

MINUTES

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

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

I. Preliminary Functions

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

Roll Call/Establish a Quorum

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

Directors Absent: None

Public Guests: Via Zoom: Keir Thomas (NCRS)

Approval of Agenda

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

Public Comment – None.

II. Consent Calendar

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

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

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

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

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

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

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

III. Action Items:

A. Subject: Community Wildfire Resilience

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

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

B. Subject: Greer Ranch

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

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

C. Subject: Strategic planning.

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

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

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

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

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

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

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

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

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

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

#1 Bruce Underwood
#2 Castulo Estrada

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

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

F. Subject: Cultivating Inclusion business plan

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

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

IV. Discussion items:

A. Subject: Clinton Keith overpass

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

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

B. Subject: Administrative assistance

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

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

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

V. DIRECTORS' REPORTS

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

VI. MANAGEMENT REPORT: Rae Shirer

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

VII. FUTURE AGENDA ITEMS:

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

VIII: ADJOURNMENT

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

Dated:

6/13/2024



Newt Parkes, Secretary/Treasurer