Peter Van Dyke and John James. Do we have a second?

PB: Second.

TB: All in favor say, aye.

Board Members: Aye.

PB: Thank you for doing that work, Rose.

RC: Oh, no problem. All you have to do is fill it in, send it out. I think we have.

PB: Don't you do it? You haven't done it yet.

RC: I can do it either way.

PB: It's supposed to be signed by the district secretary.

RC: Secretary.

NP: Oh, that would be me. [laughs]

PB: You're in the hot seat.

RC: We sign it on this one and this one and then you just have to sign and give it to Teri. Here you are.

TB: LAFCO election and by the way, I'm going through my packet as we're talking and the email that does reverse all the \$1,000 charges is in there. We don't need to put that in for next month. For LAFCO.

RC: LAFCO, LAFCO, LAFCO. Where's my thing?

PB: [unintelligible 01:01:41]

RC: LAFCO. I told Teri that I already did the homework on this. I don't know what you want me to do Teri. Do you want me to speak to it or do you want?

TB: Yes. Why don't you do the regular members and then I'll handle the alternates and I'm sorry, guys. This is boring but it has to be done.

PB: No, this is what we do.

RC: Where you talking regular members?

TB: The regular member for LAFCO.

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RC: This is the alternate is all this is.

TB: No, I gave you the alternate because that's going to be the awkward one but the regular members are Bruce Underwood and Castulo Estrada both from the Coachella Valley Water District and then there's alternate members.

RC: Mr. Castulo, what does it say under his thing? I'm trying to remember, Teri. When they have their name, what does it say underneath it?

RS: Coachella Valley Public Cemetery.

RC: Right, the cemetery.

TC: [unintelligible 01:02:44].

RC: Castulo.

TC: Coachella Valley Water District.

RC: Castulo was the one that I researched and he's more involved in water projects than the cemetery guy. I would recommend Castulo and then on this alternate there's five people there and what I found was that out of everybody, what I did is I went to the minutes and I went to see who attended the meetings and seemed very interested. Angela Little, by far, attends a lot of these and she's very involved and she shows up and 90% of success is showing up.

Harvey Ryan, he's with the Elsinore Valley Municipal Water District. He doesn't show up as much but he is in our district in terms of Elsinore. Steve Pastor is with Lake Hemet and he's not in our district but he also has been involved in the Riverside County Farm Bureau. I don't know about the other two. What are we going to do here, Teri? Now you can go.

TB: I think what we should do is just fill in your numbers and then give them to me or Rae and then we will consolidate who is first, second, third, fourth, fifth, so we don't have to discuss it. Too much more. You all have a copy. If you could just do that and give it to us and that's the way I recommend we handle it and then in terms of we need to choose who we would like for our regular member. I have a slightly different view in terms of the regular member. I think we need a little more diversity at LAFCO and I like the idea of having the public cemetery guy on there instead of the water district guy. Anyway.

RC: Where do we write that? What do we write our vote down?

TB: I think what we should for this one is, who?

RC: It's a one and a two.

TB: Yes, yes. It's a one and a two. I think, we should we collectively decide who we want for the regular member. In terms of, who would support Bruce Underwood as being number one? Who would support Bruce? I'm for Bruce Underwood.

RS: Calling for a vote for Bruce Underwood as number one.

RC: You've got one. Who would vote for Castulo for number one?

TB: Who would vote for Castulo for number one?

RS: Okay boys. You have to vote one way or the other.

[laughter]

RS: All right, Pablo, who is crunching your arms and vote for who?

PB: I do like diversity. I think I will go for the more diverse. I go for the-

RS: That makes two for the cemetery guy.

PB: -cemetery guy.

RS: Two for the water person.

RC: Water guy.

RS: Okay tiebreaker. How are you feeling over there?

SK: What was the cemetery guy's name?

RS: Bruce Underwood.

SK: Underwood.

RC: Bruce Underwood.

SK: Oh, man. Like Secretary Underhill.

TB: Not undertaker. Underwood.

SK: I'll support Bruce Underwood.

TB: Bruce Underwood is number one and Castulo is number two and then you guys could all just hand me this, your five. You've got to do that and then we can move onto the next one.

RC: Mind you, you don't have to vote for all five if you don't want to.

TB: No, you don't. All right. Last thing we want to talk about is the Cultivating Inclusion Business plan. This has been a little bit tricky. The Cultivating Inclusion Grant has been going really well, I think and as it happens, we have more money than we thought. We've been really successful at arranging these field trips and getting speakers in from--

RS: Send your alternate votes this way, please.

TB: Alternate votes are going.

PB: This is the alternate.

TB: Yes. You're calling them all.

RS: Send it over here, so I can count the votes. Yes, no, neither...

PB: We don't have to fill them out.

RS: You have to fill whatever. **[unintelligible 01:07:40]**. He's sent that one.

TB: Really the last piece that's remaining is the business plan and we've had some struggles with this because John McCarthy was originally going to do our business plan. That was a go. It fell apart. Since then we've been trying to find someone else. They landed. Cultivating Inclusion had a number of meetings with, her name's Eleanor. They really liked her and she submitted her proposal today. You could see that I also reached out to two other business planners with some expertise in non-profits.

RC: There's Blue Force, New10 and somebody else? Was that something that you gave us right now?

TB: Yes, there's something that I handed to you now because this is a very fiddly meeting, guys. I apologize for that but like I said, **[unintelligible 01:08:37]**. It's called Cultivating Inclusion Organizational Development Support proposal and it's by Integrated Development Initiative and just to cut to the chase. We had a budget of 1,750 allocated towards the business plan, which is pretty insufficient.

RC: It says, \$2,200 on the budget.

TB: \$2,200 from budget. Which one?

RC: 22 to 24. It had to be. The rule on the grant is it has to be less than 25% of the grant amount. It would be \$2,500 or less.

TB: The original one that I have that you wrote up has the business plan 1,750 salary.

RC: There's 2,500 because that's going to equal 17. Where's my thinking on it? My God.

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TB: All I would say is that we have excess money and this Integrated Development Initiative is who Cultivating Inclusion really wants to have. I got two other bids, basically, for the purpose of providing a reference point in terms of cost. They both exceed what the Integrated Development would charge but I do think we should have allocated more money because at this point 1,750 is--

RC: Is this another one of those rush things that we have to read this and figure it out?

TB: If you want to table it until next month I'm totally happy to do that.

RC: I would really appreciate it-

TB: Okay then. Let's do that.

RC: -because this is a big deal and then it will give me time Teri to look and see what that said because for whatever reason I seem to think that there's a \$2,200 or \$2,400.

TB: I think, it's very complicated and we have an opportunity to shift money around. If we could shift money around, we could get that approved by NACD because we have more money than we anticipated at this point.

RC: You'd have to. Because on the state thing it says, you've got to follow that. If they say, okay, fine. Just put it in writing.

TB: I have a feeling that they will say, okay.

RC: Mandy says they're easy to deal with.

TB: I move that we table this item until next month.

RC: I second.

TB: All in favor.

Board Members: Aye.

TB: Great. All right. Back to the agenda

RC: Pablo is still voting on the last one.

PB: No, I had to do it again.

[laughs]

PB: I messed up

TB: I still [unintelligible 01:11:23].

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RS: He had a hanging chad.

PB: Yes, [unintelligible 01:11:26].

RS: It's just for purposes of voting and then interpretation would be made by the president when we got here. All right. Carry on.

TB: Discussion items. Clinton Keith overpass. I attended a meeting today where they had a presentation. It was the MSHCP Monitoring Report and this just makes me really sad in the sense that we have the first wildlife overpass in southern California. It's in TEAM RCD district and there's going to no more maintenance and monitoring anymore. The money has run out for that and part of what was discussed today at MSHCP was this explosion of stinknet the super, super invasive plant that they're having lots of problems with. The possibility is that I don't even know how much this thing costs. It could turn into a wee mess and it strikes me that it might be another partnering opportunity for us to see if we can help organize a CCC crew or something and go and do a bit of weeding there.

PB: Absolutely.

TB: I think RCTC would be supportive because during this meeting today, I did ask what the projection the biologist who is doing the monitoring was of this wildlife crossing if we just left it alone and she was unwilling to touch it. It did open up a discussion about, could we possibly assist with this and RCTC had no idea. They didn't know anything about this at all yet but they don't have money for it. I felt leaving that meeting that we might be able to work on this. I just want to share this idea with you and see if you're okay with me poking at this for a little bit to see what we could start up.

NP: I'm not sure I understand the whole deal. What does this all have?

TB: Are you aware of the Clinton Keith overpass?

NP: No.

TB: It is a wildlife overcrossing and it's funny because it's for butterflies. The Quino Checkerspot butterfly and the reason they have that is because the Quino Checkerspot is endangered and they fly at car length. If you have an overpass, then they will fly over the overpass. The Quino seems to have disappeared through the region but they have monitored. SAWA has been doing all the monitoring and there's quite a lot of wildlife that are using the overpass and as well as the undercrossing as well including mule deer. It's an overpass that connects two RCD parcels.

One of the really conservation, I don't want to say, buzzwords but it's a real concern, is connectivity. If you have even two preserve parcels with a freeway in the middle of it then you don't have good species interconnection and there's this overpass. For five years, it's been there. It's been monitored and maintained. The monitoring is \$50,000 a year. They have all kinds of pictures of animals and they've been using

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this space as well as butterflies, which is interesting and difficult to monitor but they're walking away. There's no more money for doing any of the maintenance of the vegetated overpass.

NP: When you mentioned our association with this. Where has that been?

TB: It's in our service district.

NP: It's in our district.

TB: Exactly.

NP: We weren't tasked with doing anything.

TB: No but I think, it is something that-- Pablo and I have worked the Triple C's and you get a project manager. Maybe we can get RCTC to pay for a project manager or Riverside County Parks who have been doing the monitoring or we can work with Jonathan Reinig and get him to work with some **[unintelligible 01:15:50]**. Organizing. It's a symbol. It's the first one in southern California and to have it happen in our district hurts.

NP: You said it's \$50,000 a year to do it.

TB: That's with the monitoring was. I'm not even proposing monitoring. I'm just proposing weeding.

NP: Weeding.

TB: Weeding the invasives.

RC: How many acres is it?

TB: I don't know. It's just an overpass. It's not something--

SK: I have a question.

TB: The map is in your packet.

RC: What was the cost of weeding and doing this stuff?

TB: I don't know. It was Riverside County Parks that did it. I don't have a number on that but when I raise the idea of we consider, maybe, non-traditional ways of getting weeding done there was a lot of appetite. I just want to be transparent here. This is something I'm thinking about and I'd like to be able to do it with the blessing of the district.

PB: [crosstalk]

RC: I think, I'm sorry. I didn't mean to interrupt you, Pablo.

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PB: Go ahead.

RC: I think you gather the information and bring it to the district as to what you found.

TB: That's really all I'm asking.

PB: Cool.

TB: Administrative assistants. With Stuart coming onboard it really raised to me that I wanted to give him a current district manual. I wanted to arrange trainings because I think we all probably earned our dues in trainings and it was just project too much that I could handle. I've been doing a lot of stuff and Rae is also maxed out and she's taken on some special projects, which thank you, Rae, for the email and going through the documents and stuff, and organizing the data. I just want to also say that it would be nice to on occasion have someone that we can reach out to for some additional administrative assistance. If you have any thoughts on that I'm all ears.

RC: I have a question for Rae. Has anyone asked you to do additional administrative work and if they did ask you and it was within? This is a very simple thing on, what was this based on this contract of yours because I have the contract here? Was it based on historical, what I used to do because I did a lot of it? What was this based on exactly? The history of how I worked and what you do or exactly.

RS: As to your first question, has asked me to do additional administration?

RC: Correct.

RS: Teri's example I don't actually view as administration. I view handling, getting training materials out to new members, and providing guidance on Form 700 or whatever they'd like me to know as an executive function not administrative.

RC: That was my job.

RS: That is either done by the president or another member of the board but it is not in my mind an administrative function. An example of an administrative function would be, you just did that ballot and you slid it across the table to Teri but the actual scanning, filing, mailing, that's an administrative function.

In my contract, yes, it was based on the six-month or so window where I was the temporary office manager working while Rose was the president and identifying those administrative tasks and that's what's in my contract. Was I asked to do more administrative work? Yes, I was asked about the email, which I took on, that was negotiated, time estimates, all of that. That the document retention email, I also view it as administrative because-

RC: [unintelligible 01:20:22]

RS: -I was scanning, filing. The email thing is an office issue that is not related to the training of the board, the direction of the board, the management of the board. That's all an executive function. Yes, I based the contract on my understanding of what's administrative and what we had been doing that was administrative function. I thought that I had outlined that as clearly as to the specific tasks that I would do.

RC: It's pretty straightforward, your contract. In our policy book, there is an administrative secretary. That's what we always used. As far as training and things like that, that's fairly simple, and that came from the president. What it does is it basically sets you up, so training, for example, or the Form 700s. Our clerk of the board will send you an email saying that you need to fill out the Form 700. They are there. If Teri doesn't have the information to help you, then they are there to give you all the information as well. It's all in the documentation, how to fill it out.

If you call CARCD, because they changed the way they did it, but it's actually a lot easier than it used to be. Everyone of us is a member of CARCD as being a part of this board. They give you-- Teri has to give you the authorization to have a member login, and then on there are all of the sexual harassment, the ethics training, and other trainings if you desire to take them, but the required ones are the ethics and the sexual harassment. Those are two hours each and you have to go through them.

You have to take little tests, and then they will give you a certificate at the end of it. It has to be done every two years. Those are available for free as members. You just have to take the time from your own personal thing to go do them.

TB: Back to the core question here. There are occasional and one-off projects that I might not be able to take on, we might not be able to take on, Rae can't take on. I would like to begin the dialogue with you all about the possibility of occasionally bringing in someone to handle that. I do think getting the district manual current and correct is really important.

RC: Have we asked her to do that and can we amend it? How much would it cost? Why don't we just keep--?

TB: Rae's been very clear to me that she's doing what she can do right now.

RS: What I have said is, and what is in my contract is, if you want something that's not in the contract, then you do have to negotiate that separately. Then I do it, because I will give you an estimate of the time, and I will report back, and I will do it or I won't do it, but I don't know that that proposal has-- I mean, we kicked it around that it needs to be updated, but that proposal has not been made to me. Do you have time or capacity? Can you make time or capacity to do that?

PB: Do you though? I don't want to lean on you hard if you don't have the bandwidth available because of all you--

RS: I create bandwidth on a contract basis. I don't create bandwidth on a, "Here, can you do this?"

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PB: You're saying that you could prioritize it based on negotiation for the job?

RS: Yes. I'm not interested and would not do the occasional email, "Can you take care of this?" That's not what I'm going to do. If you have a discrete project, such as, "Let's go through the policy manual and make sure it's updated, and how much would that cost, and how long will it take?" That's a different thing. I'm not the go-to person for any miscellaneous stuff that comes up outside of my contract.

TB: Would you be prepared to consider updating the District [unintelligible 01:25:17]?

RS: Yes, but I'll have to submit a proposal to you on what time I'll take.

TB: Okay. Sounds good.

NP: That's good to know, but the overriding question is there might come a time when everybody's bandwidth is full here, and do we have someplace else we can go to to get it done? I thought at one point we put together an agreement with IERCD to be able to use one of their people.

RC: Yes, but Mandy lost that person.

NP: She what?

RC: She lost it. She went on the person in particular. That doesn't mean--

RS: Because those are things that I shouldn't be doing anyway. If you're talking about you need someone who's going to be a project manager, which is actually what I was doing during Rose's term. I was doing administrative stuff, but I also acted as a project manager because I was monitoring all of the crop swap and all of the AIEP as well as, of course, the billing and stuff for flood control.

Again, I'm not contracted to do that now, okay? Basically, on your WETA grant. That's all been handed off pretty much to Mission RCD. There's really no project management happening at this level. If you do need that sort of project management assistance, that's not part of an administrative discussion. That's the business of the board. How will the business of the board be carried out? It's not an administrative.

PB: We have two things going on, the proposal to update the handbook, and then we have the potential maybe to renegotiate with either IE, or Mission, or some other RCD that has the capacity to maybe, in the future, provide support.

RC: Let's focus--

PB: No, I'm just saying, is that a thing that can happen, right? It happened.

RC: Well, it didn't happen.

NP: Well, it's worth discussing and thinking about.

File name: TEAM RCD 4-11-24.mp3

PB: Yes, okay.

TB: If I were to speak to Mandy about whether or not we can revisit that proposal, the board would be in support of it, obviously, bringing back information.

NP: I would, for sure.

TB: Not speaking [unintelligible 01:27:30]

RC: Well, I think also we have to remember that Rae's been at this a long time and she knows our district. I guess what I'm feeling right here is that I know in hiring independent contractors that basically, you sit down and you say, "This is what I'd like to do. We had an initial contract that was agreed upon by this board." That doesn't mean that the contract cannot be renegotiated and said, "Okay, within the scope of, do we want her to be doing projects, would you be willing--" As Pablo just said, "Would you be willing to do the board policy book?" Okay, that's a project.

Those things that we should be able to do on our own. We've got five members here. We don't have a staff, but it is possible. I've seen everybody stand up when asked to do so, then go do it, right? That saves us money, but we don't necessarily-- I don't know whether we want to be getting into a lot-- unless you're hiring a full-time employee that can respond to you as an employee with Workman's Comp and all of that other stuff, there's a trade-off to having an independent contractor, to having a full-time employee.

PB: What was the genesis of this IED like?

RC: The IED is that Mandy, we had discussed at the time, we didn't have Rae, and we didn't have-- but it was to try to get a full-time person doing those kinds of things, but she--

PB: Doing admin or project management?

RC: Just admin.

PB: Okay, so we're talking two different things. I was looking at--

RC: Correct.

PB: Okay.

TB: I know Stuart's going to take off in a little bit. I think that's good. Got some guidance here. Thank you very much.

RS: Is the board asking me to return a proposal on the policy manual?

RC: Yes. We can't make a motion on it because it's just a discussion, but--

TB: Is there a consensus that we would be interested in that?

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PB: I would be interested.

RC: Yes.

PB: Yes.

NP: Yes, yes, yes.

TB: Okay. Good. I think that's it. Yes. Thank you, Rae. All right. Director's report. Just because your name isn't here, Stuart. That doesn't mean that you don't get to make a report. I'd love to hear your meeting yesterday. Just to update with WETA we had our first workshop yesterday, today. There was one in Fallbrook. There was one at the French Valley Library where it was an irrigation overview of WETA and then an irrigation lecture as well. I think we're going to get at least four or five signups out of that. We only had one signup this month but I'm told by Annie that to mission generally speaking, when we've had a lot of rain, people stop thinking about their irrigation, so we could anticipate a slow time.

I went out to the French Valley irrigation presentation and the people were really into it and interested in us and WETA and all that stuff. It was a very feel good thing. The revised flood control budget that was approved, the discussion we had last month, so we're all good to go. We're paying slower for the fence fixing and that sort of thing. The CDFW annual report was submitted. That's me. Pablo, if you need--

PB: I don't have much to report, I'm sorry but I am in talks with Jeff.

TB: Good one. Regarding--

PB: Regarding the Lake Street Bed agreement and the **[unintelligible 01:31:37]** parcel.

TB: Thank you. There's work undergoing on the EPAs as well.

PB: Yes, I've registered for the EPAs.

TB: There's a SAM account that is underway as well, so Newt, do you got anything on homeless?

NP: Yes, I'll make it quick since I should be home watching the Masters at this point. Not a lot of change is taking place except for the fact that for months we have been observing significant homeless activity in the Santa Gertrudis channel. This past month's report observed none. The only thing I haven't reached out to James to ask him if he might have a thought as to why, and it could be that all the rain has just moved some people from being out the doors. We'll have to see in the next month's monitoring whether that's still the case.

TB: Interesting.

NP: It's a pretty interesting development if in fact that whole thing has been taken care of. I know Mike Wooten in Temecula has been interested in trying to make sure that they're active in clean up and get out and all that stuff that goes into this. Maybe their policies are made for the change of Santa Gertrudis channel. Nothing to report on the El Sanora Homeless Task Force this meeting.

TB: Rose, do you have anything?

RC: No.

SK: Yesterday I went to the Sandy Diego Regional Water Quality Control Board board meeting, specifically to hear about the agricultural general permit update. I think it was a pretty short presentation, but they're basically updating the Ag permit. A lot of it is to make it more readable and understandable. There was two separate permits before, one for individuals enrolling and one for groups enrolling, so they're combining those two together because it was confusing, I guess, to have two separate permits before. They're combining the two, but there's still a pathway for individuals to enroll in the Ag permit or to do a group enrollment.

Then one of the significant changes that was more of an administrative thing, one of the significant operational changes that the enrollees in that permit was for different monitoring and reporting requirements are increasing due to and I forget the name of the Central Valley district, but there was a presidential change in a Central Valley Ag permit that is being propagated against all Ag permits across the state for a bunch more monitoring and reporting that needs to be done as far as the sampling and reporting of the agricultural discharge from their sites. Those are the highlights that I took away from that meeting.

It was asked, one of the questions that was asked was can an enrollee do their own monitoring report? How big is the report? It was about 15 pages. The whole report was what their estimate was of that. Could a farmer do it on his kitchen table? They said, "Yes. It's about 15 pages" They said, "Do they need a consultant to complete that?" They said "Maybe for the apps, but if you're good with like Google Earth or something, you might be able to do your own"

TB: Interesting. Thank you. Rae, what do you-- oh, Pablo, what do you got?

PB: I did

TB: You did. Okay, Rae.

RS: Who has been able to successfully access the new Microsoft email? You got it. New. Good. Stuart. Have you tried Pablo?

PB: I'll try tomorrow.

RS: I know that Rose has the-- They request additional security from Rose.

[laughter]

[crosstalk]

RS: I'm going to work that through. Anyway, I'll get Rose straightened out and Pablo please try so I can make sure that I want to stop using your personal email, which I used to send out this last packet information.

PB: For sure.

RS: I want to have everything going through TRCD, so please try that and let me know. I'm going now. When I talked to ICS and I got that done I told them that I would now be addressing the archiving that was previously approved of the old Brown cube ethos. Everything that was up to the date of the Microsoft change will be archived for all accounts, not just the current board members will be archived in the two formats that were previously discussed which was the native format and the-- I can't remember what we called the PDF formats. No, we didn't decide to do a pdf but there were two formats that we were going to do.

I will be circling back around to get that archive done that will then go into our Dropbox and will remain there for any future public record requests. The records management. Thank you, Pablo. He met me at a storage unit last Monday. Brought some pallets and helped me haul in most of the boxes. I have some miscellaneous junk that hasn't been sorted through binders and things that need to be scanned and reduced to other formats.

I'm continuing to catalog and get that online air table catalog and the location, the box numbers, all that stuff. I'm continuing to do that. That's a lot going, a lot of an ongoing project. Teri mentioned to me in the meeting that there was some buzz around the county that they had approved our records retention plan, but we haven't submitted. I don't know how they did that and I have not seen any emails on that or anything, so I don't know what kind of rumor that was.

We have not submitted a retention plan to the county, which is where we tell them, here's all our categories, here's how long we keep it, this is what we destroy it or what we do, and where our physical records are, whether it is a compliance with their physical record requirements, which is good, strong boxes up off the floor, climate control and all that stuff that we were trying to do with our storage. I haven't been working on the county with that, and so don't know what they're doing.

[laughter]

PB: Maybe they were spying on us that Monday.

RS: I guess if they think it's okay, I'll just keep doing what I'm doing. That's what's happening on those two projects.

PB: Thank you, Rae.

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TB: Awesome. Anyone have any future agenda items or can we adjourn?

RC: I move to adjourn.

NP: You saying?

RC: [laughs]

SK: Quick thing just to blip on the radar. I don't know if it's a future agenda item, but we were talking about the five-year plan that we're thinking about crafting and as a new member, I was just interested in the other board members' priorities and goals and vision for where the board's going to go, as this is a discussion point, just to get to know you guys a little bit better and what your vision for the board here is for the team is. The purpose of that is to figure out where we align on things and figure out where we share passions and priorities. That was just something-

PB: I liked that. -[unintelligible 01:40:00] we're on the same page.

RS: If I may, I think that was the purpose of the facilitator to come in, gather that information, and observe the meeting.

TB: By having sent it to each other. Having said that now, it's like we didn't have that in our minds. It's a common wave in the cerebrum

PB: I'm cool with that.

TB: Everybody should be actually thinking about that [unintelligible 01:40:28]

PB: I appreciate that.

TB: [unintelligible 01:40:34]

RS: Stuart mentioned the agenda item. Do you want to agenda a discussion of short presentations by each director on why they're here and what they're going to do? All right. Good.

SK: It sounds reasonable.

RC: Next month. Next month.

PB: Cool.

TB: Thanks, guys.

NP: Thank you.

TB: It was a [unintelligible 01:41:00] meeting.

[01:41:02] [END OF AUDIO]

File name: TEAM RCD 4-11-24.mp3

ATTACHMENT B

Subject **Re: TEAMRCD Special Meeting scheduled for Thursday, February 29, 2024**
From Teri Biancardi <teribiancardi@icloud.com>
To Rae Shirer <manager@teamrcd.org>
Cc Pablo Bryant <pbryant@sdsu.edu>, Newton Parkes <newt.parkes@verizon.net>, Aaron Gettis <AGettis@rivco.org>
Date 2024-03-01 15:40



- IMG_0925.jpeg (~533 KB)
- Notice of Special Meeting .pdf (~21 KB)
- TEAMRCD Special Meet for WETA Climate Corp Fellowship .pdf (~24 KB)
- Special meeting request.pdf (~53 KB)

Hi Rae,

Please find the items you've requested, attached.

Teri

On Mar 1, 2024, at 2:31 PM, Rae Shirer <manager@teamrcd.org> wrote:

Thank you Teri. Per PRC section 9310, please send me the order for special meeting signed by the ordering directors and a copy of the notice sent to the non-ordering directors.

Rae Shirer
Business Cell: 657-333-2361
<b7a184c5.png> Office Manager, TEAMRCD

On 2024-02-28 13:19, Teri Biancardi wrote:

Yes, I did. He advised on all pieces. I had a request from both Pablo and Newt (and myself of course). Overnighted letters Saturday.
Sent from my iPhone

On Feb 28, 2024, at 1:11 PM, Rae Shirer <manager@teamrcd.org> wrote:

Teri--did you run this past Aaron? I don't think you can unilaterally call for a special meeting:

Public Resources Code:

9310. Special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days notice of the meeting shall be given by mail by the secretary to each director not joining in the order.

Rae Shirer

Business Cell: 657-333-2361

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Office Manager, TEAMRCD

On 2024-02-26 12:19, teri.biancardi@teamrcd.org wrote:

Hi everyone!

I'm writing to notify you all that I have scheduled a special meeting for this Thursday, at 4pm, at the Truax building, to discuss and potentially approve the recommendation of the Ad Hoc committee formed to screen Climate Corps Fellow candidates.

The committee has had the good fortune to interview two well qualified candidates since our last regular board meeting, and has a recommendation to make, which, if approved, puts us back on track with our original plan to have a Fellow start at the beginning of March.

I hope to see you there!

Best,

Teri

Letter of Support Request



Warner Springs Estates

149.7+/- Acres

San Diego County, California



Presented by

The California Land Conservancy
742 Summit Drive
Laguna Beach CA 92651

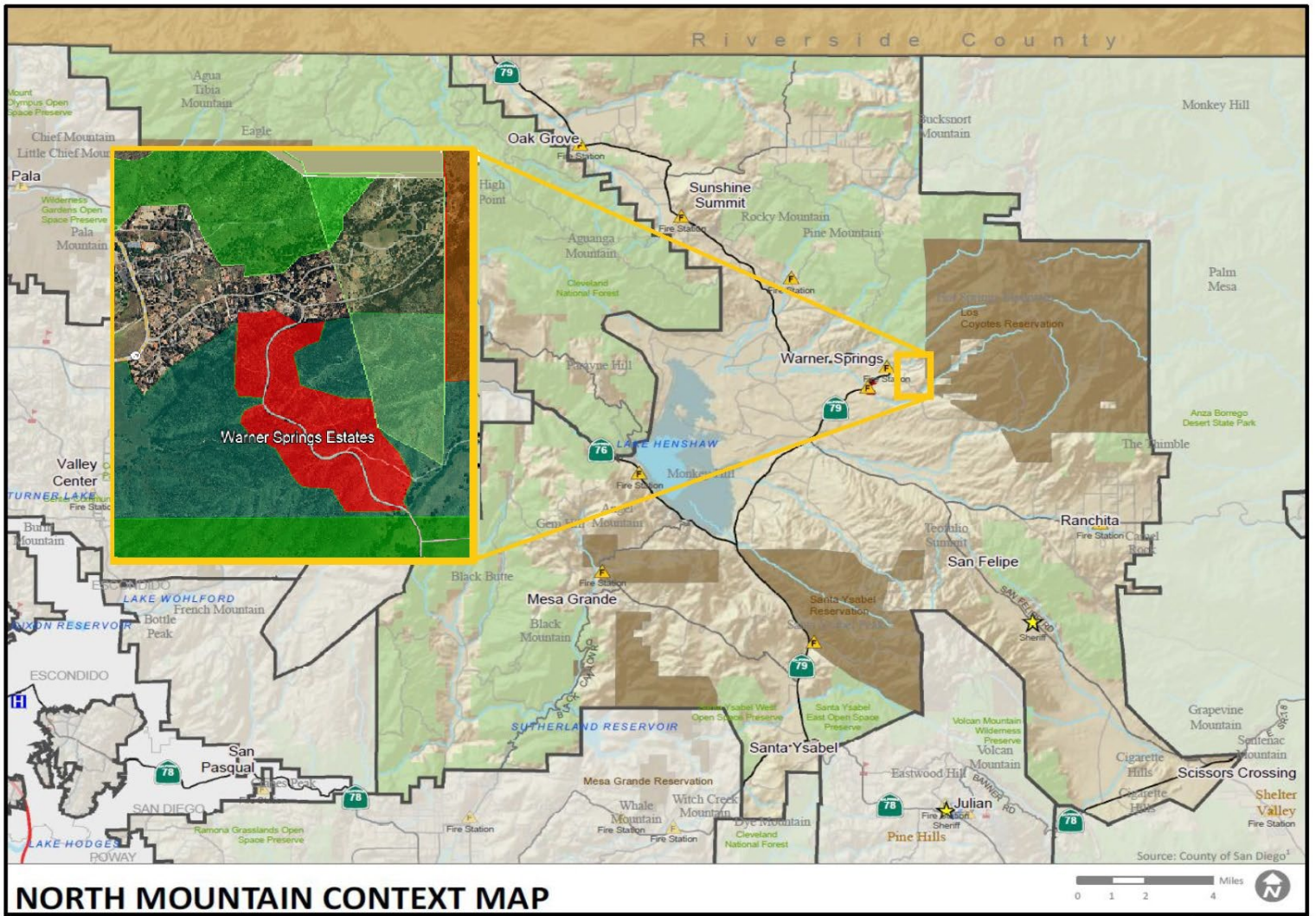
Contact: Ed Sauls
edwinsauls@gmail.com
(714) 329-5786



Location Maps

The Warner Springs Estates Property is accessible via Highway 79 via Camino San Ignacio.

The project site (APN 137-090-37) is located within the future East County MSCP Subarea Plan. It is located west of the Los Coyotes Indian Reservation, adjacent to the Cleveland National Forest, north of conserved land owned by the Vista Irrigation District, and other conserved land in northeast San Diego County, California. The approximate USGS coordinates of the site are 33°16.5'N, 116°37.5'W.



NORTH MOUNTAIN CONTEXT MAP

San Diego County General Plan

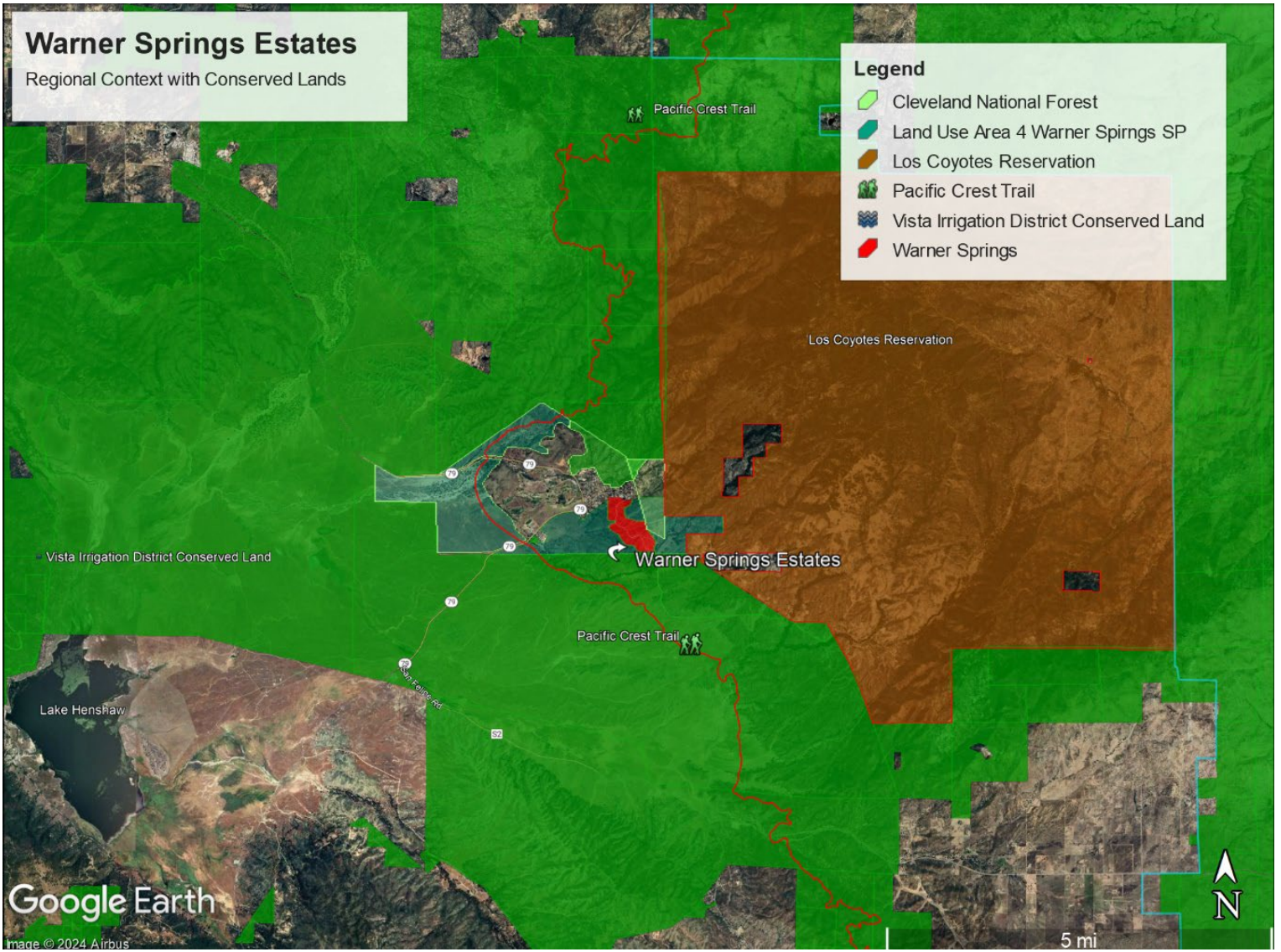


Warner Springs Estates

Regional Context with Conserved Lands

Legend

- Cleveland National Forest
- Land Use Area 4 Warner Springs SP
- Los Coyotes Reservation
- Pacific Crest Trail
- Vista Irrigation District Conserved Land
- Warner Springs

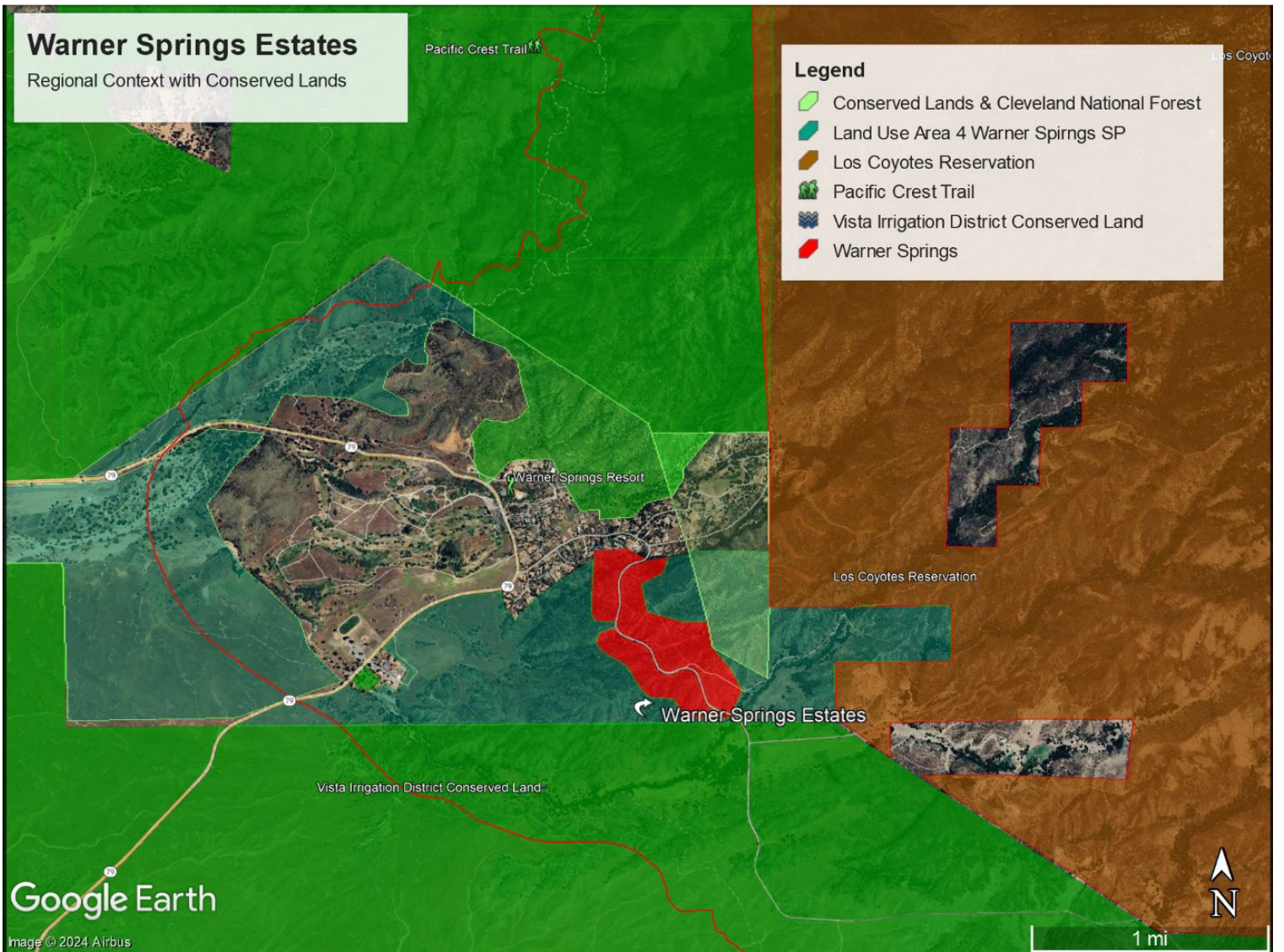


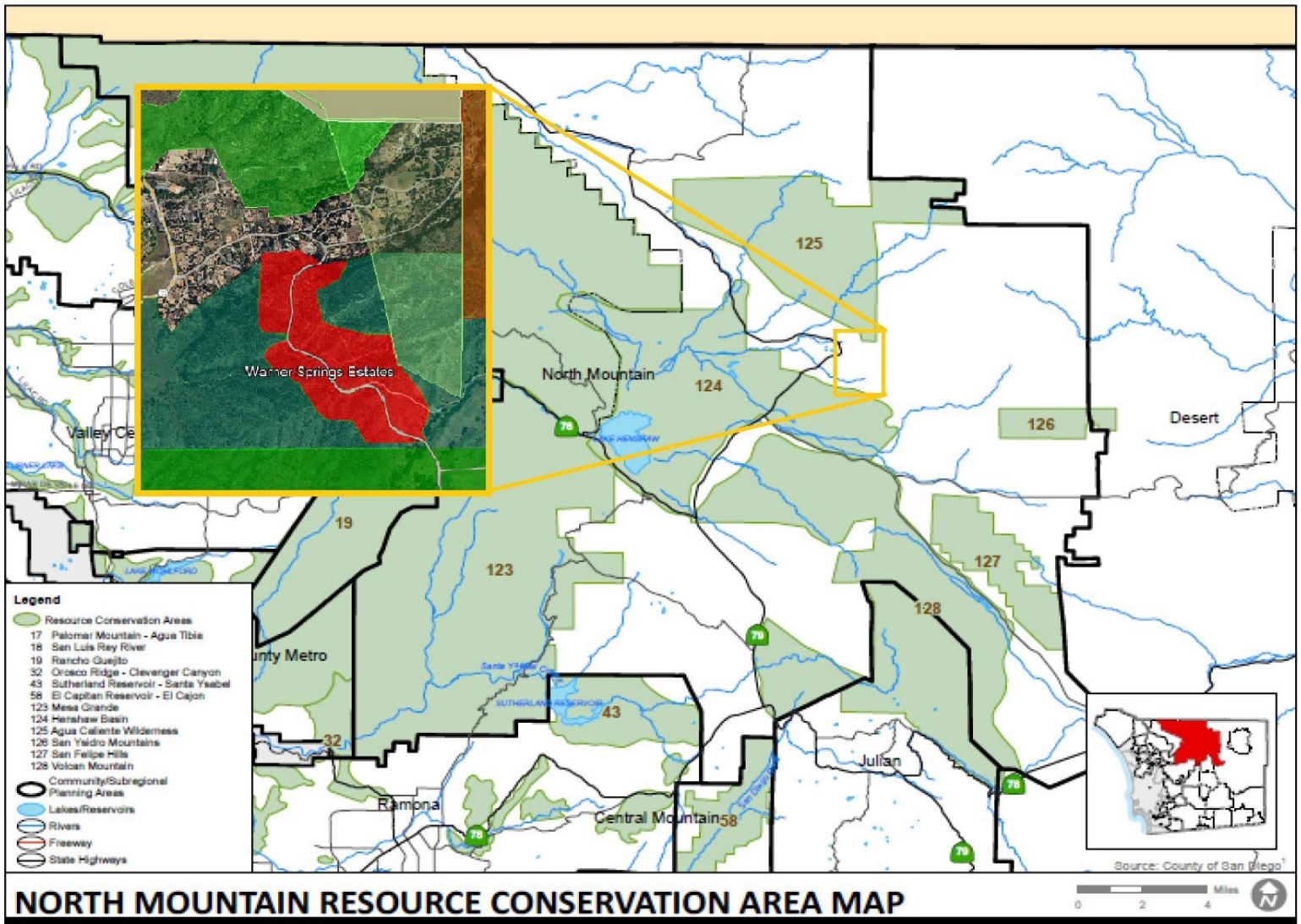
Warner Springs Estates

Regional Context with Conserved Lands

Legend

- Conserved Lands & Cleveland National Forest
- Land Use Area 4 Warner Springs SP
- Los Coyotes Reservation
- Pacific Crest Trail
- Vista Irrigation District Conserved Land
- Warner Springs





San Diego County General Plan

Figure 4

Conserved Lands Context Maps

BASIC PROPERTY INFORMATION

ADDRESS & ACCESS: The Property address is 0 Highway 79, Warner Springs, 92086. Access is from Camino San Ignacio east of Highway 79.

ASSESSOR PARCEL NUMBERS: APN 1370903700

ACRES: 149.68

SUPERVISOR DISTRICT: 5

BARGAIN SALE PRICE:

APPRAISED VALUE:	\$5,239,000
BARGAIN SALE DISCOUNT FROM SELLER (33%):	<u>-\$1,730,000</u>
BARGAIN SALE PRICE:	\$3,509,000

DEVELOPMENT APPROVALS: Warner Springs Estates is within the Warner Springs Specific Plan and entitled for estate lots. A Specific Plan Amendment and Tentative Parcel Map 5450 is planned for 28 lots.

ZONING & GENERAL PLAN DESIGNATION: General Plan Designation is Specific Plan. Zoning is Rural Residential.

TOPOGRAPHY: The Property terrain ranges from level to moderately sloped areas with some steep topography.

WATERSHEDS/WETLANDS: The property is located within the San Luis Rey-Escondido Watershed.

SOILS AND DRAINAGE: Based on the hydrology reports provided, most of the Subject Property's soil will allow for adequate drainage. The soil appears to be typical for the area and will support development.

FLOOD ZONE DESIGNATION: The Property is not within a Hazard Flooding area per the PDS report. The appraisal reports it within Flood Zone D (areas of undetermined, but possible, flood hazards).

ENVIRONMENTAL HAZARDS: The Subject Property is in a high fire area. This environmental hazard is typical for rural lands in San Diego County. It is in an Urban-Wildland Interface Zone.

VEGETATION: The vegetation on the Property primarily consists of Chamise Chaparral and Red Shank Chaparral with areas of Dense Coast Live Oak Woodland.

HAZARDOUS WASTE ASSESSMENT: The Property has no known environmental contamination.

Property and Project Description

The Property is known as Warner Springs Estates and consists of approximately 149.7 acres of currently undeveloped land in its natural condition, dominated by Redshank Chaparral and Granitic Chamise Chaparral with small areas of Dense Coast Live Oak Woodland.

The project site is located within the future East County MSCP Subarea Plan. It provides connectivity between two County of San Diego Resource Conservation Areas including the pristine Agua Caliente Wilderness RCA (#125) supporting a wide variety of wildlife including many sensitive species that declining populations in the County and the Henshaw Basin RCA (#124) characterized by 48,000 acres of valuable watershed land of the San Luis Rey River. The Los Coyotes Indian Reservation and the Cleveland National Forest bound the site on the east, and the extensive holdings of the Vista Irrigation District are contiguous on the south.

Warner Springs Estates is within the Warner Springs Specific Plan and entitled for estate lots. It is proposed as a Specific Plan Amendment and Tentative Parcel Map 5450 planned for 28 lots.

The proposed project may impact Stephens Kangaroo Rat, a federal endangered species, and will impact two additional sensitive species, the Pallid San Diego pocket mouse and Bryant's woodrat.

GOALS AND BENEFITS

The main goals and benefits for this acquisition are as follows:

- To durably conserve this property in perpetuity contributing lands to the East County MSCP.
- Help meet strategies and goals in the following plans: Pathways to 30x30 (2022) as a strategic land acquisition, State Wildlife Action Plan (2015) adding acreage to the 2025 target, and the California Natural Resources Agency's Natural and Working Lands Climate Smart Strategy (2022) by removing acres from potential development to aid in carbon sequestration.

Biology and Habitat Information

The Property provides a great opportunity for wildlife preservation. It is located adjacent or proximate to conserved habitat and unentitled land. The Property has development approvals that could reduce the conservation values of these conserved lands. The dominant vegetation community on-site is Redshank Chaparral. Dense Coast Live Oak Woodland occurs primarily in several discrete patches in the northern portion of the site, and Granitic Chamise Chaparral occurs in the southern portion. As described in the project Biological Assessment, the Warner Springs Estates project would have the potential to significantly degrade the quality of the environment and could result in cumulatively considerable impacts, absent mitigation.

Plant Communities

The Property contains high quality and undisturbed habitat including:

	<u>Acres</u>
Redshank Chaparral (Holland Code 37300)	92.3
Granitic Chamise Chaparral (Holland Code 37210)	47.2
Dense Coast Live Oak Woodland (Holland Code 71162)	7.6
Other	<u>2.6</u>
Total	149.7

Zoology

Wildlife recorded during onsite biological surveys included common and expected species for the habitats that occur on-site and within the path of the secondary access road. Twenty-five species of birds, 14 species of mammals, and five reptile species were detected. A complete list of animals detected on-site can be found in the Biological Resources Report February 24, 2020, Appendix B (separately attached).

Sensitive Biological Resources

Sensitive Habitats:

All native vegetation types on the project site (Redshank Chaparral, Granitic Chamise Chaparral, Big Sagebrush Scrub, and Dense Coast Live Oak Woodland) are considered sensitive by the County.

Sensitive plant species that are present on site include:

Engelmann Oak *Quercus engelmannii*
California hulsea *Hulsea californica*

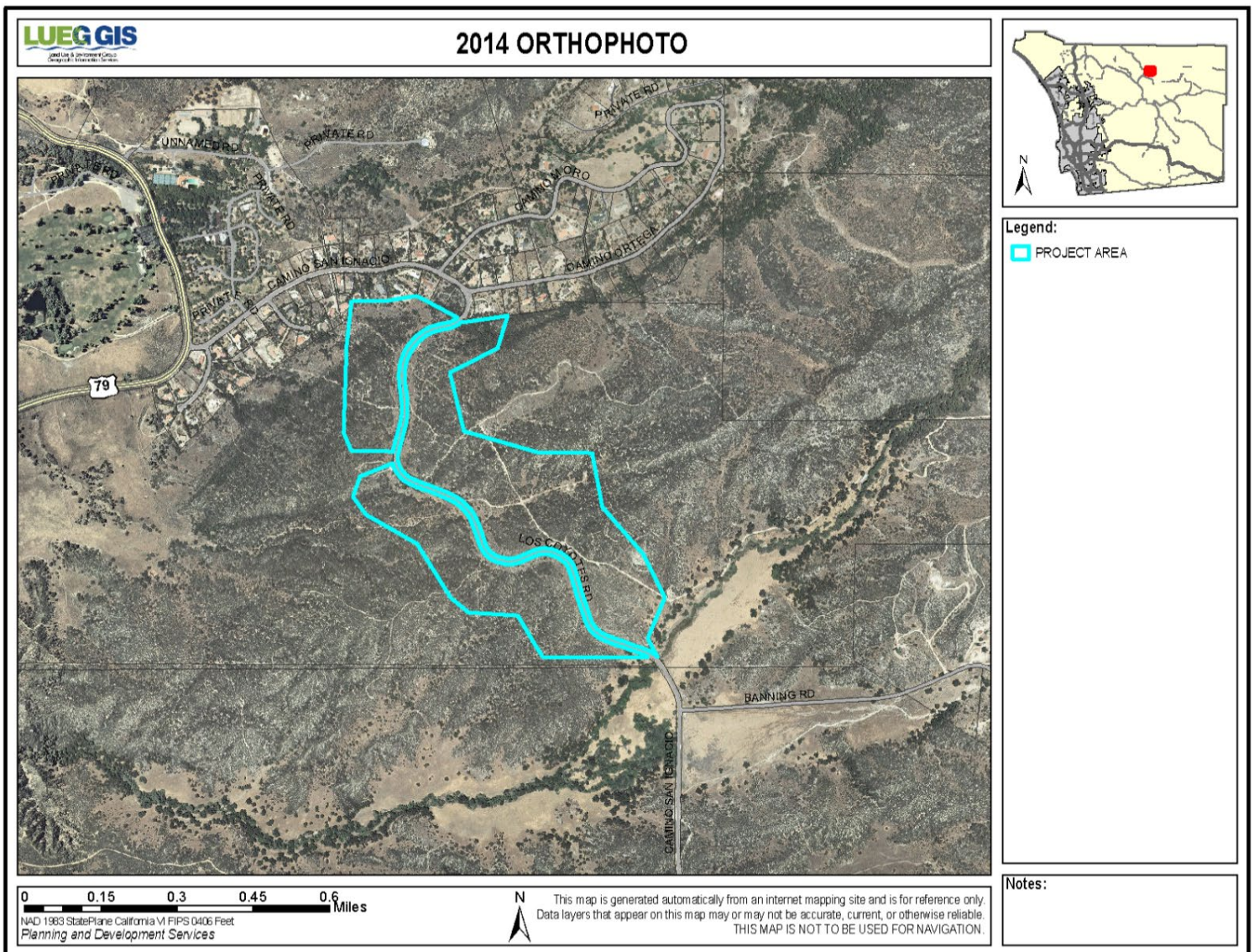
Sensitive Wildlife identified onsite include:

Stephens' Kangaroo Rat *Dipodomys stephensi* (SKR)
Pallid San Diego Pocket Mouse *Chaetodipus fallax pallidus*
Bryant's Woodrat *Neotoma bryanti intermedia*
Turkey Vultures *Cathartes aura*

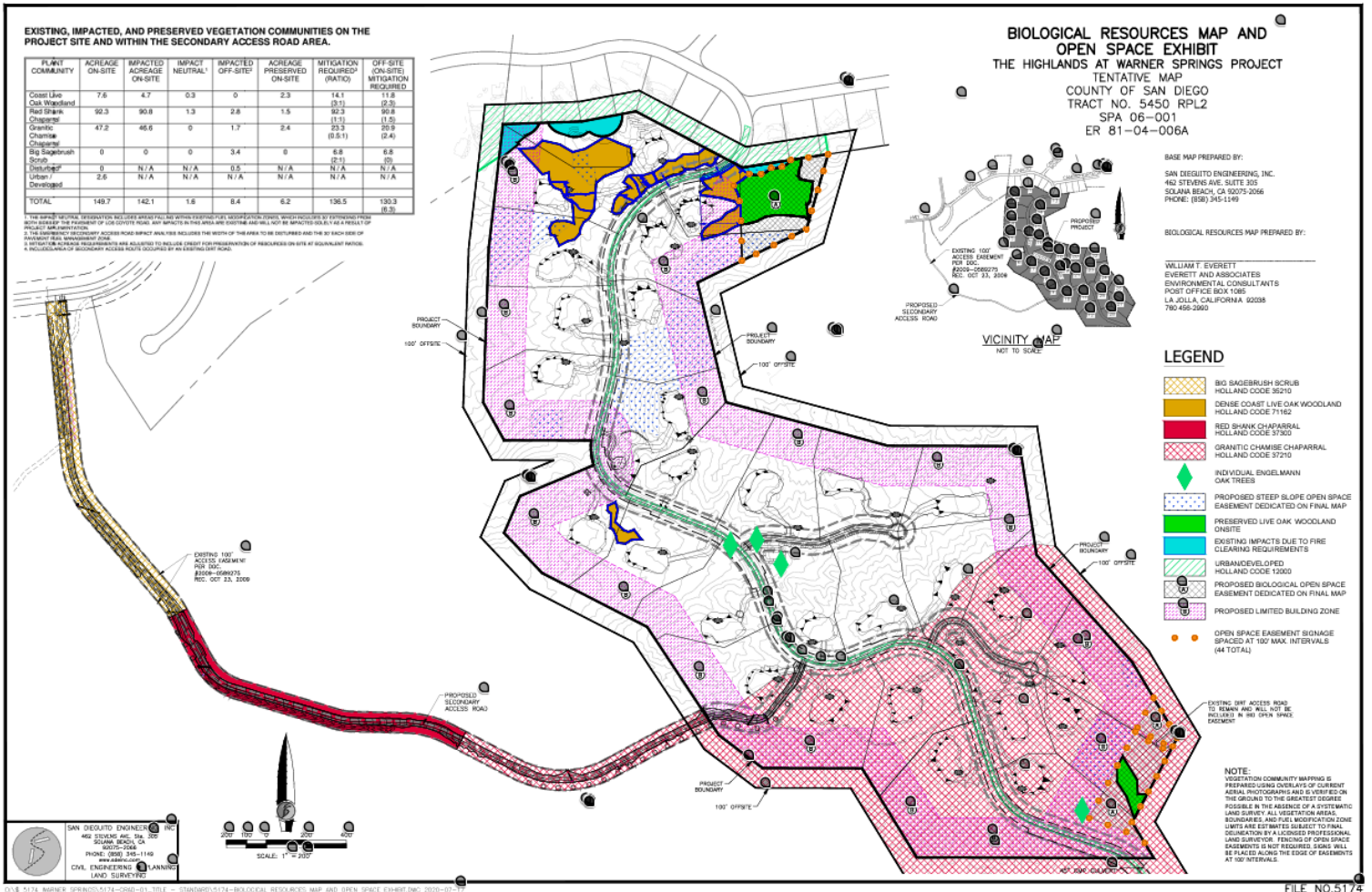
Additional Exhibits

The following exhibits provide additional information regarding the Property location, core conservation areas, animal species and habitat locations, vegetation, and proximity to Conserved Lands near or contiguous to the Property.

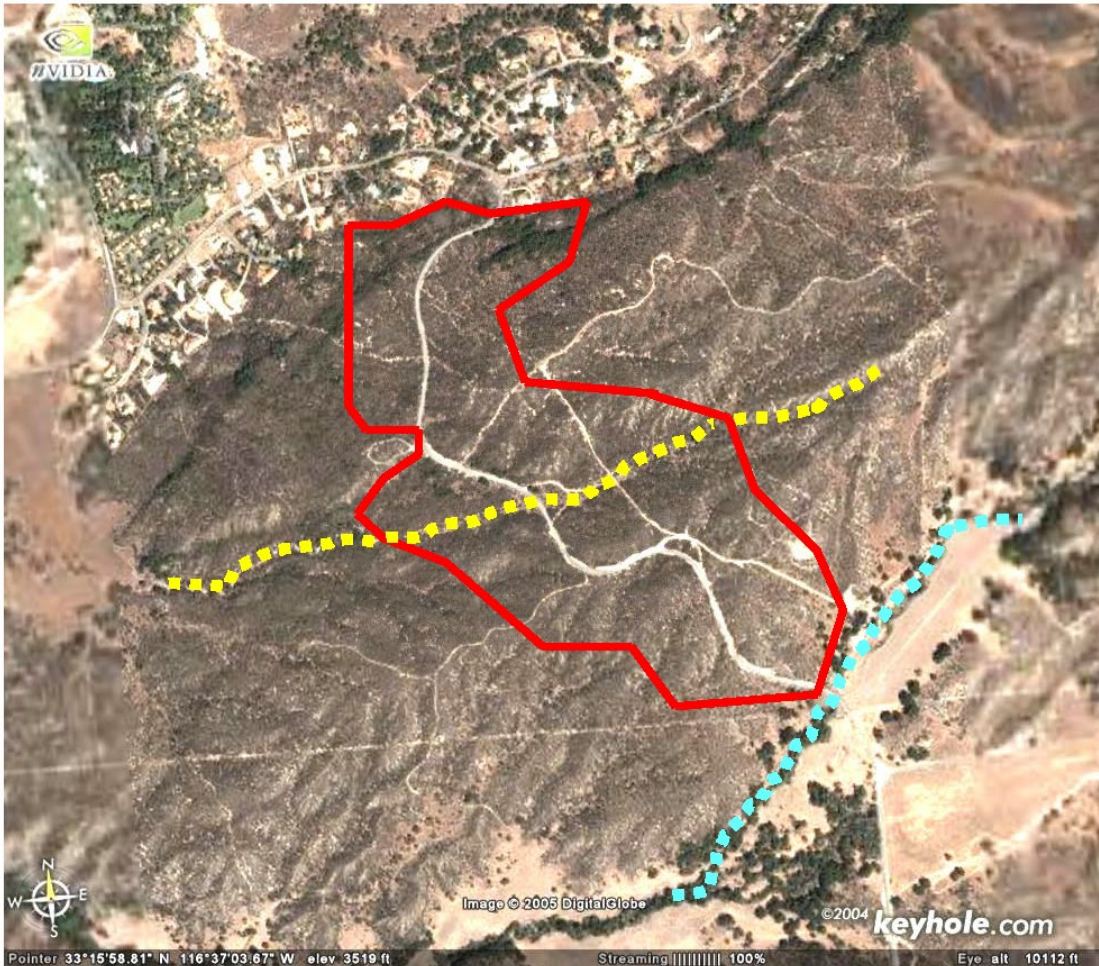
Map A: The Warner Springs Estates Property Aerial View



Map B: The Warner Springs Estates Property Biological Resources Map

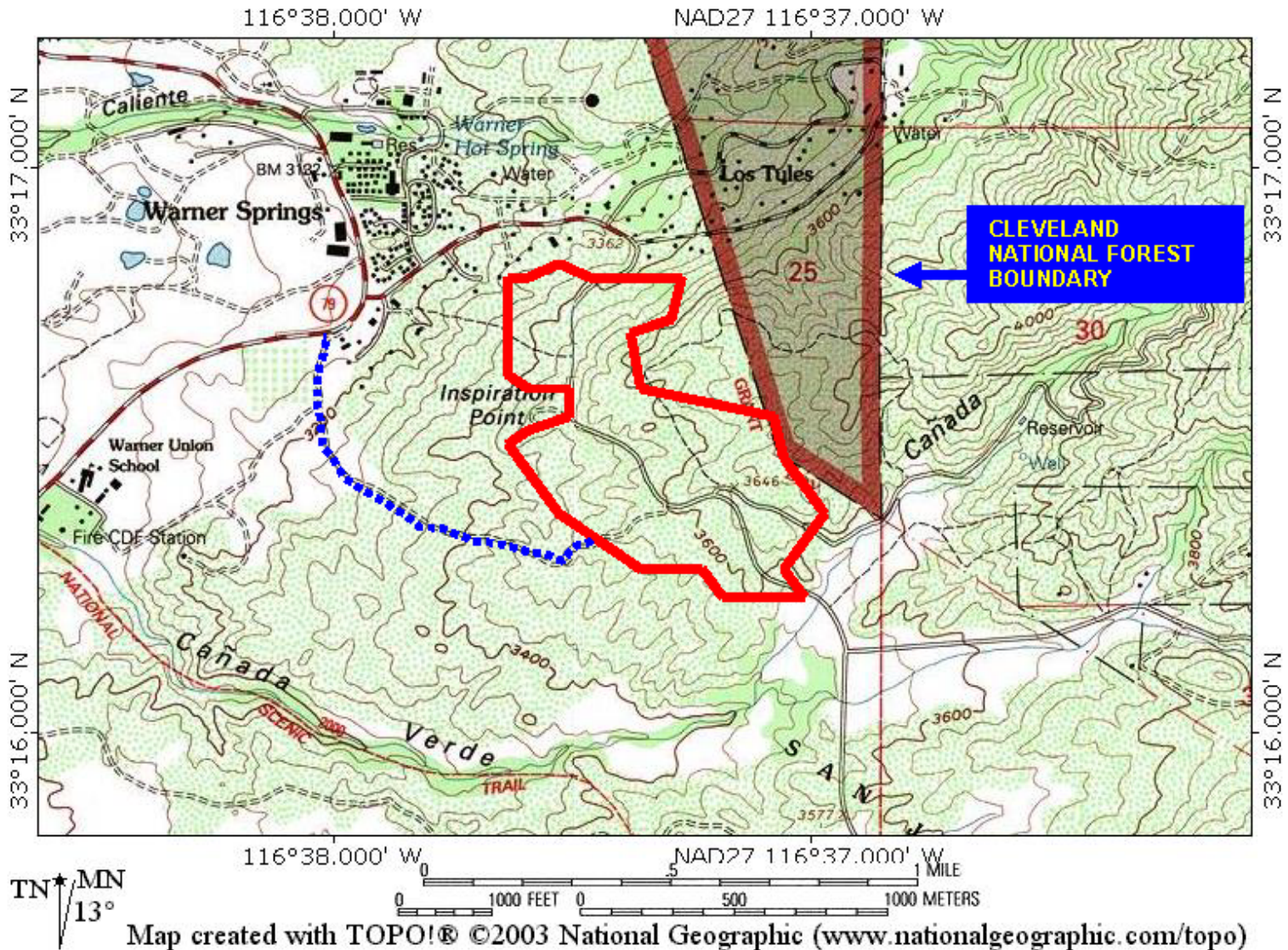


Map C: The Warner Springs Estates Property Aerial View Showing Drainage and Possible Wetlands



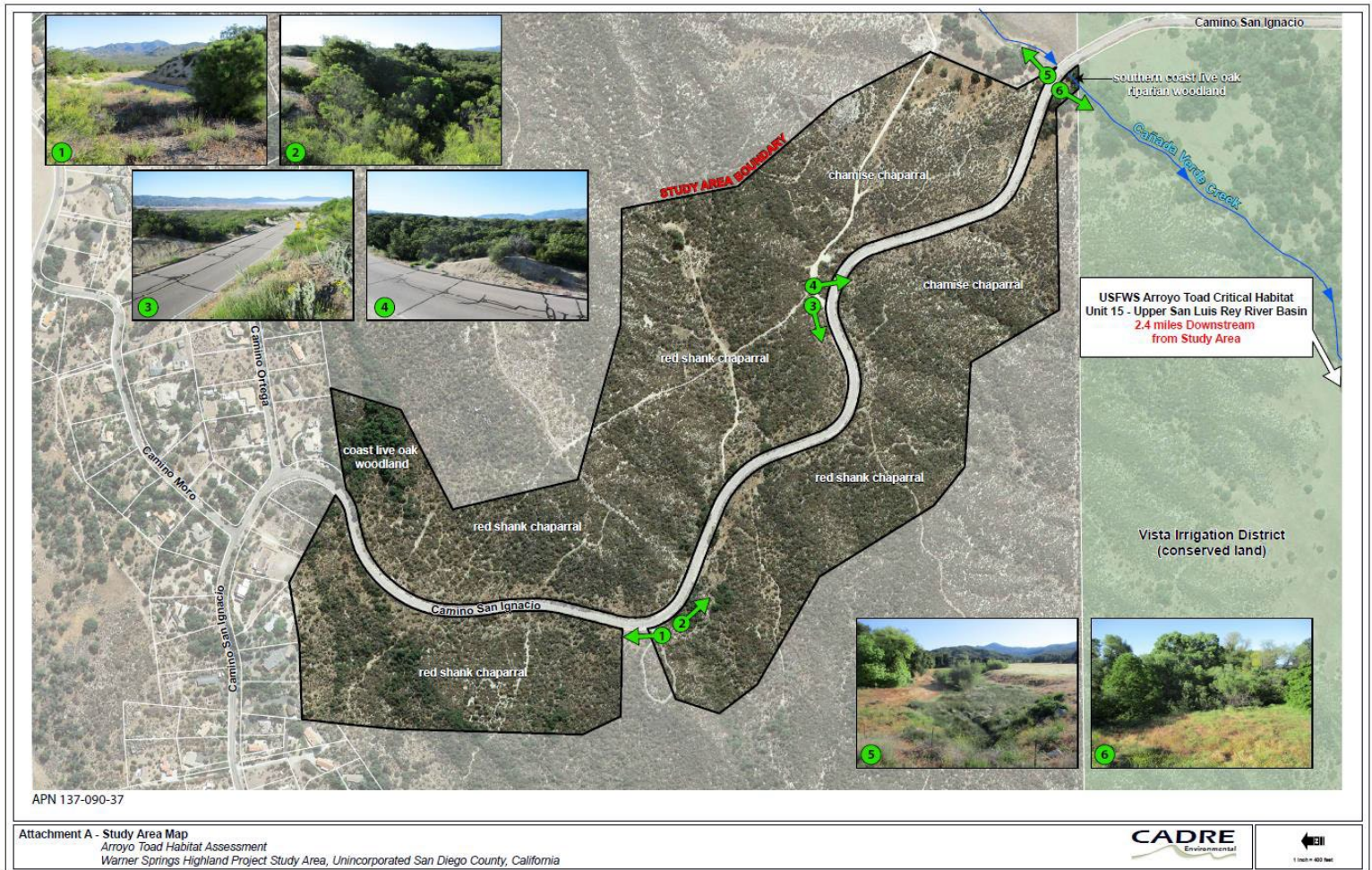
Close-up aerial view of the Warner Springs Estate Property showing the boundary outlined in red. Yellow dotted line indicates drainage feature with possible presence of wetlands. Blue dotted line indicates blue line stream (Canada Verde Creek) that flows from northeast to southwest and directly adjacent to the property.

Map D: The Warner Springs Estates Property Topographic Map



Topographic map showing the Warner Springs Estate Property's connection to Cleveland National Forest. Blue dotted line indicates secondary access road.

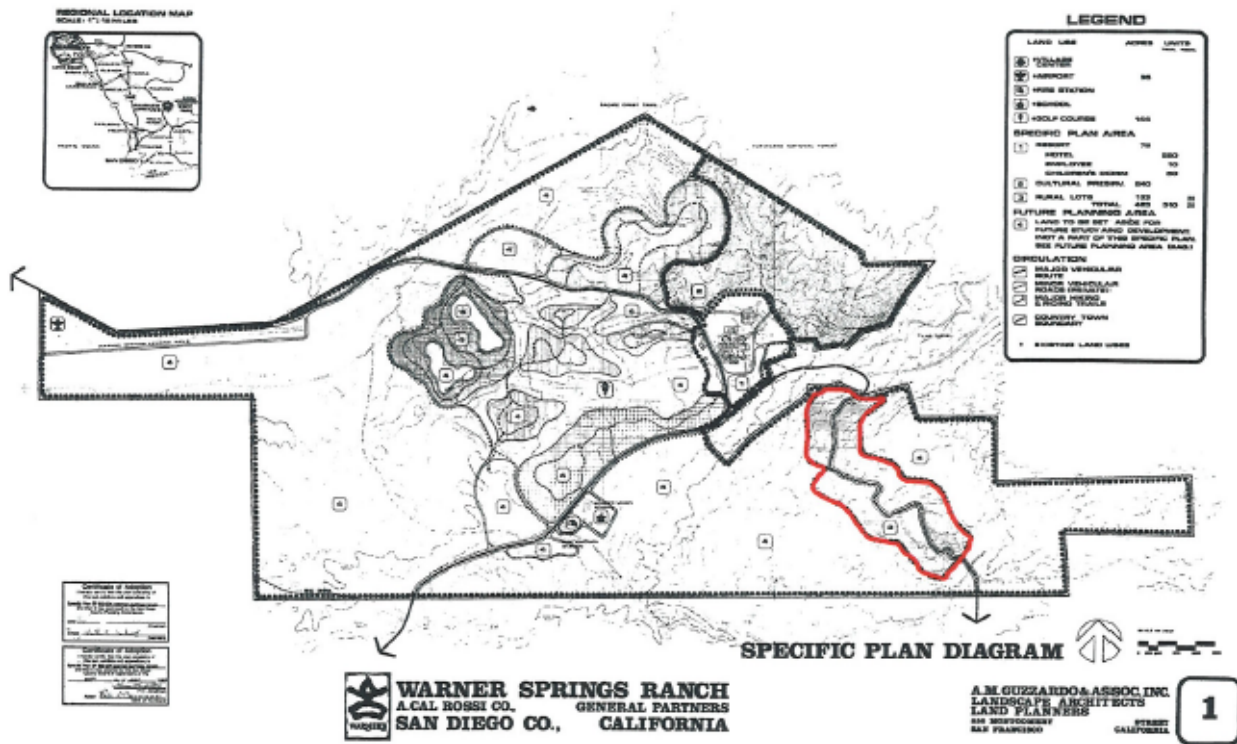
Map E: The Warner Springs Estates Property Vegetation Map



Map G: The Warner Springs Estates Development Plan Map

THE HIGHLANDS AT WARNER SPRINGS, TM 5450

FIGURES



Map of Specific Plan area showing location of project site (outlined in red).

Photos

The following photos show some of the habitat located on the Property, panoramic views from the Property showing why it is so important for preservation.











Exhibits

The following Exhibits are available as separate attachments:

- (1) Planning & Development Services Report
- (2) The Warner Springs Biological Report
- (3) The Appraisal Report by Cortland Valuation



May 9, 2024

Ed Sauls - CEO
The California Land Conservancy
742 Summit Drive
Laguna Beach, CA 92651

Dear Mr Sauls,

To Whom It May Concern:

The Temecula-Elsinore-Anza-Murrieta Resource Conservation District (TEAMRCD) supports The California Land Conservancy's application to the County of San Diego and California Department of Fish and Wildlife to fund the conservation purchase of the 149.7-acre Warner Springs Estates in Warner Springs, San Diego County.

The Project will provide many benefits for the region as it lies within the North San Diego County Multi Species Conservation Plan area and is also expected to contribute to the goals of the Western Riverside Multiple Habitat Conservation Plan. The property lies at the intersection of three regional linkages (Santa Ana-Palomar Mountains Linkage, Peninsular-Borrego Linkage, and Palomar to Santa Rosa/San Jacinto Linkage) that will protect a coast to montane to desert connection that will enable species to shift in response to climate change and other threats. In addition to its connectivity values, the protection of the property will provide many benefits, including carbon sequestration, groundwater recharge, and habitat for rare and sensitive wildlife species, all of which will contribute to climate resilience for critical natural resources within the region.

Without this acquisition, the property would likely be converted to residential development, which would jeopardize the habitat connectivity and climate resilience benefits the property provides and increase the potential for wildfire ignitions. In a region experiencing rapid development, this property and its vital habitat are key to providing the natural, open space needed to support human and animal communities in adapting to climate change impacts.

Sincerely,


Teri Biancardi
President, TEAMRCD

TEAM RCD
PO BOX 2078, TEMECULA CA 92593
TELEPHONE (951) 234-3041

WETA

Mission Resource Conservation District																	
TEAM - WETA Program																	
Period Covered	Invoice #	Hours	Program Mgmt	Hours	Climate Corp Fellow	Hours	Education/workshops	# of Eval	Irrigation Evaluation	# Performed	Pump Efficiency	Mileage	Travel (gas)	Hours	Training	Contingency	Sub Total
			\$ 22,390.00		\$ 145,800.00		\$ 24,000.00		\$ 72,000.00		\$ 7,500.00		\$ 9,380.00		\$ 10,200.00	\$ 10,000.00	\$ 301,270.00
1/1/2024 - 1/31/2024	3407	8	(360.00)	0.00	0.00	5.00	(225.00)	7.00	(3,625.00)	0.00	0.00	276.00	(184.92)	3.00	(135.00)		(4,529.92)
2/1/2024 - 2/29/2024	3410	4	(180.00)	0.00	0.00	15.75	(708.75)	3.00	(1,875.00)	0.00	0.00			15.00	(825.00)		(3,588.75)
03/01/2024 - 3/31/2024	3416	16.25	(731.25)			17.00	(765.00)	0.00	0.00	2.00	(1,000.00)	90.00	(60.30)	12.00	(660.00)		(3,216.55)
4/1/2024-4/30/2024	3424	5.5	(247.50)			35.50	(1,855.00)	2.00	(1,050.00)	1.00	(500.00)	468.20	(313.69)	0.00	0.00		(3,966.19)
Open Balance		33.75	20,871.25	0.00	145,800.00	73.25	20,446.25	12.00	65,450.00	3.00	6,000.00		8,821.09	30.00	8,580.00	10,000.00	285,968.59

Hours	TEAM Grant Admin	Program Total
	\$ 53,100.00	\$ 354,370.00
		(4,529.92)
		(3,588.75)
		(3,216.55)
		(3,966.19)
0.00	53,100.00	339,068.59

From: CDFA EO OEFI Climate Smart Agriculture Technical Assistance@CDFA CDFA.OEFI_CSA_TA@cdfa.ca.gov 
Subject: RE: TEAMRCD WETA project modification request
Date: April 26, 2024 at 2:42 PM
To: Teri Biancardi teri.biancardi@teamrcd.org, CDFA EO OEFI Climate Smart Agriculture Technical Assistance@CDFA
CDFA.OEFI_CSA_TA@cdfa.ca.gov



Hi Teri,

The line-item was approved. Please find attached updated invoice template#2.

Thank you,
Rukmi.

From: Teri Biancardi <teri.biancardi@teamrcd.org>
Sent: Wednesday, April 24, 2024 6:44 PM
To: CDFA EO OEFI Climate Smart Agriculture Technical Assistance@CDFA
<CDFA.OEFI_CSA_TA@cdfa.ca.gov>
Subject: Re: TEAMRCD WETA project modification request

CAUTION : [External Email] - This email originated from outside of our CDFA organization. Do not click links or open attachments unless you recognize the sender and know the content is expected and is safe.

Thank you, Rukmi!

On Apr 24, 2024, at 12:39 PM, CDFA EO OEFI Climate Smart Agriculture Technical Assistance@CDFA <CDFA.OEFI_CSA_TA@cdfa.ca.gov> wrote:

Hi Teri,

The form was sent to Carolyn for approval. Once approved I will send you an updated invoice template.

Thank you,
Rukmi.

From: Teri Biancardi <teri.biancardi@teamrcd.org>
Sent: Tuesday, April 23, 2024 6:18 PM
To: CDFA EO OEFI Climate Smart Agriculture Technical Assistance@CDFA
<CDFA.OEFI_CSA_TA@cdfa.ca.gov>
Cc: appointments@missionrcd.org
Subject: Re: TEAMRCD WETA project modification request

CAUTION : [External Email] - This email originated from outside of our CDFA organization. Do not click links or open attachments unless you recognize the sender and know the content is expected and is safe.

Hi Rukmi,

Just checking in to see if you have any questions about the modification request

Best,

Teri

On Apr 16, 2024, at 10:24 AM, Teri Biancardi
<teri.biancardi@teamrcd.org> wrote:

Hi Rukmi,

Of course, sorry about that. I've attached a pdf and excel version (exported from Pages). I hope one of these versions works.

Best,

Teri

On Apr 16, 2024, at 8:55 AM, CDFA EO OEFI
Climate Smart Agriculture Technical
Assistance@CDFA
<CDFA.OEFI_CSA_TA@cdfa.ca.gov> wrote:

Hi Teri,

The bottom section is for CDFA use only. Could you please make the changes and resubmit.

<image001.png>

Thank you,
Rukmi.

From: Teri Biancardi <teri.biancardi@teamrcd.org>

Sent: Friday, April 12, 2024 11:53 AM

To: CDFA EO OEFI Climate Smart Agriculture
Technical Assistance@CDFA
<CDFA.OEFI_CSA_TA@cdfa.ca.gov>

Cc: appointments@missionrcd.org; Cook,
Carolyn@CDFA <carolyn.cook@cdfa.ca.gov>

Subject: Re: TEAMRCD WETA project modification
request

CAUTION: [External Email] This email originated from

CAUTION: [External Email] - This email originated from outside of our CDFA organization. Do not click links or open attachments unless you recognize the sender and know the content is expected and is safe.

Hi CDFA!

Please find attached our modification request. We have added in the additional services as described below. I am also happy to report that as a result of our partnering with NRCS and sharing information, our farmers were just awarded \$90,000 in federal assistance. This would not have happened without WETA support.

Best,

Teri

On Mar 25, 2024, at 2:58 PM, Cook, Carolyn@CDFA
<carolyn.cook@cdfa.ca.gov> wrote:

Hi Teri,
I'm glad you are off to a great start! I think we would likely be able to approve these requests. We would want to make sure that the producers are not receiving support for soil testing from another CDFA program - the healthy soils program also supports soil testing, so we want to avoid duplication.

To formalize the request, please complete this form and submit it to CDFA.OEFI_CSA_TA@cdfa.ca.gov
https://www.cdfa.ca.gov/forms/docs/oefi-005_oefi_project_modification_request_form.xlsx

Thank you,
Carolyn

-----Original Message-----

From: teri.biancardi@teamrcd.org <teri.biancardi@teamrcd.org>

Sent: Friday, March 22, 2024 4:21 PM

To: Cook, Carolyn@CDFA
<carolyn.cook@cdfa.ca.gov>; appointments@missionrcd.org

Subject: TEAMRCD WETA project update and invoicing questions

CAUTION : [External Email] - This email originated from outside of our CDFA organization. Do not click links or open attachments unless you recognize the sender and know the content is expected and is

safe.

Hi Carolyn,

I hope you are well. I am writing with an update on our WETA program and also with some questions about allocations.

Since the beginning of the year we have served 13 producers so are off to a strong start. We have brought on a great Climate Corps Fellow and she is working on learning the technical aspects of irrigation evaluations as well as promoting the program and especially seeking out disadvantaged producers.

We are adding value to the program by connecting these producers to federal funding through NRCS to help them pay for the upgrades our analysis recommends. Our tech is providing data to the NRCS District Conservationist which allows him to determine eligibility for EQIP.

I have some questions about expense approvals.

1) Our irrigation evaluations are coming in at well below the \$1000 allocated for each one as our rate table is based on farm size and they are small here. We would like to offer soil tests and water quality tests to interested producers up to the overall approved evaluation budget. Our reasoning is that improving soil quality is also a water efficiency measure as with higher organic content, the soil can store more water. Also, those on wells will especially want to know whether their water is safe, or has contaminants.

2) Providing the data in the format needed by NRCS requires work on our end to modify our reporting process as well as provide additional information beyond what we would normally would. We would like to bill for this additional form creation work and data reporting. There has been about 15 hours spent on this so far and we would like to bill for this perhaps under the most appropriate line item.

3) We would like to purchase a laptop for the Climate Corps Fellow's use, as well as a half share on a GIS system which we use for the mapping.

I have attached my rationale for the budget as well as your revised invoice format. I appreciate your assistance and patience as the team and I get up to speed.

Thanks very much,

Teri

<Weta budget 4.xlsx><23-0663-000-SO TFAM RCD.xlsx>

<IMG_0407.jpeg><IMG_0408.jpeg>

<TEAM WETA project_modification_request_4.2024 tb.pdf>
<TEAM WETA project_modification_request_4.2024 tb.xlsx>

23-0663-000-SO-2 TEAM RCD
.xlsx
55 KB

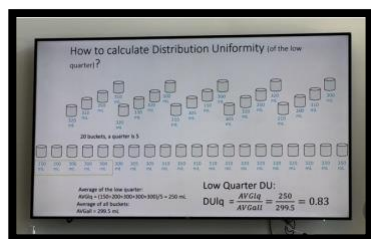




Water Efficiency Technical Assistance (WETA) Program
Grant Narrative Report: Irrigation and Nutrient Management Training
Work Period: 04/01/24 – 04/30/24
Completed by: Lisa Dibbell
Date Submitted: 05/02/24

Work Summary

Date	Time	Task	Hours	Rate	Total
04/01/2024	8:45 – 10:15	Prepare invoice report, returned call for workshop question, check in on tasks w/Mia.	1.50	\$45.00	\$67.50
04/02/2024	10:15 – 11:45	Workshop promotion, email contacts.	1.50	\$45.00	\$67.50
04/03/2024	12:45 – 13:15	Workshop prep, outline remaining tasks, respond to RSVPs.	0.50	\$45.00	\$22.50
04/09/2024	07:30 – 08:00	Put all RSVPs in the Google doc, reply to Teri.	0.50	\$45.00	\$22.50
04/09/2024	15:00 – 15:45	Call back workshop inquiry, double-check for everything for tomorrow.	0.75	\$45.00	\$33.75
04/10/2024	11:30 – 12:30	Workshop set up at Fallbrook Library.	1.00	\$45.00	\$45.00
04/11/2024	12:00 – 14:45	Workshop set up, record, close.	2.75	\$45.00	\$123.75
04/24/2024	9:00 – 9:15	Locate, send invoice reports to Ani.	0.25	\$45.00	\$11.25
04/29/2024	8:30 – 9:30	Invoice report for April.	1.00	\$45.00	\$45.00
Total			9.75		\$438.75



Project Progress for Objective 3:

- We promoted the workshops through our Instagram account, and local networks including the Farm Bureau, Grangetto’s Farm and Garden Supply, and Small Wine Growers Association.
- Irrigation Management Workshops were held on April 10 at the Fallbrook Library with UCCE expert Gerry Spinelli, and on April 11 at the French Valley Library with Ag Irrigation Tech Jameson Meyst.
- We collected info via an intake form at the workshops and followed up with those interested in irrigation evaluations.
- We are using a google sheet to track workshop attendee information and demographics.

Project Goals for next period:

- Increase outreach efforts – create a mailer to reach growers who may not have or choose to use online resources or email.
- Create an online sign-up form for the website.
- Develop a monthly or bi-monthly newsletter brief to send to our growing contacts list to promote the program and announce scheduled workshops.
- Plan a webinar for the next workshop.

From: Mia Lorence mialorence@climatecorps.org
Subject: TEAM RCD WETA Update May
Date: May 1, 2024 at 1:41 PM
To: Teri Biancardi teribiancardi@icloud.com
Cc: Ani Vartanians appointments@missionrkd.org

Hi Teri,

Here is my paragraph:

WETA has gained some traction as we are moving into warmer temperatures and growers are starting to use their irrigation systems again. We continue to implement outreach through various avenues such as our workshops and events. We had workshops on April 10th and 11th along with the Temecula Grape days event on April 18th. Our Irrigation Management workshops were the first of the year and we had more people attend than expected which was great to see our services gaining attention from other growers. We had a total of 7 rsvp's and had 12 who attended the workshops. Within the 12 we had 10 who asked to be contacted for an irrigation evaluation or pump efficiency test. Out of the 10 who were contacted we have 4 (2 under WETA) signed up for evaluations and 4 who will be contacted again in the near future. The workshops were a great way to explain our services and teach growers about their systems, it led to great conversations and community relationships between Mission/TEAM RCD and local growers. The Grape Days event was also successful, we distributed a lot of WETA flyers to wine growers and organizations in the area and were able to explain what we do and what particular services we offer with WETA. In addition to these outreach events, I have been training more extensively with our Agriculture Irrigation Tech Jameson Meyst on irrigation evaluations and I attended my first WETA evaluation on April 15th in Temecula. With the recent training I completed, I was able to test the drip system on my own and calculate the flow uniformity for the site. My goals right now are to start working on a potential workshop or webinar for next month, attend more future events/meetings to keep advertising WETA, and continue to train with Jameson so I can confidently conduct Distribution Uniformity tests on my own.

Thank you!
--

Mia Lorence

Agriculture Programs Specialist | TEAM RCD



[Climate Corps Fellow](#) | [Strategic Energy Innovations](#)

p: (951) 234-3041

e: mialorence@climatecorps.org

<https://www.teamrkd.org/>

Cultivating Inclusion

Project Manager Work Summary for March

Date	Time	Task	Hours	Rate	Total
04/01/2024	11:00 – 12:30	Organize workshop photos, prepare March invoice report, make amendment.	1.50	\$45.00	\$67.50
04/23/2024	11:00 – 12:00	Prepare for workshop tomorrow, make native plant handout.	1.00	\$45.00	\$45.00
04/24/2024	11:00 – 13:30	Pollinator Workshop w/Jonathan Snapp-Cook	2.50	\$45.00	\$112.50
04/25/2024	16:00 – 16:30	Prepare April invoice report.	0.50	\$45.00	\$22.50
Total			5.50		\$247.50

Materials and Fees Purchase Summary

Date	Task	Total
04/24/2024	Purchase coffee traveler at Starbucks. (minus gratuity)	\$22.00
04/24/2024	Purchase refreshments at Sprouts. (minus bag, donation)	\$31.70
Total		\$53.70

Training Program Progress:

- Pollinator Workshop was held on April 24, led by Jonathan Snapp-Cook. I revised the pollinator plant handout to include natives more suited to the local area.
- Link to Pollinator Plant Handout: https://drive.google.com/file/d/1o_r7frL5cgAY_abrnH8HDvR7sgPGC7mS/view?usp=sharing
- Link to Pollinator Workshop photos: <https://photos.app.goo.gl/VpE6U526ETYwz24m8>

Program Goals for next period:

- Schedule and plan the workshops on composting, IPM, and urban farm conservation practices.

Pollinator Workshop with Jonathan Snapp-Cook, USFWS



Pollinator Workshop
 with Biologist Jonathan Snapp-Cook
Wed, April 24th
at 11:00 am
 Cultivating Inclusion Outdoor Classroom



Learn about native pollinators and the plants needed to support them in the garden.
 Please RSVP by Friday, April 19th
 text: 619-756-8269 or email: naturalresource@missionrcd.org





Workshop Summary:

We had nine attendees, including a new intern and their coach. The presenter, Jonathan Snapp-Cook, thoroughly engaged each participant and took extra time to answer individual questions. He expressed interest in coming back to help this group plan a pollinator habitat and find funding for signage. He also shared packets of narrowleaf milkweed seed, garden planning resources, and tips for plant selection.

Budget Status

Date	Project Manager Tasks Budget Available	Hours	Rate	Budget Used	Budget Remaining
10/2023	\$855.00	0.5	\$45.00	\$22.50	\$832.50
11/2023	\$832.50	6.5	\$45.00	\$292.50	\$540.00
12/2023	\$540.00	4.75	\$45.00	\$213.75	\$326.25
01/2024	\$326.25	3.5	\$45.00	\$157.50	\$168.75
02/2024	\$168.75	1.25	\$45.00	\$56.25	\$337.50*
03/2024	\$337.50	3.5	\$45.00	\$157.50	\$180.00
04/2024	\$180.00	5.5	\$45.00	\$247.50	-\$67.50
Total		25.50		\$1147.50	-\$67.50
Date	Materials and Fees Budget Available	Unit	Price	Budget Used	Budget Remaining
10/2023	\$705.00	-	-	-	\$705.00
11/2023	\$705.00	-	-	-	\$705.00
12/2023	\$705.00	-	-	-	\$705.00
01/2024	\$705.00	-	-	-	\$705.00
02/2024	\$705.00	-	-	-	\$480.00*
03/2024	\$480.00	-	-	\$99.57	\$380.43
04/2024	\$380.43			\$53.70	\$326.73
			Total	153.27	\$326.73
Overall Budget	\$1560.00			\$1300.77	\$259.23

*Previous month's amendment (shifting \$225 from materials to project manager budget.)

Budget Update:

This period Project Manager hours exceeded the budget by \$67.50 (1.5 hours). To complete the project, additional Project Manager hours are needed for planning and implementing the remaining three workshops.



National Association of Conservation Districts (NACD)
Grant Narrative Report: Training Program for Cultivating Inclusion
Work Period: 04/01/2024 – 04/30/2024
Completed by: Lisa Dibbell
Date Submitted: 05/02/2024

Receipts for refreshments and materials for Pollinator Workshop:
\$58.00 – \$2.00 (gratuity) – \$1.49 (reusable bag) – \$0.81 (donation round-up) = \$53.70

----- DUPLICATE RECEIPT -----
 STARBUCKS Store #14486
 39848 Winchester Road
 Temecula, CA (951) 699-8412

CHK 662670
 04/24/2024 10:25 AM
 XXX7414 Drawer: 1 Reg: 1

Cafe
 Order

Coffee Traveler	22.00
Subtotal	22.00
Discounts	0.00
Tax	0.00
Gratuuity	2.00
Total	24.00
Change Due	0.00

Payments

Visa 24.00
 XXXXXXXXXXXX5246
 Card Entry: CHIP
 Trans Type: SALE
 App Label: CAPITAL ONE VISA
 Auth: 03763D
 AID: A0000000031010
 TVR: 0000008000
 TSI: E800

----- Check Closed -----
 04/24/2024 10:25 AM

Join our loyalty program
 Starbucks Rewards®
 Sign up for promotional emails
 Visit Starbucks.com/rewards
 Or download our app
 At participating stores
 Some restrictions apply

SPROUTS FARMERS MARKET
 39606 Winchester Rd.
 Temecula, CA. 92541
 (951) 694-3680
 Store Hours MON-SUN 7AM-10PM

04/24/2024 10:35:01
 CAPITAL ONE VISA Entry Method: Chip
 CARD #: XXXXXXXXXXXX5246
 PURCHASE - APPROVED
 AUTH CODE: 05089D

Mode: Issuer
 AID: A0000000031010
 TVR: 0000008000
 IAD: 0601CA03A0A002
 TSI: E800 ARC: 00
 TC: 2E94D789292857AB
 MID: 921945 TID: 001 RRN: 079732

Total: USD\$ 34.00

GROCERY		
WATER-SPRING-GALLON	1.49	F
*CRV FS 10	0.10	
BAKERY		
BLUEBRY MINI MUFFINS	13.98	F
2 @ 6.99	5.69	F
COOKIES		
TAXABLE GROCERY	1.99	T
2 PLY PAPER TOWELS	7.49	T
COLD CUPS	1.49	T
REUSABLE BAG		
DONATIONS	0.81	
DONATIONS		
Tax Report		
TAX 1	10.97	0.96 TT
BALANCE DUE	34.00	
CREDIT	\$34.00	
[] XXXXXXXXXXXX5246		
Auth# 05089D Ref# 079732		
CHANGE	0.00	

 We need your feedback!
 Take a quick survey & enter for the chance
 to WIN a \$250 Sprouts gift card. Go to:
 SproutsFeedback.com
 5 Winners Monthly



Cashier: PENELOPE Store: 251
 POS: 007 Transaction: 9226
 Wednesday, April 24, 2024 10:33 AM

Save money, save paper -
 sign up to receive our weekly ad
 by email at Sprouts.com

Please keep your original receipt, the
 type of credit given is determined by
 the method of payment used.
 ID is required for returns without a
 receipt. Limits apply to returns

From: donotreply@sam.gov
Subject: Registration Activated for TEMECULA ELSINORE ANZA MURRIETA RESOURCE CONSERVATION DISTRICT / TMXGW4KC3PS6 / 9VKP1 in the U.S. Government's System for Award Management (SAM.gov)
Date: April 24, 2024 at 8:46 AM
To: teri.biancardi@teamrcd.org
Cc: teri.biancardi@teamrcd.org

Teri Biancardi,

The registration for TEMECULA ELSINORE ANZA MURRIETA RESOURCE CONSERVATION DISTRICT / TMXGW4KC3PS6 / 9VKP1 is now active in the U.S. federal government's System for Award Management (SAM.gov). If you did not provide a Commercial and Government Entity (CAGE) Code during the registration process, one has been assigned to you by the Defense Logistics Agency (DLA) CAGE Program.

To remain eligible to do business with the federal government, you must renew your entity's registration in SAM.gov every year. The annual renewal date for the registration is 2025-04-17 17:47:00.963.

You may invite additional users to manage or review your entity registration by following these steps:

1. Go to the [SAM.gov](https://sam.gov) website and sign in
2. On your Workspace page, scroll down to the "User Directory"
3. Enter the email address of the user you want to invite and select the email address from the list
4. On the next page, select the "Assign Role" button in the top right corner of the page
5. On the assign role page, follow the instructions provided and then select "Send Invitation" at the bottom of the page
6. The user will be notified


All invitees will receive an email message from SAM.gov with instructions on how to complete the process.

Remember, it is free to register in SAM.gov. Get free help at [SAM.gov](https://sam.gov) in the "Help" section and at the [Federal Service Desk \(FSD\)](https://www.federal.gov) where you will find SAM.gov user guides, quick start guides, helpful hints, videos, and frequently asked questions. If you are going through entity validation at SAM.gov for the first time and have questions, visit [this list of FAQs](#).

In addition, if you are located in the U.S. and its outlying areas, you can get free support from your local [APEX Accelerator](https://www.apexaccelerators.us) (formerly known as PTAC), an official resource for government contracting assistance. Go to <https://www.apexaccelerators.us> to find your closest office.

Do not reply to this auto-generated email.

This email was sent from Production.

From: Mandy Parkes mparkes@iercd.org 

Subject: SoCal Inland Region Check In

Date: May 3, 2024 at 6:31 AM

To: tracyranch@roadrunner.com, Brett Mills bmills@sjbrcd.org, Darcy Cook darcy@missionrcd.org, debragillis@sbcglobal.net, teri.biancardi@teamrcd.org, rick gomez rickaicp5252@outlook.com, ufconsultant@icloud.com, aniv@missionrcd.org, Shelli Lamb lamb@rcrd.org

Cc: Nancy Wahl-Scheurich nancy-wahlscheurich@carcd.org

Good Morning SoCal Inland Region,

On behalf of our Chair Nancy Humenik Sappington, I am writing to make sure SoCal Inland Region members have received recent updates including:

1. Our next meeting is scheduled for Wednesday, June 12th, 2 PM – 3 PM on Zoom. Please see separate outlook invite for meeting info and respond with any adds to the draft agenda for the meeting
2. CARCD is launching a revised member portal and I wanted to be sure everyone on this list is aware of these changes and methods for engaging with CARCD:
 - a. New member portal – the attached email went out to the DM Listserve and Staff Listserve, and provides instructions for registering in the updated member portal
 - b. If you didn't get any notification of the new member portal, please contact CARCD's Taylor Stubblefield to be added to one of CARCD's listserves which they use to keep everyone aware of updates and changes every RCD should be aware of: taylor-stubblefield@carcd.org
3. CARCD is also launching a new training series designed to help board and staff increase awareness of resources and networks available to elevate RCD function and capacity. The following links have registration links and more on planned agenda and topics, and these are in addition to the monthly DM meetings (not replacing DM meetings):
 - a. May 16th at 12: [Reimagining Regional Meetings | California Association of Resource Conservation Districts \(carcd.org\)](#)
 - b. June 11th at 12, [RCDs & LAFCOs – How to Build and Conserve Stronger Relationships | California Association of Resource Conservation Districts \(carcd.org\)](#)
 - c. If you have trouble with these links, they are also included on the attached weekly digest email
4. The next CARCD Board Meeting is scheduled for Friday, May 31st. The agenda and link to join the meeting will be published no later than two weeks prior to the meeting on CARCD's Board page: [Board Meetings | California Association of Resource Conservation Districts \(carcd.org\)](#)

Thank you everyone,
-mandy



Mandy Parkes
District Manager | IERCD

Mobile: (909) 855-6473

25864-K Business Center Drive Redlands, CA 92374

www.iercd.org



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