



**MISSION RESOURCE CONSERVATION DISTRICT**

138 S. Brandon Rd, Fallbrook, CA 92028

**Board Meeting, Monday – June 16, 2025**

3:00 p.m.

**AGENDA**

**I. CALL TO ORDER**

**II. Welcome Guests**

**III. Roll Call, Determination of Quorum**

**IV. Additions to the Agenda (Gov. Code 54954.2(b))**

In accordance with Government Code Section 54954.2 (the Brown Act), additions/changes to the agenda generally require a determination by a two-thirds majority vote of the members of the Board present at the meeting, or, if less than two-thirds of the members present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

**V. Oral Communications to the Board of Directors (Gov. Code 54954.3 (a))**

This portion of the agenda may be used by any person to address the Board of Directors on any matter within the jurisdiction of Mission Resource Conservation District. However, depending on the subject matter, the Board of Directors may be unable to respond to at this time until the specific item is placed on the addenda at a future meeting in accordance with the Brown Act. Speakers are limited to three minutes.

**SECTION 1 – CONSENT ITEMS**

Consent Calendar items are routine and non-controversial, to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

1-A: Treasurer's Reports

1-B: Monthly Expenses

1-C: Minutes – 05/19/2025

**SECTION 2 – STAFF, OTHER AGENCY, DIRECTOR, COMMITTEE REPORTS**

2-A: NRCS Report

2-B: District Manager Report

2-C: Directors' Reports

2-D: Legislative Updates -Ross Pike

2-E: Board Committee Reports



**SECTION 3 – CORRESPONDENCE**

**SECTION 4 – BOARD ACTION / DISCUSSION ITEMS**

4-1: CARCD Policy - Rose Corona

4-2: Gathering for Julia

4-3: Updates on new Board Member position

4-4: Resolution for new grant opportunity

**SECTION 5 – LEGAL MATTERS**

**SECTION 6 – AGENDA SUGGESTIONS - NEXT MEETING 7/21/2025 & ADJOURNMENT**



**MISSION RESOURCE CONSERVATION DISTRICT**

138 S. Brandon Street, Fallbrook, CA 92028

**District Regular Board Meeting, May 19, 2025**

3:00 p.m.

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 3:10 p.m. by President Scott Murray.

**II. Welcome Guests** Celine Morales, NCRS; Rose Corona, TEAM RCD

**III. Roll Call, Determination of Quorum** - A Quorum is present.

Directors present: Scott Murray President  
Bob Lin, Treasurer  
Peggy Brown, Director  
Victor Santos, Director

Directors absent: None

Associates present: Cheryl Lindberg, Mark Mervich, Ross Pike  
Staff present: Ani Vartanians, Lisa Dibbell, Natural Resource Program Manager

**IV. Additions to the Agenda (Gov. Code 54954.2(b))** - none.

**V. Oral Communications to the Board of Directors** – none.

**SECTION 1 - CONSENT ITEMS**

1-A: Treasurer’s Reports – April 2025: Treasurer Lin requested that the Treasurer’s Reports be removed from the Consent Agenda. The Treasurer’s Reports were reviewed and discussed separately, and then a motion was made and seconded to:

*Approve the Treasurer’s Reports for April 2025.*

The motion carried under the following vote:

Director Murray, Aye  
Director Lin, Aye  
Director Brown, Aye  
Director Santos, Aye

1-B: Monthly Expenses – April 2025: Treasurer Lin requested that the Monthly Expenses for April 2025 be removed from the Consent Agenda. The Monthly Expenses were reviewed and discussed separately, and then a motion was made and seconded to:

*Approve the Monthly Expenses for April 2025.*

The motion carried under the following vote:

Director Murray, Aye  
Director Lin, Aye  
Director Brown, Aye



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Director Santos, Aye

1-C: Minutes – April 2025 – A motion was made and seconded to:  
*Approve the minutes of the meeting held April 21, 2025.*

The motion carried under the following vote:

Director Murray, Aye  
Director Lin, Aye  
Director Brown, Aye  
Director Santos, Aye

**SECTION 2 - STAFF, OTHER AGENCY, DIRECTOR, COMMITTEE REPORTS**

2-A: NRCS Report – Celine Morales delivered a written and oral report and invited questions.  
2-B: District Manager Report – Ani Vartanians delivered a full written report on current grants in process and discussed it with the Board.  
2-C: Directors Reports – Victor Santos discussed projects outside MRCD jurisdiction but within San Diego County.  
2-D: Legislate Update – Rose Corona reported on the proposed CARCD Policy Handbook and distributed it for Board review. Ross Pike reported on AB 942 regarding net metering.  
2-E: Board Committee Reports – none.  
2-E: Staff Introduction: Lisa Dibbell, who has 2 years’ experience with MRCD, was introduced. Besides assisting with new staff, she works on projects dealing with pollinators and their habitats as well as carbon farm planning. She works collaboratively with Greater SDRCD; and is interested in reducing the use of chemical pesticides on residential properties.

**SECTION 3 - CORRESPONDENCE** – none to review.

**SECTION 4 - BOARD ACTION / DISCUSSION ITEMS**

**4-1: LAFCO MSR** – In response to a written email request, LAFCO consultant Adam Wilson advised that additional director/s may not be added to the working group. DM Vartanians and Director Lin reported that current activity is on coverage of service “islands” in our area, including Camp Pendleton. Greater SD RCD is relinquishing Oceanside and part of Carlsbad to MRCD. These areas present new funding potential. A project on property tax revenue accuracy will be undertaken soon.

**4-2: BOARD VACANCY** – It was noted that Director Julia Escamilla has resigned her position on the Board of Directors effective May 1, 2025. Appropriate correspondence has been received. Associate Directors Cheryl Lindberg and Mark Mervich both indicated a desire to serve. A motion was made and seconded:

*The Board will communicate with Supervisor Desmond’s office to advise we have 2 qualified candidates currently serving as Associate Directors and request that the Supervisor select one of these two to fill the vacancy.*

The motion carried under the following vote:

Director Murray, Aye  
Director Lin, Aye  
Director Brown, Aye  
Director Santos, Aye



**4-3: Grants - Disclosure and review of all grant applications under consideration by Staff or Directors.**

As ongoing viability of the District depends on grants which are appropriate to the funding needs and the mission of MRCD, it was agreed that any grant under consideration must be disclosed to the Board.

**4-4: Monthly report on Grants** – Because grants heavily influence the District financial statements and the Directors’ ability to project financial performance, it was agreed that a monthly report including applications, awards, and progress will be provided to the Board monthly, and not included in the Consent Agenda. Director Santos offered to help familiarize staff with grant writing procedures. The Finance Committee will meet to formulate written G&A rates. DM will contact the auditor regarding a comprehensive audit to allow G&A as a line item.

**4-5: Community Garden** updates and CBP funding. All plots are occupied with 2 people on the wait list. Greenhouse completed and used guidelines are in the works. CBP grant applications will be due in July; budget needed from Committee to apply. Anecdotal reports of exclusive behavior on the Garden property were discussed. It was noted that a written behavior code is lacking but would be appropriate to alleviate future problems, as would better access control of the property.

**SECTION 5 - CLOSED SESSION – LEGAL MATTERS**

No closed session was held.

**SECTION 6 – AGENDA SUGGESTIONS – NEXT MEETING (6/16/2025)**

Community Garden – update on open issues  
Event for Julia Escamilla – in recognition of many years of service as an employee and Director.  
Proposed Draft CARCD Policy Handbook Table of Contents

There being no further business, a motion was made, seconded and carried to *adjourn the meeting* under the following vote:

- Director Murray, Aye
- Director Lin, Aye
- Director Brown, Aye
- Director Santos, Aye

The meeting was adjourned at 4:52 p.m.

Minutes approved on: \_\_\_\_\_ 2025

Approved by: \_\_\_\_\_

Attest by: \_\_\_\_\_

**DM Report – 06/16/2025**

- **AWMP/AIEP San Diego County Water Authority** – In collab with RCD of Greater SD.  
Staff: Ani Vartanians, Jameson Meyst, and Mia Lorence  
**Program Ends: June 30, 2025**  
April - \$4,015.80/Kept all *Remaining Grant Funds: \$250,000 (mostly for rebates)*

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- **CDFA Planning Grant- CA Dept. of Food and Ag** - In collab with RCD of Greater SD.  
Staff: Lance Andersen, Jameson Meyst, and Emily Andersen  
**Program Ends: June 30, 2025**  
April - \$8,000/Kept \$4,500 *Remaining Grant Funds: \$16,800*

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- **NACD Resilient Farms – National Association of Conservation Districts-** Lance teaches these classes.  
Staff: Lance Andersen and Emily Andersen  
**Program Ends: October 30, 2025**  
Quarterly payments of \$7356.00 - 4 quarters/Kept - \$6,000ea *Remaining Grant Funds: \$14,712*

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- **Fire Home assessments** – In collab with RCD of Greater SD.  
Staff: Mary Rodriguez  
**Program Ends: December 2025**  
April - \$1,1800.00/Kept all    May - \$3,300/Kept all *Remaining Grant Funds: \$31,300.00*

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- **WETA –Water Efficiency Technical Assistance** - in collab with TEAM RCD.  
Staff: Ani Vartanians, Jameson Meyst, Mia Lorence, & Mary Rodriguez  
**Program Ends: March 30, 2026**  
March - \$4,736.25/Kept all    April - \$9,127.84/Kept all *Remaining Grant Funds: \$106,000*

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- **CARCD-USFS Monarch & Pollinator Habitat Restoration on DoD Lands Block Grant**  
Staff: Lisa Dibbell, Mia Lorence, Mary Rodriguez, & Emily Andersen  
**Program ends: April 2026**  
QTR 1 - April - \$12,742.00/Kept \$45.00 *Remaining Grant Funds: \$47,367.25*

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- **CARCD-WCB Climate Resilience through Habitat Restoration Block Grant**  
Staff: Lisa Dibbell, Mia Lorence, Mary Rodriguez, & Emily Andersen  
**Program Ends: March 2027**  
April - \$5224.91/Kept \$3971.35    May - \$3,971.25/Kept all *Remaining Grant Funds: \$108,524.82*

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- **CSLM- Climate Smart Land Management-** In collab with RCD of Greater SD.  
Staff: Lance is training Emily so we can keep all future funds  
**Program Ends: March 2027**  
January - \$562.08    April - \$374.72 *Remaining Grant Funds: \$124,063.20*

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- **MWDOC- Municipal Water District of Orange County** – Turf Removal  
Staff: Ani Vartanians, Joel Menard, and Mia Lorence  
**Program ends: December 2027**  
April - \$5,269.35/kept all    May - \$17,611.75/kept all *Remaining Grant Funds: \$306,348.61*

**General Updates:**

- Fiscal Year Financial Audit has officially begun
- Our website needs to be ADA compliant by 2027
- Transparency audit 2019-2025
- LAFCO Homework
- Moving Money into Money Market account
  - Current amount: \$306,433
  - Transferring: \$25,000
  - New Total: \$331,433
- Rent Increase – Currently \$680.00 -- July 1<sup>st</sup> \$800.00
- Applying for CBP Funds
- Working on a new grant
- Investigating Cost of Service Study for Federal Grants

# RE: Audit Engagement Letter 2025

**Paul J. Kaymark, CPA** <pkaymark@nncpas.com>  
To: Ani Vartanians; Bookkeeper Mission  
Cc: Anabel Cruz

Reply Reply All Forward

Thu 5/29/2025 12:29 PM

You replied to this message on 5/29/2025 2:21 PM.

Ani:

I think you are referring to an Indirect Cost of Service Study for Federal Grants. We do not conduct these but I would suggest to ask on the CSDA website emails if some District knows of a reputable firm to conduct it for you.

*Paul J. Kaymark, CPA  
Managing Partner  
Special Districts Team Audit Services Partner*



**25220 Hancock Ave., Ste #400, Murrieta, CA 92562 / Phone: 951-698-8783 / Fax: 951-699-1064  
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The Honorable Jim Desmond  
San Diego Board of Supervisors, District 5  
325 S. Melrose, Suite #5200  
Vista, CA 92081

June 13, 2025

RE: Mission Resource Conservation District, Board Vacancy

Dear Supervisor Desmond:

As you are probably aware, Director Julia Escamilla has resigned her position on our Board of Directors, creating a vacancy.

There are currently two non-voting “Associate Members” working with our Board, who are interested in filling this vacancy: Cheryl Lindberg and Mark Mervich.

Both Associates have attended meetings regularly and have engaged in committee work to further the purposes of the District.

It is our request that you appoint one of the Associates to fill the vacancy. Thank you for your consideration.

For the Board of Directors,

Ani Vartanians  
District Manager

cc by email: [Jim.Desmond@sdcounty.ca.gov](mailto:Jim.Desmond@sdcounty.ca.gov)  
Board of Directors

**Monarch Butterfly and Pollinators Conservation Fund - National Fish & Wildlife Federation (NFWF)**

**Here is the website for the Monarch Conservation grant:**

<https://www.nfwf.org/programs/monarch-butterfly-and-pollinators-conservation-fund/monarch-butterfly-and-pollinators>

**Who:** Emily Andersen, Mia Lorence, Lisa Dibbell, Mary Rodriguez

**What:** Awards range from \$200,00 - \$300,000 for a 2 year project

**Where:** Hoping to partner with Camp Pendelton and other projects would be residential and/or agricultural focused.

**Why:** The Monarch Butterfly and Pollinators Conservation Fund supports on-the-ground work to increase the quality, quantity, and connectivity of habitat for the monarch butterfly and other native insect pollinators. Grant funding will support the following two strategies:

- A. Restore and enhance pollinator habitat, with an emphasis on regionally appropriate milkweed and a diversity of native nectar plants.
- B. Increase native seed and seedling supply, with an emphasis on improving the sustainability and affordability of regionally appropriate, local ecotypes



**RESOLUTION NO. 6-16**

**DATED: 06/16/2025**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION RESOURCE CONSERVATION DISTRICT APPROVING THE SUBMISSION OF A GRANT APPLICATION TO NATIONAL FISH & WILDLIFE FEDERATION (NFWF) MONARCH BUTTERFLY AND POLLINATORS CONSERVATION FUND AND AUTHORIZING EXECUTION OF ALL RELATED DOCUMENTS**

WHEREAS, the Mission Resource Conservation District, a special district duly organized and existing under the laws of the State of California, provides conservation of soil, water, and other natural resources in the San Luis Rey and Santa Margarita watersheds through effective planning that ensures a healthy ecosystem and provides economic benefits and quality of life for landowners/land occupants and the general public within its jurisdiction.

WHEREAS, the Board of Directors recognizes the opportunity to apply for grant funding from NFWF in the amount of \$300,000 to support The Monarch Butterfly and Pollinators Conservation Fund supports on the ground work to increase the quality, quantity, and connectivity of habitat for the Monarch Butterfly and other native insect pollinators. Grant funding will support the following two strategies: Restore and enhance pollinator habitat, with an emphasis on regionally appropriate milkweed and a diversity of native nectar plants. And increase native seed and seedling supply, with an emphasis on improving the sustainability and affordability of regionally appropriate, local ecotypes

WHEREAS, the Board has determined that the proposed grant project aligns with the District's goals, public service mission, and long-term planning objectives;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Mission Resource Conservation District as follows:

**1. Approval of Grant Application**

The Board hereby approves the submission of a grant application to NFWF for funding in the amount of \$300,000 for the purpose described above.

**2. Authorization to Act**

The Board hereby authorizes and directs District Manager to prepare, sign, and submit the grant application and to execute any and all documents necessary to carry out the intent of this Resolution, including entering into a grant agreement if funds are awarded.

**3. Effective Date**

This Resolution shall take effect immediately upon its adoption.



PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, **20**, by the following vote:

Roll call vote, to wit:

AYES	
NOES	
ABSENT	
ABSTAIN	

**RESOLUTION 6-16 is hereby adopted.**

\_\_\_\_\_  
Scott Murray, Board President

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Ani Vartanians, District Manager

\_\_\_\_\_  
Dated