



**MISSION RESOURCE CONSERVATION DISTRICT**

138 S. Brandon Rd, Fallbrook, CA 92028

**Board Meeting, Monday – May 18, 2026**

3:00 p.m.

**Board Members: President Scott Murray, Vice President Robert Lin, Treasurer Peggy Brown, and Director Lynne Barnett**

**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 – March 16, 2026

**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

2-E: Board Committee Reports



**SECTION 3 – CORRESPONDENCE**

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

4-1: Bank Signers Authorization Policy

4-2: Board Member updates, vacancies, and appointments

4-3: LAFCO MSR updates

**SECTION 5 – LEGAL MATTERS**

**SECTION 6 – AGENDA SUGGESTIONS - NEXT MEETING July 20, 2026 & ADJOURNMENT**

# Mission Resource Conservation District

## Profit Loss

March 2026

	TOTAL				
	MAR 2026	FEB 2026 (PP)	CHANGE	JUL 2025 - MAR 2026 (YTD)	% OF INCOME
<b>Income</b>					
Agricultural Program	7,362.31	8,606.20	-1,243.89	110,992.70	17.25 %
TEAM	0.00	0.00	0.00	0.00	0.00 %
TEAM - Other	15,167.79	6,270.00	8,897.79	50,575.64	35.54 %
<b>Total TEAM</b>	<b>15,167.79</b>	<b>6,270.00</b>	<b>8,897.79</b>	<b>50,575.64</b>	<b>35.54 %</b>
AG Efficiency	0.00	0.00	0.00	15,364.66	0.00 %
AG Evaluation	0.00	0.00	0.00	95,230.92	0.00 %
Ag Soil Moisture Sensor	0.00	0.00	0.00	2,078.30	0.00 %
CDFA	0.00	0.00	0.00	29,020.00	0.00 %
<b>Total Agricultural Program</b>	<b>22,530.10</b>	<b>14,876.20</b>	<b>7,653.90</b>	<b>303,262.22</b>	<b>52.79 %</b>
Landscape	0.00	0.00	0.00	0.00	0.00 %
OC Landscape	16,563.00	16,872.00	-309.00	109,586.50	38.81 %
<b>Total Landscape</b>	<b>16,563.00</b>	<b>16,872.00</b>	<b>-309.00</b>	<b>109,586.50</b>	<b>38.81 %</b>
Services	1,800.00	1,800.00	0.00	22,723.68	4.22 %
General Revenues	0.00	0.00	0.00	0.00	0.00 %
Interest Income	966.78	970.47	-3.69	10,463.52	2.27 %
Property Taxes	817.13	1,454.22	-637.09	29,623.80	1.91 %
<b>Total General Revenues</b>	<b>1,783.91</b>	<b>2,424.69</b>	<b>-640.78</b>	<b>40,087.32</b>	<b>4.18 %</b>
SDCWA - AIEP	0.00	0.00	0.00	-60,973.10	0.00 %
Weed Management Grants	0.00	0.00	0.00	10,671.23	0.00 %
Mission Median	0.00	0.00	0.00	51,312.00	0.00 %
<b>Total Weed Management Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>61,983.23</b>	<b>0.00 %</b>
<b>Total Income</b>	<b>\$42,677.01</b>	<b>\$35,972.89</b>	<b>\$6,704.12</b>	<b>\$476,669.85</b>	<b>100.00 %</b>
<b>Cost of Goods Sold</b>					
Program Passthrough	3,232.54	3,841.33	-608.79	36,673.30	7.57 %
Agricultural Rebate	0.00	0.00	0.00	45,190.88	0.00 %
WCB	0.00	598.28	-598.28	37,672.83	0.00 %
Weed Management	0.00	0.00	0.00	404.22	0.00 %
WETA	0.00	0.00	0.00	2,380.00	0.00 %
<b>Total Program Passthrough</b>	<b>3,232.54</b>	<b>4,439.61</b>	<b>-1,207.07</b>	<b>122,321.23</b>	<b>7.57 %</b>
<b>Total Cost of Goods Sold</b>	<b>\$3,232.54</b>	<b>\$4,439.61</b>	<b>\$ -1,207.07</b>	<b>\$122,321.23</b>	<b>7.57 %</b>
<b>GROSS PROFIT</b>	<b>\$39,444.47</b>	<b>\$31,533.28</b>	<b>\$7,911.19</b>	<b>\$354,348.62</b>	<b>92.43 %</b>
<b>Expenses</b>					
Labor	0.00	0.00	0.00	0.00	0.00 %
Wages	26,299.25	25,739.41	559.84	255,035.65	61.62 %
Payroll Tax Expenses	2,225.17	2,405.52	-180.35	21,340.41	5.21 %
Health Insurance	792.94	792.94	0.00	6,908.34	1.86 %
Work Comp	116.97	116.97	0.00	1,174.72	0.27 %
<b>Total Labor</b>	<b>29,434.33</b>	<b>29,054.84</b>	<b>379.49</b>	<b>284,459.12</b>	<b>68.97 %</b>

# Mission Resource Conservation District

## Profit Loss

March 2026

	TOTAL				
	MAR 2026	FEB 2026 (PP)	CHANGE	JUL 2025 - MAR 2026 (YTD)	% OF INCOME
Office & Admin	168.52	209.93	-41.41	1,079.47	0.39 %
Professional Fees	0.00	0.00	0.00	0.00	0.00 %
Consultant	1,050.00	0.00	1,050.00	15,835.00	2.46 %
Auditor	729.17	729.17	0.00	4,812.49	1.71 %
<b>Total Professional Fees</b>	<b>1,779.17</b>	<b>729.17</b>	<b>1,050.00</b>	<b>20,647.49</b>	<b>4.17 %</b>
Office Expense	1,408.07	44.70	1,363.37	2,845.47	3.30 %
Travel, Training & Meeting	1,091.58	0.00	1,091.58	2,320.58	2.56 %
Website Maintenance & IT Suppor	702.71	462.95	239.76	6,345.47	1.65 %
Payroll Service Fees	606.00	654.00	-48.00	5,502.00	1.42 %
Dues and Subscriptions	119.99	0.00	119.99	2,975.92	0.28 %
Interest Expense	0.00	0.00	0.00	167.95	0.00 %
Late Fees	0.00	0.00	0.00	35.00	0.00 %
Postage and Delivery	0.00	0.00	0.00	453.17	0.00 %
<b>Total Office &amp; Admin</b>	<b>5,876.04</b>	<b>2,100.75</b>	<b>3,775.29</b>	<b>42,372.52</b>	<b>13.77 %</b>
Facilities Overhead	0.00	0.00	0.00	0.00	0.00 %
Automobile Expense	59.28	11.64	47.64	1,009.52	0.14 %
Fuel	1,910.28	1,005.67	904.61	6,720.79	4.48 %
Fleet Management	1,086.12	23.26	1,062.86	1,533.77	2.54 %
Auto Replacement	0.00	25,500.01	-25,500.01	25,500.01	0.00 %
Fastrak	0.00	0.00	0.00	630.00	0.00 %
Vehicle Repairs	0.00	82.50	-82.50	1,479.08	0.00 %
<b>Total Automobile Expense</b>	<b>3,055.68</b>	<b>26,623.08</b>	<b>-23,567.40</b>	<b>36,873.17</b>	<b>7.16 %</b>
Rent	975.00	975.00	0.00	9,575.00	2.28 %
Telephone	237.53	158.03	79.50	1,299.17	0.56 %
Insurance	161.58	965.42	-803.84	7,976.48	0.38 %
Building Maintenance	0.00	0.00	0.00	21.93	0.00 %
Equipment Repairs & Maintenance	0.00	670.00	-670.00	670.00	0.00 %
<b>Total Facilities Overhead</b>	<b>4,429.79</b>	<b>29,391.53</b>	<b>-24,961.74</b>	<b>56,415.75</b>	<b>10.38 %</b>
<b>Total Expenses</b>	<b>\$39,740.16</b>	<b>\$60,547.12</b>	<b>\$ -20,806.96</b>	<b>\$383,247.39</b>	<b>93.12 %</b>
NET OPERATING INCOME	<b>\$ -295.69</b>	<b>\$ -29,013.84</b>	<b>\$28,718.15</b>	<b>\$ -28,898.77</b>	<b>-0.69 %</b>
Other Income					
Other Income	3,000.00	0.00	3,000.00	3,000.00	7.03 %
Rebates	0.00	0.00	0.00	137.43	0.00 %
<b>Total Other Income</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$3,137.43</b>	<b>7.03 %</b>
NET OTHER INCOME	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$3,137.43</b>	<b>7.03 %</b>
NET INCOME	<b>\$2,704.31</b>	<b>\$ -29,013.84</b>	<b>\$31,718.15</b>	<b>\$ -25,761.34</b>	<b>6.34 %</b>

# Mission Resource Conservation District

## Operating Balance Sheet

As of March 31, 2026

	MAR 2026			
	CURRENT	AS OF FEB 28, 2026 (PP)	CHANGE	AS OF MAR 31, 2025 (PY)
<b>ASSETS</b>				
Current Assets				
Bank Accounts				
County Account	33,971.32	33,154.19	817.13	34,420.50
Five Star Bank - Money Mkt	288,624.46	302,657.68	-14,033.22	282,896.00
Five Star Bank -Checking	41,043.46	62,613.64	-21,570.18	53,874.97
In-Lieu	7,951.75	7,951.75	0.00	7,663.97
SD County FMV	-69.14	-69.14	0.00	-1,514.53
Vista School Endowment	26,848.96	26,848.96	0.00	25,877.28
Warm Springs Creek	244.57	244.57	0.00	235.72
<b>Total Bank Accounts</b>	<b>\$398,615.38</b>	<b>\$433,401.65</b>	<b>\$ -34,786.27</b>	<b>\$403,453.91</b>
Accounts Receivable				
Accounts Receivable	21,438.12	25,505.55	-4,067.43	67,709.24
<b>Total Accounts Receivable</b>	<b>\$21,438.12</b>	<b>\$25,505.55</b>	<b>\$ -4,067.43</b>	<b>\$67,709.24</b>
Other Current Assets				
Petty Cash Fund	34.89	34.89	0.00	34.89
Prepaid Audit	2,187.51	2,916.68	-729.17	4,000.00
Prepaid Insurance	3,247.17	4,329.56	-1,082.39	3,563.94
Prepaid Other	0.00	0.00	0.00	6,486.00
Prepaid Rent Deposit	480.00	480.00	0.00	480.00
<b>Total Other Current Assets</b>	<b>\$5,949.57</b>	<b>\$7,761.13</b>	<b>\$ -1,811.56</b>	<b>\$14,564.83</b>
<b>Total Current Assets</b>	<b>\$426,003.07</b>	<b>\$466,668.33</b>	<b>\$ -40,665.26</b>	<b>\$485,727.98</b>
Fixed Assets				
Capital Assets				
Capital Assets	0.00	0.00	0.00	0.00
Accumulated Depreciation	-25,603.00	-25,603.00	0.00	-25,603.00
Furniture & Equipment	22,737.00	22,737.00	0.00	22,737.00
Vehicles	17,500.00	17,500.00	0.00	17,500.00
<b>Total Capital Assets</b>	<b>14,634.00</b>	<b>14,634.00</b>	<b>0.00</b>	<b>14,634.00</b>
<b>Total Fixed Assets</b>	<b>\$14,634.00</b>	<b>\$14,634.00</b>	<b>\$0.00</b>	<b>\$14,634.00</b>
<b>TOTAL ASSETS</b>	<b>\$440,637.07</b>	<b>\$481,302.33</b>	<b>\$ -40,665.26</b>	<b>\$500,361.98</b>

# Mission Resource Conservation District

## Operating Balance Sheet

As of March 31, 2026

	MAR 2026			
	CURRENT	AS OF FEB 28, 2026 (PP)	CHANGE	AS OF MAR 31, 2025 (PY)
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	5,085.73	48,577.51	-43,491.78	18,393.07
<b>Total Accounts Payable</b>	<b>\$5,085.73</b>	<b>\$48,577.51</b>	<b>\$ -43,491.78</b>	<b>\$18,393.07</b>
Credit Cards				
Mastercard Five Star Bank				
Mastercard Five Star Bank	122.21	0.00	122.21	0.00
Visa Umpqua Bank				
Visa Umpqua Bank	0.00	0.00	0.00	-102.28
<b>Total Credit Cards</b>	<b>\$122.21</b>	<b>\$0.00</b>	<b>\$122.21</b>	<b>\$ -102.28</b>
Other Current Liabilities				
Accrued Payroll/Liabilites				
Accrued Payroll/Liabilites	13,170.93	13,170.93	0.00	6,861.83
Accrued Vacation				
Accrued Vacation	6,193.28	6,193.28	0.00	3,763.34
Customer Deposit				
Customer Deposit	52,812.75	52,812.75	0.00	92,435.00
Deposits From Other Agencies				
Deposits From Other Agencies	13,091.20	13,091.20	0.00	13,091.20
<b>Total Other Current Liabilities</b>	<b>\$85,268.16</b>	<b>\$85,268.16</b>	<b>\$0.00</b>	<b>\$116,151.37</b>
<b>Total Current Liabilities</b>	<b>\$90,476.10</b>	<b>\$133,845.67</b>	<b>\$ -43,369.57</b>	<b>\$134,442.16</b>
<b>Total Liabilities</b>	<b>\$90,476.10</b>	<b>\$133,845.67</b>	<b>\$ -43,369.57</b>	<b>\$134,442.16</b>
Equity				
Fund Balance				
Fund Balance	375,922.31	375,922.31	0.00	411,181.05
Net Income				
Net Income	-25,761.34	-28,465.65	2,704.31	-45,261.23
<b>Total Equity</b>	<b>\$350,160.97</b>	<b>\$347,456.66</b>	<b>\$2,704.31</b>	<b>\$365,919.82</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$440,637.07</b>	<b>\$481,302.33</b>	<b>\$ -40,665.26</b>	<b>\$500,361.98</b>

# Mission Resource Conservation District

## Monthly Transaction Report -

March 1-31, 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	FULL NAME	CLEARED	AMOUNT
Five Star Bank -Checking								
Beginning Balance								
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	1425	Landscape One Inc.		Five Star Bank -Checking	Reconciled	-2,120.00
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	1426	TY Nursery (deleted)		Five Star Bank -Checking	Uncleared	-39,826.22
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	1427	Fallbrook Regional Health District		Five Star Bank -Checking	Reconciled	-800.00
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	1428	Dan Mathson (deleted-1)		Five Star Bank -Checking	Reconciled	-364.66
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	1429	RCD Greater SD County		Five Star Bank -Checking	Reconciled	-2,552.61
Five Star Bank -Checking	03/03/2026	Bill Payment (Check)	ACH030326	Verizon	CB001022057	Five Star Bank -Checking	Reconciled	-34.90
Five Star Bank -Checking	03/05/2026	Payment	EFT030526	CARCD - Western Monarch**		Five Star Bank -Checking	Reconciled	11,422.50
Five Star Bank -Checking	03/12/2026	Bill Payment (Check)	1430	Joel Menard		Five Star Bank -Checking	Reconciled	-825.60
Five Star Bank -Checking	03/12/2026	Transfer				Five Star Bank -Checking	Reconciled	15,000.00
Five Star Bank -Checking	03/13/2026	Journal Entry	PPE031126			Five Star Bank -Checking	Reconciled	-10,006.73
Five Star Bank -Checking	03/13/2026	Journal Entry	PPE031126		Check No. 1423	Five Star Bank -Checking	Uncleared	-1,675.48
Five Star Bank -Checking	03/13/2026	Journal Entry	TAX031126			Five Star Bank -Checking	Reconciled	-3,778.50
Five Star Bank -Checking	03/16/2026	Bill Payment (Check)	1431	Waste Management of California		Five Star Bank -Checking	Reconciled	-224.00
Five Star Bank -Checking	03/16/2026	Bill Payment (Check)	1432	Springston Design		Five Star Bank -Checking	Reconciled	-200.00
Five Star Bank -Checking	03/16/2026	Payment	3557	TEAM RCD**		Five Star Bank -Checking	Reconciled	6,376.23
Five Star Bank -Checking	03/16/2026	Bill Payment (Check)	1433	Jameson Meyst		Five Star Bank -Checking	Reconciled	-574.80
Five Star Bank -Checking	03/16/2026	Bill Payment (Check)	1434	Fowler Pest Control		Five Star Bank -Checking	Reconciled	-81.00
Five Star Bank -Checking	03/19/2026	Payment		CARCD-WCB Grant		Five Star Bank -Checking	Reconciled	7,203.80
Five Star Bank -Checking	03/23/2026	Bill Payment (Check)	EFT030526	Verizon	CB001022057	Five Star Bank -Checking	Uncleared	-34.90
Five Star Bank -Checking	03/23/2026	Bill Payment (Check)	397687908226	Five Star Mastercard		Five Star Bank -Checking	Reconciled	-3,279.80
Five Star Bank -Checking	03/23/2026	Bill Payment (Check)	1435	California Irrigation Institute		Five Star Bank -Checking	Reconciled	-722.50
Five Star Bank -Checking	03/24/2026	Bill Payment (Check)	433003242026	Shell	0496-00-469244-8	Five Star Bank -Checking	Reconciled	-59.82
Five Star Bank -Checking	03/26/2026	Bill Payment (Check)	ACH032626	Verizon	CB001022057	Five Star Bank -Checking	Reconciled	-214.00
Five Star Bank -Checking	03/27/2026	Payment	3558	Greater San Diego RCD**		Five Star Bank -Checking	Reconciled	1,800.00
Five Star Bank -Checking	03/27/2026	Deposit				Five Star Bank -Checking	Reconciled	3,803.84
Five Star Bank -Checking	03/27/2026	Bill Payment (Check)	1437	L. Andersen Water Management		Five Star Bank -Checking	Reconciled	-1,050.00
Five Star Bank -Checking	03/27/2026	Journal Entry	PPE032526			Five Star Bank -Checking	Reconciled	-8,914.38
Five Star Bank -Checking	03/27/2026	Journal Entry	PPE032526		Check no. 1436	Five Star Bank -Checking	Uncleared	-2,294.80
Five Star Bank -Checking	03/27/2026	Journal Entry	TAX032526			Five Star Bank -Checking	Reconciled	-3,878.79
Five Star Bank -Checking	03/31/2026	Bill Payment (Check)	PYMT100001026547	Kaiser Permanente	339467	Five Star Bank -Checking	Reconciled	-1,021.06
Five Star Bank -Checking	03/31/2026	Bill Payment (Check)	1438	Fallbrook Regional Health District		Five Star Bank -Checking	Reconciled	-800.00
Five Star Bank -Checking	03/31/2026	Payment	EFT033126	MWDOC		Five Star Bank -Checking	Reconciled	18,158.00
<b>Total for Five Star Bank -Checking</b>								<b>-\$21,570.18</b>
<b>TOTAL</b>								<b>-\$21,570.18</b>

# Mission Resource Conservation District

## Profit Loss

April 2026

	TOTAL				
	APR 2026	MAR 2026 (PP)	CHANGE	JUL 2025 - APR 2026 (YTD)	% OF INCOME
<b>Income</b>					
Services	24,345.66	1,800.00	22,545.66	47,069.34	32.88 %
General Revenues	0.00	0.00	0.00	0.00	0.00 %
Property Taxes	16,325.96	817.13	15,508.83	45,949.76	22.05 %
Interest Income	1,220.80	966.78	254.02	11,684.32	1.65 %
<b>Total General Revenues</b>	<b>17,546.76</b>	<b>1,783.91</b>	<b>15,762.85</b>	<b>57,634.08</b>	<b>23.70 %</b>
Landscape	0.00	0.00	0.00	0.00	0.00 %
OC Landscape	16,031.00	16,563.00	-532.00	125,617.50	21.65 %
<b>Total Landscape</b>	<b>16,031.00</b>	<b>16,563.00</b>	<b>-532.00</b>	<b>125,617.50</b>	<b>21.65 %</b>
Weed Management Grants	0.00	0.00	0.00	10,671.23	0.00 %
Mission Median	10,000.00	0.00	10,000.00	61,312.00	13.51 %
<b>Total Weed Management Grants</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>71,983.23</b>	<b>13.51 %</b>
Agricultural Program	6,111.50	7,362.31	-1,250.81	117,104.20	8.25 %
AG Efficiency	0.00	0.00	0.00	15,364.66	0.00 %
AG Evaluation	0.00	0.00	0.00	95,230.92	0.00 %
Ag Soil Moisture Sensor	0.00	0.00	0.00	2,078.30	0.00 %
C DFA	0.00	0.00	0.00	29,020.00	0.00 %
TEAM	0.00	0.00	0.00	0.00	0.00 %
TEAM - Other	0.00	15,167.79	-15,167.79	50,575.64	0.00 %
<b>Total TEAM</b>	<b>0.00</b>	<b>15,167.79</b>	<b>-15,167.79</b>	<b>50,575.64</b>	<b>0.00 %</b>
<b>Total Agricultural Program</b>	<b>6,111.50</b>	<b>22,530.10</b>	<b>-16,418.60</b>	<b>309,373.72</b>	<b>8.25 %</b>
SDCWA - AIEP	0.00	0.00	0.00	-60,973.10	0.00 %
<b>Total Income</b>	<b>\$74,034.92</b>	<b>\$42,677.01</b>	<b>\$31,357.91</b>	<b>\$550,704.77</b>	<b>100.00 %</b>
<b>Cost of Goods Sold</b>					
Program Passthrough	2,995.89	3,232.54	-236.65	39,669.19	4.05 %
WCB	31,103.75	0.00	31,103.75	68,776.58	42.01 %
Agricultural Rebate	0.00	0.00	0.00	45,190.88	0.00 %
Weed Management	0.00	0.00	0.00	404.22	0.00 %
WETA	0.00	0.00	0.00	2,380.00	0.00 %
<b>Total Program Passthrough</b>	<b>34,099.64</b>	<b>3,232.54</b>	<b>30,867.10</b>	<b>156,420.87</b>	<b>46.06 %</b>
<b>Total Cost of Goods Sold</b>	<b>\$34,099.64</b>	<b>\$3,232.54</b>	<b>\$30,867.10</b>	<b>\$156,420.87</b>	<b>46.06 %</b>
<b>GROSS PROFIT</b>	<b>\$39,935.28</b>	<b>\$39,444.47</b>	<b>\$490.81</b>	<b>\$394,283.90</b>	<b>53.94 %</b>
<b>Expenses</b>					
Labor	0.00	0.00	0.00	0.00	0.00 %
Wages	26,233.75	26,299.25	-65.50	281,269.40	35.43 %
Payroll Tax Expenses	1,720.93	2,225.17	-504.24	23,061.34	2.32 %
Health Insurance	852.54	792.94	59.60	7,760.88	1.15 %
Work Comp	116.97	116.97	0.00	1,291.69	0.16 %
<b>Total Labor</b>	<b>28,924.19</b>	<b>29,434.33</b>	<b>-510.14</b>	<b>313,383.31</b>	<b>39.07 %</b>

# Mission Resource Conservation District

## Profit Loss

April 2026

	TOTAL				
	APR 2026	MAR 2026 (PP)	CHANGE	JUL 2025 - APR 2026 (YTD)	% OF INCOME
Facilities Overhead	0.00	0.00	0.00	0.00	0.00 %
Automobile Expense	294.50	59.28	235.22	1,304.02	0.40 %
Vehicle Repairs	1,738.58	0.00	1,738.58	3,217.66	2.35 %
Fuel	879.21	1,910.28	-1,031.07	7,600.00	1.19 %
Fastrak	210.00	0.00	210.00	840.00	0.28 %
Fleet Management	37.52	1,086.12	-1,048.60	1,571.29	0.05 %
Auto Replacement	0.00	0.00	0.00	25,500.01	0.00 %
<b>Total Automobile Expense</b>	<b>3,159.81</b>	<b>3,055.68</b>	<b>104.13</b>	<b>40,032.98</b>	<b>4.27 %</b>
Insurance	1,064.08	161.58	902.50	9,040.56	1.44 %
Rent	975.00	975.00	0.00	10,550.00	1.32 %
Telephone	79.43	237.53	-158.10	1,378.60	0.11 %
Building Maintenance	0.00	0.00	0.00	21.93	0.00 %
Equipment Repairs & Maintenance	0.00	0.00	0.00	670.00	0.00 %
<b>Total Facilities Overhead</b>	<b>5,278.32</b>	<b>4,429.79</b>	<b>848.53</b>	<b>61,694.07</b>	<b>7.13 %</b>
Office & Admin	0.00	168.52	-168.52	1,079.47	0.00 %
Professional Fees	0.00	0.00	0.00	0.00	0.00 %
Auditor	729.17	729.17	0.00	5,541.66	0.98 %
Consultant	0.00	1,050.00	-1,050.00	15,835.00	0.00 %
<b>Total Professional Fees</b>	<b>729.17</b>	<b>1,779.17</b>	<b>-1,050.00</b>	<b>21,376.66</b>	<b>0.98 %</b>
Payroll Service Fees	566.00	606.00	-40.00	6,068.00	0.76 %
Website Maintenance & IT Support	462.95	702.71	-239.76	6,808.42	0.63 %
Office Expense	371.72	1,408.07	-1,036.35	3,217.19	0.50 %
Dues and Subscriptions	100.00	119.99	-19.99	3,075.92	0.14 %
Field Supplies	44.32	0.00	44.32	44.32	0.06 %
Travel, Training & Meeting	10.00	1,091.58	-1,081.58	2,330.58	0.01 %
Interest Expense	0.00	0.00	0.00	167.95	0.00 %
Late Fees	0.00	0.00	0.00	35.00	0.00 %
Postage and Delivery	0.00	0.00	0.00	453.17	0.00 %
<b>Total Office &amp; Admin</b>	<b>2,284.16</b>	<b>5,876.04</b>	<b>-3,591.88</b>	<b>44,656.68</b>	<b>3.09 %</b>
<b>Total Expenses</b>	<b>\$36,486.67</b>	<b>\$39,740.16</b>	<b>\$ -3,253.49</b>	<b>\$419,734.06</b>	<b>49.28 %</b>
NET OPERATING INCOME	<b>\$3,448.61</b>	<b>\$ -295.69</b>	<b>\$3,744.30</b>	<b>\$ -25,450.16</b>	<b>4.66 %</b>
Other Income					
Other Income	1,000.00	3,000.00	-2,000.00	4,000.00	1.35 %
Rebates	0.00	0.00	0.00	137.43	0.00 %
<b>Total Other Income</b>	<b>\$1,000.00</b>	<b>\$3,000.00</b>	<b>\$ -2,000.00</b>	<b>\$4,137.43</b>	<b>1.35 %</b>
NET OTHER INCOME	<b>\$1,000.00</b>	<b>\$3,000.00</b>	<b>\$ -2,000.00</b>	<b>\$4,137.43</b>	<b>1.35 %</b>
NET INCOME	<b>\$4,448.61</b>	<b>\$2,704.31</b>	<b>\$1,744.30</b>	<b>\$ -21,312.73</b>	<b>6.01 %</b>

# Mission Resource Conservation District

## Operating Balance Sheet

As of April 30, 2026

	APR 2026			
	CURRENT	AS OF MAR 31, 2026 (PP)	CHANGE	AS OF APR 30, 2025 (PY)
<b>ASSETS</b>				
Current Assets				
Bank Accounts				
County Account	17,369.93	33,971.32	-16,601.39	25,283.58
Five Star Bank - Money Mkt	369,597.12	288,624.46	80,972.66	307,987.48
Five Star Bank -Checking	356.52	41,043.46	-40,686.94	59,390.64
In-Lieu	7,991.57	7,951.75	39.82	7,693.10
SD County FMV	-69.14	-69.14	0.00	-1,514.53
Vista School Endowment	26,983.41	26,848.96	134.45	25,975.62
Warm Springs Creek	245.79	244.57	1.22	236.61
<b>Total Bank Accounts</b>	<b>\$422,475.20</b>	<b>\$398,615.38</b>	<b>\$23,859.82</b>	<b>\$425,052.50</b>
Accounts Receivable				
Accounts Receivable	4,976.15	21,438.12	-16,461.97	56,756.66
<b>Total Accounts Receivable</b>	<b>\$4,976.15</b>	<b>\$21,438.12</b>	<b>\$ -16,461.97</b>	<b>\$56,756.66</b>
Other Current Assets				
Petty Cash Fund	34.89	34.89	0.00	34.89
Prepaid Audit	1,458.34	2,187.51	-729.17	4,000.00
Prepaid Insurance	2,164.78	3,247.17	-1,082.39	2,375.96
Prepaid Other	0.00	0.00	0.00	6,486.00
Prepaid Rent Deposit	480.00	480.00	0.00	480.00
<b>Total Other Current Assets</b>	<b>\$4,138.01</b>	<b>\$5,949.57</b>	<b>\$ -1,811.56</b>	<b>\$13,376.85</b>
<b>Total Current Assets</b>	<b>\$431,589.36</b>	<b>\$426,003.07</b>	<b>\$5,586.29</b>	<b>\$495,186.01</b>
Fixed Assets				
Capital Assets				
Capital Assets	0.00	0.00	0.00	0.00
Accumulated Depreciation	-25,603.00	-25,603.00	0.00	-25,603.00
Furniture & Equipment	22,737.00	22,737.00	0.00	22,737.00
Vehicles	17,500.00	17,500.00	0.00	17,500.00
<b>Total Capital Assets</b>	<b>14,634.00</b>	<b>14,634.00</b>	<b>0.00</b>	<b>14,634.00</b>
<b>Total Fixed Assets</b>	<b>\$14,634.00</b>	<b>\$14,634.00</b>	<b>\$0.00</b>	<b>\$14,634.00</b>
<b>TOTAL ASSETS</b>	<b>\$446,223.36</b>	<b>\$440,637.07</b>	<b>\$5,586.29</b>	<b>\$509,820.01</b>

# Mission Resource Conservation District

## Operating Balance Sheet

As of April 30, 2026

	APR 2026			
	CURRENT	AS OF MAR 31, 2026 (PP)	CHANGE	AS OF APR 30, 2025 (PY)
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	6,332.87	5,085.73	1,247.14	18,866.30
<b>Total Accounts Payable</b>	<b>\$6,332.87</b>	<b>\$5,085.73</b>	<b>\$1,247.14</b>	<b>\$18,866.30</b>
Credit Cards				
Mastercard Five Star Bank	12.75	122.21	-109.46	47.94
Visa Umpqua Bank	0.00	0.00	0.00	-102.28
<b>Total Credit Cards</b>	<b>\$12.75</b>	<b>\$122.21</b>	<b>\$ -109.46</b>	<b>\$ -54.34</b>
Other Current Liabilities				
Accrued Payroll/Liabilites	13,170.93	13,170.93	0.00	6,861.83
Accrued Vacation	6,193.28	6,193.28	0.00	3,763.34
Customer Deposit	52,812.75	52,812.75	0.00	92,435.00
Deposits From Other Agencies	13,091.20	13,091.20	0.00	13,091.20
<b>Total Other Current Liabilities</b>	<b>\$85,268.16</b>	<b>\$85,268.16</b>	<b>\$0.00</b>	<b>\$116,151.37</b>
<b>Total Current Liabilities</b>	<b>\$91,613.78</b>	<b>\$90,476.10</b>	<b>\$1,137.68</b>	<b>\$134,963.33</b>
<b>Total Liabilities</b>	<b>\$91,613.78</b>	<b>\$90,476.10</b>	<b>\$1,137.68</b>	<b>\$134,963.33</b>
Equity				
Fund Balance	375,922.31	375,922.31	0.00	411,181.05
Net Income	-21,312.73	-25,761.34	4,448.61	-36,324.37
<b>Total Equity</b>	<b>\$354,609.58</b>	<b>\$350,160.97</b>	<b>\$4,448.61</b>	<b>\$374,856.68</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$446,223.36</b>	<b>\$440,637.07</b>	<b>\$5,586.29</b>	<b>\$509,820.01</b>

# Mission Resource Conservation District

## Monthly Transaction Report -

April 1-30, 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	FULL NAME	CLEARED	AMOUNT
Five Star Bank -Checking								
Beginning Balance								
Five Star Bank -Checking	04/02/2026	Bill Payment (Check)	EFT040226	Verizon	CB001022057	Five Star Bank -Checking	Reconciled	-37.52
Five Star Bank -Checking	04/08/2026	Payment	59796902	TEAM RCD**		Five Star Bank -Checking	Reconciled	8,791.56
Five Star Bank -Checking	04/08/2026	Bill Payment (Check)	1440	Landscape One Inc.		Five Star Bank -Checking	Reconciled	-2,385.00
Five Star Bank -Checking	04/08/2026	Bill Payment (Check)	1441	SDRMA	7071	Five Star Bank -Checking	Reconciled	-98.66
Five Star Bank -Checking	04/08/2026	Bill Payment (Check)	1442	Springston Design		Five Star Bank -Checking	Reconciled	-200.00
Five Star Bank -Checking	04/10/2026	Journal Entry	PPE040826			Five Star Bank -Checking	Reconciled	-9,132.51
Five Star Bank -Checking	04/10/2026	Journal Entry	PPE040826		Check no. 1436	Five Star Bank -Checking	Uncleared	-1,880.54
Five Star Bank -Checking	04/10/2026	Journal Entry	TAX040826			Five Star Bank -Checking	Reconciled	-3,956.79
Five Star Bank -Checking	04/14/2026	Deposit				Five Star Bank -Checking	Reconciled	7,000.00
Five Star Bank -Checking	04/14/2026	Bill Payment (Check)	1443	NACD		Five Star Bank -Checking	Reconciled	-100.00
Five Star Bank -Checking	04/14/2026	Deposit		Mission Median Project:Craig Grimm		Five Star Bank -Checking	Reconciled	1,000.00
Five Star Bank -Checking	04/16/2026	Payment	EFT041626	CARCD-WCB Grant		Five Star Bank -Checking	Reconciled	6,879.25
Five Star Bank -Checking	04/21/2026	Deposit				Five Star Bank -Checking	Reconciled	2,000.00
Five Star Bank -Checking	04/21/2026	Bill Payment (Check)	1445	Fowler Pest Control		Five Star Bank -Checking	Reconciled	-81.00
Five Star Bank -Checking	04/21/2026	Bill Payment (Check)	403476311126	Five Star Mastercard		Five Star Bank -Checking	Reconciled	-3,331.51
Five Star Bank -Checking	04/21/2026	Bill Payment (Check)	1446	Native West Nursery		Five Star Bank -Checking	Uncleared	-31,103.75
Five Star Bank -Checking	04/21/2026	Transfer				Five Star Bank -Checking	Reconciled	-50,000.00
Five Star Bank -Checking	04/22/2026	Bill Payment (Check)	433004222026	Shell	0496-00-469244-8	Five Star Bank -Checking	Reconciled	-192.84
Five Star Bank -Checking	04/25/2026	Journal Entry	PPE042226			Five Star Bank -Checking	Reconciled	-8,372.20
Five Star Bank -Checking	04/25/2026	Journal Entry	PPE042226		Check No. 1444	Five Star Bank -Checking	Uncleared	-1,685.26
Five Star Bank -Checking	04/25/2026	Journal Entry	TAX042226			Five Star Bank -Checking	Reconciled	-3,198.83
Five Star Bank -Checking	04/28/2026	Bill Payment (Check)	042826	Kaiser Permanente	339467	Five Star Bank -Checking	Reconciled	-1,080.66
Five Star Bank -Checking	04/28/2026	Bill Payment (Check)	1447	Fallbrook Regional Health District		Five Star Bank -Checking	Uncleared	-800.00
Five Star Bank -Checking	04/28/2026	Payment	16145	Greater San Diego RCD**		Five Star Bank -Checking	Reconciled	24,345.66
Five Star Bank -Checking	04/28/2026	Deposit				Five Star Bank -Checking	Reconciled	34,000.00
Five Star Bank -Checking	04/28/2026	Transfer				Five Star Bank -Checking	Reconciled	-30,000.00
Five Star Bank -Checking	04/30/2026	Payment	3559	CARCD-WCB Grant		Five Star Bank -Checking	Reconciled	5,767.31
Five Star Bank -Checking	04/30/2026	Payment	EFT043026	MWDOC		Five Star Bank -Checking	Reconciled	17,166.35
<b>Total for Five Star Bank -Checking</b>								<b>-\$40,686.94</b>
<b>TOTAL</b>								<b>-\$40,686.94</b>



**District Regular Board Meeting, March 16, 2026**

3:00 p.m.

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 3:15 p.m. by President Scott Murray.

**II. Welcome Guests** – Celine Morales, NCRS

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

Directors present: Scott Murray President  
Bob Lin, Vice President  
Peggy Brown, Treasurer  
Lynne Barnett, Director

Directors absent: none  
Associates present: Cheryl Lindberg, Ross Pike, Mark Mervich  
Staff present: Ani Vartanians, District 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 Report
- 1-B: Monthly Expenses – January and February 2026
- 1-C: Minutes – January 12, 2026

Following discussion about District finances, a motion was made and seconded to approve the Consent Items as presented. The motion carried under the following vote:

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

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

- 2-A: NRCS Report – Celine Morales gave a verbal report.
- 2-B: District Manager Report – Ani Vartanians delivered a report on current activities. Significant changes include engagement of an independent bookkeeping service to assist with financial matters and purchase of an auto for district business. Renewed effort for fundraising on mission medians and community garden. A draft of the recently completed Audit was provided.
- 2-C: Directors Reports – none.
- 2-D: Legislative Updates: Pertinent to MRCD: 76<sup>th</sup> District Assembly Member has attained increased funding for fire prevention.
- 2-E: Board Committee Reports – none

**SECTION 3 - CORRESPONDENCE** - none

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

**4-1: Legal Counsel - After** review of an Agreement for Legal Services proposed by the legal firm Colantuono, Highsmith & Whatley, PC, a motion was made and seconded:

To authorize the District Manager to sign the Agreement.

The motion was carried under the following vote:

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

It was noted that the Agreement does not include a retainer, and there is currently no need for legal services.

**4-2: Board Member Updates and appointments.** It was noted that Victor Santos resigned his director position effective January 13, 2026. Associate Members Cheryl Lindburg and Mark Mervich are both interested in filling the vacant position. An appointment with Supervisor Jim Desmond's office is pending.

**4-3: Bank signers** – Current bank signers, in addition to DM Vartanians, are Scott Murray, Robert Lin and Peggy Brown. The DM will draft a policy for consideration by the Board at the next meeting, stating that signers will be the individuals holding the offices of President, Vice President and Treasurer.

**4.4: LAFCO MSR** Lance Andersen joined the meeting telephonically, in order to report with Director Lin on the recent LAFCO MSR meeting. LAFCO desires to conclude the MSR in the near future, and it has been determined that no boundary adjustments will be made among the various RCDs. This MSR will focus on eliminating "Islands" within the various RCDs. 95 service islands exist throughout the RCDs, resulting in service area confusion and a varying degree of RCD income loss. Property tax revenue generated within an island does not flow through the County to an RCD, as does the apportionment revenue generated outside of an island. Only one such island is located within the MRCD boundaries. The island contains part of downtown Fallbrook and includes both businesses and apartment buildings. It is noted that the residents of the island are included in MRCD services such as the Community Garden and possibly others.

The County's Planning and Development Services (PDS) department will review the Islands issue. If tax apportionment adjustments are applied for, PDS will also manage those. Applications must be filed with PDS and normally require a substantial fee. Annexing the island is considered an "adjustment". MRCD will request a fee waiver.

A desirable (but unlikely) additional outcome would be a Master Agreement which will address all future annexations, preventing such service "islands" in the future as the region continues to develop.



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**SECTION 5 - LEGAL MATTERS**

No closed session was held.

**SECTION 6 – AGENDA SUGGESTIONS – NEXT MEETING date May 18, 2026**

Bank Signers Policy  
LAFCO Report  
Board Vacancy.

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 Barnett, Aye

The meeting was adjourned at 4:33 p.m.

Minutes approved on: \_\_\_\_\_ 2026

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

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

Hi Ani and Scott,

So sorry to bug! Just trying to figure out if we can get a quorum for SoCal Inland for leadership elections described in my email from last week. Teri is only available

- Monday, June 22nd at 10 AM
- Tuesday, June 23rd at 4 PM

Does one or both work for your Regional Delegate? Remember, this is not the same as the CARCD delegate from your District but it can be and Mission can decide how this person is selected. It's open for Ani or a member of the board depending in what works best for mission and this would be the person needing to attend the June SoCal Inland Region meeting and vote on the leadership positions including Regional Chair, Vice Chair, and Regional Representative. Can you let us know if you have questions and/or if your delegate can plan to attend one of those days in June? Thank you so much for your time! -mandy

Hi SoCal Inland Region Members,

I am sending this email on behalf of our Region Chair Nancy Humenik Sappington, following correspondence from CARCD which requires the following to be completed by 6/30/26 (original message copied/pasted at the end of this email for reference):

- Member Districts must first select a regional delegate; those eligible to serve include RCD Directors, Executive Directors/District Managers and would attend region meetings and vote on behalf of that member district. Once selection is complete, this person's contact information must be forwarded to SoCal Inland's current Regional Chair, Nancy Sappington. From there, member districts of SoCal Inland Region are being required to:
  - Elect a Region Chair for a 2-year term; those eligible to serve include RCD Directors, Executive Directors/District Managers; this person would call and run SoCal Inland Region meetings
  - Elect a Region Vice Chair for a 2-year term; those eligible to serve include RCD Directors, Executive Directors/District Managers; this person would serve as the alternate to call and run SoCal Inland Region meetings
  - Elect a Regional Representative for a 2-year term; those eligible to serve include RCD Directors; this person would represent SoCal Inland on CARCD's Board of Directors

I believe that SoCal Inland Region **Member** Districts now include IERCD, Mission RCD, SJBRCD and TEAMRCD; however, please respond here if there appear to be errors in this list and/or if there are changes in primary contacts listed below:

Organization	Contact	Position	Email
IERCD	Nancy Sappington	SoCal Inland Region Chair/IERCD Vice President	<a href="mailto:ufconsultant@icloud.com">ufconsultant@icloud.com</a>
IERCD	Rick Gomez	CARCD Board President/IERCD Board President	<a href="mailto:Rickaicp5252@outlook.com">Rickaicp5252@outlook.com</a>
IERCD	Mandy Parkes	District Manager	<a href="mailto:mparkes@iercd.org">mparkes@iercd.org</a>
IERCD	Valerie Velazquez	Admin Assistant	<a href="mailto:vvelazquez@iercd.org">vvelazquez@iercd.org</a>
Mission RCD	Scott Murray	Board President	<a href="mailto:scottamurray@sbcglobal.net">scottamurray@sbcglobal.net</a>
Mission RCD	Ani Vartanians	District Manager	<a href="mailto:aniv@missionrkd.org">aniv@missionrkd.org</a>
San Jacinto Basin RCD	Michele Tracy	Board President	<a href="mailto:Tracyranch@roadrunner.com">Tracyranch@roadrunner.com</a>
San Jacinto Basin RCD	Roy Mason	Board Member	<a href="mailto:rmason@msjc.edu">rmason@msjc.edu</a>
San Jacinto Basin RCD	Brett Mills	District Manager	<a href="mailto:bmills@sbjrcd.org">bmills@sbjrcd.org</a>
TEAMRCD	Teri Biancardi	Board President	<a href="mailto:teri.biancardi@teamrkd.org">teri.biancardi@teamrkd.org</a>
TEAMRCD	Clifton Meek	District Manager	<a href="mailto:clifton.meek@teamrkd.org">clifton.meek@teamrkd.org</a>

The above actions require a quorum of member districts of the region to attend and cast votes at a meeting noticed a minimum of ten days prior to being held. With this email, the current Region Chair Nancy Sappington is calling a special meeting to complete the above-requested actions, suggesting holding it at the end of June to allow any necessary individual district Board action relative to selecting Regional Delegates which are not the same as existing CARCD delegates. Please respond with availability for the following days, sending a response no later than 5-22-26:

- Monday, June 22nd at 10 AM
- Tuesday, June 23rd at 4 PM
- Wednesday, June 24th at 10 AM
- Thursday, June 25th at 4 PM

CARCD is requesting that clarifications to this process or other procedural questions be directed to their new Membership and Admin Coordinator, Dominique Mask ([dominique-](mailto:dominique-)

[mask@carcd.org](mailto:mask@carcd.org)). Please respond here with your district's availability for a late-June meeting as soon as possible. Thank you everyone:

**CARCD Email - 4/20/26:**

*Request:* The CARCD Board of Directors requests that the Regions elect and install its new leadership as written in Article IV. Regions **by June 30, 2026**. This would include Member Districts selecting their:

1. Regional Delegate (Article IV. Section 3);
2. Electing their Regional Chair/Vice Chair (Article IV. Section 1); and,
3. Electing their Regional Representative (Article IV. Section 2).

*Until new elections occur, all existing leadership remains in place.*

**Suggested Process:**

1. *Each Member District will first need to select a Regional Delegate to represent the District at its Regional meetings for voting. Once selected, the District Manager/Executive Director needs to forward the Regional Delegate's contact information to the current Regional Chair. Reference Article IV, Section 3 for Regional Delegate eligibility.*
2. *The current Regional Chair needs to call a regular or special meeting (Article IV. Sections 5 and 6), which can be either in person or by videoconference, in order to nominate and elect its Regional Chair/Vice Chair and Regional Representative. Reference Article IV, Sections 1 and 2 for position eligibility.*
  - i. *It's recognized that those Regions that elect leadership in odd years (Article IV. Section 1) would be calling a special meeting for their elections and that the electee's term would be until the Region's odd year elections occur to be in compliance with the Bylaws.*
  - ii. *A quorum for the transaction of business at a Regional meeting shall be a majority of the Member Districts in that Region and action shall be taken by a majority of the Member Districts present and voting (Article IV. Section 5). Only Regional Delegates are eligible to vote (Article IV. Section 5). To ensure that only Member Districts vote and if necessary, a list of current Member Districts can be obtained from the current Regional Chair or CARCD's Membership & Administrative Coordinator, Dominique Mask ([dominique-mask@carcd.org](mailto:dominique-mask@carcd.org)).*
3. *The nomination and election of Regional positions may also be taken without a meeting if a written request for nominations and/or ballot is distributed electronically or by first class mail to each Member District as described in Article III. Section 5 (Article IV. Section 6).*
  1. *Further instructions for electronic/mail voting are found in Article III. Section 6.*

2. *Voting using this method shall be valid only if the number of votes cast by Regional Delegates meets the applicable quorum required to be present at a meeting (Article III. Section 6).*
3. *The Regional Delegate of each Member District shall certify that the action thereon is the action of the Board of Directors of that Member District (Article III. Section 6) and return the results to the Regional Chair.*
  
4. *The newly-elected Regional Representative will forward all election results to the CARCD President, Rick Gomez ([rickaicp5252@outlook.com](mailto:rickaicp5252@outlook.com)), and CARCD's Membership & Administrative Coordinator, Dominique Mask ([dominique-mask@carcd.org](mailto:dominique-mask@carcd.org)).*
  
5. *Direct procedural questions to CARCD's Membership & Administrative Coordinator, Dominique Mask ([dominique-mask@carcd.org](mailto:dominique-mask@carcd.org)).*

# **Bank Signer Authorization Policy**

## **1. Purpose**

This policy establishes the authorization requirements and internal controls for individuals permitted to act as bank signers on behalf of the of Mission RCD (“District”). The purpose of this policy is to safeguard District funds, ensure accountability, and maintain proper financial oversight.

## **2. Policy Statement**

Only Board Officers and the District Manager may serve as authorized bank signers for District financial accounts and instruments.

No other staff member, contractor, consultant, volunteer, director without officer status, or non-board individual shall be authorized as a bank signer unless specifically approved by formal Board action and permitted by law.

## **3. Authorized Officials**

For purposes of this policy, authorized bank signers are limited to:

- Board Chair/President
- Vice Chair/Vice President
- Treasurer
- District Manager

The Board may designate which of these authorized officials shall serve as active signers for District accounts.

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**Board President:** \_\_\_\_\_

Date: \_\_\_\_\_

**District Manager:** \_\_\_\_\_

Date: \_\_\_\_\_