

MINUTES

**Temecula-Elsinore-Anza-Murrieta Resource Conservation District
Regular Board Meeting
Thursday, January 9, 2025, at 4:00 PM
Truax Building
41923 Second Street, Fourth Floor
Temecula, CA 92590**

I. PRELIMINARY FUNCTIONS

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

Roll Call/Establish a Quorum

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

Approval of Agenda

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

Public comment

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

II. CONSENT CALENDAR:

Director Parkes requested that items 2 and 3 be pulled from the consent calendar as financial reports were not available.

Director Corona requested that item 4, the Soil and Water agreement, be pulled for discussion.

Director Bryant moved, and Director Parkes seconded that the board approve the Minutes of the Board of Directors Regular Meeting of December 12, 2024.

Upon voice vote, the motion passed unanimously.

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

Upon voice vote, the motion passed unanimously.

III. ACTION ITEMS:

A. Subject: Document retention schedule and handbook update.

Background: Office Manager Rae Shirer has been reviewing and sorting all District documents and designing a data retention system that will comply with Riverside County's standards. She is also updating the policy manual in coordination with the retention schedule which are correlated.

Manager Shirer reported that due to illness and unexpected workload, she was unable to provide additional information at this time.

B. Subject: SoCal Inland Region Elections

Background: SoCal Inland Region is one of ten geographic regions organized within the California Association of Resource Conservation Districts. Under the Association's Bylaws, each Region shall biennially, at the Region's regular meeting, elect a Regional Chair and Regional Vice Chair. The term of Regional Chair and Regional Vice Chair shall be 2 years and they may succeed themselves.

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

C. Subject: Mitigation Committee report

Background: The Land Conservation and Mitigation Committee formed in December met in early January to discuss potential partnerships and projects.

Director Kuhn read the report of the committee into the minutes. A full copy of the report is attached hereto as Exhibit A.

IV. DISCUSSION

D. Subject: TEAM RCD Financial Overview

Background: At the December regular meeting, Treasurer Newt Parkes asked to agendize a discussion in January about the financial position of TEAMRCD.

Director Parkes presented a list of reports he would like to see in future meeting materials and requested that there be a more detailed presentation of the financial reports by the President to the board.

DIRECTORS' REPORTS

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

V. MANAGEMENT REPORT

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

Rae reported that annual audit for 2023-24 was nearing completion and expected to be completed on time, by January 31, 2025.

Manager Shirer also reminded the board that forms 700 are due and that directors should mail them or bring them to the next meeting.

Rae asked for a review of liability insurance, to be sure that Kit is covered when in the field. President Biancardi will confirm with SDRMA.

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

VI. FUTURE AGENDA ITEMS:

VII: ADJOURNMENT

Minutes of the Board of Directors
TEAM RCD
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DRAFT FOR DISCUSSION ONLY

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

Dated: _____

Newt Parkes, Secretary

TO: TEAM RCD BOARD OF DIRECTORS

FROM: STUART KUHN

SUBJECT: MEETING SUMMARY ON ENVIRONMENTAL IMPACT MITIGATION ALTERNATIVES

ATTENDEES: TERI BIANCARDI, STUART KUHN, SHELLI LAMB, KERWIN RUSSELL

This memo summarizes the meeting held on January 2, 2025, with representatives from SRMA to discuss the state of environmental impact mitigation alternatives within TEAM RCD district boundaries.

Summary of Discussion

Introduction Shelli Lamb provided an overview of the environmental mitigation process required for development projects. When a developer proposes a project, the site must first be assessed for environmental resources. If resources are identified, the developer has four options for addressing their impact:

1. **Avoidance:**

- Avoiding resources to eliminate impacts is the most cost-effective approach.
- However, avoidance is not always feasible, such as when a stream must be crossed to access the project site.

2. **Mitigation Bank Credits:**

- Developers can purchase conserved lands through established mitigation banks.

3. **In-Lieu Fee Funds:**

- Developers can pay into an in-lieu fee fund to offset impacts.

4. **Permittee-Responsible Mitigation:**

- Developers directly mitigate impacts by acquiring, restoring, and managing conservation lands.

Current Challenges The availability of mitigation bank and in-lieu fee credits within the district is severely limited. As a result, developers often have no choice but to pursue permittee-responsible mitigation. This approach, once improperly managed, was largely abandoned by resource agencies two decades ago. However, due to the lack of alternatives, it has been reinstated with robust safeguards to ensure effectiveness.

Safeguards for Permittee-Responsible Mitigation A “three-legged stool” approach has been implemented to ensure long-term stewardship of mitigation lands. This system involves three accountable parties:

1. **Landowner:**

- Typically, the developer requiring mitigation assumes this role. The landowner purchases the mitigation site, funds its restoration and establishment, secures the site with fencing, and provides an endowment to cover perpetual management costs.

2. **Conservation Easement Grantee:**

- A nonprofit land conservator holds the conservation easement and manages the site using the endowment. Responsibilities include trash cleanup, weed abatement, and fence maintenance.

3. **Monitoring and Reporting Party:**

- This party inspects the property and submits annual reports to resource agencies, verifying that the property is maintained as intended.

This structure ensures accountability and minimizes conflicts of interest.

Potential Partnership Shelli and Kerwin expressed interest in a partnership between SRMA and TEAM RCD. Under this partnership:

- SRMA and TEAM RCD could serve as the conservation easement holder and the monitoring and reporting party, respectively.
- Roles may vary depending on the specific project.

This collaboration would support both land and agricultural development within district boundaries.

Current Projects

Several projects in the area are seeking permittee-responsible mitigation. One proposed site, approximately 30 acres in size, includes a portion of Santa Gertrudis Creek in Temecula Wine Country, regulated by Riverside County. Shelli and Kerwin provided Teri and me with a tour of the site, which has significant potential to benefit the regional environment and support development efforts. Such projects could contribute to addressing the regional housing affordability crisis.

Conclusion

The meeting highlighted the importance of collaborative efforts to ensure meaningful environmental mitigation while supporting responsible development. A partnership between SRMA and TEAM RCD could play a pivotal role in achieving these goals. Further discussions and planning are recommended to formalize this collaboration and support ongoing projects in the district.

Monthly Management Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the month ended December 31, 2024



Prepared on
February 5, 2025

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Profit and Loss

December 2024

	TOTAL
Income	
Service/Fee Income	
Grant Revenue	-2,064.67
Total Service/Fee Income	-2,064.67
Total Income	\$ -2,064.67
GROSS PROFIT	\$ -2,064.67
Expenses	
General and Administration	
Accounting Fees	
Bookkeeping	177.00
Total Accounting Fees	177.00
Administrative Consulting	174.00
Legal Fees	45.31
Quickbooks-Accounting	99.00
Storage	100.00
Telephone, Telecommunications	45.99
Travel and Meetings	
Conference, Convention, Meeting	551.34
Total Travel and Meetings	551.34
Website Expenses	42.00
Total General and Administration	1,234.64
SERVICE COSTS	
Contract Services	
RFC FACILITIES	
HOMELESS MONITORING	2,153.71
WARM SPRINGS / FRENCH VALLEY	410.15
Total RFC FACILITIES	2,563.86
Total Contract Services	2,563.86
Grant Administration Expense	
Consultants and Contracts	
Irrigation Mobile Lab	
Irrigation Evaluations	425.00
Pump Efficiency Tests	2,000.00
Total Irrigation Mobile Lab	2,425.00
NCRS Training and Support	165.00
Outreach and Workshop Support	1,068.75
Program Management	180.00
Reimburseable Travel	90.45
Total Consultants and Contracts	3,929.20
Total Grant Administration Expense	3,929.20

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Profit and Loss

December 2024

	TOTAL
Total SERVICE COSTS	6,493.06
Total Expenses	\$7,727.70
NET OPERATING INCOME	\$ -9,792.37
NET INCOME	\$ -9,792.37

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

Bills Paid

December 2024

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
CSDA Member Services				
12/12/2024	Bill Payment (Check)		1265	-238.00
10/01/2024	Bill	Membership ID 3838		238.00
Mission Resource Conservation District				
12/12/2024	Bill Payment (Check)		1264	-3,930.19
11/30/2024	Bill		3467	3,930.19
NACD				
12/12/2024	Bill Payment (Check)		1261	-100.00
10/07/2024	Bill	Customer 48237		100.00
New Options Business Services LLC				
12/12/2024	Bill Payment (Check)		1269	-595.99
12/12/2024	Bill		1449	595.99
Nigro and Nigro				
12/12/2024	Bill Payment (Check)		1268	-3,000.00
11/26/2024	Bill		21278	3,000.00
Riverside Office of County Counsel				
12/12/2024	Bill Payment (Check)		1262	-271.14
10/16/2024	Bill		108069	271.14
12/12/2024	Bill Payment (Check)		1263	-1,177.95
11/15/2024	Bill		109488	1,177.95
Santa Ana Watershed Association				
12/12/2024	Bill Payment (Check)		1058	-16,374.14
09/22/2024	Bill		2024-97	16,374.14
12/12/2024	Bill Payment (Check)		1059	-2,563.86
12/03/2024	Bill		2024-116	2,563.86
Streamline				
12/12/2024	Bill Payment (Check)		1266	-42.00
12/01/2024	Bill		D79E45E5-0031	42.00

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Current Year Grant Income and Expense

July - December, 2024

	2023-2024 NRCS	2024 WETA	NACD - CULTIVATING INCLUSION	TOTAL
Income				
Service/Fee Income				\$0.00
Grant Revenue		96,250.42	-2,064.67	\$94,185.75
Total Service/Fee Income		96,250.42	-2,064.67	\$94,185.75
Total Income	\$0.00	\$96,250.42	\$ -2,064.67	\$94,185.75
GROSS PROFIT	\$0.00	\$96,250.42	\$ -2,064.67	\$94,185.75
Expenses				
SERVICE COSTS				
Grant Administration Expense	55.00			\$55.00
Consultants and Contracts			1,750.00	\$1,750.00
Conservation Tech		64,200.00		\$64,200.00
Irrigation Mobile Lab				\$0.00
Irrigation Evaluations		10,630.41	400.00	\$11,030.41
Pump Efficiency Tests		4,500.00		\$4,500.00
Soil Testing		416.55		\$416.55
Total Irrigation Mobile Lab		15,546.96	400.00	\$15,946.96
NCRS Training and Support		2,380.00		\$2,380.00
Outreach and Workshop Support		5,616.25	236.25	\$5,852.50
Program Management		855.00		\$855.00
Reimbursable Travel		1,124.66		\$1,124.66
Supplies		23.86		\$23.86
Total Consultants and Contracts		89,746.73	2,386.25	\$92,132.98
Program Administration		503.40		\$503.40
Total Grant Administration Expense	55.00	90,250.13	2,386.25	\$92,691.38
Total SERVICE COSTS	55.00	90,250.13	2,386.25	\$92,691.38
Total Expenses	\$55.00	\$90,250.13	\$2,386.25	\$92,691.38
NET OPERATING INCOME	\$ -55.00	\$6,000.29	\$ -4,450.92	\$1,494.37
NET INCOME	\$ -55.00	\$6,000.29	\$ -4,450.92	\$1,494.37



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income				
45000 Investments	\$0.00	\$0.00	\$0.00	
Interest Income	-\$1,197.02	\$13,500.00	-\$14,697.02	-8.87 %
Total for 45000 Investments	-\$1,197.02	\$13,500.00	-\$14,697.02	-8.87 %
RCFC Pilot Projects				
RCFC Pilot Projects	\$0.00	\$0.00	\$0.00	
Helash Mitigation Site	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Hildy	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Morgan Valley Wash	\$5,922.59	\$11,845.17	-\$5,922.58	50.0 %
Murrieta Creek - Line F	\$3,640.93	\$7,281.86	-\$3,640.93	50.0 %
Murrieta Creek-Temecula IIA	\$5,649.83	\$11,299.66	-\$5,649.83	50.0 %
Palomar Corydon Channel	\$2,489.79	\$4,979.58	-\$2,489.79	50.0 %
Santa Gertrudis Creek	\$20,672.46	\$41,344.93	-\$20,672.47	50.0 %
Temecula Creek AD 159	\$27,618.02	\$55,236.04	-\$27,618.02	50.0 %
Transient Monitoring	\$17,602.56	\$35,205.12	-\$17,602.56	50.0 %
Tucalota Creek Phase III	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
Tucalota Creek Phase I & II	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
VV Channel	\$22,928.15	\$45,856.30	-\$22,928.15	50.0 %
Warm Springs/Benton Channel	\$41,407.07	\$82,814.15	-\$41,407.08	50.0 %
Warm Springs/French Valley	\$11,131.03	\$22,262.07	-\$11,131.04	50.0 %
Wildomar Channel	\$3,642.43	\$7,284.86	-\$3,642.43	50.0 %
Total for RCFC Pilot Projects	\$185,255.42	\$370,510.84	-\$185,255.42	50.0 %
Service/Fee Income				
Service/Fee Income	\$0.00	\$0.00	\$0.00	
Grant Revenue	\$94,185.75	\$150,000.00	-\$55,814.25	62.79 %
Administrative Fees	\$0.00	\$0.00	\$0.00	
SAWA Administration/FC	\$0.00	\$0.00	\$0.00	
Total for Administrative Fees	\$0.00	\$0.00	\$0.00	
CropSwap Income				
CropSwap Income	\$0.00	\$0.00	\$0.00	
Water Audits Income	\$0.00	\$3,950.00	-\$3,950.00	0.0 %
Total for Service/Fee Income	\$94,185.75	\$153,950.00	-\$59,764.25	61.18 %
Total for Income	\$278,244.15	\$537,960.84	-\$259,716.69	51.72 %
Cost of Goods Sold				
Cost of Goods Sold	\$0.00	\$0.00	\$0.00	
Gross Profit	\$278,244.15	\$537,960.84	-\$259,716.69	51.72 %
Expenses				
General and Administration	\$0.00	\$0.00	\$0.00	
62110 Accounting Fees	\$0.00	\$0.00	\$0.00	
Audit and Audit Documentation	\$3,000.00	\$3,000.00	\$0.00	100.0 %
Bookkeeping	\$763.10	\$2,400.00	-\$1,636.90	31.8 %
Total for 62110 Accounting Fees	\$3,763.10	\$5,400.00	-\$1,636.90	69.69 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
62140 Legal Fees	\$3,137.93	\$5,400.00	-\$2,262.07	58.11 %
65030 Printing and Copying	\$225.34	\$0.00	\$225.34	
65040 Computer, Data and Software	\$171.00	\$1,500.00	-\$1,329.00	11.4 %
65050 Telephone, Telecommunications	\$203.94	\$552.00	-\$348.06	36.95 %
65120 Insurance - Liability, D and O	\$2,769.86	\$2,770.00	-\$0.14	99.99 %
68300 Travel and Meetings	\$0.00	\$0.00	\$0.00	
68310 Conference, Convention, Meeting Area Meeting	\$1,046.34	\$0.00	\$1,046.34	
	\$722.12	\$0.00	\$722.12	
Total for 68300 Travel and Meetings	\$1,768.46	\$0.00	\$1,768.46	
Administrative Consulting	\$1,589.90	\$9,600.00	-\$8,010.10	16.56 %
Membership Dues	\$1,000.22	\$811.00	\$189.22	123.33 %
Quickbooks-Accounting	\$288.00	\$0.00	\$288.00	
Storage	\$586.90	\$1,022.00	-\$435.10	57.43 %
Website Expenses	\$252.00	\$504.00	-\$252.00	50.0 %
65020 Postage, Mailing Service	\$0.00	\$300.00	-\$300.00	0.0 %
Advertising and Marketing	\$0.00	\$0.00	\$0.00	
Office Supplies	\$0.00	\$0.00	\$0.00	
Total for General and Administration	\$15,756.65	\$27,859.00	-\$12,102.35	56.56 %
SERVICE COSTS	\$0.00	\$0.00	\$0.00	
62100 Contract Services	\$0.00	\$0.00	\$0.00	
RFC FACILITIES	\$0.00	\$0.00	\$0.00	
HOMELESS MONITORING	\$6,583.36	\$29,480.38	-\$22,897.02	22.33 %
MORGAN VALLEY WASH	\$82.03	\$10,017.54	-\$9,935.51	0.82 %
SANTA GERTRUDIS CREEK	\$28,436.43	\$34,712.98	-\$6,276.55	81.92 %
TEMECULA CREEK AD 159	\$14,068.35	\$46,400.90	-\$32,332.55	30.32 %
TUCALOTA CREEK 3	\$1,148.03	\$9,507.74	-\$8,359.71	12.07 %
TUCALOTA CREEK I & II	\$1,147.16	\$9,507.74	-\$8,360.58	12.07 %
VV CHANNEL	\$7,735.86	\$38,570.70	-\$30,834.84	20.06 %
WARM SPRINGS/BENTON CHANNEL	\$4,338.27	\$69,599.26	-\$65,260.99	6.23 %
WARM SPRINGS / FRENCH VALLEY	\$410.15	\$18,793.10	-\$18,382.95	2.18 %
HELASH	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
HILDY	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
MURRIETA CREEK LINE F	\$0.00	\$6,190.75	-\$6,190.75	0.0 %
MURRIETA CREEK-TEMECULA PHASE IIA	\$0.00	\$9,543.18	-\$9,543.18	0.0 %
PALOMAR-CORYDON CHANNEL	\$0.00	\$4,210.50	-\$4,210.50	0.0 %
WILDOMAR CHANNEL	\$0.00	\$6,193.36	-\$6,193.36	0.0 %
Total for RFC FACILITIES	\$63,949.64	\$311,800.57	-\$247,850.93	20.51 %
Total for 62100 Contract Services	\$63,949.64	\$311,800.57	-\$247,850.93	20.51 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
FC - Annual Fee	\$739.50	\$5,000.00	-\$4,260.50	14.79 %
Grant Administration Expense	\$55.00	\$127,008.00	-\$126,953.00	0.04 %
Consultants and Contracts	\$1,750.00	\$0.00	\$1,750.00	
Conservation Tech	\$64,200.00	\$0.00	\$64,200.00	
Irrigation Mobile Lab	\$0.00	\$0.00	\$0.00	
Irrigation Evaluations	\$11,030.41	\$0.00	\$11,030.41	
Pump Efficiency Tests	\$4,500.00	\$0.00	\$4,500.00	
Soil Testing	\$416.55	\$0.00	\$416.55	
Total for Irrigation Mobile Lab	\$15,946.96	\$0.00	\$15,946.96	
NCRS Training and Support	\$2,380.00	\$0.00	\$2,380.00	
Outreach and Workshop Support	\$5,852.50	\$0.00	\$5,852.50	
Program Management	\$855.00	\$0.00	\$855.00	
Reimbursable Travel	\$1,124.66	\$0.00	\$1,124.66	
Supplies	\$23.86	\$0.00	\$23.86	
Education Resources Contract	\$0.00	\$0.00	\$0.00	
Total for Consultants and Contracts	\$92,132.98	\$0.00	\$92,132.98	
Program Administration	\$503.40	\$0.00	\$503.40	
Total for Grant Administration Expense	\$92,691.38	\$127,008.00	-\$34,316.62	72.98 %
Total for SERVICE COSTS	\$157,380.52	\$443,808.57	-\$286,428.05	35.46 %
Unapplied Cash Bill Payment Expense	\$0.00	\$0.00	\$0.00	
Total for Expenses	\$173,137.17	\$471,667.57	-\$298,530.40	36.71 %
Net Operating Income	\$105,106.98	\$66,293.27	\$38,813.71	158.55 %
Other Income	\$0.00	\$0.00	\$0.00	
Other Expenses	\$0.00	\$0.00	\$0.00	
Net Other Income	\$0.00	\$0.00	\$0.00	
Net Income	\$105,106.98	\$66,293.27	\$38,813.71	158.55 %

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Statement of Cash Flows

December 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-9,792.37
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	-21,116.91
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-21,116.91
Net cash provided by operating activities	\$ -30,909.28
NET CASH INCREASE FOR PERIOD	\$ -30,909.28
Cash at beginning of period	1,008,770.94
CASH AT END OF PERIOD	\$977,861.66

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Balance Sheet

As of December 31, 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	49,804.73
Total Chase CD	339,804.73
Checking/Savings	
Chase Flood - 0600	449,150.14
Chase General - 0592	90,661.92
Chase Platinum - 9070	98,244.87
Total Checking/Savings	638,056.93
Total Bank Accounts	\$977,861.66
Accounts Receivable	
Accounts Receivable (A/R)	37,836.33
Total Accounts Receivable	\$37,836.33
Other Current Assets	
Clearing	0.00
Interest Receivable	0.00
Other Receivable	0.00
Prepaid Insurance	0.00
Prepaid Rent	0.00
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$1,015,697.99
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	\$747,750.00
Other Assets	
Other Assets	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$1,763,447.99

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Balance Sheet

As of December 31, 2024

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,974.51
Total Accounts Payable	\$3,974.51
Credit Cards	
AMEX 41005	0.00
Total Credit Cards	\$0.00
Other Current Liabilities	
California Department of Tax and Fee Administration Payable	0.00
Deposits Payable	0.00
Out Of Scope Agency Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$3,974.51
Total Liabilities	\$3,974.51
Equity	
Opening Balance Equity	0.00
Retained Earnings	1,654,366.50
Net Income	105,106.98
Total Equity	\$1,759,473.48
TOTAL LIABILITIES AND EQUITY	\$1,763,447.99

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

Bills Or Reimbursements To Be Paid

As of December 31, 2024

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Mission Resource Conservation District (760) 728-1332						
12/31/2024	Bill	3471	01/30/2025	3,929.20	3,929.20	
Total for Mission Resource Conservation District				\$3,929.20	\$3,929.20	
Riverside Office of County Counsel						
12/13/2024	Bill	110723	01/12/2025	45.31	45.31	
Total for Riverside Office of County Counsel				\$45.31	\$45.31	
TOTAL				\$3,974.51	\$3,974.51	

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

Accounts Receivable

As of December 31, 2024

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	MEMO/DESCRIPTION
CDFW					
11/04/2024	Invoice	23-0663-000-SC-4	12/04/2024	37,836.33	
Total for CDFW				\$37,836.33	
TOTAL				\$37,836.33	

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

A/P Aging Summary

As of December 31, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Mission Resource Conservation District	3,929.20					\$3,929.20
Riverside Office of County Counsel	45.31					\$45.31
TOTAL	\$3,974.51	\$0.00	\$0.00	\$0.00	\$0.00	\$3,974.51

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase General - 0592, Period Ending 12/31/2024

RECONCILIATION REPORT

Reconciled on: 01/22/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	108,686.45
Checks and payments cleared (7).....	-8,378.33
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>100,308.12</u>

Uncleared transactions as of 12/31/2024.....	-9,094.86
Register balance as of 12/31/2024.....	91,213.26
Cleared transactions after 12/31/2024.....	0.00
Uncleared transactions after 12/31/2024.....	-3,050.98
Register balance as of 01/22/2025.....	88,162.28

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/14/2024	Bill Payment	1259	Integrative Development Initia...	-1,750.00
11/14/2024	Bill Payment	1256	Mission Resource Conservati...	-4,303.25
12/12/2024	Bill Payment	1266	Streamline	-42.00
12/12/2024	Bill Payment	1263	Riverside Office of County Co...	-1,177.95
12/12/2024	Bill Payment	1265	CSDA Member Services	-238.00
12/12/2024	Bill Payment	1269	New Options Business Servic...	-595.99
12/12/2024	Bill Payment	1262	Riverside Office of County Co...	-271.14
Total				-8,378.33

Additional Information

Uncleared checks and payments as of 12/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/12/2024	Check	1267	NACD	-2,064.67
12/12/2024	Bill Payment	1261	NACD	-100.00
12/12/2024	Bill Payment	1264	Mission Resource Conservati...	-3,930.19
12/12/2024	Bill Payment	1268	Nigro and Nigro	-3,000.00
Total				-9,094.86

Uncleared checks and payments after 12/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/09/2025	Bill Payment	1283	Riverside Office of County Co...	-45.31
01/09/2025	Bill Payment	1284	Streamline	-85.00
01/09/2025	Check	1285	New Options Business Servic...	-595.50
01/09/2025	Check	1286	Travis Swift	-2,000.00
01/09/2025	Check	1287	TERI BIANCARDI	-325.17
Total				-3,050.98

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Flood - 0600, Period Ending 12/31/2024

RECONCILIATION REPORT

Reconciled on: 01/22/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	468,088.14
Checks and payments cleared (2).....	-18,938.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>449,150.14</u>

Register balance as of 12/31/2024.....	449,150.14
--	------------

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/12/2024	Bill Payment	1058	Santa Ana Watershed Associa...	-16,374.14
12/12/2024	Bill Payment	1059	Santa Ana Watershed Associa...	-2,563.86
Total				-18,938.00

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase CD Interest - 0618, Period Ending 12/31/2024

RECONCILIATION REPORT

Reconciled on: 01/22/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	49,804.73
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>49,804.73</u>
Register balance as of 12/31/2024.....	49,804.73

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Platinum - 9070, Period Ending 12/31/2024

RECONCILIATION REPORT

Reconciled on: 01/22/2025

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 12/31/2024.....	98,244.87

Monthly Management Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the month ended January 31, 2025



Prepared on
February 10, 2025

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Profit and Loss

January 2025

	TOTAL
Income	
Investments	
Interest Income	9,591.76
Total Investments	9,591.76
Service/Fee Income	
Grant Revenue	20,979.19
Total Service/Fee Income	20,979.19
Total Income	\$30,570.95
GROSS PROFIT	\$30,570.95
Expenses	
General and Administration	
Administrative Consulting	354.00
Legal Fees	271.84
Quickbooks-Accounting	99.00
Storage	100.00
Telephone, Telecommunications	42.50
Travel and Meetings	
Conference, Convention, Meeting	325.17
Total Travel and Meetings	325.17
Website Expenses	85.00
Total General and Administration	1,277.51
SERVICE COSTS	
Contract Services	
RFC FACILITIES	
HOMELESS MONITORING	7,243.19
SANTA GERTRUDIS CREEK	4,981.76
TEMECULA CREEK AD 159	825.40
TUCALOTA CREEK 3	329.26
TUCALOTA CREEK I & II	164.63
WARM SPRINGS / FRENCH VALLEY	1,454.64
WARM SPRINGS/BENTON CHANNEL	2,334.35
Total RFC FACILITIES	17,333.23
Total Contract Services	17,333.23

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Profit and Loss

January 2025

	TOTAL
Grant Administration Expense	
Consultants and Contracts	
Conservation Tech	2,509.16
Reimbursable Travel	43.80
Total Consultants and Contracts	2,552.96
Total Grant Administration Expense	2,552.96
Total SERVICE COSTS	19,886.19
Total Expenses	\$21,163.70
NET OPERATING INCOME	\$9,407.25
NET INCOME	\$9,407.25



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025
July 1, 2024-January 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income				
45000 Investments	\$0.00	\$0.00	\$0.00	
Interest Income	\$8,394.74	\$13,500.00	-\$5,105.26	62.18 %
Total for 45000 Investments	\$8,394.74	\$13,500.00	-\$5,105.26	62.18 %
RCFC Pilot Projects				
RCFC Pilot Projects	\$0.00	\$0.00	\$0.00	
Helash Mitigation Site	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Hildy	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Morgan Valley Wash	\$5,922.59	\$11,845.17	-\$5,922.58	50.0 %
Murrieta Creek - Line F	\$3,640.93	\$7,281.86	-\$3,640.93	50.0 %
Murrieta Creek-Temecula IIA	\$5,649.83	\$11,299.66	-\$5,649.83	50.0 %
Palomar Corydon Channel	\$2,489.79	\$4,979.58	-\$2,489.79	50.0 %
Santa Gertrudis Creek	\$20,672.46	\$41,344.93	-\$20,672.47	50.0 %
Temecula Creek AD 159	\$27,618.02	\$55,236.04	-\$27,618.02	50.0 %
Transient Monitoring	\$17,602.56	\$35,205.12	-\$17,602.56	50.0 %
Tucalota Creek Phase III	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
Tucalota Creek Phase I & II	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
VV Channel	\$22,928.15	\$45,856.30	-\$22,928.15	50.0 %
Warm Springs/Benton Channel	\$41,407.07	\$82,814.15	-\$41,407.08	50.0 %
Warm Springs/French Valley	\$11,131.03	\$22,262.07	-\$11,131.04	50.0 %
Wildomar Channel	\$3,642.43	\$7,284.86	-\$3,642.43	50.0 %
Total for RCFC Pilot Projects	\$185,255.42	\$370,510.84	-\$185,255.42	50.0 %
Service/Fee Income				
Service/Fee Income	\$0.00	\$0.00	\$0.00	
Grant Revenue	\$115,164.94	\$150,000.00	-\$34,835.06	76.78 %
Administrative Fees	\$0.00	\$0.00	\$0.00	
SAWA Administration/FC	\$0.00	\$0.00	\$0.00	
Total for Administrative Fees	\$0.00	\$0.00	\$0.00	
CropSwap Income	\$0.00	\$0.00	\$0.00	
Water Audits Income	\$0.00	\$3,950.00	-\$3,950.00	0.0 %
Total for Service/Fee Income	\$115,164.94	\$153,950.00	-\$38,785.06	74.81 %
Total for Income	\$308,815.10	\$537,960.84	-\$229,145.74	57.4 %
Cost of Goods Sold				
Cost of Goods Sold	\$0.00	\$0.00	\$0.00	
Gross Profit	\$308,815.10	\$537,960.84	-\$229,145.74	57.4 %
Expenses				
General and Administration	\$0.00	\$0.00	\$0.00	
62110 Accounting Fees	\$0.00	\$0.00	\$0.00	
Audit and Audit Documentation	\$3,000.00	\$3,000.00	\$0.00	100.0 %
Bookkeeping	\$763.10	\$2,400.00	-\$1,636.90	31.8 %
Total for 62110 Accounting Fees	\$3,763.10	\$5,400.00	-\$1,636.90	69.69 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025
July 1, 2024-January 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
62140 Legal Fees	\$3,409.77	\$5,400.00	-\$1,990.23	63.14 %
65030 Printing and Copying	\$225.34	\$0.00	\$225.34	
65040 Computer, Data and Software	\$171.00	\$1,500.00	-\$1,329.00	11.4 %
65050 Telephone, Telecommunications	\$246.44	\$552.00	-\$305.56	44.64 %
65120 Insurance - Liability, D and O	\$2,769.86	\$2,770.00	-\$0.14	99.99 %
68300 Travel and Meetings	\$0.00	\$0.00	\$0.00	
68310 Conference, Convention, Meeting Area Meeting	\$1,371.51	\$0.00	\$1,371.51	
	\$722.12	\$0.00	\$722.12	
Total for 68300 Travel and Meetings	\$2,093.63	\$0.00	\$2,093.63	
Administrative Consulting	\$1,943.90	\$9,600.00	-\$7,656.10	20.25 %
Membership Dues	\$1,000.22	\$811.00	\$189.22	123.33 %
Quickbooks-Accounting	\$387.00	\$0.00	\$387.00	
Storage	\$686.90	\$1,022.00	-\$335.10	67.21 %
Website Expenses	\$337.00	\$504.00	-\$167.00	66.87 %
65020 Postage, Mailing Service	\$0.00	\$300.00	-\$300.00	0.0 %
Advertising and Marketing	\$0.00	\$0.00	\$0.00	
Office Supplies	\$0.00	\$0.00	\$0.00	
Total for General and Administration	\$17,034.16	\$27,859.00	-\$10,824.84	61.14 %
SERVICE COSTS	\$0.00	\$0.00	\$0.00	
62100 Contract Services	\$0.00	\$0.00	\$0.00	
RFC FACILITIES	\$0.00	\$0.00	\$0.00	
HOMELESS MONITORING	\$13,826.55	\$29,480.38	-\$15,653.83	46.9 %
MORGAN VALLEY WASH	\$82.03	\$10,017.54	-\$9,935.51	0.82 %
SANTA GERTRUDIS CREEK	\$33,418.19	\$34,712.98	-\$1,294.79	96.27 %
TEMECULA CREEK AD 159	\$14,893.75	\$46,400.90	-\$31,507.15	32.1 %
TUCALOTA CREEK 3	\$1,477.29	\$9,507.74	-\$8,030.45	15.54 %
TUCALOTA CREEK I & II	\$1,311.79	\$9,507.74	-\$8,195.95	13.8 %
VV CHANNEL	\$7,735.86	\$38,570.70	-\$30,834.84	20.06 %
WARM SPRINGS/BENTON CHANNEL	\$6,672.62	\$69,599.26	-\$62,926.64	9.59 %
WARM SPRINGS / FRENCH VALLEY	\$1,864.79	\$18,793.10	-\$16,928.31	9.92 %
HELASH	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
HILDY	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
MURRIETA CREEK LINE F	\$0.00	\$6,190.75	-\$6,190.75	0.0 %
MURRIETA CREEK-TEMECULA PHASE IIA	\$0.00	\$9,543.18	-\$9,543.18	0.0 %
PALOMAR-CORYDON CHANNEL	\$0.00	\$4,210.50	-\$4,210.50	0.0 %
WILDOMAR CHANNEL	\$0.00	\$6,193.36	-\$6,193.36	0.0 %
Total for RFC FACILITIES	\$81,282.87	\$311,800.57	-\$230,517.70	26.07 %
Total for 62100 Contract Services	\$81,282.87	\$311,800.57	-\$230,517.70	26.07 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025
July 1, 2024-January 31, 2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
FC - Annual Fee	\$739.50	\$5,000.00	-\$4,260.50	14.79 %
Grant Administration Expense	\$55.00	\$127,008.00	-\$126,953.00	0.04 %
Consultants and Contracts	\$1,750.00	\$0.00	\$1,750.00	
Conservation Tech	\$66,709.16	\$0.00	\$66,709.16	
Irrigation Mobile Lab	\$0.00	\$0.00	\$0.00	
Irrigation Evaluations	\$11,030.41	\$0.00	\$11,030.41	
Pump Efficiency Tests	\$4,500.00	\$0.00	\$4,500.00	
Soil Testing	\$416.55	\$0.00	\$416.55	
Total for Irrigation Mobile Lab	\$15,946.96	\$0.00	\$15,946.96	
NCRS Training and Support	\$2,380.00	\$0.00	\$2,380.00	
Outreach and Workshop Support	\$5,852.50	\$0.00	\$5,852.50	
Program Management	\$855.00	\$0.00	\$855.00	
Reimbursable Travel	\$1,168.46	\$0.00	\$1,168.46	
Supplies	\$23.86	\$0.00	\$23.86	
Education Resources Contract	\$0.00	\$0.00	\$0.00	
Total for Consultants and Contracts	\$94,685.94	\$0.00	\$94,685.94	
Program Administration	\$503.40	\$0.00	\$503.40	
Total for Grant Administration Expense	\$95,244.34	\$127,008.00	-\$31,763.66	74.99 %
Total for SERVICE COSTS	\$177,266.71	\$443,808.57	-\$266,541.86	39.94 %
Unapplied Cash Bill Payment Expense	\$0.00	\$0.00	\$0.00	
Total for Expenses	\$194,300.87	\$471,667.57	-\$277,366.70	41.19 %
Net Operating Income	\$114,514.23	\$66,293.27	\$48,220.96	172.74 %
Other Income	\$0.00	\$0.00	\$0.00	
Other Expenses	\$0.00	\$0.00	\$0.00	
Net Other Income	\$0.00	\$0.00	\$0.00	
Net Income	\$114,514.23	\$66,293.27	\$48,220.96	172.74 %

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Current Year Grant Income and Expense

July 2024 - January 2025

	2023-2024 NRCS	2024 WETA	NACD - CULTIVATING INCLUSION	TOTAL
Income				
Service/Fee Income				\$0.00
Grant Revenue	7,287.78	109,941.83	-2,064.67	\$115,164.94
Total Service/Fee Income	7,287.78	109,941.83	-2,064.67	\$115,164.94
Total Income	\$7,287.78	\$109,941.83	\$ -2,064.67	\$115,164.94
GROSS PROFIT	\$7,287.78	\$109,941.83	\$ -2,064.67	\$115,164.94
Expenses				
SERVICE COSTS				
Grant Administration Expense	55.00			\$55.00
Consultants and Contracts			1,750.00	\$1,750.00
Conservation Tech	2,509.16	64,200.00		\$66,709.16
Irrigation Mobile Lab				\$0.00
Irrigation Evaluations		10,630.41	400.00	\$11,030.41
Pump Efficiency Tests		4,500.00		\$4,500.00
Soil Testing		416.55		\$416.55
Total Irrigation Mobile Lab		15,546.96	400.00	\$15,946.96
NCRS Training and Support		2,380.00		\$2,380.00
Outreach and Workshop Support		5,616.25	236.25	\$5,852.50
Program Management		855.00		\$855.00
Reimbursable Travel	43.80	1,124.66		\$1,168.46
Supplies		23.86		\$23.86
Total Consultants and Contracts	2,552.96	89,746.73	2,386.25	\$94,685.94
Program Administration		503.40		\$503.40
Total Grant Administration Expense	2,607.96	90,250.13	2,386.25	\$95,244.34
Total SERVICE COSTS	2,607.96	90,250.13	2,386.25	\$95,244.34
Total Expenses	\$2,607.96	\$90,250.13	\$2,386.25	\$95,244.34
NET OPERATING INCOME	\$4,679.82	\$19,691.70	\$ -4,450.92	\$19,920.60
NET INCOME	\$4,679.82	\$19,691.70	\$ -4,450.92	\$19,920.60

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Statement of Cash Flows

January 2025

	TOTAL
OPERATING ACTIVITIES	
Net Income	9,407.25
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Receivable (A/R)	16,857.14
Accounts Payable	13,662.50
Out Of Scope Agency Payable	0.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	30,519.64
Net cash provided by operating activities	\$39,926.89
NET CASH INCREASE FOR PERIOD	\$39,926.89
Cash at beginning of period	977,861.66
CASH AT END OF PERIOD	\$1,017,788.55

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Balance Sheet

As of January 31, 2025

	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	59,396.49
Total Chase CD	349,396.49
Checking/Savings	
Chase Flood - 0600	349,150.14
Chase General - 0592	183,160.72
Chase Platinum - 9070	98,244.87
Total Checking/Savings	630,555.73
Total Bank Accounts	\$979,952.22
Accounts Receivable	
Accounts Receivable (A/R)	20,979.19
Total Accounts Receivable	\$20,979.19
Other Current Assets	
Clearing	0.00
Interest Receivable	0.00
Other Receivable	0.00
Prepaid Insurance	0.00
Prepaid Rent	0.00
Uncategorized Asset	0.00
Undeposited Funds	37,836.33
Total Other Current Assets	\$37,836.33
Total Current Assets	\$1,038,767.74
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	\$747,750.00
Other Assets	
Other Assets	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$1,786,517.74

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Balance Sheet

As of January 31, 2025

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	17,637.01
Total Accounts Payable	\$17,637.01
Credit Cards	
AMEX 41005	0.00
Total Credit Cards	\$0.00
Other Current Liabilities	
California Department of Tax and Fee Administration Payable	0.00
Deposits Payable	0.00
Out Of Scope Agency Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$17,637.01
Total Liabilities	\$17,637.01
Equity	
Opening Balance Equity	0.00
Retained Earnings	1,654,366.50
Net Income	114,514.23
Total Equity	\$1,768,880.73
TOTAL LIABILITIES AND EQUITY	\$1,786,517.74

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

A/R Aging Summary

As of January 31, 2025

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
CDFW	13,691.41					\$13,691.41
NRCS	7,287.78					\$7,287.78
TOTAL	\$20,979.19	\$0.00	\$0.00	\$0.00	\$0.00	\$20,979.19

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

Bills Or Reimbursements To Be Paid

As of January 31, 2025

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Kit						
01/25/2025	Bill	Kit-2025-2	02/24/2025	303.78	303.78	
Total for Kit				\$303.78	\$303.78	
Santa Ana Watershed Association (951) 780-1012						
01/10/2025	Bill	2024-123	02/09/2025	7,088.63	7,088.63	
01/29/2025	Bill	2025-09	01/29/2025	10,244.60	10,244.60	
Total for Santa Ana Watershed Association				\$17,333.23	\$17,333.23	
TOTAL				\$17,637.01	\$17,637.01	

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

Bills Paid

January 2025

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
Mission Resource Conservation District				
01/23/2025	Bill Payment (Check)		1271	-3,929.20
12/31/2024	Bill		3471	3,929.20
New Options Business Services LLC				
01/09/2025	Bill Payment (Check)		1285	-595.50
01/09/2025	Bill		1451	595.50
Riverside Office of County Counsel				
01/09/2025	Bill Payment (Check)		1283	-45.31
12/13/2024	Bill		110723	45.31
01/23/2025	Bill Payment (Check)		1272	-521.02
01/15/2025	Bill		112203	249.18
01/18/2025	Bill		111893	271.84
Streamline				
01/09/2025	Bill Payment (Check)		1284	-85.00
01/01/2025	Bill		D79E45E5-0032	85.00

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase General - 0592, Period Ending 01/31/2025

RECONCILIATION CHANGE REPORT

Since this reconciliation on 02/05/2025, changes were made to the reconciled transactions in this report.

DATE	TYPE	REF NO.	PAYEE	ORIGINAL AMT (USD)	CURRENT AMT (USD)	CHANGE	AMOUNT CHANGE (USD)
01/09/2025	Check	1285	New Options Busi...	595.50	0.00	Deleted	595.50
Total							595.50

RECONCILIATION REPORT

Reconciled on: 02/05/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	100,308.12
Checks and payments cleared (10).....	-12,697.18
Deposits and other credits cleared (1).....	100,000.00
Statement ending balance.....	<u>187,610.94</u>
Uncleared transactions as of 01/31/2025.....	-4,450.22
Register balance as of 01/31/2025.....	183,160.72

Details

Checks and payments cleared (10)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/12/2024	Bill Payment	1261	NACD	-100.00
12/12/2024	Bill Payment	1264	Mission Resource Conservati...	-3,930.19
12/12/2024	Check	1267	NACD	-2,064.67
12/12/2024	Bill Payment	1268	Nigro and Nigro	-3,000.00
12/12/2024	Check	1270	Stuart Kuhn	-551.34
01/09/2025	Bill Payment	1283	Riverside Office of County Co...	-45.31
01/09/2025	Bill Payment	1284	Streamline	-85.00
01/09/2025	Check	1285	New Options Business Servic...	-595.50
01/09/2025	Check	1286	Travis Swift	-2,000.00
01/09/2025	Check	1287	TERI BIANCARDI	-325.17
Total				-12,697.18

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/10/2025	Transfer			100,000.00
Total				100,000.00

Additional Information

Uncleared checks and payments as of 01/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/23/2025	Bill Payment	1271	Mission Resource Conservati...	-3,929.20
01/23/2025	Bill Payment	1272	Riverside Office of County Co...	-521.02
Total				-4,450.22

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Flood - 0600, Period Ending 01/31/2025

RECONCILIATION REPORT

Reconciled on: 02/05/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	449,150.14
Checks and payments cleared (1).....	-100,000.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>349,150.14</u>

Uncleared transactions as of 01/31/2025.....	-7,088.63
Register balance as of 01/31/2025.....	342,061.51

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/10/2025	Transfer			-100,000.00
Total				-100,000.00

Additional Information

Uncleared checks and payments as of 01/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/22/2025	Bill Payment		Santa Ana Watershed Associa...	-7,088.63
Total				-7,088.63

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase CD Interest - 0618, Period Ending 01/31/2025

RECONCILIATION REPORT

Reconciled on: 02/05/2025

Reconciled by: Rae Shirer

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

Summary

USD

Statement beginning balance.....	49,804.73
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	9,591.76
Statement ending balance.....	<u>59,396.49</u>
Register balance as of 01/31/2025.....	59,396.49

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/29/2025	Journal	64		9,591.76
Total				9,591.76

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Platinum - 9070, Period Ending 01/31/2025

RECONCILIATION REPORT

Reconciled on: 02/05/2025

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 01/31/2025.....	98,244.87



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income				
45000 Investments	\$0.00	\$0.00	\$0.00	
Interest Income	-\$1,197.02	\$13,500.00	-\$14,697.02	-8.87 %
Total for 45000 Investments	-\$1,197.02	\$13,500.00	-\$14,697.02	-8.87 %
RCFC Pilot Projects				
RCFC Pilot Projects	\$0.00	\$0.00	\$0.00	
Helash Mitigation Site	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Hildy	\$5,645.83	\$11,291.65	-\$5,645.82	50.0 %
Morgan Valley Wash	\$5,922.59	\$11,845.17	-\$5,922.58	50.0 %
Murrieta Creek - Line F	\$3,640.93	\$7,281.86	-\$3,640.93	50.0 %
Murrieta Creek-Temecula IIA	\$5,649.83	\$11,299.66	-\$5,649.83	50.0 %
Palomar Corydon Channel	\$2,489.79	\$4,979.58	-\$2,489.79	50.0 %
Santa Gertrudis Creek	\$20,672.46	\$41,344.93	-\$20,672.47	50.0 %
Temecula Creek AD 159	\$27,618.02	\$55,236.04	-\$27,618.02	50.0 %
Transient Monitoring	\$17,602.56	\$35,205.12	-\$17,602.56	50.0 %
Tucalota Creek Phase III	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
Tucalota Creek Phase I & II	\$5,629.45	\$11,258.90	-\$5,629.45	50.0 %
VV Channel	\$22,928.15	\$45,856.30	-\$22,928.15	50.0 %
Warm Springs/Benton Channel	\$41,407.07	\$82,814.15	-\$41,407.08	50.0 %
Warm Springs/French Valley	\$11,131.03	\$22,262.07	-\$11,131.04	50.0 %
Wildomar Channel	\$3,642.43	\$7,284.86	-\$3,642.43	50.0 %
Total for RCFC Pilot Projects	\$185,255.42	\$370,510.84	-\$185,255.42	50.0 %
Service/Fee Income				
Service/Fee Income	\$0.00	\$0.00	\$0.00	
Grant Revenue	\$107,877.16	\$150,000.00	-\$42,122.84	71.92 %
Administrative Fees	\$0.00	\$0.00	\$0.00	
SAWA Administration/FC	\$0.00	\$0.00	\$0.00	
Total for Administrative Fees	\$0.00	\$0.00	\$0.00	
CropSwap Income				
CropSwap Income	\$0.00	\$0.00	\$0.00	
Water Audits Income				
Water Audits Income	\$0.00	\$3,950.00	-\$3,950.00	0.0 %
Total for Service/Fee Income	\$107,877.16	\$153,950.00	-\$46,072.84	70.07 %
Total for Income	\$291,935.56	\$537,960.84	-\$246,025.28	54.27 %
Cost of Goods Sold				
Cost of Goods Sold	\$0.00	\$0.00	\$0.00	
Gross Profit	\$291,935.56	\$537,960.84	-\$246,025.28	54.27 %
Expenses				
General and Administration				
General and Administration	\$0.00	\$0.00	\$0.00	
62110 Accounting Fees				
62110 Accounting Fees	\$0.00	\$0.00	\$0.00	
Audit and Audit Documentation	\$3,000.00	\$3,000.00	\$0.00	100.0 %
Bookkeeping	\$763.10	\$2,400.00	-\$1,636.90	31.8 %
Total for 62110 Accounting Fees	\$3,763.10	\$5,400.00	-\$1,636.90	69.69 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
62140 Legal Fees	\$3,658.95	\$5,400.00	-\$1,741.05	67.76 %
65030 Printing and Copying	\$225.34	\$0.00	\$225.34	
65040 Computer, Data and Software	\$171.00	\$1,500.00	-\$1,329.00	11.4 %
65050 Telephone, Telecommunications	\$203.94	\$552.00	-\$348.06	36.95 %
65120 Insurance - Liability, D and O	\$2,769.86	\$2,770.00	-\$0.14	99.99 %
68300 Travel and Meetings	\$0.00	\$0.00	\$0.00	
68310 Conference, Convention, Meeting Area Meeting	\$495.00	\$0.00	\$495.00	
	\$722.12	\$0.00	\$722.12	
Total for 68300 Travel and Meetings	\$1,217.12	\$0.00	\$1,217.12	
Administrative Consulting	\$2,185.40	\$9,600.00	-\$7,414.60	22.76 %
Membership Dues	\$1,000.22	\$811.00	\$189.22	123.33 %
Quickbooks-Accounting	\$288.00	\$0.00	\$288.00	
Storage	\$586.90	\$1,022.00	-\$435.10	57.43 %
Website Expenses	\$337.00	\$504.00	-\$167.00	66.87 %
65020 Postage, Mailing Service	\$0.00	\$300.00	-\$300.00	0.0 %
Advertising and Marketing	\$0.00	\$0.00	\$0.00	
Office Supplies	\$0.00	\$0.00	\$0.00	
Total for General and Administration	\$16,406.83	\$27,859.00	-\$11,452.17	58.89 %
SERVICE COSTS	\$0.00	\$0.00	\$0.00	
62100 Contract Services	\$0.00	\$0.00	\$0.00	
RFC FACILITIES	\$0.00	\$0.00	\$0.00	
HOMELESS MONITORING	\$9,878.61	\$29,480.38	-\$19,601.77	33.51 %
MORGAN VALLEY WASH	\$82.03	\$10,017.54	-\$9,935.51	0.82 %
SANTA GERTRUDIS CREEK	\$30,116.65	\$34,712.98	-\$4,596.33	86.76 %
TEMECULA CREEK AD 159	\$14,068.35	\$46,400.90	-\$32,332.55	30.32 %
TUCALOTA CREEK 3	\$1,477.29	\$9,507.74	-\$8,030.45	15.54 %
TUCALOTA CREEK I & II	\$1,311.79	\$9,507.74	-\$8,195.95	13.8 %
VV CHANNEL	\$7,735.86	\$38,570.70	-\$30,834.84	20.06 %
WARM SPRINGS/BENTON CHANNEL	\$4,502.90	\$69,599.26	-\$65,096.36	6.47 %
WARM SPRINGS / FRENCH VALLEY	\$1,864.79	\$18,793.10	-\$16,928.31	9.92 %
HELASH	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
HILDY	\$0.00	\$9,536.22	-\$9,536.22	0.0 %
MURRIETA CREEK LINE F	\$0.00	\$6,190.75	-\$6,190.75	0.0 %
MURRIETA CREEK-TEMECULA PHASE IIA	\$0.00	\$9,543.18	-\$9,543.18	0.0 %
PALOMAR-CORYDON CHANNEL	\$0.00	\$4,210.50	-\$4,210.50	0.0 %
WILDOMAR CHANNEL	\$0.00	\$6,193.36	-\$6,193.36	0.0 %
Total for RFC FACILITIES	\$71,038.27	\$311,800.57	-\$240,762.30	22.78 %
Total for 62100 Contract Services	\$71,038.27	\$311,800.57	-\$240,762.30	22.78 %



Temecula-Elsinore-Anza-Murrieta Resource Conservation District

C/Y Budget to Actuals to Date 2024-2025

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
FC - Annual Fee	\$739.50	\$5,000.00	-\$4,260.50	14.79 %
Grant Administration Expense	\$55.00	\$127,008.00	-\$126,953.00	0.04 %
Consultants and Contracts	\$1,750.00	\$0.00	\$1,750.00	
Conservation Tech	\$64,200.00	\$0.00	\$64,200.00	
Irrigation Mobile Lab	\$0.00	\$0.00	\$0.00	
Irrigation Evaluations	\$11,030.41	\$0.00	\$11,030.41	
Pump Efficiency Tests	\$4,500.00	\$0.00	\$4,500.00	
Soil Testing	\$416.55	\$0.00	\$416.55	
Total for Irrigation Mobile Lab	\$15,946.96	\$0.00	\$15,946.96	
NCRS Training and Support	\$2,380.00	\$0.00	\$2,380.00	
Outreach and Workshop Support	\$5,852.50	\$0.00	\$5,852.50	
Program Management	\$855.00	\$0.00	\$855.00	
Reimbursable Travel	\$1,124.66	\$0.00	\$1,124.66	
Supplies	\$23.86	\$0.00	\$23.86	
Education Resources Contract	\$0.00	\$0.00	\$0.00	
Total for Consultants and Contracts	\$92,132.98	\$0.00	\$92,132.98	
Employee Training and Travel Costs	\$2,325.17	\$0.00	\$2,325.17	
Program Administration	\$503.40	\$0.00	\$503.40	
Total for Grant Administration Expense	\$95,016.55	\$127,008.00	-\$31,991.45	74.81 %
Total for SERVICE COSTS	\$166,794.32	\$443,808.57	-\$277,014.25	37.58 %
Unapplied Cash Bill Payment Expense	\$0.00	\$0.00	\$0.00	
Total for Expenses	\$183,201.15	\$471,667.57	-\$288,466.42	38.84 %
Net Operating Income	\$108,734.41	\$66,293.27	\$42,441.14	164.02 %
Other Income	\$0.00	\$0.00	\$0.00	
Other Expenses	\$0.00	\$0.00	\$0.00	
Net Other Income	\$0.00	\$0.00	\$0.00	
Net Income	\$108,734.41	\$66,293.27	\$42,441.14	164.02 %

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
Balance Sheet
As of January 28, 2025


	Total	Restricted	RCFC Deposits	RCFC Earned to Date	Available Funds
ASSETS					
Current Assets					
Bank Accounts					
Chase CD					
Chase CD - Benton Channel	165,000.00				165,000.00
Chase CD - Greer Ranch	125,000.00				125,000.00
Chase CD Interest - 0618	49,804.73				49,804.73
Total Chase CD	\$ 339,804.73	\$ 0.00	\$ 0.00	\$ 0.00	\$ 339,804.73
Checking/Savings					
Chase Flood - 0600 *	342,061.51		-204,390.42	43,176.75	180,847.84
Chase General - 0592	183,712.06				183,712.06
Chase Platinum - 9070 - Mitigation Account	98,244.87	-98,244.87			0.00
Total Checking/Savings	\$ 624,018.44	-\$ 98,244.87	-\$ 204,390.42	\$ 43,176.75	\$ 364,559.90
Total Bank Accounts	\$ 963,823.17	-\$ 98,244.87	-\$ 204,390.42	\$ 43,176.75	\$ 704,364.63
Accounts Receivable					
Accounts Receivable (A/R)	51,527.74				51,527.74
Total Accounts Receivable	\$ 51,527.74	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51,527.74
Other Current Assets					
Clearing	0.00	0.00	0.00	0.00	0.00
Interest Receivable	0.00	0.00	0.00	0.00	0.00
Other Receivable	0.00	0.00	0.00	0.00	0.00
Prepaid Insurance	0.00	0.00	0.00	0.00	0.00
Prepaid Rent	0.00	0.00	0.00	0.00	0.00
Uncategorized Asset	0.00	0.00	0.00	0.00	0.00
Undeposited Funds	0.00	0.00	0.00	0.00	0.00
Total Other Current Assets	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Current Assets	\$ 1,015,350.91	-\$ 98,244.87	-\$ 204,390.42	\$ 43,176.75	\$ 755,892.37

Fixed Assets						
Adeline Farms Easement		162,750.00				162,750.00
Clinton Keith Land		475,000.00				475,000.00
Greer Ranch Easement		110,000.00				110,000.00
Total Fixed Assets	\$	747,750.00	\$	0.00	\$	0.00
Other Assets						
Other Assets		0.00		0.00		0.00
Total Other Assets	\$	0.00	\$	0.00	\$	0.00
TOTAL ASSETS	\$	1,763,100.91	-\$	98,244.87	-\$	204,390.42
						\$
						43,176.75
						\$
						1,503,642.37
LIABILITIES AND EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
Accounts Payable		0.00		0.00		0.00
Total Accounts Payable	\$	0.00	\$	0.00	\$	0.00
Credit Cards						
AMEX 41005		0.00		0.00		0.00
Total Credit Cards	\$	0.00	\$	0.00	\$	0.00
Other Current Liabilities						
California Department of Tax and Fee Administration Payable		0.00		0.00		0.00
Deposits Payable		0.00		0.00		0.00
Out Of Scope Agency Payable		0.00		0.00		0.00
Total Other Current Liabilities	\$	0.00	\$	0.00	\$	0.00
Total Current Liabilities	\$	0.00	\$	0.00	\$	0.00
Total Liabilities	\$	0.00	\$	0.00	\$	0.00
Equity						
Opening Balance Equity		0.00				0.00
Retained Earnings		1,654,366.50		-98,244.87		-204,390.42
Net Income **		108,734.41				43,176.75
Total Equity	\$	1,763,100.91	-\$	98,244.87	-\$	204,390.42
						\$
						43,176.75
						\$
						1,503,642.37
TOTAL LIABILITIES AND EQUITY	\$	1,763,100.91	-\$	98,244.87	-\$	204,390.42
						\$
						43,176.75
						\$
						1,503,642.37

* Assumes RCFC Timely Payment of Remaining Costs at 5/30/25

\$185,255

** Not adjusted for remaining budgeted income and expense per 2024/2025 budget. Additional Estimated Income \$25,000

From: Rae Shirer manager@teamrcd.org 
Subject: Fw: Current Year P&L to Approved Budget
Date: January 28, 2025 at 1:38 PM
To: Teri Biancardi teri.biancardi@teamrcd.org, Newt Parkes newt.parkes@teamrcd.org



Analysis:

- Red in the "actual" column should not exist. The red Interest Income is something I'm addressing with the auditors.
- RCFC Pilot Projects Income - red in "over budget" means "under budget". We have collected half of our budgeted revenue. The balance will be billed at 5/30/25.
- RCFC Expenses - we have incurred 22.78% of the budgeted expenses for the year.
- Grant Revenue - We have collected 71.92% of the budgeted WETA revenue for the year.
- Grant Expenses - We have incurred 74.81% of the budgeted grant expenses for the year.
- General and Administrative - We have incurred 58.89% of the budgeted expenses for the year/

Rae

From: Rae Shirer <manager@teamrcd.org>
Sent: Tuesday, January 28, 2025 11:53 AM
To: Teri Biancardi <teri.biancardi@teamrcd.org>; Newt Parkes <newt.parkes@teamrcd.org>
Subject: Current Year P&L to Approved Budget

FYI

Rae Shirer
Office Manager
(657) 333-2156



C_YBudgettoActualstoDate2024-2025.pdf





Who Is Eligible to Apply and How?



The Hogback Ridge Fuels Crew is clearing tree brush and loading into a chipper to clear land to prevent a catastrophic wildfire from occurring. This is one of many projects nationwide funded by a Community Wildfire Defense Grant in 2023.

How to Apply for the Community Wildfire Defense Grant Program

Apply now for a Community Wildfire Defense Grant. Notices of funding opportunities are available on [Grants.gov](https://www.grants.gov). Search keyword CWDG or click on links below under Opportunities.

Applications will be accepted until 11:59 p.m. Eastern Standard Time on February 28, 2025.

Applicants are strongly encouraged to develop proposals in consultation with state or Forest Service regional cooperative fire contacts listed in the Notice of Funding Opportunity.

Who Can Apply? Entities eligible to apply for *at-risk* communities for funding under the CWDG include:

- Units of local governments representing communities located in an area with a risk of wildfires,
- Indian Tribes (please apply through either the Indian Tribes/Alaska Native Corporations specific notice or the applicable regional notice),
- Non-profit organizations including homeowner associations that assist such communities,
- State forestry agencies (including U.S. territories and interests), and
- Alaska Native Corporations (please apply through either the Indian Tribes/Alaska Native Corporations specific notice or the applicable regional notice).

There are two categories of projects that can be applied for and will be evaluated separately:

- **For Community Wildfire Protection Plan (CWPP) Development or Revision:** One of the fundamental building blocks in creating a fire adapted community is the development, adoption and continuous use of a well-prepared CWPP. In some cases, a community may choose to utilize a FEMA-approved hazard mitigation plan or Tribal hazard mitigation plan with a wildfire component that meets the same objectives of a CWPP.
- **For project implementation:** The project must be described in a Community Wildfire Protection Plan that is less than 10-years old.

Priority will be given to projects that:

- Are located in an area identified as having a high or very high wildfire hazard potential;
- Benefit a low-income community; or
- Are located in a community impacted by a severe disaster within the previous 10 years which increased wildfire risk and/or hazard.

The maximum amount of Federal funding awarded to any one community or Tribe via this competitive process is:

- \$250,000 for the creation or updating of a Community Wildfire Protection Plan.
- \$10 million for a project described within a Community Wildfire Protection Plan less than 10 years old.

For planning purposes, the total Federal funding available through the CWDG competitive process could be up to \$200 million for the third round.

Required matching funds:

- 10% non-Federal match for proposals to develop or update a Community Wildfire Protection Plan.
- 25% non-federal match for proposals to implement projects described within a Community Wildfire Protection Plan.
- Communities meeting the definition of underserved, Indian Tribes, /ANCs, and Pacific Islands may request a waiver of match.

Applicant Webinars:

The application process in Round 3 is the same for all applicants. Any applicant in any region, area, or Tribe may attend any webinar as they will all have the same content, however, the December 4th webinar will be more focused on Tribal applications and Tribal application Q&A.

To attend a webinar, please register in advance by clicking on the link following each date:

- **Monday, December 2, 2024, 2 p.m. – 4 p.m. Eastern Standard Time**
https://us06web.zoom.us/webinar/register/WN_6-i032QISWGJhNKj6g-UyA
- **Wednesday, December 4, 2024, 12:30 p.m. – 2:30 p.m. Eastern Standard Time (Tribal focused)**
https://us06web.zoom.us/webinar/register/WN_C6N_tnRGSwSgbZU0CFifrQ
- **Friday, December 6, 2024, 2 p.m. – 4 p.m. Eastern Standard Time**
https://us06web.zoom.us/webinar/register/WN_Jnadv39gSPKwBv9qYqeAGQ

Applicant Webinar recordings will be made available soon after the webinars for those unable to attend one of the live offerings. Check back on this website for recordings.

In addition to the webinars above, the Forest Service will be offering periodic "office hours" for applicants throughout the application period.

- **The first office hours webinar will be December 18, 2024, 2-4 p.m. Eastern Standard Time** (US and Canada). Registration is not required. Click on the link to join <https://us06web.zoom.us/j/82666175113>
Meeting ID: 826 6617 5113
Join by phone: 17207072699,,82666175113#
-

Opportunities are Categorized into Four Groups

Tribes (Grants.gov Opportunity # [USDA-FS-2024-CWDG-TRIBES](#))

Western States and Territories (Grants.gov Opportunity # [USDA-FS-2024-CWDG-CWSE](#))

Northeast-Midwestern States (Grants.gov Opportunity # [USDA-FS-2024-CWDG-NEMW](#))

Southern States (Grants.gov Opportunity # [USDA-FS-2024-CWDG-SGSF](#))

Registration:

- **Register your organization in the System for Award Management.** Organizations must have an active registration with the System for Award Management ([SAM.gov](#)), which will generate a Unique Entity Identifier (UEI). **Creating a SAM registration may take several weeks or more to complete.** Therefore, ensure you apply for your SAM registration promptly.
-

Additional Federal Wildfire Grant Resources

[Federal Wildfire Resources](#) describes a variety of pre-disaster Federal grant and cost-share programs across the U.S. Department of Agriculture (USDA) and the Federal Emergency Management Agency (FEMA), that can support community-led efforts to prepare for wildfire.

Proposal for TEAM RCD Social Media Outreach

Objectives:

To enhance outreach by distributing events, information, and resources across social media platforms.

To leverage advertised events, discussion boards, and regional farming groups to identify and engage producers within the district who have not yet been reached by TEAM.

Platforms:

1. Facebook

a. Reasoning

- i. Facebook is often the primary social media used by those in rural communities
- ii. Many farm bureau's/farmers markets/farming communities have specific Facebook groups which can be joined and posted on for free
- iii. A specific example: the Riverside Farm bureau's only social media is Facebook, and that is the only public place where they advertise events to non-members

b. Considerations

- i. Recent changes to the platform's censoring policy have caused a decrease in the number of disadvantaged individuals who use the platform
- ii. Often groups do not allow individuals to post, which may mean extra coordination is required on TEAMRCD's part
- iii.

2. Instagram

a. Reasoning

- i. Instagram is one of the most used social media for younger farmers
- ii. Allows for easy infographics
- iii. Potential for frequent collaboration with partner organizations, which often leads to better relationships
- iv. Allows for collaborative posting
- v. Has Reels, which allows for small video form content of workshops and other informational bulletins

b. Considerations:

- i. No specific groups can be made or joined, all social media posts are made solely through the Instagram page
- ii. Mission RCD has had very low engagement on Instagram

Handle (username):

TEAM.RCD

TEAMRCD, as one full word, is already used as a username on Instagram and keeping a singular username across different sites allows for easier distribution

Profile Description (from TEAMRCD policy handbook):

Official [social media site] of the Temecula-Elsinore-Anza-Murrieta Resource Conservation District.

The posting of text or other media on this website is not the official way to communicate concerns to the district, cannot be considered delivery of any notice or request to the district, and is not a substitute for public comment at District meetings or other public forums.

You may contact the district by making a public comment at Board of Director meetings, by calling (952) 387-8992, or by writing a letter, addressed to the Temecula-Elsinore-Anza-Murrieta Resource Conservation District, P.O. Box 2078, Temecula CA 92593-2078.

For more information, please visit the district's official website at www.teamrcd.org.

Post types:

1. Event Updates

- a. When: TEAMRCD or Mission RCD hosts and event
 - i. Posted at least twice before the event
 1. One month in advance
 2. One week in advance
- b. Contains: location, description, any sign-ups, and date/time for event

- c. Ways to increase engagement: Include photos of past event participants (who have signed a photo release form) and TEAM/Mission RCD employees at events. Paid regional advertising.
2. Infographics
- a. When: Twice Weekly
 - b. Contains: An infographic showing educational information related to agriculture, conservation, or their intersection.
 - i. Sources: Partner Organizations, State and Federal government, or other stakeholders in the region.
 - c. Ways to increase engagement: short form video, cross posting with other organizations, using the same infographic as other org's (with permission)
3. Community Engagement
- a. When: Twice weekly
 - b. Contains: Photos of recent event participants, Photos of the District, Photos of Employees working in the district
 - c. Ways to Increase Engagement: Cross posting with other organizations, combining these posts with infographics, consistency (to show TEAM is active in the community)

A disclaimer from the policy handbook:

The Brown Act. Social Media sites shall be managed consistent with the Ralph B. Brown Act (Cal. Gov. Code 54950 et seq.) Members of the District Board of Directors shall not respond to any published postings, or use the district-Sponsored Social Media Accounts or any form of communication to respond to, blog, or engage in serial meetings or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the Board of Directors. The district as a policy generally does not wish Board Members to engage individually on these types of issues on social media, but instead through more traditional means of public communication and interaction.

POLICY TITLE: Social Networking
POLICY NUMBER: 3380

3380.1 Purpose

This policy is intended to coordinate the use of District-Sponsored Social Media Accounts by Employees and to ensure District-Sponsored Social Media Accounts are used to advance the District's goals and mission. Social Media provides a communication tool that can broaden the District's reach into the community. When used appropriately, Social Media allows the District to listen to and communicate with residents, to maximize transparency, and to enhance the credibility of local government.

3380.2 Applicability

This Policy applies to all District Employees' use of District-Sponsored Social Media at all times and to all District Employees' use of general or non-District-Sponsored Social Media during working hours.

3380.3 Definitions

3380.3.1 Authorized Manager means the District Manager or person designated by the District Manager.

3380.3.2 District means the Temecula-Elsinore-Anza-Murrieta Resource Conservation District.

3380.3.3 District-Sponsored Social Media Account means a profile, account, personalized website or other similar electronic presence established by the District on a Social Media website for the purpose of sharing information, ideas, messages and other content.

3380.3.4 Employee means a person employed by the District, including but not limited to the District Manager, all department directors, and staff members, but excluding independent contractors and any elected official.

3380.3.5 Social Media means forms of electronic communication through which users create an electronic presence, persona or community to share information, ideas, messages, and other content, such as videos. Social Media includes, but is not limited to websites for social networking and blogging. Examples of social media sites and technology include, but are not limited to, Facebook, Google+, Twitter, Tumblr, Instagram, Flickr, Pinterest, LinkedIn, YouTube, and blogs.

3380.4 District-Sponsored Social Media Accounts

3380.4.1 Creation of District-Sponsored Social Media Accounts

3380.4.1.1 The Authorized Manager or the President has the exclusive authority to create or authorize the creation of District-Sponsored Social Media Accounts.

3380.4.1.2 Every District-Sponsored Social Media Account

must contain the following disclaimer in a prominent location:

The posting of text or other media on this website is not the official way to communicate concerns to the District, cannot be considered delivery of any notice or request to the District, and is not a substitute for public comment at District meetings or other public forums. You may contact the District by making a public comment at Board of Director meetings, by calling (952) 387-8992, or by writing a letter, addressed to the Temecula-Elsinore-Anza-Murrieta Resource Conservation District, P.O. Box 2078, Temecula CA 92593-2078. For more information, please visit the District's official website at www.teamrcd.org.

3380.4.1.3 The District Manager or the President of the Board is the Authorized Manager of each District-Sponsored Social Media Account, but may designate a department director to be an Authorized Manager of any District-Sponsored Social Media Account.

3380.4.1.4 All communications posted on a District-Sponsored Social Media Account must be coordinated through that Account's Authorized Manager. Messages, video or other information intended for Social Media websites should be reviewed and approved by the Authorized Manager prior to being posted and must be limited to official District business only.

3380.4.1.5 If comments posted to a District-Sponsored Social Media Account by the public warrant a response from the District, the response should be done in a timely manner (within 24 hours) and coordinated through the Authorized Manager.

3380.4.1.6 Wherever possible, content posted to a District sponsored social Media Account shall contain links directing users back to the District's official websites for in-depth information, forms, documents, or online services necessary to conduct business with the district.

3380.4.2 Use of District-Sponsored Social Media Accounts

3380.4.2.1 The District's official website (www.teamrcd.org) is the District's primary and predominant internet presence. Use of Social Media should support, not replace, content on the District's website. Wherever possible, content posted to the District's social media sites will also be available on the District's website.

3380.4.2.2

Appropriate uses of District-Sponsored Social Media include, but are not limited to:

- a. Posting time-sensitive information, such as advisory reports on public safety emergencies.
- b. The dissemination of public information, such as:
 - Informing residents on the progress of public projects;
 - Announcing upcoming District sponsored events; and
 - Providing unofficial notice of upcoming public hearings.
- c. As marketing/promotional channels, which increase the District's ability to broadcast its messages to the widest possible audience.

3380.4.3

Content Posted on District-Sponsored Social Media Accounts by District Employees

3380.4.3.1

Public Records Act. Content placed on a District-Sponsored Social Media Account is subject to the California Public Records Act. All content, including a list of subscribers, is a public record subject to public disclosure. District-Sponsored Social Media Accounts should not be considered a repository for public records. Public records displayed on Social Media Websites should also be retained in hard copy form in a separate location, whenever possible. The following notice should be posted on the District-Sponsored Social Media Account or be accessible by a hyperlink:

Any content maintained in a social media format that is related to District business, including information regarding any subscribers, users, friends or fans, any communications, comments or messages, and any images, videos or media content in any format may be considered a public record and may be subject to public disclosure pursuant to the California Public Records Act. This may include, but is not limited to, personal identifying information for users and visitors to this site or page, text of any and all comments or messages, reproductions of any images or videos, and all other

content appearing on this page or site. Public disclosure requests should be directed in writing to the District at P.O. Box 2078, Temecula, CA 92593-2078.

3380.4.3.2

First Amendment. The District considers any Social Media Account the District joins to be a limited public forum intended only to disseminate information to the public and provide for limited public discussion on a narrow range of District-related topics. The District has an overriding interest and expectation in deciding what is “announced” or “spoken” on behalf of the District on Social Media websites and limiting the types of responses to pertinent District-related topics of discussion.

Whenever possible, users and visitors to District-Sponsored Social Media Accounts shall be notified of the District’s public comment and messaging standards, by a message appearing on the Social Media website substantially as follows (or by a hyperlink directing a user to the same message):

The District disclaims any and all responsibility and liability for any materials that the District deems inappropriate for posting, which cannot be removed in an expeditious or otherwise timely manner. The District reserves the right to restrict or remove any content that is deemed in violation of policy or any applicable law. Any articles, messages, posts, comments, images, video or other content containing any of the following forms of content shall not be allowed and shall be removed as soon as possible:

- Comments not topically related to the District;
- Comments in support of or opposition to political campaigns or ballot measures;
- Profane language or content;
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;

- Sexual content or links to sexual content;
- Solicitations of commerce;
- Conduct or encouragement of illegal activity;
- Information that may compromise the safety or security of the public or public systems; or
- Content that violates a legal ownership interest of any other party.

Any content removed based on these guidelines must be retained, including the time, date and identity of the poster when available, in accordance with the District policy on the retention of such information and upon the advice of the District Attorney, if appropriate. Content provided by outside users may not be deleted or removed unless it expressly violates this Policy. Neither the Authorized Manager nor any other person from the District may delete or remove comments, messages, images, video or other content because they are critical or praise the District, its officials, staff or employees or because the District otherwise dislikes or disapproves of the content. If content is positive or negative and in context of the conversation, then the content must be allowed to remain. If the content is ugly, offensive, denigrating, and completely out of context, then the content may be rejected and removed.

3380.4.3.3 The Brown Act. Social Media sites shall be managed consistent with the Ralph B. Brown Act (Cal. Gov. Code 54950 et seq.) Members of the District Board of Directors shall not respond to any published postings, or use the District-Sponsored Social Media Accounts or any form of communication to respond to, blog, or engage in serial meetings or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the Board of Directors. The District as a policy generally does not wish Board Members to engage individually on these types of issues on social media, but instead through more traditional means of public communication and interaction.

3380.4.3.4 Ethics Laws. Social Media may be viewed as a District resource. Therefore, Employees must avoid using District-Sponsored Social Media for any type of campaigning or for personal advantage or gain.

3380.4.3.5 General.

- a. All use of District-Sponsored Social Media by Employees must be thoughtful and convey respect and professionalism.
- b. Employees must immediately report to the Authorized Manager any content that poses a threat to the District technology system or its security.
- c. Content posted to a District -Sponsored Social Media Account should, if possible, contain hyperlinks directing users back to the District's official website for in-depth information, forms, news releases or other documents related to District business.
- d. Content posted on a District-Sponsored Social Media Account on behalf of the District must relate to District business and not contain information that is personal or confidential as defined by any District policy or state or federal law.
- e. "Likes," "Follows," mentions of, or interactions with other social media pages or accounts by a District-Sponsored Social media Account will be at the discretion of the District Manager or other Authorized Manager and do not denote endorsement by the District.

3380.4.4 **Content Posted on District-Sponsored Social Media Accounts by Third Parties (Non-Employees)**

The District disclaims liability for advertisements, videos, or messages, which are posted by third parties to or accessible from a District-Sponsored Social Media Account. The District does not endorse any hyperlink or advertisement placed by any third party on any District-Sponsored Social Media Account. The following notice should be posted on the Social Media Account or be accessible by a hyperlink:

The District is not responsible for postings, links, advertisements, or any materials made available by a third party. The District does not endorse any hyperlink, advertisement or other material placed on this website by a third party.

January Accomplishments

For my first month of working with TEAM, I have established a strong base of information on TEAM, formed connections with important groups in the area, and have started enhancing skills that will be useful to the district in the long term.

I started off the month working on an initial draft for the TEAM RCD area report, which required an in-depth review of the area from data available online. This data mostly came in the form of ArcGIS compatible maps and shape files, of which I was able to find data for: settlements, population sizes, income levels, disadvantaged community designations, ecosystem boundaries, the Riverside county general plan, water basins/sub-basins/watersheds, water districts, fire boundaries, conserved land, crop surveys, parcels, and all well permit applications in riverside county. From these, I was able to process the data and isolate the parts that are within the bounds of the TEAM RCD area. From this I was able to: find a list of all parcel numbers that overlap with agricultural land (for the purpose of collaborating with the county assessors office for a list of producers names), create a shape file for the Community Wildfire Defense Grant application that TEAM RCD is currently in the process of, calculate acreage of fires, ecosystems, and settlements within TEAM, and create maps representing each piece of TEAM for use on the website and report. The report itself has become a long-term project, and I am currently working on adapting it for collaboration and more in-depth information.

On the Community Wildfire Defense Grant (CWDG), I collaborated with James Law at the Santa Ana Watershed Authority to create a shapefile (a map) representing the potential boundaries for the Grant itself; moreover, because of the data I gathered for the report, I was able to write a section in the grant talking about how fire has impacted the grant areas within TEAMRCD and SJBRCD. I also used the CWDG online application tool to find all the

information needed for the communities within TEAM that would be included in the grant. As we are working to finish that, I have begun looking more in depth into how to write a Community Wildfire Protection Plan, and how I would be able to assist with grant activities on approval of the grant.

I have done significant collaboration with Mission RCD on the WETA project. I was lucky to start a few weeks before one of their WETA workshops, so I could participate in a planning meeting and the event itself. Because of that meeting, I was able to join Jameson, the irrigation technician on a farm visit and learned quickly how irrigation evaluations work, and got to witness the conversations Jameson has with farmers and the concerns farmers have about these evaluations. Over 30 farmers attended, and I was able to watch how they interacted with the workshop, what types of questions and discussions the workshop brought up, I learned a lot more about the irrigation evaluations themselves, and I was able to take some pictures that are usable for potential social media posts and the TEAM RCD website. For outreach for WETA, and other grants, I have begun writing a draft report looking closely at the agriculture in the region; this report works with the parcel list mentioned above, agricultural data, and plans for outreach.

Finally, I have done a lot of work with Teri to identify people and groups that I can collaborate with and learn from. For example, IERCD has a robust outreach platform, and they have offered to provide me guidance and training, so I may better interact with people in the district; moreover, they are working to train me in the reporting requirements for the conservation easements currently under TEAMRCD control. I have attended workshops and meetings to learn about conservation easements, agricultural easements (with the American

Farmland Trust), more grants available for farmers, more conservation grants, and stakeholders in the region.

NAME	DATE	TIME	HOURS	BILLABLE	CUSTOMER	NOTES
Travis Swift	2025-01-25	09:25 AM - 11:32 AM	2.12	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Firewise meeting, toured a house with MySafe Riverside to learn how Firewise inspections are done, what Firewise means, and how to apply Firewise principles to future TEAMRCD related site visits.
Travis Swift	2025-01-24	03:00 PM - 07:55 PM	4.92	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Finalized site visit list with reasons and goals for each site. Worked on more of the narrative for TEAM's portion of the wildfire defense grant. Made notes on the initial TEAMRCD area report draft on places more information could be added/collaborated on. Started work on a draft for a more in depth look at the agriculture in the region, and creating a plan to talk to key stakeholders in the region to begin outreach in the following weeks.
					NRCS: NRCS	Met with T. Biancardi for our weekly check-in meeting. Discussed making the TEAMRCD area report a year long, very in depth, and community collaborated

Travis Swift	2025-01-24	09:15 AM - 10:15 AM	1.00	Yes	2024-25 Cooperative Agreement	published document. Discussed the next steps of the Wildfire defense grant. Talked about some self guided site visits to have better, in person knowledge, about TEAMRCD. And the next report to begin work on.
Travis Swift	2025-01-24	08:00 AM - 09:00 AM	1.00	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Met with the current team working on the Community Wildfire Defense grant, who talked about the boundaries for the grant, what the next steps for each member of the team is, and the goals of the project.
Travis Swift	2025-01-23	04:00 PM - 08:00 PM	4.00	Yes	CDFW: WETA 2024-2025	Talked to Mission RCD earlier in the day provided some insight into how to try and find farmers in the area. Using the well data from M. Lorence, I started creating a list of potential farmers to reach out to. Looked into the farmer associations, farm bureaus, and local farmers markets, and created an initial action plan for reaching out in the area.
Travis Swift	2025-01-23	11:00 AM -	3.00	Yes	CDFW: WETA	Joining in on the Mission RCD holiday party, having lunch and going bowling to form better connections with

02:00 PM

2024-2025

the MRCD team, and further relationships to make future communication easier.

Travis Swift

2025-01-22

01:00 PM - 04:58 PM

3.97

Yes

NRCS: NRCS 2024-25 Cooperative Agreement

Doing the Final work on the TEAM RCD area report, summarizing and simplifying the document as a whole for readability, and adding captions and alternative text for the maps.

Travis Swift

2025-01-22

07:59 AM - 11:25 AM

3.43

Yes

NRCS: NRCS 2024-25 Cooperative Agreement

Looking at fire and natural disaster histories in TEAM more closely for the Community Wildfire Defense Grant. As well as looking at past grant applications to take notes and look at what types of information we need to provide, and the depth of information needed to make the grant successful.

Travis Swift

2025-01-21

05:13 PM - 06:21 PM

1.13

Yes

NRCS: NRCS 2024-25 Cooperative Agreement

Finalizing Fire data for TEAMRCD area report, adding it to the report, simplifying and making it easy to understand.

Travis Swift

2025-01-21

01:45 PM - 04:39 PM

2.90

Yes

NRCS: NRCS 2024-25 Cooperative Agreement

Met with J. Law and T. Biancardi to discuss the boundaries for Wildfire Defense grant application that we have begun work on. Talked about which

						communities qualify, and where the boundaries for the application would be within TEAM.
Travis Swift	2025-01-21	10:00 AM - 12:00 PM	2.00	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Summarizing Fire data for the last 10 years within TEAM, finding acreage, cause, dates, communities affected, and causes.
Travis Swift	2025-01-21	09:00 AM - 10:00 AM	1.00	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Started work looking at the requirements for the Wildfire Defense Grant, focusing on the communities with TEAM and finding which qualify/collecting the data.
Travis Swift	2025-01-18	04:35 PM - 06:38 PM	2.05	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Finalizing the ArcGIS data on public/quasi public lands, conservation easements, and other conserved lands in TEAM.
Travis Swift	2025-01-18	01:30 PM - 03:30 PM	2.00	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Writing up notes from Site Visit on 1/17/25 w/ T. Biancardi and K. Russel to have documentation on file for later review.
Travis Swift	2025-01-18	09:06 AM - 11:52 AM	2.77	Yes	CDFW: WETA 2024-2025	WETA irrigation workshop with Mission RCD. 33 attendees showed up to the workshop, learning how WETA evaluations are completed, the types of data being taken, the kinds of notes the irrigation technician would take. As well as an

						opportunity to network with people in the region.
Travis Swift	2025-01-17	06:36 PM - 09:55 PM	3.32	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	TEAMRCD area report: Finishing section on plant communities in the area, generalizing plant community categories for easier review, and adding the CDFW definitions for plant communities.
Travis Swift	2025-01-17	12:56 PM - 04:45 PM	3.82	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Site visit with T. Biancardi and K. Russell to look at a possible restoration site at the north end of Anza road, looking at the water table for the area, and discussing the short and long term process for restoring and managing a conservation easement.
Travis Swift	2025-01-16	08:26 AM - 09:14 AM	0.80	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Met with T. Biancardi, E. Fulgencio from CDFW, and members of the CDFW cannabis taskforce to discuss the Cannabis Restoration Grant, as well as some conservation easement possibilities in the region.
Travis Swift	2025-01-15	01:55 PM - 05:44 PM	3.82	Yes	NRCS: NRCS 2024-25 Cooperative	Categorizing and labeling recent ArcGIS maps for team, restricting their bounds to the bounds of TEAM,

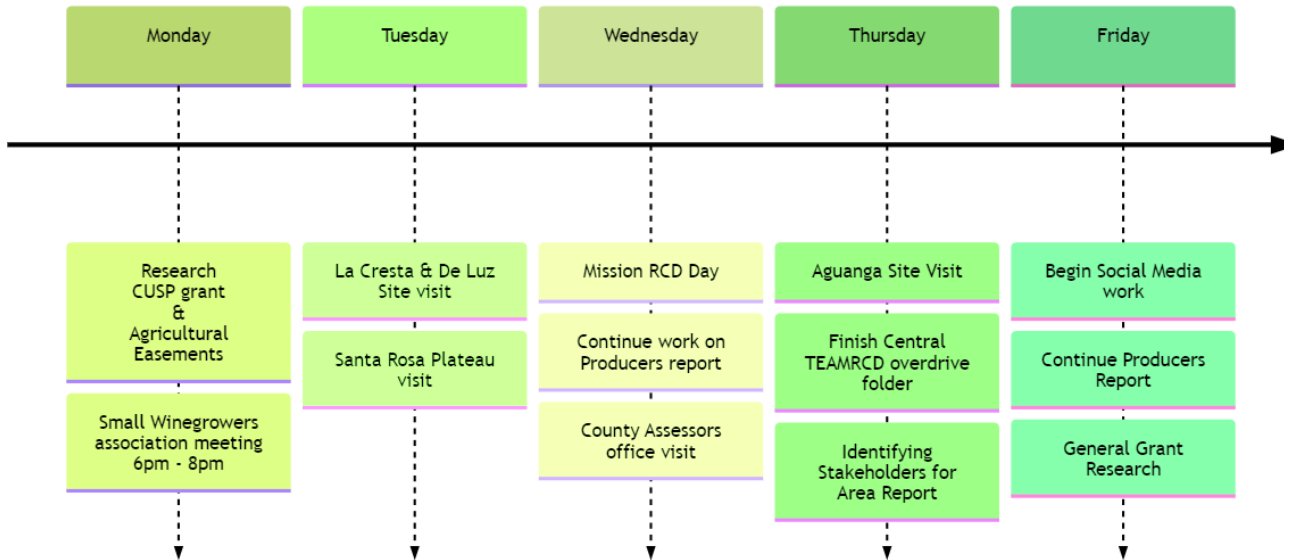
					Agreement	and finding the best way to represent the map's information in the report.
Travis Swift	2025-01-15	08:40 AM - 11:51 AM	3.18	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Processing Data from riverside GIS database, recalculating areas using a geodesic method, which allows for more accurate area calculations, and collecting the data into an excel sheet for later use, if necessary.
Travis Swift	2025-01-14	05:40 PM - 08:30 PM	2.83	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Retrieving data from the Riverside GIS database, and processing it to generate data for TEAM area report. Data retrieved includes: water districts, agricultural land designations, land use designations, and public land allotments
Travis Swift	2025-01-14	04:20 PM - 05:30 PM	1.17	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Meeting with T. Biancardi to discuss current progress on area report, showed her maps created in ArcGIS showing the different aspects of the TEAMRCD area
Travis Swift	2025-01-14	03:00 PM - 04:20 PM	1.33	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	TEAM RCD Area Report; Finishing current state of draft for review with T. Biancardi
Travis Swift	2025-01-13	05:14 PM - 05:57 PM	0.72	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	TEAMRCD area report: Finalizing current state of draft
Travis Swift	2025-01-13	01:22 PM - 02:31 PM	1.15	Yes	CDFW: WETA 2024-2025	Driving back from Kendall farms WETA irrigation evaluation

Travis Swift	2025-01-13	11:05 AM - 01:00 PM	1.92	Yes	CDFW: WETA 2024-2025	Returned to the irrigation evaluation of Kendall Farms with Jameson, performing the actual data collection and a tour of the farm to learn what types of things can be identified by Jameson and me for grant funding.
Travis Swift	2025-01-13	10:30 AM - 11:05 AM	0.58	Yes	NRCS: NRCS 2024-25 Cooperative Agreement	Met with Rae, Mary Scheid, and Alodie Spires to learn how the Inesperity timecard works and how I will be submitting hours to CARCD.
Travis Swift	2025-01-13	07:38 AM - 10:30 AM	2.87	Yes	CDFW: WETA 2024-2025	Drove to Kendall Farms to meet with Jameson, the Mission RCD irrigation technician for an irrigation evaluation through WETA. Sat in with Jameson and the manager of the farm to see how the irrigation analysis goes, what things are discussed between Jameson and the farm manager, what types of concerns farmers may have, and how the literal data collection goes for these evaluations.

From: Kit Swift kit.swift@teamrcd.org
Subject: Schedule Graphic
Date: February 7, 2025 at 4:56 PM
To: Teri Biancardi teri.biancardi@teamrcd.org



1/10 - 1/14



Have a wonderful week,

Kit Swift
Conservation Technician I [TEAM RCD](#)
951-972-1466
kit.swift@teamrcd.org



TEAMRCD Area Report Categories

1. Introduction
 - a. Description of Resource Conservation Districts
 - b. Summary of report
 - c. List of stakeholders we collaborated with for the report
2. Settlements
 - a. Map of region, showing tribes, cities, and Census Designated Places (CDP's)
 - b. Description of Cities
 - i. Income, Population size, any disadvantaged groups, stakeholders in each city, land use, how much conserved or agricultural land, population growth estimates
 - c. Description of Census Designated Places (CDPs)
 - i. Income, Population size, any disadvantaged groups, stakeholders in each city, land use, how much conserved or agricultural land, population growth estimates
 - d. Description of Tribal Lands
 - i. Income, Population size, history and cultural descriptions of each tribe, and more pending on a conversation with each tribe
3. Natural Resources
 - a. Description of Ecosystems within region
 - i. For each: size of ecosystem within TEAMRCD, key species + description, endangered species +description, average rainfall, and human impact
 - b. Description of water basins, sub-basins, and watersheds (USGS designations)
 - i. Water Basins: 3 that overlap with TEAM, introduce each, with size and where they end
 - ii. Watersheds: 15 watersheds within team, say average size and potentially a list

- iii. Sub-basins: 5 within team, Description of headwaters, major rivers, streams, and creeks, where each is headed, average size, and % cover of TEAM

- 1. The Santa Margarita River watershed is actually the Santa Margarita River Subbasin, and covers ~70% of TEAM, which is why importance is put on the subbasin level of classification.

4. Fire History

- a. List of fires from the last 10 years, and any very large fires from the last 25 years:
 - i. For each: cause, dates, # of destroyed or damaged structures, any causalities, size, and locations
 - ii. For larger fires: more in-depth descriptions, collaborations with local firefighters for first hand accounts, descriptions of long term effects each had on the ecosystem

5. Collaborations

- a. List + Descriptions of Stakeholders in the reg, what type of work they do, what their goals for the area are, and how TEAM works with them, this portion would include those that didn't collaborate on the report itself but have still worked with TEAM
- b. List + Descriptions of other RCD's and government groups TEAM does work with
- c. List + Descriptions of other important groups that don't fit into other categories

6. Accomplishments

- a. Any accomplishments TEAM has had in X amount of years
- b. Any accomplishments another org has had that TEAM collaborated on
- c. Depending on space, just other accomplishments in the area that TEAM wants to highlight that align with our mission

Date	Hours	Notes
1/2/2025	1.75	Made phone calls for WETA appointments. Coordinated WETA schedule for Irrigation Technician.
1/3/2025	2	Meeting with ag coordinator for upcoming 1/18 workshop coordination. Created workshop email blast for 1/18 workshop and updated workshop flyers in websites and instagram. Researched possible giveaways for workshop and promoted 1/18 workshop through outreach at grangetto's. January Newsletter
1/6/2025	1.25	Website Edits
1/8/2025	1.25	Completed January Grower's Guide draft and Spanish Draft. Responded to and tallied 1/18 Workshop rsvp emails.
1/9/2025	1.5	Created Google Doc agenda for 1/18 workshop including projected timeline, sub topics, needed worksheets, and resources. And prepared agenda for 1/10 meeting by printing copies for everyone and writing down notes for possible revisions. Prepared physical resources for 1/18 workshop such as flyers, clipboards, pens, and informational pamphlets.
1/10/2025	3.5	Introductory meeting with TEAM Conservation Tech over WETA and potential collaborations. 1/18 Workshop meeting with MRCD staff and TEAM Conservation Tech. After meeting, emailed Kit resources, made edits to 1/18 workshop agenda and finalized and sent out newsletter.
1/13/2025	2	Listened to voicemails and made phone calls for WETA scheduling. Coordinated WETA schedule for Irrigation Technician. Scheduled email blast for workshop, updated WETA tracking sheet, and made edits to workshop agenda and resources.
1/14/2025	1	Called back and answered calls for 1/18 workshop rsvp's. Responded to emails for workshop rsvp's and completed agenda/resources for 1/18 workshop.
1/15/2025	1	Responded to phone calls for 1/18 workshop. Emailed rsvp update to WETA team for 1/18 workshop. Scheduled last email blast for 1/18 workshop.
1/15/2025	1	Started configuring WETA Grower's Guide newsletter for February. Checked and revised scheduled email blast for 1.18 workshop.
1/16/2025	2.25	Gathered and finalized materials for 1/18 workshop such as more clipboards, catch cans, agendas, worksheets, pens, and paper resources. Created and scheduled email blast for rsvp's as an event reminder and to make sure they wear appropriate attire.
1/21/2025	2	Met with District Manager to review 1/18 workshop and went through/put away materials. After the meeting, I made a list of past workshops and needed future workshops. Then met with Conservation Advisor over Newsletter content for WETA such as articles, news updates, and upcoming events and workshops. Also, researched microphone for future workshops. made a phone call for WETA sign-up, and emailed Ag Tech for WETA schedule.
1/22/2025	1	Made phone calls to interested workshop attendees for WETA appointments. Scheduled WETA appointment, coordinated WETA schedule for Irrigation Technician and updated websites for past workshop.
1/23/2025	1.5	Listened to voicemails and made phone calls for WETA appointments. Scheduled WETA appointments, coordinated WETA schedule for Irrigation Technician.
1/24/2025	2	Made phonecalls for WETA and scheduled 2 appointments. Coordinated WETA schedule for Irrigation Technician. After scheduling, I updated all emails received from workshop and appointments for newsletter.
1/27/2025	1	Worked on reconfiguring February newsletter and updated news and events.
1/28/2025	2	WETA coordination meeting wit Mission RCD team and TEAM Conservation Tech. Met with Conservation Tech over social media outreach.
1/29/2025	1.5	Finalized english version of newsletter and started spanish version of newsletter.

1/29/2025	0.5 Updated WETA Monthly Tracking Sheet.
	Prepped flyers, agenda, and communication forms for Avocado Growers of CA meeting.
1/30/2025	0.5 Updated future WETA appointments on all calendars.
Total:	30.5



Water Efficiency Technical Assistance (WETA) Program
Grant Narrative Report: Irrigation and Nutrient Management Training
Work Period: 1/01/25 – 1/31/25
Completed by: Mary L Rodriguez
Date Submitted: 2/3/25

Work Summary WETA Program- January 2025

Date	Hours	Program	Description	Rate	Total
1/2/2025	1.75	TEAM WETA	This morning: worked on the December report for WETA, Send email to Mia regarding the flyer adjustment Add the signup link if that will be possible.	45	78.75
1/3/2025	5.75	TEAM WETA	Add RSV to the flyer of the Temecula Workshop and sent info for the Newsletter. Sent reminders of the flyers to WSA for promotion of the event, Call with Mia to send information in advance through RCD and TEAM websites, Request table for the event, Sent December report to Teri, read information regarding WETA program to verify goals and adjustment of Workshop scheduling.	45	258.75
1/4/2025	3.5	TEAM WETA	After review of WETA documents, elaborated a proposal of activities for 2025, pending for review with Ani on January 10th. Based on attendance to the Workshops, made a follow-up. List of pending for next week and get email drafts to start sending e-mails early Monday morning due to break after holidays.	45	157.5
1/6/2025	4.5	TEAM WETA	Escondido: Erosion control training (finished late), After event networking: reach out to grower about controls and compost management, get contact from speaker for future events and invite grower to the Workshop.	45	202.5
1/8/2025	1.5	TEAM WETA	Pass the information to FB Riverside about our following Workshop in the area.	45	67.5
1/9/2025	3.75	TEAM WETA	Escondido F. Bureau meeting	45	168.75
1/10/2025	3	TEAM WETA	Program Meeting	45	135
1/13/2025	1.75	TEAM WETA	Go to Wilson's and wait to talk with the irrigation or Greg to verify on-site about the location of valves, system for the Workshop on Saturday. delivery of flyers	45	78.75
1/15/2025	4	TEAM WETA	Delivery of flyers to Agro suppliers in Rainbow and Noth Fallbrook	45	180
1/16/2025	6	TEAM WETA	This morning registration for events, After that delivery of flyers in Temecula.	45	270
1/28/2025	2	TEAM WETA	Meeting with team about event coordination, and e-mail about seeds request for give aways for WETA Events, Making the phone call of the High school in oceanside.	45	90
1/28/2025	0.75	TEAM WETA	Look at the invitation website "CA Small Farm Conference" and go through the details, Sent info to Kit to attend the Inland Empire Regional Gathering for Reach out.	45	33.75



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1/29/2025	3	TEAM WETA	Made a List of topics for next Workshop based on grower's surveys. Look at possible locations for the meeting within TEAM area of coverage, Looked on-line at specialists in the Riverside area and get some suggestions for speakers.	45	135
Subtotal= 41.25				45	1856.3
1/18/2025	4.75	TEAMWETA WKSHP	Workshop in Temecula	45	213.75
TOTAL= 46				TOTAL=	2070

Project Progress for Objectives:

- Farm and parking lot for the Workshop of January 18th has been confirmed.
- Outreach for the WS “Irrigation Evaluation Hands-on training” was promoted with Local Associations, Agrobusiness and the Farm Bureau.
- The Workshop for January 18th in Temecula: **Irrigation Evaluation Hands-on training** was done with a favorable outcome.
- Outreach of growers for WETA events will be supported by TEAM new hire moving forward.

Project Goals for Next Period:

- Plan and coordinate the next Workshop for March: **Nutrition for irrigation systems.**
- Find a speaker and location for the Workshop.
- Create a flyer for the promotion of the next Workshop.
- Follow up on reminders to the workshop regarding the newsletter on MRCD and TEAM.
- Irrigation Workshop in Spanish (postponed).